

11. REPORTS

The above meeting will be held at 225 Newburyport Avenue, Altamonte Springs, FL 32701 and is open to the public. Persons with disabilities needing assistance in participating in any of these proceedings must contact the City Clerk Department ADA Coordinator 72 hours in advance of the meeting at (407) 571-8122 (Voice) or 711 (TTY) or email cityclerk@altamonte.org.

Persons are advised if they wish to appeal any decision made at the hearing/meetings, they will need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based, per Section 286.0105, Florida Statutes. The City of Altamonte Springs does not provide this verbatim record.



Meeting Date: July 7, 2026

Submitted by: Franklin W. Martz, II, City Manager

Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Resolution 1478 - Establishing an Emeritus Designation Process

SUMMARY EXPLANATION & BACKGROUND:

As you recall, upon retirement of our long time City Attorney, Skip Fowler, the City Commission made him “City Attorney Emeritus”, in recognition for his years of service to the City of Altamonte Springs.

Resolution 1478 establishes and sets out the process for Emeritus designations in the City. The Resolution provides for Emeritus designation for a former Mayor, former member of the City Commission, former City Manager or former City Attorney upon meeting certain requirements for Emeritus consideration. For a former Mayor or a former City Commissioner, designation would be pursuant to an adopted resolution. For a former City Manager or City Attorney, designation would be by recognition and approval by majority vote of the City Commission.

Resolution 1478 establishes the requirements for Emeritus designation, establishes that such designation is honorary and ceremonial only and confers no decision-making authority, nor any monetary compensation. Resolution 1478 also provides a process to remove the Emeritus designation under certain conditions.

FISCAL INFORMATION: N/A

RECOMMENDED ACTION: Approve Resolution 1478.



Meeting Date: July 7, 2026

Submitted by: Amanda Phillips, Administrative Director

Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Memorandum of Understanding Between Seminole County and the City of Altamonte Springs for Administration of Florida Department of Commerce Hurricane Ian Hazard Mitigation Grant Match Program

SUMMARY EXPLANATION & BACKGROUND:

The City of Altamonte Springs has worked collaboratively with Seminole County to support private property mitigation efforts following Hurricane Ian, entering into Interlocal Agreements in May 2023 and July 2025 to establish a framework for the administration and oversight of Federal Emergency Management Administration (FEMA) mitigation grant opportunities. These efforts support impacted property owners seeking funding for projects that address flooding, erosion and other hazard-related vulnerabilities, while helping reduce long-term disaster risk and enhance property resilience.

The Florida Department of Commerce (FDOC), through its Rebuild Florida Hurricane Ian Hazard Mitigation Grant Match Program (HMGMP), has made grant funding available to assist eligible local governments, and private property owners by extension, by offsetting a portion of the local match requirement. The local match is the recipient’s required financial contribution to a grant-funded project. FDOC has identified Seminole County as an eligible jurisdiction for HMGMP funding related to Hurricane Ian.

The attached Memorandum of Understanding allows Seminole County to apply for and administer HMGMP funds on behalf of eligible private property owners within the City. These funds would be administered in conjunction with Seminole County’s existing administration of HMGP funds for private property mitigation projects in Altamonte Springs.

FISCAL INFORMATION: Not applicable.

RECOMMENDED ACTION: Approve the Memorandum of Understanding and authorize the Mayor to execute same.



Meeting Date: July 7, 2026
Submitted by: Dean Fathelbab, Growth Management Director
Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Petition to Annex – 105 Station Street

SUMMARY EXPLANATION & BACKGROUND:

As part of the Amanda Street roadway improvements between Station Street and Jackson Street, the City acquired several properties in 2017, including 105 Station Street, to facilitate construction of the roadway and associated park improvements. The purpose of this application is to annex the property into the City to establish a more logical municipal boundary and incorporate City-owned land into the City's jurisdiction. The subject property is currently vacant and contains approximately 14,374 square feet. The application is limited to annexation of the property. No rezoning, land use amendment or development approvals are being requested at this time. A vicinity map identifying the subject property is attached.

FISCAL INFORMATION: Not applicable.

RECOMMENDED ACTION: Approve the Petition to Annex and refer the application to the Planning Board.



Meeting Date: July 7, 2026
Submitted by: Angela M. Apperson, City Clerk
Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Designation of voting delegate for the 2026 Annual Florida League of Cities Conference

SUMMARY EXPLANATION & BACKGROUND:
The City must designate an elected official to cast votes on our behalf at the 2026 Annual Florida League of Cities Conference to be held August 13-15, 2026.

FISCAL INFORMATION: N/A

RECOMMENDED ACTION:

Initiated by: Angela Apperson



Meeting Date: July 7, 2026
Submitted by: Angela M. Apperson, City Clerk
Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Appointment of Citizen Board/Committee Members

SUMMARY EXPLANATION & BACKGROUND:
City board appointment nominations, in the absence of objection:

Commissioner Reece	Stephen Fussell - Reappointment to the Planning Board Term: July 1, 2026, to June 30, 2029
Commissioner O'Malley	Jeff Hartley - Reappointment to the Planning Board Term: July 1, 2026, to June 30, 2029

FISCAL INFORMATION: N/A

RECOMMENDED ACTION:

Initiated by: Angela Apperson



Meeting Date: July 7, 2026

Submitted by: Tara J. Culver, Chief Financial Officer

Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II, City Manager

SUBJECT: Authorize the Disposal of Surplus City Equipment and Machinery

SUMMARY EXPLANATION & BACKGROUND:

The Finance Department compiled a list of equipment and machinery deemed obsolete by various departments within the City of Altamonte Springs.

