



**City Council
July 14, 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. Proclamation: Park and Recreation Month.
- V. Old Business
- VI. Consent Agenda
 1. City Council Meeting Minutes of June 23, 2025.
 2. Resolution No. 9-2025: Establishing Intent to Reimburse Certain Capital Expenditures with Proceeds of a Future Tax-Exempt Financing.
 3. Piggyback Agreement for Annual PMI and Demand Services for Emergency Generators: Genset Services, Inc.
 4. Piggyback Agreement for Replacement of the Air Conditioning System City Hall: Trane U.S. Inc.
 5. Service Agreement for Data Communication Channels: Spectrum Enterprise.
 6. Change Order Janitorial Services Contract: Clean Space, Inc.
- VII. Public Period
- VIII. Decisions
 1. Maitland Public Library and Quinn Strong Park Project Design Development Phase: HBM Architecture Interior Design & RVi Planning + Landscape Architecture.
 2. Second Reading: Ordinance No. 1445 Amending the Land Development Code Article 5. Development Standards Section 5.2.4 General Parking and Loading Area Standards.
 3. First Reading Ordinance No. 1441: Adopting a New General Codification of the Code of Ordinances.
 4. First Reading Ordinance No. 1447: Amending Section 8.03(c) Run-off Election Date and 8.04 Qualifying of the Maitland City Charter.

- 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
July 14, 2025		Section: Presentations
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Proclamation: Park and Recreation Month.		
Requested Action or Motion: Present proclamation to Jay Conn, Director of Parks and Recreation.		
Summary Explanation & Background: The U.S. House of Representatives has designated July as Park and Recreation Month in acknowledging the important role that this industry plays in improving the quality of life of a community. Parks and Recreation programs and facilities play a direct role in improving the physical and mental health of residents of a community, increasing property values, encouraging tourism, improving environmental health, etc. The City would like to join the many communities throughout the country that also celebrate this important fact by declaring July as Park and Recreation month in the City of Maitland.		
Fiscal Impact: n/a		
Exhibits: 1. Park and Recreation Month Proclamation 2025		
Commission/Board: City Council		
Contact Person: Jay Conn		
Reviewed by City Attorney n/a		

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of June 23, 2025.		
Requested Action or Motion: Move to approve the City Council meeting minutes of June 23, 2025, as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CC Draft Minutes 6232025		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 2.
Subject: Resolution No. 9-2025: Establishing Intent to Reimburse Certain Capital Expenditures with Proceeds of a Future Tax-Exempt Financing.		
Requested Action or Motion: Motion to approve Resolution 9-2025 authorizing reimbursing outlays incurred prior to debt issuance.		
Summary Explanation & Background: On November 13, 2023 Council approved ballot language to go to the voters of the City of Maitland the option to vote to allow borrowing up to \$14 million of debt to construct a new library. This issue was placed on the March 19, 2024 Presidential Preference Primary election. On April 8, 2024, Council accepted the results of the Orange County Canassing Board resulting in 61.09% of the voters approving the referendum. In order to issue debt in the municipal market, the City is required to utilize a Financial Advisor. The contract for the Financial Advisor was approved by the City Council June 9, 2025. With the current movement and speculation in the bond market regarding future interest rate reductions, the City has been waiting to go to market to issue debt. This avoids the issuance of debt prematurely and making interest payments while the project was progressing. The City has adequate reserves to advance fund portions of the library construction project and will be able to reimburse our reserve accounts with the bond proceeds. This resolution will allow the City, in general, to reimburse itself for capital outlays expended not later than 18 months after the latter of: a) The date the original expenditure is paid; or b) the date the project is placed in service or abandoned, but in no event more than 3 years after original expenditure is paid. The City does not anticipate exceeding any of these timelines. This approach provides the City flexibility in issuing debt to negotiate the most favorable terms for the City.		
Fiscal Impact: TBD		
Exhibits: 1. Resolution No. 9-2025 -Reimbursement GO Bonds 2025		
Commission/Board: City Council		
Contact Person: Jerry Gray 407-539-6201		

Reviewed by City Attorney
Rhonda Bond-Collins, bond counsel Bryant Miller Olive.
Cliff Shepard

