



**City Council
December 13, 2021
Council Chambers
6:30 PM**



WELCOME to our City Council meeting. In the interest of time efficiency, the following will prevail for comments by the public. Each speaker will be permitted up to 3 minutes to state his/her case. Group presentations will be permitted 3 speakers including the spokesperson - each being limited to up to 3 minutes. No speakers will be interrupted. Please silence all electronic devices during the meeting. THANK YOU for participating in your City Government.

- I. Call to Order
- II. Invocation - Mr. Dale McDonald
- III. Pledge of Allegiance
- IV. Presentations
 1. FACC Retirement - Maria T. Waldrop - Presented by Pat Burke, FACC Central East District Director
 2. Retirement Resolution - Maria T. Waldrop, City Clerk
 3. Presentation of Certificate GFOA /Award of Financial Reporting Achievement - Jerry Gray, Finance Director
- V. Public Hearing
 1. Resolution - Intent to Use the Uniform Ad Valorem Method of Collection of a Non-Ad Valorem Assessment
- VI. Old Business
- VII. Consent Agenda
 1. Approve the City Council Meeting Minutes of November 8, 2021
 2. Approve the City Council Special Meeting minutes of November 22, 2021.
 3. 4th Quarter 2021 Financial Summary
 4. Amend City Clerk Employment Agreement
 5. Art and History Center Structural Design
 6. Cancel the December 27, 2021 City Council Meeting
 7. Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Grant for Dommerich Hills Septic to Sewer Phases II-IV Project
 8. Maitland Professional Firefighters, Local 3590, IAFF Collective Bargaining Agreement
 9. Purchasing Bid Award - Surface Water Quality Sampling
 10. Staff Appointments - Public Risk Management of Florida Board Member

- 11. Resolution - Local Mitigation Strategy
- 12. Holiday Pay - Non-exempt Sworn Police Personnel
- VIII. Public Period
- IX. Decisions
 - 1. Approval of the GMP for improvements to Ft. Maitland Park
 - 2. Ordinance - Pension Fund Composition
 - 3. Ordinance - Water, Sewers and Sewage Disposal
- X. Discussion
- XI. City Manager's Report/City Attorney/Council Reports
- XII. Adjournment

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

Disclaimer: Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

MEETING DATE		AGENDA
December 13, 2021		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: FACC Retirement - Maria T. Waldrop - Presented by Pat Burke, FACC Central East District Director		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. FACC Resolution 2021-32		
Commission/Board: City Council		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
December 13, 2021		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Retirement Resolution - Maria T. Waldrop, City Clerk		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. Maria Waldrop - Retirement		
Commission/Board: City Council		
Contact Person: Maria Waldrop 407-539-6219		
Reviewed by City Attorney		

