



**City Council
September 28, 2020
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
- III. Pledge of Allegiance
- IV. Public Hearings
 1. Resolution - Ad Valorem Tax Rate
 2. Resolution - Fiscal Year 2021 Annual Budget
 3. Ordinance - Capital Improvement Program 2021-2025
- V. Adjourn Council Meeting Convene CRA Meeting
- VI. Old Business
- VII. Consent Agenda
 1. Approve the City Council Meeting Minutes of September 14, 2020
 2. Resolution - Clean Water Project Facility Plan
 3. Interlocal Agreement for Buoy Purchase and Placement
 4. Annual Sewer System Rehabilitation
 5. Orange County GIS Interlocal Agreement
 6. Resolution - Authorizing the Mayor to issue a State of Emergency Proclamation
- VIII. Public Period
- IX. Decisions
 1. Bainbridge Perpetual Drainage and Access Easement Agreement

2. Bainbridge Stormwater Conveyance System Maintenance Agreement
3. Ordinance - Extending Solid Waste/Recycling Franchise Agreement

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
September 28, 2020		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Resolution - Ad Valorem Tax Rate		
Requested Action or Motion: After receiving input, move for adoption of a resolution: 1. Setting the operating millage rate for tax year 2020 at 4.3453 which is 2.65% more than the rolled back rate of 4.2333 and 2. Setting the voted debt millage rate for the tax year 2020 at 0.2530, for a combined total millage rate of 4.5983.		
Summary Explanation & Background: On July 27th, the Council set the proposed operating millage rate at 4.5353 and the voted debt millage at 0.2530. The proposed millage rate and tentative public budget hearing were included on the proposed tax bills sent out by the Orange County Property Appraiser in August. On September 14, 2020, Council held the tentative millage rate first public hearing and set the tentative operating millage rate at 4.3453 and the voted debt millage rate at 0.2530, for a combined total of 4.5983. The operating millage rate is 2.65% more than the rolled back rate of 4.2333. After taking public input, staff is recommending City Council set the operating millage rate at 4.3453 and voted debt millage rate at 0.2530.		
Fiscal Impact: The operating millage of 4.3453 will generate \$12,527,102 for the General Fund and \$1,399,608 for the CRA Trust Fund. The voted debt millage of 0.2530 will generate \$810,866 exclusively for the payment of debt service on the Limited Tax General Obligation Note.		
Exhibits: 1. Resolution Millage FY 2021 TY 2020		
Commission/Board: City Council		
Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 28, 2020		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 2.

Subject:

Resolution - Fiscal Year 2021 Annual Budget

Requested Action or Motion:

After receiving public input, move to approve a resolution adopting the General Fund Budget of \$27,847,000; Utilities Fund Budget of \$15,679,000; Solid Waste Budget of \$2,805,120, and Stormwater Environmental Utility Budget of \$1,977,000; and Position Authorization Table for FY 2021.

Summary Explanation & Background:

The General Fund budget workshop was held on July 20th and the Enterprise Funds workshop was held August 3rd. On Monday, September 14, 2020, City Council tentatively adopted a **General Fund** budget of **\$27,847,000** and operating millage of 4.3453.

General Fund

The tentative General Fund budget for FY 2021 (tax year 2020) is balanced with no net impact to fund balance. Between the budget draft and tentative budget, and additional \$326 thousand in revenue was added based upon revised State estimates for intergovernmental revenue (revenue sharing, sales tax and local option gas tax) and an additional \$501 thousand in budget reductions resulted in a \$218 thousand net positive impact to fund balance. At the budget hearing on September 14, 2020, \$218 thousand was added back in to balance the budget at the current tax rate (Lake Sybelia Point Park bathrooms, Community Park boardwalk design and a portion of funding for the repair of the Lake Lily Overlook). See attached General Fund budget summary which reconciles from the budget draft to tonight's tentative budget and the list of \$3.1 million worth of projects on hold, unfunded positions and budget reductions. As discussed during the budget hearing, as FY 2021 develops and the longer term revenue impacts are quantified, these projects can be added back by City Council through a budget amendment.