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 3.
Subject: Piggyback Agreement for Annual PMI and Demand Services for Emergency Generators: Genset Services, Inc.		
Requested Action or Motion: Move to approve and authorize the City Manager to execute the Piggyback Agreement for annual PMI and demand services for emergency generators with Genset Services, Inc., as presented.		
Summary Explanation & Background: Each year, Public Works staff budgets funds for citywide annual maintenance and repairs of generators. This maintenance includes an annual service, load bank test, and inspections for each unit. Beyond the annual scheduled service, additional maintenance, repairs, and service may be required. While some maintenance and repair services needed are generic in nature and can be performed by general technicians, other services, such as programming, are proprietary and can only be performed by the manufacturer or authorized representative. Due to the technical expertise required, and necessary equipment needed to perform these services, Public Works recommends hiring a contractor to perform these tasks. After research and review of available options with qualified contractors in the area, the Public Works Department is proposing to contract with Genset Services, Inc. to perform the work utilizing the University of Central Florida Board of Trustees, Contract ITB-2023-09CCSA Annual PMI and Demand Services for Emergency Generators, dated May 7, 2024. Funds are budgeted and available in the Wastewater and Facilities operating funds. Staff recommends City Council authorize the City Manager to execute a piggyback contract utilizing the University of Central Florida Board of Trustees, Contract ITB-2023-09CCSA Annual PMI and Demand Services for Emergency Generators with Genset Services, Inc., for a term of five (5) years, with an option for five (5) one (1) year extensions.		
Fiscal Impact: Funding is available in accounts 01414519-533400 Facilities Contractual Services and 4135135-533400 Wastewater Contractual Services.		
Exhibits: 1. PiggybackContract_GensetServices_ITB1223-09 - Contractor Signature 2. GensetServicesITB1223-09_Annual PMI&Services_EmgyGen-Full Document		
Commission/Board: City Council		
Contact Person: Christopher Kennedy (407) 539-6217		
Reviewed by City Attorney Drew Smith		

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.
Subject: Piggyback Agreement for Replacement of the Air Conditioning System City Hall: Trane U.S. Inc.		
Requested Action or Motion: Move to authorize the purchase and installation of air conditioning replacement units and control system from Trane U.S. Inc. utilizing Omnia Racine Contract No. 3341 for the amount of \$567,309.72.		
Summary Explanation & Background: After repeated issues with the air conditioning system malfunctioning at City Hall and being aware that the original HVAC system is approaching a standard life cycle expectancy, staff had the system assessed by TLC Engineering Solutions to identify the issues and repairs needed to get the HVAC system functioning at a peak performance. After evaluating the existing system and operating concerns, TLC recommended replacing both the controller system and the HVAC units. The existing controller is a Honeywell Spyder system controlled via laptop. Recently, the controller system has become non-responsive. City staff worked with two of the largest HVAC manufacturers in the area, Carrier and Trane, to obtain proposals for the replacement of the system. Both vendors utilized nationally publicly procured contracting methods for their pricing. Upon evaluation of both proposals, staff determined that Trane is able to provide a product more directly aligned with TLC's original recommendations at a less expensive price with faster installation. Trane Technologies offers 100-plus years of system and equipment experience and 35-plus years in building automation systems (BAS). Trane U.S. Inc. will be has provided a proposal for a turnkey retrofit service solution offering newer, more efficient equipment with updated parts and labor warranties. This proposal includes removing the old units, setting up new curb adapters, and installing three (3) new rooftop units (RTUs) and two (2) new exhaust fans. The three (3) RTUs include two (2) - Valent VR Rooftop Units and one (1) - Valent VX Rooftop Unit. Trane will also be providing controllers and sensors as needed to retrofit all 54 existing Variable Air Volume (VAV) terminal units. This work includes the installation of new circuit breakers, conduit and wiring as needed. In addition, this proposal includes the installation of an open protocol Trane Tracer SC+ based central Building Automation System (BAS) that is web-based with user access via any standard internet browser. It includes one (1) year of Trane Autonomous Control, an artificial intelligence-driven optimization tool that continuously optimizes HVAC systems and overall building performance. The total cost of three (3) rooftop units as a direct owner purchase is \$208,331.00. There is an additional fee for the extended warranty on the rooftop units of \$16,625.00 to extend the warranty on parts from the standard one (1) year to five (5) years. The cost of the mechanical and electrical installation of the three (3) rooftop units and the TRANE Controls System, as well as all other associated labor and miscellaneous parts, is \$342,353.72. The proposal would be a piggyback contract utilizing		

Omnia Racine Contract No. 3341 for a total amount of \$567,309.72. Staff recommends utilizing a piggyback contract instead of bidding the project due to the current condition of the system and the lead time for the units to be manufactured, as time is of the essence for this replacement.

