City Council
September 22, 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. Retirement Service Award: David Gonzalez Burgos.
2. Retirement Resolution: Jeffery Sillaway.
3. Art & History Museums of Maitland: FY26 Budget Update.

V. Public Hearing

1. Resolution No. 18-2025: Ad Valorem Tax Rate Fiscal Year 2026.
2. Resolution No. 19-2025: Fiscal Year 2026 Annual Budget.

VI. Old Business

VII. Consent Agenda

1. City Council Meeting Minutes of September 8, 2025.
2. Amendment No. 1 to Professional Services Agreement Grant Application and Administration: Grant Professionals dba Brooks & Dun Grant Consulting.
3. Florida DFS Grant Application Authorization: Firefighter Cancer Decontamination Equipment.
4. Piggyback Contract for Temporary Staffing: Insight Global / IG True Grit Holdings, LP.
5. FY 2026 Legislative Representation: GrayRobinson

VIII. Public Period

IX. Decisions

1. Second Reading: Ordinance No. 1448 Chapter 196.1978 Live Local Act Opt Out Ad Valorem Tax Exemption.
2. Second Reading: Ordinance No. 1449 Non-Exclusive C&D Franchise Agreement Coastal Waste & Recycling, Inc.

3. First Reading: Ordinance No. 1450 Five Year Capital Improvements Program (CIP) 2026-2030

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 22, 2025	MAITLAND FLORIDA	Section: Presentations
Department/Office : Public Works	AGENDA REPORT	Item #: 1.

Subject:
Retirement Service Award: David Gonzalez Burgos.

Requested Action or Motion:
Present retirement service award to David Gonzalez Burgos.

Summary Explanation & Background:
The City of Maitland wishes to recognize the dedicated service of David Gonzalez Burgos on the occasion of his retirement. A Retirement Service Award will be presented to Mr. Burgos in appreciation of his 18 years of service and contributions to the City.

Fiscal Impact:
N/A

Exhibits:

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
N/A

MEETING DATE	MAITLAND FLORIDA	AGENDA
September 22, 2025		Section: Presentations
Department/Office : Public Works	AGENDA REPORT	Item #: 2.

Subject:
Retirement Resolution: Jeffery Sillaway.

Requested Action or Motion:
Present retirement resolution to Jeffery Sillaway.

Summary Explanation & Background:
The City of Maitland wishes to recognize the dedicated service of Jeffery Sillaway on the occasion of his retirement. A Retirement Resolution will be presented to Mr. Sillaway in appreciation of his 36 years of service and contributions to the City.

Fiscal Impact:
N/A

Exhibits:

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Presentations
Department/Office : Administration	AGENDA REPORT	Item #: 3.

Subject:
Art & History Museums of Maitland: FY26 Budget Update.

Requested Action or Motion:
No action required at this time

Summary Explanation & Background:
During discussions with the staff at the Art and History Centers (A&H) following their budget presentation, an issue arose regarding the impact of the library construction on event revenue generated at A&H. During construction, the parking lot used by A&H will be fenced off as part of the construction area. In addition to construction noise, which may be mitigated to a certain extent, parking for the Germain Marvel Building and chapel will be severely restricted. Danielle Thomas, Executive Director of A&H will present the potential financial impacts of the loss of parking to their 2026 budget.

Fiscal Impact:
Undetermined

Exhibits:

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.

Subject:
Resolution No. 18-2025: Ad Valorem Tax Rate Fiscal Year 2026.

Requested Action or Motion:
1. Move to adopt the operating millage for Fiscal year 2026 at 5.0465 mills, which is 3.55% higher than the rolled-back rate of 4.8737 mills.

2. Move to adopt the voted debt millage rate for Fiscal Year 2026 at 0.1960 mills.

3. Move to adopt Resolution No. 18-2025 setting the combined total millage rate for Fiscal Year 2026 at 5.2425 mills, as presented.

Summary Explanation & Background:
On July 22, 2025, the City Council set the proposed millage rate at 5.0465, the voted debt millage rate at 0.1960, and established the rolled-back millage rate at 4.8737. 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 8, 2025, the City Council held the first public hearing required by Truth in Millage (TRIM) requirements and set the tentative millage rate at 5.0465 and the voted debt millage rate at 0.1960 for a total millage rate of 5.2425. This millage rate requires a majority vote under the maximum millage rate requirement.

