



City Council Minutes
August 9, 2021
Council Chambers
6:30 PM



I. CALL TO ORDER

Present: 5 - Vice-Mayor Michael Wilde, Councilmember Michael Thomas, Councilmember Vance Guthrie, Councilmember Lindsay Hall Harrison, Mayor John Lowndes

Mayor Lowndes called the meeting to order at 6:40 pm. Also present were Assistant City Manager Reggentin, City Attorney Shepard and Deputy City Clerk Sotero.

II. INVOCATION - DALE MCDONALD

Mr. Dale McDonald provided the Invocation.

III. PLEDGE OF ALLEGIANCE

Mayor Lowndes led the Pledge of Allegiance.

IV. PUBLIC HEARING - NONE

There were no Public Hearings scheduled.

V. OLD BUSINESS

There was no Old Business to report.

VI. CONSENT AGENDA

Mayor Lowndes asked for public comment on Consent Items 3-5. Mr. Marc Walch, 430 N. Lake Sybelia Drive, Sustainability Committee Chair, stated that he would like the Council to consider a community garden on the Hillside Recreation Center property. There being no one else who wished to be heard, Mayor Lowndes closed the public comment period.

After discussion, Mayor Lowndes asked to remove Consent Item #4, - Approval of Contract for Improvements on the Hill Recreation Center Park, and move to Decision Item #3.

A motion was made to approve the Consent Agenda with the exception of Item #4, Approval of Contract for Improvements on the Hill Recreation Center Park.

RESULT:	Accept
MOVER:	Councilmember Michael Thomas
SECONDER:	Councilmember Lindsay Hall Harrison
AYES:	Michael Wilde, Michael Thomas, Vance Guthrie, Lindsay Hall Harrison, John Lowndes

NAYS: None

1. **APPROVE THE CITY COUNCIL MEETING MINUTES OF JULY 26, 2021**
Approve the City Council meeting minutes of July 26, 2021.
2. **APPROVE THE CITY COUNCIL BUDGET WORKSHOP MINUTES OF JULY 19, 2021**
Approve the City Council Budget Workshop Minutes of July 19, 2021.
3. **APPROVAL OF DESIGN CONTRACT FOR THE WESTSIDE TRAILS PROJECT**
Approve a contract with CPH Inc. for \$69,310 for design and engineering services of the Westside Trails Project.
4. **2021 DEPARTMENT OF JUSTICE JAGC GRANT (2021-JAGC-ORAN-8-3B-022)**
Approve the Police Department application of 2021 U.S. Department of Justice JAGC grant in the amount of \$10,000, and the appropriation of Department funds in the amount of \$1,460, and approve the purchase associated with this request.

VII. PUBLIC PERIOD

Mayor Lowndes opened the Public Period.

Mr. Jeff Condello, InterCounty Engineering, 3307 Clarcona Road, Apopka, 32703, stated that his company bid on a project for the relocation of Lift Station #1. He also stated that they made a mistake in their bid and are requesting that the City Council allow them to withdraw their bid without paying the penalty of \$200,000.

City Attorney Shepard, provided a conversation record (attached hereto and made a part hereof) to the Council between Scott Perfater, Burgess & Niple, and Stephen Polk, Intercounty Engineering, and provided a brief summary of the timeline and exchanges of correspondence and conversations that occurred.

There being no one else who wished to be heard, Mayor Lowndes closed the Public Period.

VIII. DECISIONS

1. **APPOINTMENT - COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD (1)**
Deputy Clerk Sotero stated that on March 9, 2015, the City Council and the Community Redevelopment Agency adopted Resolution No. 5-2015 amending the composition of the Community Redevelopment Agency Advisory Barod (CRAAB). The CRAAB is to be comprised of two members appointed by Orange County and one member appointed by the City Council. The term of Bill Randolph expired in May 2021. Due to consecutive term limits, Mr. Randolph is not eligible for reappointment. Currently, we have

one application on file from Grey S. Binford. The Council is requested to appoint Mrs. Binford effective May 13, 2021, for a three-year term.

Mayor Lowndes requested nominations. Councilmember Guthrie nominated Grey S. Binford. The nomination received a second from Councilmember Thomas and a third from Councilmember Hall Harrison. There being no further nominations, Mayor Lowndes declared Grey S. Binford appointed to the Community Redevelopment Agency Advisory Board effective May 13, 2021, for a three-year term.