Other Budgeted Funds

The **Utilities Fund** budget of **\$15,679,000** includes capital outlay of \$7.6 million, including capital improvement projects at Lift Station No. 1 on Tuscarora, Phase II of the 17-92 water main replacement, funding for design of an additional ground storage tank, and upgrades to Lift Station No. 42 near Sybelia Parkway. The balance of the budget are operating expenses of \$7.2 million (personnel costs, wastewater treatment costs at Iron Bridge and Altamonte Springs treatment plants, repair and maintenance, depreciation, and supplies) and \$847 thousand for estimated debt service

obligations. The **Solid Waste Fund** budget of **\$2,805,120** includes \$2.1 million in contractual services for solid waste and recycling hauling and solid waste disposal. Contractual services account for 74% of the fund's budget, with the balance consisting of administrative costs, materials and supplies and a payment in lieu of franchise fees to the General Fund. The **Stormwater Environmental Fee Fund** budget of **\$1,977,000** includes \$750 thousand in capital outlay (38% of the budget), \$287 personnel costs (14% of the budget) and \$940 thousand in operating expenditures (48% of the budget). Operating expenditures include: chemicals, drainage repair and maintenance, contracted street sweeping, solid waste disposal, lab and professional fees for water quality monitoring, aquatic weed control, fuel and power costs, and equipment repair and maintenance. Beginning in FY 2016, \$200 thousand annually has been included in repair and maintenance for drainage improvement projects.

Position Authorization Table

There are 236 authorized positions (218 full time and 18 part time) for FY 2021 as reflected in the position authorization table attached to the resolution. This reflects the addition of one part time fire inspector and includes 5 frozen (unfunded) positions.

After receiving public input, staff is recommending Council approve the budget resolution for FY 2021.

Fiscal Impact:

Appropriates the following amounts: General Fund Budget - \$27,847,000; Utilities Fund Budget - \$15,679,000; Solid Waste Budget - \$2,805,120, and Stormwater Environmental Utility Budget - \$1,977,000

Exhibits:

1. Resolution Final Budget 2021 and Position Auth Table
2. All Funds Budget Summary 2021
3. General Fund Budget Additions and Deletion FY 2021
4. Budget Summary FY 2021 Draft to Final

Commission/Board: City Council

Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 28, 2020		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 3.

Subject:

Ordinance - Capital Improvement Program 2021-2025

Requested Action or Motion:

After receiving public input, move to adopt an ordinance to approve the FY 2021-2025 Capital Improvements Program (including revised Table 1), to replace Table 1 within Chapter 7, Governance and Implementation Element, Capital Improvements Sub-Element of the 2035 CDP, to recognize the annual update of the 5 year CIP; and recognize the annual update of the Orange County Public Schools 10-Year Capital Outlay Plan.

Summary Explanation & Background:

This document summarizes the major capital expenditure projects contemplated by the City of Maitland over the next five years. The projects included are consistent with the City's approved Comprehensive Development Plan ("CDP"). Capital improvement projects, by definition, are physical assets constructed or purchased to provide, improve or replace a public facility and are large scale and high in cost. The cost of a capital improvement is generally non-recurring and may require multi-year financing. For the purposes of the State requirements, physical assets which have been identified as existing or projected needs in the individual comprehensive plan elements shall be considered capital improvements.

This five-year Capital Improvements Program ("CIP") represents the implementation of key master plans within the City; the Stormwater/Lakes Management Plan, the Cultural Corridor Master Plan, Downtown Maitland Plan, Parks Master Plan, and the Sewer Master Plan. In addition, this CIP also considers major projects that have achieved the objectives identified in the CDP, but must continue to be maintained to sustain those objectives. An example of this type of project would be the Pavement Treatment Program, which has an achieved result of exceeding the condition rating score above 7. The rating is based on pothole presence, cracking, rutting and other pavement conditions criteria. Funding for resurfacing over the five-year period is \$2.5M.

The Stormwater Lakes Management Program represents a long-term commitment to improve lake quality and environmental concerns in the City, as emphasized with the adoption of the Stormwater/Lakes Management Master Plan in Fiscal Year 1996. The Lakes Advisory Board reviews technologies annually and the Master Plan was updated in 2016. The five-year program includes improvements to several area lakes designed to remove pollution from stormwater inflow, including the reconstruction of stormwater pipeline at Gem Lake Drive and Elvin, watershed improvements at Park Lake, Gem Lake, and Lake Minnehaha, eliminate structural flooding at Gamewell Avenue and Robinhood Drive. The five-year total for this project is currently estimated at \$3.7M.

