



**City Council
Approved Minutes
September 23, 2024
Council Chambers
6:30 PM**



I. CALL TO ORDER

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

Absent: 0 -

Mayor Lowndes called the September 23, 2024 meeting to order at 6:31 pm. Staff also in attendance: City Manager Reggentin, Assistant City Manager Kifolo, City Clerk Hollingsworth, City Attorney Shepard, Parks and Recreation Director Conn, Finance Director Gray, Public Works Director Tracy, Deputy Fire Chief McDowell, Police Chief Manuel, Community Development Director Matthys, Deputy City Clerk Keane, Executive Assistant Betts and Public Information Officer Sargent.

II. MOMENT OF SILENCE

Mayor Lowndes offered a moment of silence.

III. PLEDGE OF ALLEGIANCE

Mayor Lowndes led the Pledge of Allegiance.

IV. PUBLIC HEARING

1. RESOLUTION NO. 19-2024: AD VALOREM TAX RATE FISCAL YEAR 2025.

City Clerk Hollingsworth read aloud, by title, Resolution No. 19-2024.

City Manager Reggentin provided a brief synopsis of the budget calendar and actions leading to tonight's final adoption stating that on July 22, the City Council set the proposed millage rate at 5.0465 and the voted debt millage rate at 0.2020. 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 9, 2024, the City Council held the first public hearing required by TRIM requirements and set the tentative millage rate at 5.0465 and the voted debt millage rate of 0.2020 for a total millage rate of 5.2485. This millage rate only requires a majority vote under the maximum millage rate requirement.

An operating millage rate of 5.0465 generates \$17.456M for the General Fund and \$1.8M for the CRA Trust Fund. A voted debt millage rate of 0.2020 will generate \$771K exclusively for the payment of debt service

on the Limited Tax General Obligation Note.

City Manager Reggentin answered questions posed by Council.

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

A motion was made to adopt Resolution No. 19-2024, setting the operating millage for the 2024 tax year to the rolled-back rate of 5.0465 mills.

RESULT:	Adopt
MOVER:	Councilmember Guthrie
SECONDER:	Councilmember Hall Harrison
AYES:	Lori Wurtzel, Vance Guthrie, Lindsay Hall Harrison
NAYS:	Michael Wilde, John Lowndes

A motion was made to set the voted debt millage rate for fiscal year 2025 as 0.2020 for a combined total millage rate of 5.2485 mills.

RESULT:	Adopt
MOVER:	Councilmember Guthrie
SECONDER:	Councilmember Hall Harrison
AYES:	Lori Wurtzel, Vance Guthrie, Lindsay Hall Harrison
NAYS:	Michael Wilde, John Lowndes

2. RESOLUTION NO. 20-2024: FISCAL YEAR 2025 ANNUAL BUDGET.
City Clerk Hollingsworth, read aloud, by title, Resolution No. 2024.

City Manager Reggentin stated that the General Fund budget workshop was held on July 15th and the Enterprise and Miscellaneous Funds workshop was held on August 5th. On Monday, September 9, 2024, the City Council tentatively adopted a General Fund budget of \$39,671,000, based on an operating millage of 5.0465 and voted debt millage of 0.2020 for a combined millage rate of 5.2485.

General Fund

The tentative General Fund budget for FY 2025 (tax year 2024) is balanced with a tax rate of 5.0465 established by the Council on September 9th. 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 \$39,671,000 is the same as the tentative budget set by the Council. The budget funds one additional

Purchasing Manager and the compensation plan.

Other Budgeted Funds

The **Utilities Fund** budget of \$14,653,000 includes capital outlay of \$1.9 million, including water line replacement, Water Treatment Plant upgrades. The balance of the budget are operating expenses of \$10.4 million (personnel costs, wastewater treatment costs at Iron Bridge and Altamonte Springs treatment plants, repair and maintenance, depreciation, and supplies) and \$1.7 million for estimated debt service obligations.

The **Solid Waste Fund** budget of \$3,498,000 includes \$2.5 million in contractual services for solid waste and recycling, hauling and disposal. Contractual services account for 86% 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 \$2,492,000 includes \$600 thousand in capital outlay (24% of the budget), \$549 thousand in personnel costs (22% of the budget) and \$1.3 million in operating expenditures (54% 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 \$813,000 consists entirely of debt service costs related to the Limited General Obligation Note. Fiscal 2024 debt service consists of \$218 thousand of interest expense and \$595 thousand in principal payments.

Position Authorization Table

There are 257 authorized positions (240 existing full-time, 15 existing part-time, 2 new full-time positions)

General Fund – 1 Purchasing Manager

Utilities Fund – 1 Water Supervisor

Two positions are unfunded:

General Fund – 1 Building Inspector

1 Sustainability Coordinator

A brief discussion ensued. City Manager Reggentin answered questions posed by the Council.