Staff recommends authorizing the purchase and installation of air conditioning replacement units and control systems from Trane U.S.Inc. in the amount of \$567,309.72.

Fiscal Impact:

Funds are available in accounts 01414519-566200-CF001 Facilities Carry Forward and 01414519-534632 Facilities Repair and Maintenance.

Exhibits:

1. City of Maitland - RTU and VAV Replacements TK TRANE - FINAL 07-09-25
2. City of Maitland - TRANE Valent RTUS (Equipment Only) 07-08-25
3. City of Maitland - RTU and VAV Replacements TRANE OMNIA Audit-Final

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
Drew Smith

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : Information Technology	AGENDA REPORT	Item #: 5.
Subject: Service Agreement for Data Communication Channels: Spectrum Enterprise.		
Requested Action or Motion: Move to authorize the purchase of data communication service from Spectrum Enterprise for a contract term of 36 months not to exceed \$63,000.		
Summary Explanation & Background: The Information Technology Department proposes to contract the city's primary external data communication channels (Internet service) for City Hall and the Police Department to Spectrum Enterprise, replacing existing service provided by Lumen, formerly CenturyLink. The new contract includes 1 gigabit speeds via dedicated fiber optic lines and 13 IP addresses at each location. Service, which includes installation at each site, will charge \$1,750 per month (\$875 monthly per location) for a term of 36 months. The switch will allow for enhanced service and a more stable and secure environment. This is a multi-year contract that exceeds the city manager's spending authority.		
Fiscal Impact: Budgeted in departmental communications lines.		
Exhibits: 1. CityofMaitlandDFISA		
Commission/Board: City Council		
Contact Person: Andrew Bentley 407-539-6223		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
July 14, 2025		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 6.
Subject: Change Order Janitorial Services Contract: Clean Space, Inc.		
Requested Action or Motion: Move to approve a change order to Clean Space, Inc., for an amount not to exceed \$14,360.		
Summary Explanation & Background: Public Works staff issued an invitation to bid, ITB 414-2024-01, on October 21, 2024, for a qualified vendor to provide janitorial services assuring the overall cleanliness and professional appearance of city facilities. The city received fourteen (14) bids, ranging from an annual cost of \$151,071.85 to \$441,343.92. The low bidder was determined to be Clean Space, Inc. with a bid in the amount of \$151,071.85. The second low bidder was American Facility Services, Inc. for the annual amount of \$194,171.88. At their meeting on December 9, 2024, City Council approved awarding Clean Space, Inc. a two (2) year contract, with an option to extend the contract for three (3) more consecutive one (1) year periods. The Clean Space, Inc. contract began in January of this year. In May, Clean Space notified the city that after completing their first 30 days of service, they identified a significant discrepancy in the pricing that they submitted during the bid process. They stated that they worked over the next 3 months to adjust their operations to absorb the difference, but despite all efforts, they found that it was unsustainable. According to Clean Space, they are incurring monthly losses nearing \$10,000 per month to provide services per the contract. Based on this loss, Clean Space requested the city consider one of the following options: • Adjusting the current contract rate to reflect their break-even point. • Transitioning service to the second-place bidder. • Reissuing the bid and allowing them to withdraw after a transition period. Clean Space originally requested that the city agree to conclude their services on June 30th, but in a good faith effort, has continued to provide services since notifying us of the situation in May. The contract does not allow for termination by Clean Space and the only recourse to recover damages would be to file a lawsuit. In an effort to provide continued, uninterrupted janitorial service, and given the time and effort that would be required to bring in a temporary service provider while the contract is re-bid, staff has negotiated with Clean Space to reasonably compensate them for continued service while the contract is re-bid. The new bid was released on June 29 and is due July 31. Clean Space has agreed to continue services for an additional \$3,590.00 per month, for up to four months, while we complete the re-bidding process. This monthly amount is based on the difference between their bid and the second-lowest bid, divided by 12 months.		

Staff recommends approval of a change order to the Clean Space janitorial services contract for an additional \$3,590 per month, for up to four months, and not to exceed \$14,360.00.

Fiscal Impact:

Funding not to exceed \$14,360.00 available in departmental operating budgets.

Exhibits:

1. 414-2024-01-Change Order-001 - contractor signature
2. Re_ Clean Space - Request for notice to termina...