2. NORTHEAST NEIGHBORHOODS SPEED AND CUT-THROUGH TRAFFIC ANALYSIS

Assistant City Manager Reggentin stated that On May 24, 2021, staff presented the Northeast Neighborhoods Speed and Cut-Through Analysis report prepared by Neel-Schaffer, Inc. The study area included the areas east of Lake Minnehaha, north of Horatio Avenue, west of Temple Trail and south of the Seminole County line. The traffic analysis found that based on the data available, there is not a significant systematic speeding or cut-through problem within the study area. Based on these findings, the recommendations from the report presented were: No changes to the posted speed should be made at this time; the City should continue collecting annual traffic count data and add traffic count stations in the vicinity of Kewanee Trail at Saginaw Trail and Tuscarora Trail at Thunder Trail; speeds should continue to be monitored as part of the annual traffic count program; and, the City should perform outreach to determine the extent of support for a traffic calming effort in order to understand the scope of the problem as perceived by the community. Following the City Council discussion, there was consensus that although there was technically not a speeding issue, there was an issue with the speed of vehicles as it relates to the comfort of other users of the roadway, including pedestrians and bicycles. Based upon this agreement, the City Council directed staff to take a phased approach to address the concerns of residents. Based on the direction given, staff has developed a phased plan that includes both short term and long term solutions. The intention is to raise awareness and remind drivers that they are entering a residential neighborhood and should lower their speed and be vigilant while traveling. The Assistant City Manager stated that during the next 4-5 years, the southern half of Dommerich Hills, including sections of Tuscarora Trail, will be under construction with the new sewer line and lift station project. This will be an intrusive project requiring full road closures in each phase. Detours and heavy equipment will be present for the next several years. This will be an inconvenience for those living in and traveling through the area. A potential unintended consequence of this project will be that it will be likely to reduce speed and cut through traffic in the area. Due to the construction, it is not recommended to purchase and install the sign on Tuscarora Trail until, at the soonest, the completion of Phase I. Additionally, over the next 18 months, Mohican Trail between Thistle Lane

and Deloraine Trail is scheduled for a water line replacement and sidewalk construction project. During this project, construction crews will be present and intermittent lane closures will be required. Temporary detours may also occur with this project. As with the sewer project, it is not recommended to install this sign until after construction has been completed. In addition to the sidewalk and water line, the intersection of Deloraine and Mohican Trails is being redesigned to "tighten up" the intersection by reducing turning radii to make it more conducive to pedestrians and less comfortable for vehicles. As with the Dommerich Hills sewer project, this project will slow traffic and discourage any cut through traffic in the area. Assistant City Manager Reggentin went over the phases of the project to include how each would be addressed and stated that staff recommend that Council approve the 4 phase approach to address the issue of speed in the study area; approve a budget transfer to purchase the radar speed limit signs; approve a budget transfer and Scope of Services for Toole Design to engage in the initial phases of a traffic calming design process. Assistant City Manager Reggentin introduced Mr. Ian Lockwood, P.E., Toole Design, provided a brief summary of the project and answered questions posed by Council.

Mayor Lowndes requested public comment.

Mrs. Amanda Kalantzis, 2081 Mohican Trail, inquired about the traffic calming committee and if residents in the neighborhood could volunteer for the committee.

Mr. Ryan Kalb, 2090 Goldwater Court, thanked the Council and staff for all the work that has been put into the project in the neighborhood. He also expressed his concern about the speed limit.

Mr. Dale McDonald, 108 Tangelo Court, expressed his concerns about the speed limit throughout the city.

There being no one else who wished to be heard, Mayor Lowndes closed the public comment period.

After discussion, a motion was made to approve the 4 phase approach to addressing speed in the northeast section of the city; approve a budget transfer of \$34,500 from the City Manager's Contingency Fund for radar sign purchases; and, authorize the City Manager to execute a contract with Toole Design.

RESULT:	Approve
MOVER:	Vice-Mayor Michael Wilde

SECONDER:	Councilmember Michael Thomas
AYES:	Michael Wilde, Michael Thomas, Vance Guthrie, Lindsay Hall Harrison , John Lowndes
NAYS:	None

3. APPROVAL OF CONTRACT FOR IMPROVEMENTS TO HILL RECREATION CENTER PARK

Mayor Lowndes requested this item be moved from Consent so that it could be discussed in detail. The Mayor stated that he liked the idea of a community garden at the Hill Recreation Center Park, and wanted to see the community and the Sustainability Committee get involved in the project.

Mayor Lowndes opened the public comment period. There being no one who wished to be heard, Mayor Lowndes closed the public comment period.

A motion was made to approve the purchase and installation of improvements to Hill Recreation Center Park with Rep Services, Inc. for the amount of \$109,463.

RESULT:	Approve
MOVER:	Councilmember Lindsay Hall Harrison
SECONDER:	Councilmember Michael Thomas
AYES:	Michael Wilde, Michael Thomas, Vance Guthrie, Lindsay Hall Harrison, John Lowndes
NAYS:	None

IX. DISCUSSION

There were no Discussion Items.

