



**City Council
September 25, 2023
Council Chambers
6:30 PM**



**WELCOME to our City Council meeting. All speakers must complete and submit a Speaker Card, preferably prior to the start of the meeting. A member of the public wishing to address the Council must be a Maitland resident or the owner of property or business in Maitland or their representative. The time limit for each speaker shall be three (3) minutes per agenda item. 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. Moment of Silence
- III. Pledge of Allegiance
- IV. Public Hearing
 - 1. Resolution No. 12-2023 Ad Valorem Tax Rate Fiscal Year 2024
 - 2. Resolution No.13-2023 Fiscal Year 2024 Annual Budget
- V. Council Meeting Recess - Convene CRA Meeting
- VI. Old Business
- VII. Consent Agenda
 - 1. City Council Meeting Minutes of September 11, 2023
 - 2. City Council Workshop Meeting Minutes of September 14, 2023
 - 3. Deferred Compensation Plan Committee Indemnity Agreement
- VIII. Public Period
- IX. Decisions
 - 1. Ordinance No. 1421 Introduction - Solid Waste Franchise Agreement Extension with Waste Pro of Florida, Inc.
- X. City Manager's Report/City Attorney/Council Reports
- XI. 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.

MEETING DATE		AGENDA
September 25, 2023		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Resolution No. 12-2023 Ad Valorem Tax Rate Fiscal Year 2024		
Requested Action or Motion: After receiving public input, move to adopt a resolution: (1) Setting the operating millage for the 2023 tax year as 4.9464, which is 21% above the rolled-back rate of 4.0861 and (2) Setting the voted debt millage rate for the 2023 tax year as 0.2020 for a combined total millage rate of 5.1484 mills.		
Summary Explanation & Background: On July 17th, the City Council set the proposed millage rate at 4.9464 and the voted debt millage rate at 0.2020. The rolled back millage rate was set at 4.0861. The proposed operating and voted debt millage and the date and time of the tentative budget public hearing were included in the proposed tax bills sent out by the Orange County Property Appraiser in August. On September 11, 2023, the City Council held the first public hearing required by TRIM requirements and set the tentative millage rate at 4.9464 and the voted debt millage rate of 0.2020 for a total millage rate of 5.1484. This millage rate only requires a majority vote under the maximum millage rate requirements. The tentative millage rate of 4.9464 is 21% above the rolled back rate of 4.0861. After taking public input, the Council may adopt the final operating millage rate at or below the tentative millage rate of 4.9464.		
Fiscal Impact: An operating millage rate of 4.9464 generates \$17.5M for the General Fund and \$2.1M for the CRA Trust Fund. A voted debt millage rate of 0.2020 will generate \$802K exclusively for the payment of debt service on the Limited Tax General Obligation Note.		
Exhibits: 1. Resolution 12-2023 Ad Valorem Tax Rate Fiscal Year 2024 (1)		
Commission/Board: City Council		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 25, 2023		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Resolution No.13-2023 Fiscal Year 2024 Annual Budget		
Requested Action or Motion: After receiving public input, move to approve Resolution No. 13-2023 adopting the General Fund Budget of \$39,377,000; Utilities Fund Budget of \$14,982,000; Solid Waste Budget of \$3,055,000; and, Stormwater Environmental Utility Budget of \$2,442,000; Voted Debt Service Budget of \$821,000; and Position Authorization Table for FY 2024.		
Summary Explanation & Background: The General Fund budget workshop was held on July 17th and the Enterprise and Miscellaneous Funds workshop was held on August 7th. On Monday, September 11, 2023, the City Council tentatively adopted a General Fund budget of \$39,377,000, an operating millage of 4.9464 and voted debt millage of 0.2020 for a combined millage rate of 5.1484.		
<u>General Fund</u> The tentative General Fund budget for FY 2024 (tax year 2023) is balanced with a tax rate of 4.9464 established by the Council on September 11th. See the attached General Fund budget summary which outlines the revenue and expenditures, as well as the impact on fund balance. The General Fund budget of \$39,377,000 is the same as the tentative budget set by the Council. The budget funds one additional Human Resources Specialist and transfers 2 part-time parks tradeworkers to 1 full-time position, and funds the compensation plan.		
<u>Other Budgeted Funds</u> The Utilities Fund budget of \$14,982,000 includes capital outlay of \$3.6 million, including water line replacement, Water Treatment Plant #6 upgrades and Dommerich Hills Phase 2-4 sewer. The balance of the budget are operating expenses of \$9.9 million (personnel costs, wastewater treatment costs at Iron Bridge and Altamonte Springs treatment plants, repair and maintenance, depreciation, and supplies) and \$1.5 million for estimated debt service obligations.		
The Solid Waste Fund budget of \$3,055,000 includes \$2.3 million in contractual services for solid waste and recycling, hauling and disposal. Contractual services account for 71% 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 \$2,442,000 includes \$700 thousand in capital outlay (29% of the budget), \$504 thousand in personnel costs (21% of the budget) and \$1.2 million in operating expenditures (50% 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, administrative fees, and equipment repair and maintenance.