The tentative millage rate of 5.0465 is 3.55% higher than the rolled-back rate of 4.8737.

After taking public input, the Council may adopt the final operating millage rate at or below the tentative millage rate of 5.0465.

Fiscal Impact:
An operating millage rate of 5.0465 generates $18,278,000 for the General Fund and $1,962,000 for the CRA Trust Fund. A voted debt millage rate of 0.1960 will generate $785,000 exclusively for the payment of debt service on the Limited Tax General Obligation Note.

Exhibits:
1. Resolution No. 18-2025 Ad Valorem Tax Rate FY 2026 TY 2025 Final

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 2.

Subject:
Resolution No. 19-2025: Fiscal Year 2026 Annual Budget.

Requested Action or Motion:
Move to approve Resolution No. 19-2025 adopting the Fiscal Year 2026 budget.

Summary Explanation & Background:
The General Fund budget workshop was held on July 21, 2025, and the Enterprise and Miscellaneous Funds workshop was held on August 4, 2025. On September 8, 2025, the City Council tentatively adopted a General Fund budget of $42,205,000, based on an operating millage of 5.0465 and voted debt millage of 0.1960 for a combined millage rate of 5.2425.

General Fund
The tentative General Fund budget for FY 2026 (tax year 2025) is balanced with a tax rate of 5.0465 established by the City Council on September 8, 2025. 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 $42,205,000 is the same as the tentative budget set by the Council.

Other Budgeted Funds
The **Utilities Fund** budget of $13,801,000 includes capital outlay of $1.5 million for sanitary sewer improvements and capital equipment. The balance of the budget includes operating expenses of $10.203 million, which consists of personnel costs, wastewater treatment costs at Iron Bridge and Altamonte Springs treatment plants, repair and maintenance, depreciation, and supplies, and $2.098 million for estimated debt service obligations.

The **Solid Waste Fund** budget of $3,650,000 includes $2.67 million in contractual services for solid waste and recycling, hauling and disposal. Contractual services account for 73% 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 $4,568,000 includes $2.17 million for construction of stormwater system improvements and capital outlay, which accounts for 48% of the fund's budget. The balance includes $621 thousand in personnel costs and $1.777 million in operating expenditures. Operating expenditures, which make up 39% of the budget, 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 $813,608 consists entirely of debt service costs related to the Limited Tax General Obligation Refunding Note, Series 2014. Debt service costs consist of approximately $199 thousand of interest expense and $615 thousand in principal payments.

Position Authorization Table

The position authorization table includes 254 positions, including 238 existing full-time, 15 existing part-time, and one new full-time supervisor position in the Stormwater/Environmental Fund. Unfunded positions in the General Fund include three Building Inspectors, one Budget Manager, and one Sustainability Coordinator.

After receiving public input, staff recommends City Council adopt Resolution No. 19-2025 as presented.

Fiscal Impact:

General Fund Budget of $42,205,000; Utilities Fund Budget of $13,801,000; Solid Waste Budget of $3,650,000; Stormwater Environmental Utility Budget of $4,568,000; and Voted Debt Service Budget of $813,608.

Exhibits:

1. Resolution No. 19-2025 Budget 2026

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.

Subject:
City Council Meeting Minutes of September 8, 2025.

Requested Action or Motion:

Summary Explanation & Background:

Fiscal Impact:

Exhibits:
1. CC Draft Minutes September 8 2025

Commission/Board: City Council

Contact Person:

Reviewed by City Attorney

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 2.

Subject:
Amendment No. 1 to Professional Services Agreement Grant Application and Administration: Grant Professionals dba Brooks & Dun Grant Consulting.

Requested Action or Motion:
Move to approve Amendment No. 1 to the professional services agreement with Brooks & Dun Grant Consulting, as presented.

Summary Explanation & Background:
For the last three years, the City has been fortunate to receive multiple grants for capital improvement projects. Based upon the number of projects within the capital plan and the variety of funding sources, it has been problematic for staff to both manage the construction of the projects and maintain the challenging and time-consuming grant documentation and reporting requirements. This is especially true of the federal grants received for Independence Lane and anticipated for South Keller Road. Based upon these circumstances, the City entered into a one-year professional services agreement with Brooks & Dun on October 1, 2024. The agreement may be extended on an annual basis upon approval of both parties.

