



**City Council
June 23, 2025
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. Presentations
 1. Maitland Downtown Multimodal Transportation Study: MetroPlan's consultant, HDR, Inc.
- V. Old Business
- VI. Consent Agenda
 1. City Council Meeting Minutes of June 9, 2025.
 2. Toro Z Master Revolution Electric Lawn Mowers Purchase: Wesco Turf, Inc.
 3. Interlocal Agreement for Dispatching Services with City of Winter Park.
 4. Fire Trucks and Associated Apparatus Repair Services and Purchase of Parts: On Scene Repairs & Maintenance, LLC
 5. FY26 Vehicle Replacement Purchases: Step One Automotive Group.
 6. FY25 Vehicle Replacement Purchase: Terry Taylor's DeLand Nissan, Inc.
 7. Grant Acceptance U.S. Department of Housing & Urban Development (HUD): Independence Lane North.
- VII. Public Period
- VIII. Decisions
 1. First Reading & Transmittal: Ordinance No. 1444 2050 City of Maitland Comprehensive Development Plan Evaluation and Appraisal Report-based Amendments.
 2. First Reading: Ordinance No. 1445 Amending the Land Development Code Article 5. Development Standards Section 5.2.4 General Parking and Loading Area Standards.
- IX. City Manager's Report/City Attorney/Council Reports
- X. 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
June 23, 2025		Section: Presentations
Department/Office : City Manager	AGENDA REPORT	Item #: 1.
Subject: Maitland Downtown Multimodal Transportation Study: MetroPlan's consultant, HDR, Inc.		
Requested Action or Motion: N/A		
Summary Explanation & Background: As discussed in the past months, phase 2 of the Downtown Maitland Multimodal Study, led by MetroPlan, is underway. This study is intended to pick up where the Florida Department of Transportation's initial analysis left off and will evaluate transportation issues as they relate to mobility in the downtown area. The analysis will include a review of current studies, documentation and current conditions; creation of a multimodal vision; corridor and intersection concept development; and a public participation plan. It is expected that the study will be completed by May of 2026. MetroPlan's consultant, HDR, Inc., will present the general overview of the project.		
Fiscal Impact: N/A		
Exhibits:		
Commission/Board: City Council		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of June 9, 2025.		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. Draft CC Minutes 6092025		
Commission/Board:		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Toro Z Master Revolution Electric Lawn Mowers Purchase: Wesco Turf, Inc.		
Requested Action or Motion: Move to approve the purchase of two (2) Toro Z Master Revolution 52" Mowers from Westco Turf Inc. in the amount of \$70,618.70.		
Summary Explanation & Background: City Council adopted a Sustainability Action Plan (SAP) in November 2019. The SAP calls for the purchase of electric vehicles where feasible and encourages sustainable purchases in support of the plan. In May 2020, City Council approved the purchase of multiple Mean Green Electric zero-turn radius (ZTR) mowers. The Grounds Division staff have used zero-turn electric mowers since first receiving them in 2020 and support the purchase of replacement electric mowers. The electric mowers have successfully reduced noise levels and emissions. While Mean Green was the first manufacturer of electric mowers that were available to the City, other more traditional lawn maintenance equipment manufacturers have begun producing commercially available electric zero-turn mowers. Public Works has tested demonstration units from multiple manufacturers to assess the best fit for the City's needs and has determined that the Toro Z Master Revolution 52" deck mower is the most appropriate replacement. In order to stay on the established replacement schedule, two (2) electric zero-turn mowers are proposed to be purchased this year. Staff recommends City Council approve the purchase of two (2) Toro Z Master Revolution 52" Zero-Turn Radius Mowers from Westco Turf Inc. in the amount of \$70,618.70 utilizing Sourcewell contract Toro 112624-TTC and Ventrac 112624-TTC.		
Fiscal Impact: Funds are budgeted in Grounds Maintenance Line Item 01422572-566400-VE001.		
Exhibits: 1. Maitland 061125 Q-32048 Zmower		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Police Department	AGENDA REPORT	Item #: 3.
Subject: Interlocal Agreement for Dispatching Services with City of Winter Park.		
Requested Action or Motion: Move to approve the Interlocal Agreement for Dispatching Services with the City of Winter Park, as presented.		
Summary Explanation & Background: Historically, the City of Apopka has provided dispatching services to the police department; however, the City of Winter Park also operates and maintains a twenty-four (24) hour public safety Communications Center and has offered to partner with Maitland to provide dispatching services. This partnership would be advantageous to both cities, would streamline operations, and would improve overall service. The City of Winter Park is geographically located in such a way that it borders Maitland on both the south and east jurisdictional lines. Our law enforcement agencies have maintained a strong, mutually beneficial working relationship for decades and anticipate a continued relationship. Our cities also share the Winter Park, Maitland Chain of Lakes with each law enforcement agency ensuring boater safety and enforcing laws and regulations. Winter Park has the capability to offer Maitland an independent channel of communication to be used solely by Maitland personnel with a dedicated operator to facilitate emergency communications, twenty-four (24) hours a day, seven (7) days a week. Consolidating our services with Winter Park would promote better collaboration and coordination among our law enforcement agencies, facilitate seamless communication between first responders, and enable faster response times and efficient handling of emergencies. Further, to accommodate our needs, Winter Park will purchase a new, state-of-the-art Motorola communications console and provide integrated computer-aided dispatch (CAD) systems. These technologies improve response times, resource deployment, and overall incident management. The annual cost of the Interlocal Agreement for Dispatching Services between Winter Park and Maitland is \$437,385, which identical to the existing agreement with Apopka. They have agreed to discount the first two quarters. All other contract terms remain the same except the agreement is for a period of ten years with an option to extend for an additional two-year term. Additionally, the agreement may be terminated by mutual consent of the parties or at the request of either party upon an 18-month notice. Because the city must provide Apopka with a 180-day written notice of termination, the transition to Winter Park is planned to occur January 11, 2026.		
Fiscal Impact: N/A		
Exhibits: 1. Interlocal Agreement for Dispatching Services FINAL		