X. CITY MANAGER'S REPORT/CITY ATTORNEY/COUNCIL REPORTS

Assistant City Manager Reggentin confirmed with the Council that for the Lift Station #1 project, if the contractor didn't perform, then the legal team would request the bond money.

Vice Mayor Wilde requested the dogs and pet waste in Independence Park be brought back for discussion in the near future.

Councilmember Guthrie stated that he participated in the Chamber of Commerce Trivia night, which he enjoyed.

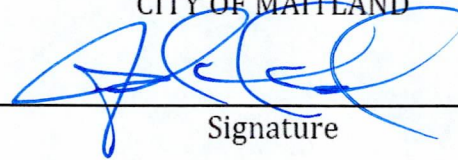
Mayor Lowndes stated that he and Councilmember Guthrie attended a show at the

Asbury United Methodist Church regarding the history of Maitland and Eatonville, which was very good.

XI. ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 8:32 pm.

CITY OF MAITLAND



Signature

Mayor

Title

ATTEST:



Signature

Deputy City Clerk

Title



MAITLAND
FLORIDA

SPEAKER'S CARD

(Please Print)

Name: Jeff Condello Date: 8.9.21

Street Address: 3307 Clarcona Road

City: Apopka State: FL Zip: 32703

Agenda Item (s): Public Period

- The purpose of the Speaker's Card is to ensure the proper spelling of the speaker's name and efficient decorum.
- Please complete the Speaker's Card and present it to city staff prior to the meeting.
- Visit the City of Maitland's website www.itsmymaitland.com for more information about public meetings including: agenda packets, meeting notification, minutes, and much more.

BURGESS & NIPLE

Conversation Record

With Stephen Polk		By Scott Perfater	
Of Intercounty Engineering		Date April 29, 2021	Time 1:24 p.m.
☒ By Telephone Telephone Number: (772) 633-8242			
☐ Visit Site: City:			
Job Number 57473	Project Maitland Lift Station No. 1 Construction Services		
Regarding Intercounty Engineering Public Bid for above referenced project received April 20, 2021.			
Conversation Items On April 29, 2021 at 6:28 a.m. I received an email from Mr. David Gonzalez that Mr. Stephen Polk with Intercounty Engineering was seeking an update from the City on the status of the bid review for the above referenced project. I responded via return email that I had begun to check references and had heard back from three of the five references provided by Intercounty Engineering in their bid package provided April 20, 2021. I later spoke to Mr. Gonzalez and agreed to contact Mr. Polk to provide an update. At 1:00 p.m. I received a voicemail message from Mr. Stephen Polk. I returned his call and provided a status update on the reference checks for the above referenced project. Mr. Polk stated that he did have a "bid discrepancy." I asked what the bid discrepancy was as from our review, the bid did not contain any mathematical mistakes, was complete and appeared to be in order. I also stated the reference checks returned to date had been satisfactory. He replied that "one sheet didn't carry to the front sheet" and apparently had caused some degree of cost not to be included in the total price bid. I asked him what his intention was and he stated generally that he would like to be released from the bid; that they had won a lot of work recently and he didn't want the job. I asked him to please put his intention in writing along with any supporting documentation and send it to me via email as soon as possible. Mr. Polk stated I would have an email from him within 15 minutes.			
Follow-up Activity Informed Mr. Chris Kennedy of the conversation and we agreed to await the email Mr. Polk said would be forthcoming shortly.			

BURGESS & NIPLE

Conversation Record

With Stephen Polk	By Scott Perfater	
Of Intercounty Engineering	Date April 30, 2021	Time 10:00 a.m.
☒ By Telephone Telephone Number: (772) 633-8242		
☐ Visit Site: City:		
Job Number 57473	Project Maitland Lift Station No. 1 Construction Services	
Regarding Intercounty Engineering Public Bid for above referenced project received April 20, 2021.		
Conversation Items The previous day, I asked Mr. Stephen Polk to put his intention regarding the above referenced project in writing along with any supporting documentation and send it to me via email as soon as possible. Mr. Polk stated that I would have an email from him within 15 minutes of our call on April 29, 2021 at 1:24 p.m. Having not heard from Mr. Polk, I contacted him to inquire about the whereabouts of the above referenced email. Mr. Polk described that immediately following our April 29, 2021 conversation, he had went into the owner's office and discussed our request to put their position in writing. He stated the owner told him not to send the email. He stated the owner had said they had to be careful in the wording of any such email and not to send it. He went on to say that typically in a situation like this, it was their experience that the City would simply allow them to withdraw their bid and move to the second low bidder. I reiterated with Mr. Polk that we would not be receiving an email documenting their intentions and he confirmed that to be the case at this time.		
Follow-up Activity Informed Ms. Kimberley Tracy of the conversation and she said she would discuss internally and get back to me on next steps.		