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
Drew Smith

MEETING DATE		AGENDA
July 14, 2025		Section: Decisions
Department/Office : City Manager	AGENDA REPORT	Item #: 1.
Subject: Maitland Public Library and Quinn Strong Park Project Design Development Phase: HBM Architecture Interior Design & RVi Planning + Landscape Architecture.		
Requested Action or Motion: Move to approve the Design Development Phase with any comments and direct staff to move to the Construction Drawing Phase of the Library/Quinn Strong Park project.		
Summary Explanation & Background: The City of Maitland embarked on a review of the library in 2017 to determine whether upgrading and improving the facility or constructing a new facility would better serve the residents of Maitland. In 2018, a facility assessment was completed. Based upon the evaluation, the City Council determined upgrading and renovating the facility was not an option. Following City Council's request in 2020, a comparative evaluation was completed on three (3) sites. The chosen site for the location of the new library was the city-owned property at 301 S. Maitland Ave., along with the adjacent parking lots to the east and west, Maitland Senior Center, and Quinn Strong Park. In 2022, the City selected HBM Architects for the planning and design of the project. City Council approved the design contract with HBM Architects on June 10, 2024. In September 2024, the city selected Turner Construction Company as the Construction Management at Risk (CMAR) and City Council approved an agreement with Turner Construction Company for pre-construction services in February 2025. On January 8, 2025, City Council approved the schematic design presented by HBM and directed staff to move to the design development phase of the Library/Quinn Strong Park project. At this meeting, the design team will present the design development plans, which will include floor plans, exterior elevations. The design development phase will be followed by the preparation of construction drawings. The Library Board and Parks and Recreation Advisory Board have reviewed the Design Development plans and had no comments that would affect the design. Turner construction has provided their Design Development cost estimate (attached) and it is within the construction budget for the project.		
Fiscal Impact: TBD		
Exhibits: 1. Maitland Public Library DD Estimate_2025.07.07		

Commission/Board: City Council
Contact Person: Mark Reggentin 407-539-6220
Reviewed by City Attorney N/A

MEETING DATE		AGENDA
July 14, 2025		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 2.
Subject: Second 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 second 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.

The public notice of enacting proposed Ordinance No. 1445 has been duly advertised on June 27, 2025, in the Orlando Sentinel.

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 second reading.

Fiscal Impact:

None

Exhibits:

1. Order ID 7834360
2. 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

MEETING DATE		AGENDA
July 14, 2025		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 3.
Subject: First Reading Ordinance No. 1441: Adopting a New General Codification of the Code of Ordinances.		
Requested Action or Motion: Move to adopt Ordinance No. 1441 adopting a new General Codification of the Code on first reading.		
Summary Explanation & Background: Pursuant to Sec. 2.16 of the city charter, a general codification of all city ordinances which have been specified by the council for inclusion in the code shall be done at least every ten years. The codification is adopted by council by ordinance and shall be published promptly, together with the city charter. This compilation is known officially as the Maitland City Code. The current code was adopted November 9, 1981, by Ordinance 590 with an effective date of January 15, 1982. The first republication of the code was on February 22, 1993, by Ordinance 806, followed by Ordinance 995 adopted March 27, 2000, that implemented amendments recommended by staff with the city attorney's code analysis. On April 6, 2022, a statement of work was agreed to with Municode, LLC., a subsidiary of CivicPlus, LLC., for complete recodification, including a legal analysis that: • Identified conflicts, inconsistencies, and obsolete provisions in connection with Florida Statutes. • Identified conflicting or obsolete provisions within the current code. • Identified unconstitutional provisions, if any. The proof of the code was received July 31, 2024, reviewed by staff, and submitted to Municode with feedback. Most recently, on June 26, 2025, full staff approval of the new General Codification of the Code was provided. The new General Codification of the Code includes ordinances adopted from the second republication of March 27, 2000, to Ordinance No. 1436 enacted by City Council on November 11, 2024. Ordinances enacted after November 11, 2024, that are to be incorporated into the code shall be provided in supplements. The Maitland City Code is available online and after this recodification it will be updated monthly as necessary. Staff recommends that City Council adopt on first reading Ordinance No. 1441, adopting a new General Codification of the code of ordinances. The Maitland City Code is available to review via download from the city's FTP site 2025 Recodification Maitland City Code.		
Fiscal Impact: Contract Services 01191519/533400 \$15,600.00 one-time fee; annual fee \$1,445.00.		
Exhibits: 1. Ord 1441 Enacting a new city code - Final 2. 2025 Recodification Maitland City Code		

Commission/Board: City Council
Contact Person: Lori Hollingsworth 407-539-6219
Reviewed by City Attorney Cliff Shepard & Drew Smith Mary Margaret Niezgoda, CivicPlus Code Attorney