Commission/Board: City Council
Contact Person: David Manuel 407-539-6243
Reviewed by City Attorney D. Smith

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Fire Trucks and Associated Apparatus Repair Services and Purchase of Parts: On Scene Repairs & Maintenance, LLC		
Requested Action or Motion: Move to approve the evaluated source purchase of parts and repair services for all fire trucks and apparatus from On Scene Repairs & Maintenance, LLC.		
Summary Explanation & Background: On Scene Repairs and Maintenance is widely used by local fire departments for standard, after-hour, and emergency vehicle repair and contracted preventative maintenance. There is no selection of mobile repair services that are located within the immediate area that can work on the Fire Department's apparatus. Although there are other companies that do perform repair services for the City's fire truck manufacturers, they are either located outside the immediate area or do not service the make/model of emergency vehicles operated by the Fire Department. REV-RTC is located in Ocala and used by the City when time allows. Ten-8 only services Pierce, Oshkosh, Braun, and Osage fire apparatus. The City has successfully used On Scene Repairs and Maintenance as needed for vehicle repairs and the purchase of parts for the past several years. The Fire Department recommends continuing to use On Scene Repairs and Maintenance for all vehicle repairs and preventative maintenance on its three fire apparatus (2 fire engines, 1 tower truck). In addition, the Fleet garage does not stock all the necessary parts for all types of emergency repairs for fire engines. On Scene Repairs and Maintenance has parts in stock and quicker access to parts, provides after-hours services, and provides a greater range of diagnostic and repair services more efficiently than the City's Fleet department. Staff anticipates that the yearly purchases of parts and repairs for the fire department fleet of trucks and associated apparatus will exceed the City Manager's approval threshold of \$50,000. In accordance with the City's Purchasing Policy, approval to utilize an evaluated source purchase was obtained from the Finance Director and the City Manager. Staff is recommending approval of the evaluated source purchase of parts and repair services for all fire trucks and associated apparatus from On Scene Repairs & Maintenance, LLC.		
Fiscal Impact: Funds are available in the Public Works Fleet Maintenance operational budget for outside repairs 01420519-534612.		
Exhibits:		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 5.
Subject: FY26 Vehicle Replacement Purchases: Step One Automotive Group.		
Requested Action or Motion: Move to approve the purchase of six (6) police replacement vehicles from Step One Automotive Group utilizing the STATE CONTRACT 25-10000-23-STC EXT for a total of \$387,450.		
Summary Explanation & Background: The FY 2026 vehicle replacement budget includes funding for six scheduled replacement police vehicles for the Police Department. Due to the factory fleet ordering window, we need to provide a purchase order prior to the beginning of FY 2026 in order for the City to receive vehicles in a timely manner. When considering the replacement of vehicles, the age and condition of the vehicle is evaluated. The vehicles being replaced have spent 7 years in front line service and an additional 2–3 years as backup for situations when police vehicles are in repair or out of service. These units are all 2025 Ford Police F-150 Responder 2WD that will be purchased from Step One Ford Crestview through State contract #25-10000-23-STC EXT for up to \$64,575 each. Staff evaluated electric (EV) and hybrid vehicles in the selection process, including consideration of the usage and the additional costs of the hybrid or EV relative to the overall maintenance track record on the Ford Explorer vehicles. Based upon this evaluation, hybrid and EV replacement vehicles are not recommended at this time. It should be noted that the two Ford Explorer hybrids acquired by the Police Department have had numerous issues. Even though they have been covered by warranty, vehicle downtime creates logistical issues for the department. The Police Department has purchased a Ford Lightning EV to use as an administrative vehicle to evaluate the functionality of this type of EV for use in the future. There is funding available in the vehicle replacement program for this purchase. The City budgets annually for fleet replacements, not individual vehicles, with the excess rolling over to Fund Balance Vehicle Designation to fund vehicle purchases in years when the costs exceed the budgeted amounts.		
Fiscal Impact: Funds are available in 01211521-566430-VE001 / 01420519-566430-VE001.		
Exhibits: 1. MAITLAND PD W1P 2025-3 x4		
Commission/Board: City Council		
Contact Person: Jerry Gray 407-539-6201		