The **Voted Debt Millage Fund** budget of \$821,000 consists entirely of debt service costs related to the Limited General Obligation Note. Fiscal 2024 debt service consists of \$236 thousand of interest expense and \$585 thousand in principal payments.

Position Authorization Table

There are 253 authorized positions (236 existing full-time, 17 existing part-time, 3 new full-time positions, and conversion of 2 part-time to 1 full-time)

General Fund – 1 Human Resources Specialist

Utilities Fund - 1 Water Lead Operator, 1 Wastewater Supervisor

Two positions remain unfunded:

General Fund - 1 Accountant and 1 Building Inspector

After receiving public input, staff is recommending Council adopt the budget resolution for FY 2024.

Fiscal Impact:

General Fund Budget of \$39,377,000; Utilities Fund Budget of \$14,982,000; Solid Waste Budget of \$3,055,000, and Stormwater Environmental Utility Budget of \$2,442,000; and Voted Debt Service Budget of \$821,000.

Exhibits:

1. 13-2023 Resolution Budget 2024
2. 24 Staffing Table

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 25, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of September 11, 2023		
Requested Action or Motion: Move to approve the City Council meeting minutes of September 11, 2023, as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes 9-11-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 25, 2023		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 2.
Subject: City Council Workshop Meeting Minutes of September 14, 2023		
Requested Action or Motion: Move to approve the City Council Workshop minutes of September 14, 2023.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Workshop Meeting-Library-Draft Minutes-9-14-2023		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 25, 2023		Section: Consent Agenda
Department/Office : Human Resources	AGENDA REPORT	Item #: 3.
Subject: Deferred Compensation Plan Committee Indemnity Agreement		
Requested Action or Motion: Move to approve the indemnity agreement as presented and authorize the Mayor to execute it.		
Summary Explanation & Background: Among the employee benefits provided by the City of Maitland are the 401(a) and 457(b) Deferred Compensation Plans. The Deferred Compensation Plan Committee consists of the Assistant City Manager, Finance Director, Human Resources Director, and HR Risk Management Generalist. The function similarly to the Police and Fire Pension Fund Board. The Plan Committee members serve as agents for the plan administrators with respect to the various retirement plan functions; are responsible for compliance with federal privacy requirements; are responsible for various administrative functions with respect to the Plan for the benefit of City employees; and perform such functions without additional compensation from the Plan or the City. The committee members serve as the agents for the plan administrators of the Plan to represent the best interests of the participating employees. To this end, the city is willing to indemnify the committee members, utilizing a fiduciary liability insurance policy through Travelers Insurance.		
Fiscal Impact: Funds are budgeted in the insurance fund.		
Exhibits:		
Commission/Board: City Council		
Contact Person: Liberty Gondar 407-539-6255		
Reviewed by City Attorney Cliff Shepard		

MEETING DATE		AGENDA
September 25, 2023		Section: Decisions
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Ordinance No. 1421 Introduction - Solid Waste Franchise Agreement Extension with Waste Pro of Florida, Inc.		
Requested Action or Motion: Move to introduce Ordinance No. 1421 extending the solid waste and recyclable materials collection franchise agreement with Waste Pro of Florida, Inc., for the second (2nd) three (3) year renewal as outlined in Section 1.C of the agreement and set a public hearing for October 9, 2023.		
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. On October 12, 2020, the City Council amended the contract with Waste Pro to provide for an additional three-year extension to the Franchise Agreement. Staff recommends renewing the franchise with Waste Pro of Florida, Inc. for the second three-year extension period under the same terms and conditions as the 2020 agreement. The ordinance and supporting documentation is attached for your review and consideration. Staff recommends the introduction of Ordinance No. 1421 and to set the public hearing and adoption for October 9, 2023.		
Fiscal Impact: Funds are budgeted in the Solid Waste Fund to cover collection and disposal costs.		
Exhibits: 1. Ordinance No. 1421 Granting of an Extension with Waste Pro of Florida 10-09-2023 2. Waste Pro Contract Rev 2020		
Commission/Board: City Council		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney Cliff Shepard		