MEETING DATE		AGENDA
December 13, 2021		Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 3.
Subject: Presentation of Certificate GFOA /Award of Financial Reporting Achievement - Jerry Gray, Finance Director		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. SKM_454e21120115110		
Commission/Board: City Council		
Contact Person: Maria Waldrop 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Resolution - Intent to Use the Uniform Ad Valorem Method of Collection of a Non-Ad Valorem Assessment		
Requested Action or Motion: After receiving public input, move to adopt a resolution declaring the City's intent to use the uniform method for the levy, collection and enforcement of non-ad valorem special assessments under Florida Statutes Section 197.3632.		
Summary Explanation & Background: In February 2019, City Council authorized the Greenwood Gardens Undergrounding Project which included the relocation of utilities and installation of pedestrian style street lights. The assessment roll was established in April 2019 and the meter conversion project started in August 2019. In addition to removal of Duke electric lines, other utilities (cable, telephone, etc) were notified to remove their equipment. The conversion project was completed by June 2020, while other utilities continued the process of removing their equipment from the poles. In July 2021, the City accepted the completed improvements so that the costs of the meter conversion can be assessed to the parcels that benefited. The total cost of the project was \$527K, with \$81K being assessed to the parcels (\$1,893.60 each) over 10 years with 3% per year interest. The assessment will be billed on the owner's annual tax bill. Residents will be receiving their first installment with their 2022 tax bills via a non-ad valorem assessment issued by the Orange County Tax Collectors Office. In order to enter into agreement with the Orange County Property Appraisers office, a resolution stating the City's intent to utilize the non-ad valorem uniform method of assessment is required under F.S. 197.3632. In addition to the attached resolution, because this is the first year time the City will be levying a non-ad valorem assessment for this improvement area, an additional resolution will be required to adopt the assessment roll at a public hearing (between January 1, 2022 and September 15, 2022). The notice of tonight's public hearing has been advertised for four consecutive weeks in the Orlando Sentinel. Upon conclusion of the public hearing, staff recommends adopting the resolution.		
Fiscal Impact: \$8,142.50 per year in Special Assessment Revenue to the General Fund (plus interest) or 1,893.60 per improved parcel.		
Exhibits: 1. Resolution Greenwood Gardens Non Ad Valorem		
Commission/Board: City Council		
Contact Person: Sharon Anselmo 407-539-6221		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Approve the City Council Meeting Minutes of November 8, 2021		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. Minutes 11082021		
Commission/Board: City Council		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Approve the City Council Special Meeting minutes of November 22, 2021.		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. CC 112221		
Commission/Board: City Council		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 3.
Subject: 4th Quarter 2021 Financial Summary		
Requested Action or Motion: Move to receive the 4th Quarter 2021 Financial Summary and Investment Schedule.		
Summary Explanation & Background: 4th Quarter 2021 Financial Summary and Investment Schedule.		
Fiscal Impact: n/a		
Exhibits: 1. Q4 2021 Financial Summary 2. 21Q4CommonLook Compliance Report		
Commission/Board: City Council		
Contact Person: Jerry Gray 407-539-6201		
Reviewed by City Attorney n/a		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 4.
Subject: Amend City Clerk Employment Agreement		
Requested Action or Motion: Move to authorize the Mayor to execute an amendment to the City Clerk's employment agreement.		
Summary Explanation & Background: City Clerk Maria Waldrop intended to retire from the City at the end of November 2021. The new City Clerk will start employment with the City on January 3, 2022. Ms. Waldrop has agreed to continue serving as City Clerk until mid-January, allowing the Clerk's office to function as fully staffed until such time as the new Clerk starts employment and allowing for Ms. Waldrop to provide a few weeks of training to the new Clerk. When Ms. Waldrop was rehired after her retirements in 2017, her employment contract eliminated the ability to be paid out any accrued personal leave. All other City employees are entitled to be compensated for accrued personal time (up to a maximum outlined in the personnel policy manual). Since Ms. Waldrop has agreed to stay past her original retirement date and was also assisting with the new City Clerk selection, she has been unable to use all of her accrued personal leave. Staff is recommending City Council authorize the Mayor to execute this amendment to treat the City Clerk's personal leave consistent with all other City Employees (consistent with the personnel policy manual).		
Fiscal Impact: TBD - Will allow for the payout of accrued personal leave at the end of employment consistent with City Personnel Policies.		
Exhibits: 1. Amendment No 1 to City Clerk Agreement - Personal Leave Accrual		
Commission/Board: City Council		
Contact Person: Sharon Anselmo 407-539-6221		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 5.