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 6.
Subject: FY25 Vehicle Replacement Purchase: Terry Taylor's DeLand Nissan, Inc.		
Requested Action or Motion: Move to approve the purchase of one (1) replacement vehicle from Terry Taylor DeLand Nissan utilizing the Florida Sheriff's Association contract FSA 24-VEL32.0 for a total of \$32,240.77		
Summary Explanation & Background: The FY 2025 budget includes funding for the scheduled replacement of a CID Vehicle (#321) for the police department. In an effort to support the city's sustainability initiative, staff evaluated our current fleet and identified that the Public Works Director could utilize a fully electric vehicle due to access to city charging stations. We will transfer the public works director's current vehicle #14, a Ford Explorer, to the police department CID unit to retrofit with concealed police lights for CID purposes. This will be purchased from Terry Taylor's DeLand Nissan utilizing the Florida Sheriff's Association contract FSA 24-VEL32.0 at a cost of \$32,240.77. Staff recommends approving the purchase of this replacement vehicle for a total cost of \$32,240.77.		
Fiscal Impact: Funds are available in 01410541-566430-VE001.		
Exhibits: 1. Scan3142		
Commission/Board: City Council		
Contact Person: Jerry Gray 407-539-6201		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
June 23, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 7.
Subject: Grant Acceptance U.S. Department of Housing & Urban Development (HUD): Independence Lane North.		
Requested Action or Motion: Move to accept and authorize the City Manager to execute a grant agreement and other grant-related administrative items with the U.S. Department of Housing and Urban Development (HUD) for the Independence Lane North Project.		
Summary Explanation & Background: The city has been awarded \$500,000 in federal appropriations to be administered by the U.S. Department of Housing and Urban Development (HUD) for the construction of Independence Lane North. The project includes the extension of Independence Lane from Horatio Avenue to George Avenue, and will carry the themes from Independence Lane between Packwood Avenue and Horatio Avenue to the north. The anticipated schedule is to begin construction this fall. Preliminary estimated costs of the project when discussions with HUD began over a year ago were \$1,500,000; with \$1,000,000 being funded with CRA proceeds. As the project has progressed through design, total construction estimates are now closer to \$3,200,000. All costs over the grant amount will be funded from CRA proceeds. Staff recommends accepting the grant and authorizing the City Manager to execute a grant amendment, and all other grant-related administrative items.		
Fiscal Impact: 01331000-331510-HUD01 \$500,000 grant funds 01151515-566300-HUD01 \$500,000 capital expenditures		
Exhibits:		
Commission/Board: City Council		
Contact Person: Kimberley Tracy 407-539-6216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
June 23, 2025		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 1.
Subject: First Reading & Transmittal: Ordinance No. 1444 2050 City of Maitland Comprehensive Development Plan Evaluation and Appraisal Report-based Amendments.		
Requested Action or Motion: Move to transmit to Florida Commerce, Bureau of Community Planning and approve on first reading Ordinance No. 1444 the 2050 City of Maitland Comprehensive Development Plan Evaluation and Appraisal Report-based Amendments.		
Summary Explanation & Background: Every local government in Florida is required at least once every 7 years to evaluate their Comprehensive Development Plan (CDP) to reflect changes in state requirements and changes in local conditions. Seven years have passed since Maitland conducted a major rewrite of its Maitland Comprehensive Development Plan 2035 (CDP); therefore, the City must conduct an evaluation and appraisal of its CDP per Section 163.3191 Florida Statutes. City staff teamed with consultants Kimley-Horn and Associates, Inc. to prepare amendments to the CDP, which must be transmitted to FloridaCommerce, Bureau of Community Planning by September 1, 2025. Kimley-Horn and Associates identified 74 changes to Florida Statute Chapter 163 that were evaluated for relevancy to the City of Maitland. If deemed relevant, the team drafted amendments to bring the CDP into conformance with state requirements. Many of these are technical in nature. They include: • Adding a policy to commit to follow the Community Redevelopment Master Plan standards (Future Land Use, Page 22) • Making updates to Metropolitan Planning Area classifications (Mobility, Page 9) • Changing from "Levels of Service" to "levels of traffic stress threshold" to reflect new terminology used by the Department of Transportation (Mobility, Page 11-14). • Adding a policy to not prohibit the demolition of qualifying structures for any reason other than public safety, in accordance with the Resiliency and Safe Structures Act (Housing, Page 4) • Revising a standard to report impact fee charges in an annual financial report (Governance and Implementation, Page 5) • Revising a policy regarding Proportionate Share Mitigation in school capacity to state that funds must be reserved until specific capacity improvement is identified in the school board educational facilities plan (Public Schools, Page 7) Additionally, after policy discussions at their meeting of April 22, 2024, City Council instructed staff to include a change to the way that residential density and commercial intensity are allocated in the Main Street Future Land Use designation in the EAR-based CDP amendments. For approximately 25 years, since the implementation of the original Downtown Master Plan, the CDP		