Improvements to the Water Transmission & Distribution System include upgrades to the water distribution system to increase pressure to provide for adequate fire protection in residential

areas. The project also includes construction of 12-inch water main on Orlando Avenue from Ventris Avenue to Monroe Avenue and the addition of a new ground storage tank. Improvements in the Sanitary Sewer System element will be focused on implementing the Sewer System Master Plan which includes an increased need for capacity to serve the Downtown area by upgrading the Eastern service area. Efforts continue to improve the system by upgrading lift stations to submersible stations. Combined, the capital improvements for utilities total \$24M over the five-year period.

The implementation of the Parks Master Plan is a five-year program totaling \$3M. The majority of this program is funded from the Parks Trust Fund and projects are completed as funding is available. Construction of improvements to Hill Rec Park, Lake Sybelia Beach and several smaller parks are planned for the five-year period, as well a Community Park building expansion. The City plans to continue installing pedestrian friendly paths through the Bicycle/Sidewalk Network Program which is funded at \$5.9M over the five-year period. The Bicycle/Sidewalk Master Plan was adopted in FY 2020, and the study will guide the selection of sidewalks and bike paths to be designed and constructed by this program.

With the completion of the Space Needs Master Plan in 2012, the City Facilities Program is mostly focused on maintenance of current facilities and parking needs in the downtown area. One parking deck in the downtown core area has been included at \$1.8M and is anticipated to be funded by development or grants. Additionally, undergrounding of related utilities is planned and the Utility Relocation Program totals \$2M, with the Dommerich Estates undergrounding planned to be phased in beginning with design of the first phase in Fiscal Year 2022. The projects listed above and detailed in this five-year Capital Improvements Program promote the goals established in the Comprehensive Development Plan, which are to enable Maitland to continue to develop in a positive way, reflecting the City's character as a "community for life."

In addition, the City has included the Orange County Public Schools ("OCPS") facilities work program as required supplemental information (Section X). The City does not have responsibility for the financial feasibility of this program, but it is included as required to reflect the coordination efforts between the City and OCPS to address the Public Schools required CIE in the City's CDP.

During the development of the 2021-2025 CIP, the financial impacts of COVID-19 necessitated budget reductions as a precaution. As notated in the Tables (1 and 2) with asterisks, projects in the General Fund may be delayed or placed on hold while the uncertainties of the impacted revenues are monitored.

Staff is recommending adopting the ordinance amending table 1.

Fiscal Impact:

\$49.3 Million of CIP Projects over 5 Year timeline.

Exhibits:

1. For Informational Purposes Only - Table 2 Project Listing
2. CIP EXHIBIT A
3. CIP EXHIBIT B
4. CIP 2021-2025 Final Ordinance

Commission/Board: City Council

Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Approve the City Council Meeting Minutes of September 14, 2020		
Requested Action or Motion: Move to approve the Minutes of the September 14, 2020, City Council Meeting.		
Summary Explanation & Background: NA		
Fiscal Impact: NA		
Exhibits: 1. Minutes of City Council meeting 09142020		
Commission/Board: City Council		
Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307		
Reviewed by City Attorney NA		

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.

Subject:

Resolution - Clean Water Project Facility Plan

Requested Action or Motion:

Move to approve the attached Resolution to adopt the Clean Water Project Facility Plan for the Lift Station 1 and Dommerich Hills Sewer Improvements.

Summary Explanation & Background:

As recommended in the 2013 Sanitary Sewer Master Plan Update, the City developed a multi-phase sanitary sewer project needed to maintain an adequate level of service and to eliminate approximately 450 septic tanks from residential homes in the Dommerich Hills residential area. The project consists of the relocation and expansion of Lift Station No. 1 (LS1). Phase 1 includes construction of a new gravity sewer from the old lift station site to the new lift station site, and additional gravity sewers to collect wastewater from homes currently utilizing septic tanks along the path of the gravity line. The remaining phases 2-4 will include the extension and connection of sewer lines to the residential homes.

Staff has submitted a Request for Inclusion to the FDEP Clean Water State Revolving Fund for all four phases of this project. As part of the FDEP process, the City is required to complete Clean Water Facilities Plan to be included in FDEP SRF Loan application. In order to complete the Facilities Plan, the City needs to hold a public forum and a public meeting for the project.