Subject: Art and History Center Structural Design
Requested Action or Motion: Move to approve the attached proposal from DRMP for structural design.
Summary Explanation & Background: Due to concerns regarding the structural integrity of certain areas within the Art and History Center identified as part of the ongoing maintenance program, a preliminary structural analysis was conducted of the center in late 2018. The result of this analysis indicated various structural issues associated with exterior walls and buildings throughout the complex. Some of these issues are due to the lack of adequate footings while others are the result of inadequate drainage within the facilities. In order to stabilize these elements, geotechnical, stormwater and architectural analysis and design was conducted in 2019-20. This has been completed and the structural engineer has provided a detailed report on all issues associated with structural components of the buildings on the site. The top two priorities for immediate repair are the chapel and electrical room. The chapel is one of the most historic areas of the complex. It also contains much of the artwork created by Andres Smith. The electrical room has complete structural failure of the floor. This coupled with the fact that the entire complex's electrical system is fed through this building makes it a safety issue. The attached proposal addresses the design for these two facilities. When the design is complete, a contractor specializing in historical reconstruction will provide a bid for the repairs. This will be the first of several phases of stabilization of the facility to preserve the buildings and artwork.
Fiscal Impact: \$52,320 - Funds are budgeted in the capital fund for the Art and History Center.
Exhibits: 1. DRMP Combined AWA-004 12-12-21 - Design
Commission/Board: City Council
Contact Person: Mark Reggentin 407-539-6220
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 6.
Subject: Cancel the December 27, 2021 City Council Meeting		
Requested Action or Motion: Cancel the December 27, 2021 Council Meeting.		
Summary Explanation & Background: Traditionally, the second meeting in December has been cancelled by City Council. This year the second meeting falls on December 27, 2021. Staff is recommending City Council cancel the scheduled meeting for December 27, 2021.		
Fiscal Impact:		
Exhibits: None		
Commission/Board: City Council		
Contact Person: Maria Waldrop 407-539-6219		
Reviewed by City Attorney		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 7.
Subject: Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Grant for Dommerich Hills Septic to Sewer Phases II-IV Project		
Requested Action or Motion: Move to approve City Manager or Mayor to execute grant agreements and other grant related administrative items with Florida Department of Environmental Protection for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Grant awarded to the Dommerich Hills Septic to Sewer Phase II-IV Project.		
Summary Explanation & Background: The City has applied for a grant with the Florida Department of Environmental Protection (FDEP) for the Dommerich Hills Septic-to-Sewer, Phases II through IV project and has received notice of award of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) in the amount of \$3,700,000 with a 50% match requirement. The funds will be made available through a cost reimbursement grant, which will require execution of a grant agreement with FDEP and an official letter to the Department's Division of Environmental Assessment and Restoration indicating its commitment to completing this project and requesting this project be included in a basin management action plan (BMAP). The balance of costs for the project will be funded through FDEP SRF loans or other Utility Fund sources as approved by City Council. Staff recommends City Council move to approve the City Manager or Mayor to execute grant agreements and other grant related administrative items with Florida Department of Environmental Protection for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Grant awarded to the Dommerich Hills Septic to Sewer Phase II-IV Project.		
Fiscal Impact: \$3.7 million grant funds w/ \$3.7 million grant match requirement for the Utility Fund		
Exhibits: None		
Commission/Board: City Council		
Contact Person: Kimberley Tracy 407-539-216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 8.
Subject: Maitland Professional Firefighters, Local 3590, IAFF Collective Bargaining Agreement		
Requested Action or Motion: Move to accept the collective bargaining agreement between the City and Maitland Professional Firefighters, Local 3590 IAFF and authorize the Mayor to sign the Agreement.		
Summary Explanation & Background: On November 8, 2000, employees in the classification of Engineer/Paramedic, Engineer/EMT, Firefighter/Paramedic, and Firefighter/EMT formed a Collective Bargaining Unit, Local 3590, IAFF. In 2014, the classifications of Firefighter Lieutenant/EMT and Firefighter Lieutenant/Paramedic were added to the bargaining unit. The term of the current agreement expired on September 30, 2017 (effective date of 10/1/2014). On December 6, 2021, the City received a letter from Union President Dustin Moore, advising the City Manager that the members of Local 3590 have ratified the Collective Bargaining Agreement. The agreement is from October 1, 2021 to September 30, 2024. The main changes to the new agreement include the addition of eighty hours of holiday pay; the addition of certification incentive pay for up to four advanced technical certifications; a change from a percentage pay for working out of class to an hourly amount in line with surrounding agencies; and an increase in the hourly rate for preceptors but only while actually precepting an employee. If authorized, these changes would become effective January 1, 2022. Staff is recommending the City Council accept the agreement and authorize the Mayor to sign the agreement. In addition, staff is requesting the City Manager be authorized to update the Personnel Policy Manual to include holiday pay as outlined in Section 19, Wages.		
Fiscal Impact: The estimated additional cost for FY 2022 would be approximately \$88K, which is anticipated to be available due to savings from open positions.		
Exhibits: 1. Final CONTRACT 2021-2024 provided to Union on 12-03-2021		
Commission/Board: City Council		
Contact Person: Sharon Anselmo 407-539-6221		
Reviewed by City Attorney Reviewed by City's Labor Attorney, Jeff Mandel.		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 9.