has granted higher residential densities and commercial intensities to larger parcel sizes in downtown Maitland. This was done to encourage the assemblage of multiple smaller lots and parcels for the purposes of catalyst redevelopment projects. Currently, the only way to obtain a maximum residential density of 40 units per acre or 2.0 FAR by right, and 67 units per acre or 2.40 FAR (with the utilization of the Density Incentive for Community Enhancement (DICE) program), is to obtain or assemble over three acres of contiguous land. In comparison, lots half-acre in size are currently only allowed up to 19.8 units per acre or 0.3 FAR by right, and 30 units per acre or 0.45 FAR (with DICE), respectively – less than half of the residential density of a 3-acre site. As the downtown corridor has successfully redeveloped over the past 20 years, and more recently over the last 6 years, potential sites where 3 contiguous acres can be assembled have declined dramatically. In addition, as Maitland nears build-out, developers are finding it more difficult to assemble large parcels of land within the Main Street designation, therefore making more dense and intense projects difficult or impossible to initiate.

Compounding the problem, since the DICE program was introduced in 2019 with the CDP 2035, no applicant has elected to use the program to achieve higher density/intensity in the downtown. Under DICE, a developer may propose to raise density on properties if they can provide a community enhancement that is approximately equal to the value of the benefit they would receive for that increased density. This begins with a workshop with City Council, where the density and potential project that the developer would propose for the public are presented. The problem is that the City Council cannot commit to either the density or the public project. The developer must then go through the development process and complete an economic analysis showing the public benefit is roughly proportional to the additional benefit being provided in the form of the density. This is a lengthy and expensive process which lacks any certainty for the developer. Staff had discussed this process with several prospective applicants and none chose to take advantage of it.