The public meetings and specific dates are as follows:

Public Forum - Monday September 21st at 3:00 PM at the Council Chambers. The purpose of the forum was to allow the public to comment on Facilities Plan.

Public Meeting - Monday, September 28th, at 6:30 PM during the regular Council Meeting. The purpose of the public meeting is to allow the public to comment on the Facilities Plan, followed by adoption of the Facilities Plan by the City Council via a resolution.

Both meetings were advertised two weeks prior to the meetings.

City staff recommends that after hearing public comments, City Council adopt the Clean Water (sewer) Facilities Plan as presented at the September 28th, 2020 City Council Meeting.

Fiscal Impact:

Estimated cost of the facilities plan is \$11.7 million anticipated to be financed by State Revolving Fund loans.

Exhibits:

1. Dommerich Hills Sewer Project Phases
2. Resolution Adopting Clean Water Facility Plan (2)
3. Facilities Plan 9-14-2020 - Signed

Commission/Board: City Council

Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307

Reviewed by City Attorney

N/A

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.

Subject:

Interlocal Agreement for Buoy Purchase and Placement

Requested Action or Motion:

Move to authorize City Manager to execute the interlocal agreement with Winter Park for the purchase and placement of informational buoys on Lake Maitland.

Summary Explanation & Background:

Lake Maitland is located in both the jurisdictions of Winter Park and Maitland. Winter Park had previously placed "no wake" buoys throughout the lake; however in 2018 Florida Fish and Wildlife Conservation Commission directed Winter Park to remove all of those buoys as they were not permitted, nor allowed pursuant to Chapter 68D-23.101(3), Florida Administrative Code, which states that "It is further the intent of this chapter that no boating restricted area be established, continued in effect, or enforced for the purpose of noise abatement or for the protection of shoreline, shore-based structures, or upland property from vessel wake or shoreline wash".

Counties and local municipalities have the authority to regulate vessel traffic on a local level pursuant to Chapter 68D-23, FAC and sections 327.40, 327.60, and 370.12 (2), F.S. but are required to obtain a permit for waterway markers posted in state waters. However, informational markers placed by counties, municipalities, or other governmental entities on inland lakes and their associated canals are exempt from permitting.

Since the buoys were removed, Public Works has received several requests for the buoys to be re-installed. Although FFWC would not permit "no wake" buoys to be installed, the installation of informational markers would be allowed and would be exempt from permitting. Winter Park installed informational buoys within their jurisdiction and City staff has developed a proposal to follow suit but has limited the buoys to specific locations.

The interlocal agreement allows for Winter Park's staff to purchase and place the informational buoys on our behalf as our staff does not have the equipment, nor expertise to place the buoys in the lake.

Staff recommends authorizing the City Manager to execute the interlocal agreement with Winter Park for the purchase and placement of informational buoys on Lake Maitland.

Fiscal Impact:

Approximately \$17,000 from line item 32-371-537-533400.

Exhibits:

1. Interlocal Agreement Buoy Placement Rev1 With Attachment

Commission/Board: City Council
Contact Person: Kathy Sotero, Deputy City Clerk 407-539-2307
Reviewed by City Attorney Yes

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.

Subject:

Annual Sewer System Rehabilitation

Requested Action or Motion:

Move to authorize the City Manager to execute a contract with Miller Pipeline Corporation for Cured In Place Pipe (CIPP) installation.

Summary Explanation & Background:

Each year the Wastewater Division budgets funds for the repair of the sanitary sewer pipeline system utilizing the Cure In Place Pipe (CIPP) process. This annual maintenance program reduces inflow and infiltration of groundwater into our wastewater collection system, and prevents leaking of sewage into the surrounding soils and water bodies.

By ensuring that the City keeps up with this critical maintenance procedure we are able to ultimately reduce operating and treatment costs. Since the program's inception in 1992, the Department has lined 7.3 miles of aging clay sewer lines citywide. Because of this program, Maitland has avoided paying penalties for excessive flow charges. This rehabilitation / improvement to the sanitary sewer system extends the life of the system by approximately 50 years and is less expensive and less intrusive than direct pipe replacement.