The department plans to dispose of undamaged items through George Gideon Auctioneers, Inc., at a low commission rate negotiated by Seminole County, aligning our surplus property with their contract parameters. Any other items will be properly disposed of.

FISCAL INFORMATION: All proceeds received from the sale of the property will be deposited in the appropriate fund.

RECOMMENDED ACTION: Declare the attached list of property as surplus, as required by Florida State Statute 274.07, and authorize the City to dispose of the property at public auction.



Meeting Date: July 7, 2026
Submitted by: Tara J. Culver, Chief Financial Officer
Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Waive Solicitation and Approve ASCO Power Services, Inc. as a Sole Source Vendor for the Modernization of the Automatic Transfer Switch and Generator Paralleling Control System at the RWRF, SS-26-082-GR

SUMMARY EXPLANATION & BACKGROUND:

The Public Works & Utilities Department submitted a request to waive the formal solicitation process and declare ASCO Power Services, Inc. as a sole source vendor for the modernization of the existing automatic transfer switch (ATS) and generator paralleling control system located at the Altamonte Springs Regional Water Reclamation Facility (RWRF). The quoted cost is \$279,498, plus a 10% contingency for unforeseen conditions, obsolete component replacements, programming modifications and other project-related costs that may be identified during the modernization process. The total authorized not-to-exceed amount is \$307,448. The existing ASCO control system is a critical component of the facility’s emergency power infrastructure and is responsible for generator synchronization, load transfer, operations and maintaining backup power during utility outages. Due to the age of the system and the obsolescence of several control components, modernization is necessary to maintain operational reliability and long-term supportability. ASCO Power Services, Inc. is the exclusive original equipment manufacturer (OEM) factory-authorized provider for maintenance, upgrades and modernization of ASCO Power Technologies emergency power transfer systems. Since the work involves proprietary ASCO equipment, OEM-specific programming, synchronization controls and existing emergency power sequencing operations that are critical to continuous wastewater treatment operations, the Department determined that ASCO Power Services, Inc. is the only source authorized to perform the required modernization services. On May 29, 2026, the Procurement Division posted a Notice of Intent to Sole Source announcing our solicitation waiver and sole source intent on our solicitation website. Parties had until 4:30 p.m. on Monday, June 8, 2026, to notify the City if they could provide the same services. No responses were received. Since this purchase will exceed the formal solicitation threshold of \$100,000, Commission approval is required to waive the formal solicitation process and approve the sole source purchase.

FISCAL INFORMATION: Sufficient funds are available in the budget.

RECOMMENDED ACTION: Waive the formal solicitation process and declare ASCO Power Services, Inc. as the sole source vendor for modernization of the existing ASCO automatic transfer switch and generator paralleling control system at the Regional Water Reclamation Facility for a total not-to-exceed amount \$307,448.



Meeting Date: July 7, 2026

Submitted by: Tara J. Culver, Chief Financial Officer

Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Solicitation Award to Legacy Sports Surfacing LLC dba Legacy Sports Construction for Synthetic Turf Installation at Eastmonte Park, ITB-26-079-KY

SUMMARY EXPLANATION & BACKGROUND:

The solicitation called for offers from qualified contractors for the complete removal and replacement of synthetic turf on field #2 at Eastmonte Park along with the installation of synthetic turf within eight bullpen areas serving fields 1, 2, 3 and 5. The Procurement Division publicly opened two bids on June 12, 2026. One bid was deemed non-responsive due to not submitting the required documentation and one bid was deemed complete and responsive. The Leisure Services Department evaluated the responsive bid for conformance to the technical specifications and recommended awarding to the lowest responsive and responsible bidder, Legacy Sports Surfacing LLC dba Legacy Sports Construction, in the submittal amount of \$468,925. The term of the agreement resulting from this Invitation to Bid will be from the contract date until the project is completed to the satisfaction of the City.

FISCAL INFORMATION: Sufficient funds are available in the budget.

RECOMMENDED ACTION: Award solicitation ITB-26-079-KY for Synthetic Turf Installation at Eastmonte Park to Legacy Sports Surfacing LLC dba Legacy Sports Construction in the submittal amount of \$468,925.

Initiated by: FN/Procurement



Meeting Date: July 7, 2026

Submitted by: Tara J. Culver, Chief Financial Officer

Approved: Franklin W. Martz, II, City Manager

Commission Action: _____

City Manager: _____
Franklin W. Martz, II

SUBJECT: Eastmonte Park Restroom Facility Change Orders, Contract AB26014

SUMMARY EXPLANATION & BACKGROUND:

On January 6, 2026, the City Commission awarded a contract to Qualis General Contractors LLC for the construction of a masonry restroom facility at Eastmonte Park. A contract was issued in the amount of \$459,424. Change Orders Nos. 1 and 2 are requested to update the storage room design along with several design enhancements to improve safety, functionality and operational efficiency. These updates include, but are not limited to, safety augmentations, revisions to the roofing and ceiling system designs and other updates to improve facility longevity and reduce future maintenance needs. These updates will increase the contract in the amount of \$72,162.77, bringing the total contract amount to \$531,586.77.

FISCAL INFORMATION: Sufficient funds are available in the budget.

RECOMMENDED ACTION: Approve Change Orders Nos. 1 and 2 in the combined amount of \$72,162.77.

Initiated by: FN/Procurement