Subject:

Purchasing Bid Award - Surface Water Quality Sampling

Requested Action or Motion:

Move to authorize the City Manager to execute the agreement with Environmental Research & Design Inc. for the City's surface water quality sampling.

Summary Explanation & Background:

An Invitation To Bid (ITB 22-371-001) was advertised on November 15, 2021 to secure a new contract for surface water quality sampling for the City's twenty-one (21) lakes for a term of three years with the renewal option of up to two (2) additional one (1) year periods.

The scope of work included seeking a professional environmental consulting company to monitor surface water quality at twenty-one (21) locations within the City. The proposed work was to continue the existing City program for surface water quality monitoring in order to assist in identifying potential source impacts on water quality and to comply with State water quality criteria. The selected vendor is to use industry standard procedures and collection equipment to collect and test surface water samples on a monthly basis for a three-year period, at twenty-one (21) distinct sites. The contract requires the vendor to provide monthly reports and an annual report that will be utilized for the City's National Pollutant Discharge Elimination System (NPDES) Permit annual report. The Invitation to Bid (ITB) also included unit prices for additional services outside of the routine maintenance defined in the bid documents.

The bid was posted on DemandStar and advertised in the Orlando Sentinel. All bids were due to be submitted by December 2, 2021. Through Demand Star, the City received notice that 16 registered vendors accessed the ITB and downloaded the job specifications. Out of the 16 planholders, the City received three (3) bids for the ITB. The lowest bid for the ITB was Environmental Research and Design, Inc. for the three year contract term:

1. Environmental Research and Design, Inc. - \$280,324.68
2. Advanced Environmental Laboratories - \$314,592.00
3. Ecological Associates, Inc. - \$608,059.05

Staff has reviewed the bids and found the Environmental Research and Design, Inc. bid to be acceptable.

Staff recommends City Council authorize the City Manager to execute the agreement with Environmental Research & Design Inc. for the City's surface water quality sampling for a three (3) year contract, with an option to extend the contracts for two more consecutive one (1) year periods, after the bid appeal period has passed.

Fiscal Impact:

Funds are available in the Stormwater Utility Fund

Exhibits:

1. ITB 22-371-001 Bid Tabulation
2. Environmental Research & Design Bid Document
3. Surface Water Quality Sampling ITB 22-371-001 rev-1
4. ITB 22-371-001 Addendum 1
5. ITB 22-371-001 Addendum 2

Commission/Board: City Council

Contact Person: Alyssa Eide 4075393693

Reviewed by City Attorney

Yes

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Human Resources	AGENDA REPORT	Item #: 10.