After research and review of available piggyback options with qualified contractors in the area, public works is proposing to contract with Miller Pipeline, LLC to perform the CIPP work, utilizing the Orange County Contract #Y19-1007-TA that is in effect from June 1, 2020 until May 31, 2021, with potential extensions available through November 30, 2022. The amount to be expended will exceed the City Manager's purchasing threshold and will be paid from available funds budgeted for sanitary sewer pipe lining in the Utility Fund.

Staff recommends City Council to authorize City Manager to execute a piggyback contract with Miller Pipeline LLC through May 31, 2021, and any subsequent extensions of the contract approved by Orange County through November 30, 2022.

Fiscal Impact:

441-351530535-566300 Capital Rehabilitation Improvements - \$108K remains in FY 2020 budget and \$140K was budgeted for FY 2021.

Exhibits:

1. Maitland Piggyback Agreement - Signed
2. Exhibit A Miller OC Contract Y19-1007-TA
3. Exhibit B from Certificate of Insurance Policy-4

Commission/Board: City Council
Contact Person: David Gonzalez, Utilities Superintendent 407-875-1143
Reviewed by City Attorney NA

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : Community Development	AGENDA REPORT	Item #: 5.

Subject: Orange County GIS Interlocal Agreement
Requested Action or Motion: Move to approve and authorize the Mayor to execute the Interlocal Agreement between the City and the Orange County Property Appraiser for Cost Sharing of Aerial Photography Acquisition.
Summary Explanation & Background: In 1999, Council entered into an Interlocal Agreement between Orange County Property Appraiser and the City of Maitland for Digital Parcel Map Development (GIS data and orthophotography services). This agreement was amended in 2001 to include an annual maintenance cost of \$2,500 for Maitland and again in 2018 to update the annual maintenance cost for the City's share of the service to \$2,800. The fee covers the cost of copying and distributing GIS and property information updates to the City. The Orange County Property Appraiser is requesting municipalities extend the Interlocal agreement through September 30, 2021 with an automatic one year renewal, unless either party notifies the other in writing its intent not to renew. The maintenance cost through September 30, 2021 remains unchanged (\$2,800). Consistent with the existing agreement, the annual cost may change from year to year based on the terms of the Vendor Contract. Staff has reviewed the Interlocal Agreement and recommends Council approve and authorize the Mayor to execute said agreement.
Fiscal Impact: \$2,800 from FY 2021 General Fund Mapping/GIS program budget.
Exhibits: 1. Interlocal Agreement (GIS)
Commission/Board: City Council
Contact Person: Dan Matthys, Community Development Director 407-539-6211
Reviewed by City Attorney Yes

MEETING DATE		AGENDA
September 28, 2020		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 6.

Subject:
Resolution - Authorizing the Mayor to issue a State of Emergency Proclamation

Requested Action or Motion:
Move for passage of resolution authorizing the Mayor to issue a State of Emergency Proclamation.

Summary Explanation & Background:

On March 9, 2020, Florida Governor DeSantis, issued Executive Order #20-52 declaring a state of emergency for every Florida County due to the severity and magnitude of the Coronavirus 2019 (COVID-19).

On March 13, 2020, Mayor McDonald signed the City's Emergency Proclamation. Per Section 10-39 of the City Code, if a state of emergency due to calamity continues to exist at the end of a 10 day period, the Council shall, by resolution, authorize the Mayor to issue another state of emergency Proclamation.

At the Council meeting of August 24, 2020, the City Council adopted Resolution No. 12-2020 authorizing Mayor McDonald to issue another state of emergency proclamation that expires on September 28, 2020.

This resolution will authorize the Mayor to issue another state of emergency Proclamation extending the date through October 26, 2020, the cancellation of Executive Order #20-52 or by vote of the City Council, whichever occurs first.

Fiscal Impact:
N/A

Exhibits:
1. EMERGENCY PROCLAMATION October 26, 2020
2. Resolution - State of Emergency October 26, 2020