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

A motion was made to approve Resolution No. 20-2024 adopting the General Fund Budget of \$39,671,000; Utilities Fund Budget of \$14,653,000; Solid Waste Budget of \$3,498,000; and, Stormwater Environmental Utility Budget of \$2,492,000; Voted Debt Service Budget of \$813,000; and Position Authorization Table for FY 2025, as presented.

RESULT:	Approve
MOVER:	Councilmember Wurtzel
SECONDER:	Councilmember Guthrie
AYES:	Lindsay Hall Harrison, Lori Wurtzel and Vance Guthrie.
NAYS:	Michael Wilde and John Lowndes.

3. ORDINANCE NO. 1430: CHAPTER 196.1978 LIVE LOCAL ACT OPT OUT AD VALOREM TAX EXEMPTION.

City Clerk Hollingsworth read aloud, by title, Ordinance No. 1430,

City Manager Reggentin presented Ordinance No. 1430 and provided a brief overview.

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

A motion was made to adopt Ordinance No. 1430 enacting the opt-out provision of Chapter 196.1978, as presented.

RESULT:	Adopt
MOVER:	Councilmember Guthrie
SECONDER:	Councilmember Hall Harrison
AYES:	Michael Wilde, Lori Wurtzel, Lindsay Hall Harrison, Vance Guthrie and John Lowndes.
NAYS:	None

4. ORDINANCE NO. 1431: AMENDING CHAPTER 6 FIRE PROTECTION AND PREVENTION ARTICLE IV FIRE PROTECTION FACILITIES AND SERVICES IMPACT FEE.

City Clerk Hollingsworth read aloud, by title, Ordinance No. 1431,

City Manager Reggentin presented Ordinance No. 1431 and provided a brief overview.

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

A motion was made to adopt Ordinance No. 1431 amending Chapter 6 Fire Protection and Prevention Article IV Fire Protection Facilities and Services Impact Fee, as presented.

RESULT:	Adopt
MOVER:	Councilmember Wilde
SECONDER:	Councilmember Wurtzel
AYES:	Lindsay Hall Harrison, Vance Guthrie, Michael Wilde, Lori Wurtzel and John Lowndes.
NAYS:	None

V. OLD BUSINESS

There were none.

VI. COUNCIL MEETING RECESS: CONVENE CRA MEETING

Mayor Lowndes recessed the City Council meeting at 7:03 pm for the purpose of convening the Community Redevelopment Agency (CRA) meeting.

Upon adjournment of the Community Redevelopment Agency (CRA) meeting, Mayor Lowndes reconvened the City Council meeting at 7:19 pm.

VII. CONSENT AGENDA

Mayor Lowndes opened the public comment period for Consent items # 3 through #8.

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

A motion was made to approve the Consent agenda, as presented.

RESULT:	Approve
MOVER:	Councilmember Hall Harrison
SECONDER:	Councilmember Wilde
AYES:	Lori Wurtzel, Lindsay Hall Harrison, Michael Wilde, Vance Guthrie and John Lowndes.
NAYS:	None

- 1. CITY COUNCIL MEETING MINUTES OF SEPTEMBER 9, 2024.**
Approve the City Council meeting minutes of September 9, 2024, as presented.
- 2. CITY COUNCIL WORKSHOP MINUTES OF SEPTEMBER 4, 2024.**
Approve the City Council workshop minutes of September 4, 2024, as presented.

3. RESOLUTION NO. 23-2024 FLORIDA DEPARTMENT OF TRANSPORTATION SFGA GRANT 453203-1-54-01: WESTSIDE TRAIL PROJECT SUPPLEMENTAL AGREEMENT.

Adopt Resolution No. 23-2024 authorizing the City Manager to execute the Florida Department of Transportation SFGA Grant Supplemental Agreement for the Westside Trail Project, as presented and any possible future amendments to said grant.

4. FY24 VEHICLE REPLACEMENT PURCHASES: STEP ONE AUTOMOTIVE GROUP.

Authorize the purchase of three (3) replacement Police Department Vehicles from Step One Automotive Group for \$152,845.00.

5. RFQ NO. 710-2024-01 NEW PUBLIC LIBRARY AND PARK PROJECT CONSTRUCTION MANAGEMENT AT RISK (CMAR) RANKING.

Approve the ranking of firms as recommended by the selection committee and authorize the City Manager to negotiate a contract for Construction Management at Risk (CMAR) Services for a new Public Library and Park Project.