MEETING DATE		AGENDA
July 14, 2025		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 4.
Subject: First Reading Ordinance No. 1447: Amending Section 8.03(c) Run-off Election Date and 8.04 Qualifying of the Maitland City Charter.		
Requested Action or Motion: Move to approve Ordinance No. 1447 amending the Maitland City Charter sections 8.03(c) run-off election date and 8.04 candidate qualifying on first reading.		
Summary Explanation & Background: At the Orange County Supervisor of Election (OC SOE) meeting in May, conflicts were presented between the run-off city election date and the candidate qualifying period for the March 2026 general city election. The OC SOE has expressed that it is not feasible to hold a run-off city election four (4) weeks after the general city election per charter section 8.03(c) due to procedural timelines, deadlines, and statutory requirements. In addition, pursuant to Florida Statutes 101.62(3)(a), the Supervisor of Election must send vote-by-mail ballots to absent stateside and overseas military personnel and overseas citizens no later than <u>45 days before each election</u>. Under the current charter section 8.04, the qualifying period will conclude on the <u>46th day</u>, resulting in non-compliance with the statute. Chapters 97-106 of the Florida Election Code govern the conduct of municipal elections. They state there shall be no charter or ordinance adopted that conflicts with or exempts a municipality from any provision expressly applying to municipalities within the Florida Election Code. There have been changes to the election statutes which have resulted in the OC SOE amending certain deadlines to ensure compliance with the statutes. Sections 100.3605(2) and 166.021(4), Florida Statutes, provide sufficient authority to permit the City Council to amend Sections 8.03(c) and 8.04 of the City Charter, as follows: Sec. 8.03. - Elections. (c) Run-off city election. When there are two (2) or more candidates for the office of mayor or for a council seat and when no candidate receives a majority of the total number of votes cast in the general city election, a run-off city election shall be held. If the foregoing shall occur, the run-off election shall be held four (4) weeks after the general city election <u>shall be established in accordance with the date provided by the Orange County Supervisor of Elections and set by city council and approved by resolution.</u> Section 8.04. – Qualifications of candidate; form of oath. Any person who is a resident of the city for a minimum of 6 months and has the qualifications of an elector therein may become a candidate for nomination to the office of mayor or to council seat by filing with the city clerk the signed and subscribed candidate oath nonpartisan office form, Sec. 99.021 F.S. and a petition subscribed to by not less than fifty (50) persons who are qualified electors of the city at any time after noon on the 14th day prior to the start of qualifying period but no later than noon the 10th day prior to the start of qualifying period. The city clerk shall promptly submit all timely filed		

candidate petitions to the Orange County Supervisor of Elections for certification as to elector status and residency. Each candidate for whom the Orange County Supervisor of Elections certifies residency, elector status and at least fifty (50) petition signatures shall be eligible to qualify for election. The candidate qualifying period shall be set by the city clerk, ratified and approved by city council by resolution. ~~The first day of qualifying, shall be any time after noon of the 50th day prior to the general city election but not later than noon of the 46th day prior to the day of the general city election.~~ However, in any year which is a multiple of four and during which the general city election is held concurrent with the Florida Presidential Preference Primary candidate qualifying dates shall be established in accordance with the dates provided by the Orange County Supervisor of Elections and set by council approved by resolution. The city clerk shall post in city hall notification of the date of the general city election no later than ninety (90) days prior to the date of such general city election.

Maitland's next General Election shall be held on March 10, 2026, the second (2nd) Tuesday of March, in accordance with the statute. The city clerk shall submit Maitland's final ballot language to the OC SOE no later than the third (3rd) Friday of December 2025. Requiring both the candidate petition filing and qualifying to be completed. Tentative dates are as follows:

Candidate Petition Filing: November 17–21, 2025. *Beginning at Noon on Monday and concluding at Noon on Friday.*

Candidate Qualifying: December 1–4, 2025. *Monday through Thursday, by appointment preferred, but no later than 4 p.m. Thursday.*

Staff, in consultation with the City Attorney, have prepared the charter amendments to ensure statutory compliance and that all deadlines are met. Staff recommends the City Council adopt on first reading Ordinance No. 1447, as presented.

Fiscal Impact:

City Clerk budgeted \$27,500 (01191519/534905) for election expenses.

Exhibits:

1. Ord 1447 Amend Charter Sec 8.03 Runoff date and 8.04 Qualifying

Commission/Board: City Council

Contact Person: Lori Hollingsworth 407-539-6219

Reviewed by City Attorney
Drew Smith