Based upon the above analysis, City Council recommended the elimination of both the DICE program and the determination of maximum density/intensity based on parcel size. This would make it more viable for moderate or small-scale redevelopment projects in the Main Street Future Land Use designation, without disincentivizing larger projects. This would also allow for the successful redevelopment of downtown Maitland with new infill projects that, subject to our strict design guidelines, will contribute to the aesthetics and quality of life in our downtown while providing for a mixture of housing types needed to meet market demands.

June 5, 2025 - The Planning and Zoning Commission recommended approval of the proposed City of Maitland 2050 CDP Evaluation and Appraisal Report (EAR)-Based Amendments.

After taking public comment, staff recommends that the City Council transmit the City of Maitland 2050 CDP Evaluation and Appraisal Report EAR-based Amendments to FloridaCommerce, Bureau of Community Planning. A second public hearing will occur at the adoption stage following state review and comment.

Fiscal Impact:

NA

Exhibits:

1. Ord 1444 CDP Transmittal 2025
2. Maitlnd CDP 2050 strike_through_underline
3. P&Z report

Commission/Board: City Council

Contact Person: Sara Blanchard 407-539-6214

Reviewed by City Attorney
Drew Smith

MEETING DATE		AGENDA
June 23, 2025		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 2.
Subject: First Reading: Ordinance No. 1445 Amending the Land Development Code Article 5. Development Standards Section 5.2.4 General Parking and Loading Area Standards.		
Requested Action or Motion: Move to approve Ordinance No. 1445 amending the Land Development Code, Article 5. Development Standards, Section 5.2.4 General Parking and Loading Area Standards on first reading.		
Summary Explanation & Background: Staff has identified the need to clarify the intent and implementation of the standards for the parking of major recreational vehicles such as boats and utility trailers in residential areas of the city. Major recreational equipment consists of boats, houseboats, trailers, pickup campers or coaches (designed to be mounted on automotive vehicles), motor homes, tent trailers, cases, or boxes used for transporting recreational equipment, whether occupied by such equipment or not. During the drafting and adoption of the updated Land Development Code in 2022, aspects of the recreational equipment parking code were reworded and sections omitted that effectively changed the meaning of the code. Under the current code, any recreational vehicle can be parked in any area of a front yard without regard to setback or surface requirements. Major recreational equipment or utility trailers have historically been permitted to be parked in residential zone districts if they meet one of several standards. For boats weighing in excess of two-hundred pounds, they may be parked in residential areas if they are parked on a trailer on a paved or hard-packed driveway at least fifteen feet in distance from the edge of the street pavement. Due to some concerns raised through the code enforcement process as to what constitutes a "paved or hard-packed driveway", additional language is proposed to codify an interpretation of this term. The proposed amendment would incorporate the interpretation that asphalt, concrete, paver, or packed gravel driveway, are included in the "paved or hard-packed" category. Stabilizing materials such as loose gravel, mulch, recycled rubber or grass are explicitly excluded from the definition. This amendment will reinstate the standards that have been used in the city for over the last 20 years with the clarification regarding appropriate surfaces on which recreational equipment can be parked. The advisability of amending the text of the LDC is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the City Council shall weigh the relevance of and consider whether and to the extent to which the proposed text amendment: (A) Is consistent with the comprehensive development plan and furthers its goals, objectives, and policies; (B) Is in conflict with any provision of this LDC and the City Code; (C) Is required by changed conditions;		

- (D) Addresses a demonstrated community need;
- (E) Is consistent with the purpose and intent of the zone districts, or would improve compatibility among uses;
- (F) Would result in a logical and orderly development pattern;
- (G) Would result in significant adverse impacts on the natural environment, including but not limited to water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment; and
- (H) Would adversely impact the availability of public facilities to accommodate new growth and development.

Staff, in consultation with the City Attorney, have proposed the text amendment to address a demonstrated community need. At their meeting of June 5th, 2025, the Planning and Zoning Commission voted to recommend approval of this LDC text amendment.

Staff recommends City Council approve Ordinance No. 1445 amending the Land Development Code, Article 5. Development Standards, Section 5.2.4 General Parking and Loading Area Standards on first reading.

Fiscal Impact:

None

Exhibits:

1. Ord 1445 Amending LDC Sec 524 General Parking and Loading Area Standards final

Commission/Board: Planning and Zoning Commission

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
Drew Smith