6. INTERLOCAL AGREEMENT FIRE DISPATCH SERVICES: ORANGE COUNTY.

Adopt and authorize the Mayor to execute an interlocal agreement for fire dispatch services with Orange County Florida, effective October 1, 2024, continuing for five years ending September 30, 2029, as presented.

7. MUTUAL AID AGREEMENT FOR OPERATIONAL ASSISTANCE AND VOLUNTARY COOPERATION: ORANGE COUNTY SHERIFF'S OFFICE.

Authorize the Mayor to execute a mutual aid agreement for operational assistance and voluntary cooperation with the Orange County Sheriff's Office, effective upon execution by both parties, extending through December 31, 2028, and superseding the mutual aid agreement approved by Council on August 26, 2024.

8. SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT: SCHOOL BOARD OF ORANGE COUNTY.

Approve and authorize the Mayor to execute the agreement for the School Resource Officer Program with the School Board of Orange County for a 3-year term expiring June 30, 2027.

VIII. PUBLIC PERIOD

Mayor Lowndes opened the public comment period.

Public comment was given as follows:
Stacie Larson, Maitland Public Library Director.

There being no one else who desired to speak, Mayor Lowndes closed the public period.

IX. DECISIONS**1. ORDINANCE NO. 1432 INTRODUCTION: FIVE YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) 2025-2029.**

City Clerk Hollingsworth, read aloud, by title Ordinance No.1432.

City Manager Reggentin introduced Ordinance No. 1432 and provided an overview of the 2025-2029 Capital Improvements Plan (CIP).

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

A motion was made to introduce Ordinance No. 1432 Five Year CIP 2025-2029, and set the Public Hearing and action date for October 14, 2024.

RESULT:	Approve
MOVER:	Councilmember Hall Harrison
SECONDER:	Councilmember Wilde
AYES:	Lori Wurtzel, Michael Wilde, Vance Guthrie, Lindsay Hall Harrison and John Lowndes.
NAYS:	None

2. ORDINANCE NO. 1433 INTRODUCTION: LAND DEVELOPMENT CODE TEXT AMENDMENTS VARIOUS SECTIONS.

City Clerk Hollingsworth, read aloud, by title Ordinance No.1433.

Community Development Director Dan Matthys introduced Ordinance No. 1433 and provided an overview of the Land Development Code Text Amendments Various Sections.

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

A motion was made to introduce Ordinance No. 1433 Land Development Code Text Amendments Various Sections, and set the Public Hearing and action date for October 14, 2024.

RESULT:	Approve
MOVER:	Councilmember Wurtzel
SECONDER:	Councilmember Guthrie
AYES:	Lori Wurtzel, Michael Wilde, Vance Guthrie, Lindsay Hall Harrison and John Lowndes.

NAYS: None

3. ORDINANCE NO. 1434 INTRODUCTION: AMENDING THE LAND DEVELOPMENT CODE ARTICLE 5 DEVELOPMENT STANDARDS, SECTION 5.6 RESIDENTIAL TREE PROTECTION.

City Clerk Hollingsworth, read aloud, by title Ordinance No.1434.

Community Development Director Dan Matthys introduced Ordinance No. 1434 and provided an overview of Amending the Land Development Code Article 5 Development Standards, Section 5.6 Residential Tree Protection.

Mayor Lowndes opened the public comment period.

Public comment was given as follows:
Robert Potokar, 1504 The Oaks Drive

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

A motion was made to introduce Ordinance No. 1434. Amending the Land Development Code Article 5 Development Standards, Section 5.6 Residential Tree Protection, and set the Public Hearing and action date for October 14, 2024.

RESULT: Approved

MOVER: Councilmember Guthrie

SECONDER: Councilmember Wurtzel

AYES: Lori Wurtzel, Michael Wilde, Vance Guthrie, Lindsay Hall Harrison and John Lowndes.

NAYS: None

4. ORDINANCE NO. 1435 INTRODUCTION: AMENDING CHAPTER 17.5 COMMUNICATIONS OF THE MAITLAND CITY CODE.

City Clerk Hollingsworth, read aloud, by title Ordinance No.1435.

Community Development Director Dan Matthys introduced Ordinance No. 1435 and provided an overview of Amending Chapter 17.5 Communications of the Maitland City Code.

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

A motion was made to introduce Ordinance No. 1435 Amending Chapter

17.5 Communications of the Maitland City Code.and action date for October 14, 2024.

RESULT:	Approved
MOVER:	Councilmember Hall Harrison
SECONDER:	Councilmember Wilde
AYES:	Lori Wurtzel, Michael Wilde, Vance Guthrie, Lindsay Hall Harrison and John Lowndes.
NAYS:	None

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

There were none.

XI. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:45 pm.