Under this agreement, the consultant administers active grants the City has received and applies for additional grant opportunities that coincide with our current capital and operational plans. This frees up City supervisory staff and department head time to oversee the projects and relieves them of the responsibility of grant documentation and reporting to more efficiently utilize their time and expertise.

Brooks & Dun has agreed to a one-year extension under the same terms and conditions as the original agreement. Although the base contract of $49,800 is within the City Manager's spending authority, additional services for grants allowing administration/management expenses may exceed the spending limit. Compensation for these additional services will be established prior to grant application submission and based upon the hourly rates contained in the agreement.

Fiscal Impact:
01121512-533100 - $49,800

Exhibits:
1. Maitland Amendment No 1 - Brooks & Dun

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
Holli New

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Consent Agenda
Department/Office : Fire/Rescue	AGENDA REPORT	Item #: 3.

Subject:
Florida DFS Grant Application Authorization: Firefighter Cancer Decontamination Equipment.

Requested Action or Motion:
Move to authorize the City Manager to proceed with the Florida Department of Financial Services (DFS) grant application to reimburse the cost of Firefighter Cancer Decontamination Equipment, specifically a personal protective bunker gear cleaning extractor.

Summary Explanation & Background:
In an effort to improve firefighter health and safety and increase the lifecycle of personal protective gear (PPE), modifications have been made to PPE bunker gear cleaning extractors. The fire department budgeted for the purchase of a new extractor for Station 47 in FY26. Grant funding is available to assist with this purchase. The estimated cost of an extractor is $14,700, with a 25% matching grant from the city, for an estimated total of $3,700.

The Florida Firefighter Cancer Decontamination Equipment Grant Program (FFCDEGP) was established by Florida Statute 633.137 and F.A.C 69A-37.503 to help protect the health and safety of firefighters and provide financial assistance to help fire departments procure equipment, supplies, and educational training designed to mitigate exposure to hazardous, cancer-causing chemicals.

Staff recommends the City Council authorize the City Manager to apply for grant funding with the Florida Department of Financial Services, Florida Firefighter Cancer Decontamination Equipment Grant Program.

Fiscal Impact:
Approximate cost of $3,700 plus shipping and installation costs totaling $6,500 from 001-221-520-522-534600.

Exhibits:
1. nofo-cancer-decon-grant

Commission/Board: City Council

Contact Person: Chris Morton 407-539-0774

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.

Subject:
Piggyback Contract for Temporary Staffing: Insight Global / IG True Grit Holdings, LP.

Requested Action or Motion:
Move to authorize the City Manager to execute a piggyback agreement with Insight Global / IG True Grit Holdings, LP., for Staffing with Related Services and Solutions utilizing Sourcewell Contract Number 061324 and approve the expenditure from the Utility Fund for up to one year for the selected contract employee.

Summary Explanation & Background:
City Council approved the addition of a project manger in the Water Division Budget in FY22. The purpose of the position was to focus on the Water Distribution and Treatment Capital Improvement Program without affecting the operation and maintenance of the water utility. However, since the approval of the position, it has been difficult to fill and has currently been vacant for over a year. The city has only received a few applicants, most of whom do not have the knowledge and experience to meet the needs of the position. This has delayed most of the Water Division capital projects, which are a top priority of the City Council.

Public Works is proposing to utilize a temporary contractual employee through a piggyback agreement with IG True Grit Holdings, LP (Insight Global) to manage the largest water project (17/92 Water Main Phase 2), while continuing to advertise for the permanent position. Insight Global has a contract with Sourcewell that has hourly rate ranges based on the knowledge, skills and experience of the selected candidate. The contract expiration date is October 24, 2028; it also offers other types of temporary staffing that could be utilized when necessary. The range for a project manager is $92.40 per hour for a junior level employee to $151.20 per hour for a senior level employee. It is anticipated that we will contract the position for at least one year (2,080 hours), which could range from $192,192 to $314,496. The cost can be reimbursed through the project's State Revolving Fund loan.