Commission/Board: City Council

Contact Person: Maria Waldrop, City Clerk 407-539-6219

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 28, 2020		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 1.
Subject: Bainbridge Perpetual Drainage and Access Easement Agreement		
Requested Action or Motion: Move to authorize the City Manager to execute a perpetual drainage and access easement agreement between the City of Maitland and BVT-Bainbridge Fennel Street, LLC.		
Summary Explanation & Background: In conjunction with the 2017 approval of the Bainbridge Planned Development (PD) and subsequent site plan approval, the Bainbridge development constructed a stormwater outfall into the Fennell Park pond. As the property owner of Fennell Park, the City would typically provide BVT-Bainbridge Fennel Street, LLP with a perpetual drainage and access easement for the installation and maintenance of the stormwater drainage pipe. Staff has worked with the City Attorney on the access and easement agreement and recommends Council approve and authorize the City Manager to execute said agreement.		
Fiscal Impact: NA		
Exhibits: 1. Drainage Easement from City to Bainbridge		
Commission/Board: City Council		
Contact Person: Dan Matthys, Community Development Director 407-539-6211		
Reviewed by City Attorney Yes		

MEETING DATE		AGENDA
September 28, 2020		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 2.

Subject: Bainbridge Stormwater Conveyance System Maintenance Agreement
Requested Action or Motion: Move to approve and authorize the City Manager to execute an agreement for the maintenance and/or repair of the Bainbridge stormwater conveyance system.
Summary Explanation & Background: In conjunction with the 2017 approval of the Bainbridge Planned Development (PD), the City and developer entered into a Developer's Agreement to relocate the existing stormwater pond along Fennell Street to create a new entrance road to the multi-family development. This relocation included a new stormwater pond and outfall in accordance with the St. John's Water Management District Permit. The maintenance agreement outlines the responsibilities of the property owner which includes: • City approval of the maintenance, inspection and testing procedures prior to the issuance of a Certificate of Occupancy • Annual inspections submitted to the City by January 30 of each year • Routine maintenance and cleaning logs submitted to the City with the annual inspection report The agreement runs with the land in perpetuity and binds future successors to said agreement. Staff has reviewed the agreement and recommends Council approve and authorize the City Manager to execute said agreement.
Fiscal Impact: N/A
Exhibits: 1. Bainbridge Maintenance Agreement
Commission/Board: City Council
Contact Person: Dan Matthys, Community Development Director 407-539-6211
Reviewed by City Attorney Yes

MEETING DATE		AGENDA
September 28, 2020		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 3.

Subject:

Ordinance - Extending Solid Waste/Recycling Franchise Agreement

Requested Action or Motion:

After receiving public input, introduce an ordinance on first reading to extend the franchise for solid waste and recyclable materials collection franchise agreement for one (1) three (3) year renewal as outlined in Section 1.C of the agreement.

Summary Explanation & Background:

In July 2013, the City entered into an exclusive franchise with Waste Pro of Florida, Inc. for solid waste and recyclable materials collection. The initial term of the contract will expire in October, and there is one (1) three year extension included in the initial agreement. Staff recommends renewing the franchise with Waste Pro of Florida, Inc. for the three (3) year extension period, subject to the following amendments to the original contract:

1. Section 1.C Renewal Option - Add one (1) additional three (3) year term to provide additional flexibility for renewing or bidding out the services at the end of the extension period.
2. Section 2.B Definitions - Add organic recyclables to the list of definitions.
3. Section 3.A Exclusive and Nonexclusive Services - Add organic recyclables to the list of non-exclusive services.
4. Section 4.A and 5.A - Remove reference to RFID technology which is no longer required by the City.
5. Section 8.D (4) - Remove reference to RFID technology.
6. Section 8.F (2) - Delete paragraph related to RFID maintenance.
7. Section 8.0 (4) - Delete paragraph related to RFID equipment.
8. Section 8.Q (1) - Delete paragraph related to RFID reports no longer required.
9. Section 11.D (1)(d) - Currently, the AMV of program recycling revenue does not cover the cost of the processing fees charged at the local municipal recycling facility.
10. Exhibit 4 - Remove reference to RFID requirement.
11. Exhibit 5 - Remove RFID specifications.

After receiving public input, introduce an ordinance to renew the franchise with Waste Pro of Florida, Inc. and set the public hearing date for October 12, 2020.

Fiscal Impact:

The Solid Waste Fund budget for FY 2021 included the impact of the cost of recyclables processing and the rate adjustment per the original contract.

Exhibits:

1. Waste Pro Contract Rev

- | |
|---|
| 2. Ordinance Waste Pro of Fl
3. Original Ordinance 1239 - 2013 |
| Commission/Board: City Council |
| Contact Person: Sharon Anselmo, City Manager 407-539-6221 |
| Reviewed by City Attorney
N/A |