Subject: Staff Appointments - Public Risk Management of Florida Board Member
Requested Action or Motion: Move to appoint the Human Resources/Risk Management Director to serve as the City's Representative and the HR/Risk Management Generalist to serve as the alternate member for the City of Maitland on the Public Risk Management of Florida Board of Directors.
Summary Explanation & Background: Effective October 1, 2009, the City moved its workers' compensation, liability and property insurance coverage to Public Risk Management of Florida ("PRM"). PRM is a local government liability pool formed under Florida Statute 163.01, Florida Interlocal Cooperation Act of 1969. PRM requires that each member appoint one (1) person to represent that body (the "Board Member") on the Board of Directors along with another person to serve as an alternate representative (the "Alternate"). In the absence of the Board Member, the Alternate member will represent the City. Upon the retirement of Theresa C. Walker, Human Resources/Risk Management Director, who served on the PRM Board as an appointed Board Member; staff recommends removing Theresa C. Walker as the Board Member and appointing the current Human Resources/Risk Management Director, by title as opposed to an individual's name. The HR/Risk Management Generalist position, will continue to be the appointed position to the Alternate.
Fiscal Impact: N/A
Exhibits: None
Commission/Board: City Council
Contact Person: Liberty Gondar 407-539-6255
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Fire/Rescue	AGENDA REPORT	Item #: 11.
Subject: Resolution - Local Mitigation Strategy		
Requested Action or Motion: Move to approve the attached resolution.		
Summary Explanation & Background: Local mitigation plans identify the natural hazards that may affect a single or multiple local jurisdictions, such as a town, city, or county. Plans assess risks and vulnerabilities, identify actions to reduce losses from those hazards identified, and establish a coordinated process to implement the plan using a wide range of public and private investments. FEMA requires local governments to develop and adopt such hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects. Jurisdictions must update their hazard mitigation plans and re-submit them for FEMA approval every five years to maintain eligibility. This is an update to the current Local Mitigation Strategy Plan which is concurrent to and consistent with Orange County.		
Fiscal Impact: N/A		
Exhibits: 1. Municipal Resolution -LMS		
Commission/Board: City Council		
Contact Person: Brandon Lawrence 407-539-6228		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 12.
Subject: Holiday Pay - Non-exempt Sworn Police Personnel		
Requested Action or Motion: Move to authorize the City Manager to update the Personnel Policies to provide eighty hours of holiday pay for non-exempt, police personnel.		
Summary Explanation & Background: Staff is recommending the City Council authorize the addition of eighty hours of holiday pay for non-exempt, sworn police personnel in parity with the non-exempt, certified firefighters covered by the collective bargaining agreement on tonight's agenda. This will put them on par with other surrounding agencies based upon a survey conducted by the Human Resources Director. Effective January 1, 2022, the City would provide for eighty hours of holiday pay for the following holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving and the day after, Christmas Day, and the day annually designated by the City Manager (eight holidays, paid at ten hours each for total annual pay off eighty hours).		
Fiscal Impact: Estimated at \$53K (salaries and associated costs) for FY 2022 and is anticipated to be available due to open positions throughout the City.		
Exhibits: None		
Commission/Board: City Council		
Contact Person: Sharon Anselmo 407-539-6221		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
December 13, 2021		Section: Decisions
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Approval of the GMP for improvements to Ft. Maitland Park		
Requested Action or Motion: Move to accept the proposal from Burkhardt Construction for the construction of improvements to Ft. Maitland Park for an amount not to exceed \$1,661,000 with a project contingency of \$90,000 and authorize the transfer of \$559,400 from General Fund balance.		
Summary Explanation & Background: Upgrades to Ft. Maitland Park were identified in the Parks and Recreation Master Plan to improve park amenities (i.e. a playground and picnic area), to redevelop the existing building, and to improve existing signage. Planning was initiated in 2018 to install these upgrades. However, further planning progression also considered the following: 1/28/19 - Council reviewed initial conceptual plans and expressed the desire to add a boat loading/unloading area and a more formalized kayak/paddleboard launch area in addition to the other amenities. 5/19 - It was determined that the police boathouse was no longer needed and that it was feasible to convert that amenity to a lake viewing deck which was also added to the planned improvements. 12/1/20 - Council held a workshop to discuss conditions of a grant received for site improvements to Ft. Maitland. Other discussions involved various parking concerns at the site. It was determined that the number of parking spaces would remain the same and any changes to parking restrictions could be addressed through a change in policy and adoption of an ordinance while the project was under construction. 12/14/20 - Council accepted a motion to "approve the previously approved list of improvements to Ft. Maitland Park." Those improvements are reflected in the attached plans. These include: 1. Adding a playground and pavilion 2. Adding parking spaces for car parking to accommodate non-motorized access to the lake 2. Adding a kayak drop off and launch area 3. Demolishing and relocating the restrooms 4. Converting the police boathouse to a viewing deck 5. Maintaining the current number of boat parking spaces 6. Repaving the parking and drive aisle areas 7. Improving landscaping and stormwater treatment 8. Adding a paved walkway from car parking areas to the lake		

1/11/21 - Council approved a change order for final design revisions to plans for Ft. Maitland Park.