Staff recommends the City Council authorize the City Manager to execute a piggyback agreement with Insight Global / IG True Grit Holdings, LP., through Sourcewell Contract Solicitation Number 061324 for Staffing with Related Services and Solutions and approve the expenditure from the Utilities Fund for up to one year for the selected contract employee.

Fiscal Impact:
Funds available 41303533-566300-WA801.

Exhibits:
1. Insight_Global_PiggybackContractForm

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
Drew Smith

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Consent Agenda
Department/Office : Administration	AGENDA REPORT	Item #: 5.

Subject:
FY 2026 Legislative Representation: GrayRobinson

Requested Action or Motion:
Move to approve FY 2026 legislative representation agreement with GrayRobinson.

Summary Explanation & Background:
The City has engaged the services of a professional firm to provide legislative advocacy and representation at the state level since 2021. Services were originally provided by Peebles, Smith and Matthews, Inc. and later transitioned to GrayRobinson. Representatives from GrayRobinson keep the city apprised of anticipated and proposed legislation with the potential to impact the city, advocate for city priorities and project funding, and provide guidance on compliance with new laws.

Due to the assistance of Ryan Matthews and Angela Drzewiecki, the city received nearly $500,000 in direct legislative aid for city projects last session.

The FY 2026 agreement with GrayRobinson retains the same conditions, terms, and fees as the previous year. Total expenditures for FY 2026 are $54,000 plus the direct costs for lobbyist registration and incidentals.

Fiscal Impact:
$54,000 plus the direct costs for lobbyist registration and incidentals. This has been budgeted in the professional services line of the City Manager's budget.

Exhibits:
1. GR Engagement with City of Maitland 2026

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Decisions
Department/Office : City Manager	AGENDA REPORT	Item #: 1.

Subject:
Second Reading: Ordinance No. 1448 Chapter 196.1978 Live Local Act Opt Out Ad Valorem Tax Exemption.

Requested Action or Motion:
Move to adopt on second reading Ordinance No. 1448 Chapter 196.1978 Live Local Opt Out Ad Valorem Tax Exemption as presented.

Summary Explanation & Background:
The Live Local Act was passed into law during the 2023 Legislative Session as Senate Bill 102, which became Chapter 2023-17, Laws of Florida. This bill created a new exemption from ad valorem taxation for certain multifamily properties that contain more than 70 units used to provide affordable housing to persons or families meeting extremely-low to moderate-income limits.

During the 2024 legislative session, the Legislature passed House Bill 7073, which became Chapter 2024-158, Laws of Florida, upon signature by Governor DeSantis. The bill amended section 196.1978, Florida Statutes, to allow taxing authorities (including municipalities) to opt out of the exemption, via approval of an ordinance or resolution approved by a two-thirds vote of the governing body. Taxing authorities may only opt out if the taxing authority's metropolitan statistical area (MSA) has a greater number of affordable and available units than the number of rental households in the 0-120 percent area median income (AMI), according to the most recent Shimberg Center survey. The survey in Appendix 4 on Page 32 notes that this applies to the Orlando-Kissimmee MSA.

Ordinance No. 1448 contains a finding that the Orlando-Kissimmee MSA qualifies for the opt-out, and directs the Orange County Property Appraiser to not grant any exemptions between January 1, 2026, and January 1, 2028, in accordance with the requirements of the statute. By statute, this Ordinance requires a 2/3 majority vote, which means that there must be four yes votes in order to enact the ordinance. The notice of public meeting to consider Ordinance No. 1448 was duly published on Friday, September 12, 2025, pursuant to Florida Statutes § 50.011.

Due to varying legal interpretations of the statute, and publication requirements in Chapter 50 of the Florida Statutes, staff and the City Attorney have agreed that adoption of both a resolution and an ordinance would be best to insulate the city from any potential challenges. Additionally, to ensure that the exemption remains in effect, the local legislation should be adopted annually as long as Orange County exceeds the requirements for affordable housing in the region.

This ordinance does not affect any exemptions that were lawfully granted prior to the adoption of this policy.

Fiscal Impact:
The Live Local Act, approved during the 2023 session of the Florida Legislature, established an ad

valorem tax exemption for newly constructed multifamily developments that provide affordable housing within certain income thresholds. Any exemption would reduce the City's ad valorem tax collections. However, during the 2024 session, the Legislature approved a bill that allows certain local governments to opt out of the exemption. The City of Maitland qualifies for the opt-out. By opting out, future developments will not be able to avail themselves of the tax exemption.