The City has negotiated a Guaranteed Maximum Price (GMP) of \$1,661,000 with a project contingency of \$90,000 for construction of the aforementioned improvements with the City's Construction Manager at Risk, Burkhardt Construction. Pricing was verified through a budgetary proposal received from an alternative construction contractor as well as from recent similar projects. Staff is supportive of accepting the contract for the improvements to Ft. Maitland Park and is recommending that the City Manager be authorized to enter into an agreement with Burkhardt Construction for an amount not to exceed \$1,661,000 with a project contingency of \$90,000.

Fiscal Impact:

\$1.1016 million is available in the Parks Trust Fund. The remaining \$559,400 is available in General Fund Contingency.

Exhibits:

1. Fort Maitland Park GMP Revised 11-9-21 Clean Copy
2. Ft. Maitland final plans

Commission/Board: City Council

Contact Person: Jay Conn 407-539-6264

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
December 13, 2021		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Ordinance - Pension Fund Composition		
Requested Action or Motion: After public input, move to introduce an ordinance on first reading to amend Chapter 2, <i>Administration</i> , Article IV, <i>Pensions and Retirement</i> , Division 4, <i>Police Officers and Firefighters</i> and setting a public hearing date for January 10, 2022.		
Summary Explanation & Background: At the Maitland Police Officers and Firefighters Pension Board ("Board") meeting on September 8, 2021, the Board unanimously approved and directed the plan administrator to forward the attached ordinance and no impact statement to the City Council for their consideration. The attached ordinance would allow either the Police or Fire Chief to appoint a designee to serve on the Board in their place. The designee must be a present or past member of the plan and can be appointed or reappointed for a four year term and can be removed by the respective Chief. This maintains the general make up of the Board (three police representatives, three fire representatives, two citizens, and the finance director), but allows the Chiefs the flexibility of appointing someone to serve in their place. There is no financial impact to the plan as per the attached statement from the actuary and the ordinance was provided by the Board attorney.		
Fiscal Impact: None.		
Exhibits: 1. 03-05-21 Letter of No Impact 2. Ordinance - Pension Re Trustees - Jan 2022		
Commission/Board: City Council		
Contact Person: Will Watts 407-644-6345		
Reviewed by City Attorney Reviewed by Pension Board Attorney.		

MEETING DATE		AGENDA
December 13, 2021		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 3.
Subject: Ordinance - Water, Sewers and Sewage Disposal		
Requested Action or Motion: After receiving public input, move to introduce an ordinance on first reading to amend Chapter 20 - Water, Sewers and Sewage Treatment and set the public hearing date for January 10, 2022.		
Summary Explanation & Background: In 2018, the City adopted the equivalent residential unit calculations used by Altamonte Springs for sewer capacity. Because sewer capacity (impact) fees in the Altamonte Springs sewage treatment plant service area are a pass through cost, the City adopted the ERU calculations to ensure there is no discrepancy between what is collected and what is remitted. When the ERU schedule was adopted for sewerage, a portion of the code contained calculations for water connection which is in conflict with the City's current methodology for water connection fees. The City's water connection fees are collected based upon meter size and not ERU. Staff is recommending that the two sentences referencing ERU's for water connection be deleted from Chapter 20. Staff is recommending that Council introduce the ordinance on first reading and set the public hearing date for January 10, 2022.		
Fiscal Impact: N/A		
Exhibits: 1. Water, sewers and sewage remove AS language		
Commission/Board: City Council		
Contact Person: Sharon Anselmo 407-539-6221		
Reviewed by City Attorney N/A		