Two apartment complexes in the city have taken advantage of this statute, resulting in a significant negative impact on ad valorem revenues.

Exhibits:

1. Maitland Ord. No. 1448 LLA Opt Out (HRN 08.26.2025) (2)
2. Shimberg Center for Housing Studies 2024 Annual Report (3)

Commission/Board: City Council

Contact Person: Mark Reggentin 407-539-6220

Reviewed by City Attorney
Cliff Shepard

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Decisions
Department/Office : Finance Department	AGENDA REPORT	Item #: 2.

Subject:
Second Reading: Ordinance No. 1449 Non-Exclusive C&D Franchise Agreement Coastal Waste & Recycling, Inc.

Requested Action or Motion:
Move to adopt Ordinance 1449 on second reading, granting a non-exclusive franchise agreement to Coastal Waste & Recycling, Inc., as presented.

Summary Explanation & Background:
In July 2013, the City Council approved an exclusive franchise with Waste Pro of Florida, Inc. for collection of single and multi-family residential solid waste, yard waste, bulk waste, recycling, and commercial solid waste. The franchise excludes the collection of construction and demolition (C&D) debris. The city regulates non-exclusive franchises through City Code Sections 30-35 through 30-40. The non-exclusive franchise program enables residents and businesses to obtain competitive pricing for C&D debris removal services while the city still maintains a level of oversight to ensure haulers are properly licensed, insured, and qualified to provide services within the city limits. Self-hauling by residents or contractors of C&D debris is not regulated.

Haulers who wish to provide C&D removal services within the city must submit an application and the required documentation outlined by the City Code. Per the City Charter, all franchises must be adopted via ordinance. The attached non-exclusive franchise agreement was drafted by the City Attorney's office.

Coastal Waste & Recycling, Inc. has completed the application, submitted all documentation required under Section 30-36, and is qualified to provide C&D debris removal services. This hauler is located in Orlando, Florida, and has been in business since 2017. They currently provide 12 roll-off trucks to transport material for clients and desire to provide services to Maitland residents and businesses.

Staff recommends City Council adopt Ordinance 1449 granting a non-exclusive franchise agreement on second reading.

Fiscal Impact:
N/A

Exhibits:
1. Ord 1449 Exclusive Franchise Agreement Coastal Waste & Recycling Inc

Commission/Board: City Council

Contact Person: Jerry Gray 407-539-6201

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 22, 2025	MAITLAND FLORIDA	Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 3.

Subject:
First Reading: Ordinance No. 1450 Five Year Capital Improvements Program (CIP) 2026-2030

Requested Action or Motion:
Move to approve Ordinance No. 1450 on first reading, adopting the five-year Capital Improvements Program (CIP) FY 2026 -2030, including revised Table 1, as presented.

Summary Explanation & Background:
This document summarizes the major capital expenditure projects contemplated by the City of Maitland over the next five years. The projects included are consistent with the City's approved Comprehensive Development Plan ("CDP"). Capital improvement projects, by definition, are physical assets constructed or purchased to provide, improve or replace a public facility and are large scale and high in cost. The cost of a capital improvement is generally non-recurring and may require multi-year financing. For the purposes of the state requirements, physical assets which have been identified as existing or projected needs in the individual comprehensive plan elements shall be considered capital improvements.

This five-year Capital Improvements Program ("CIP") represents the implementation of key master plans within the City including the Stormwater/Lakes Management Plan, the Trails Master Plan, the Downtown Maitland Plan, the Parks Master Plan, and the Water and Sewer Master Plan. In addition, this CIP considers major projects that have achieved the objectives identified in the CDP, but require continued maintenance to sustain objectives.

Staff recommends City Council approve Ordinance No. 1450 adopting the FY 2026-2030 Capital Improvements Program (CIP), including revised Table 1 on first reading.

Fiscal Impact:
N/A

Exhibits:
1. Ord No. 1450 5 year CIP 2026-2030 final (DAS rev)

Commission/Board: City Council

Contact Person: Michael Daniels 407-539-6211

Reviewed by City Attorney
Drew Smith