



**Community Redevelopment Agency
October 13, 2025
Council Chambers
6:30 PM**



- I. Call to Order
- II. Public Period
- III. Consent Agenda
 - 1. Community Redevelopment Agency Minutes of September 22, 2025.
 - 2. Professional Services Agreement External Auditing: Forvis Mazars, LLP.
 - 3. FY 25 Budget Transfer for Horatio Avenue Signal Replacement Design Services.
- IV. Adjournment

More than one member of the City Council may be present and speak at this meeting.

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
October 13, 2025		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Community Redevelopment Agency Minutes of September 22, 2025.		
Requested Action or Motion: Move to approve the Community Redvelopment Agency minutes of September 22, 2025, as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. CRA Draft Minutes 9222025		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA																				
October 13, 2025		Section: Consent Agenda																				
Department/Office : Administration	AGENDA REPORT	Item #: 2.																				
Subject: Professional Services Agreement External Auditing: Forvis Mazars, LLP.																						
Requested Action or Motion: Authorize City Manager to execute external auditing services agreement with Forvis Mazars, LLP																						
Summary Explanation & Background: On August 25, 2025, the City Council approved the audit selection committee's ranking of qualified auditing firms and authorized staff to negotiate an agreement with the highest-ranked firm, Forvis Mazars, LLP. The contract/engagement letter provides for annual city, CRA, and single audits for a three-year period beginning with the FY 2025 audit and options to extend annually for up to six additional years. Forvis Mazars has experience providing auditing services to municipal clients in Florida and will serve the City of Maitland from their Orlando office. The CRA audit fee structure for the contract and all extensions is as follows: <table border="1" data-bbox="110 1041 396 1633"> <thead> <tr> <th>Year</th> <th>CRA Audit</th> </tr> </thead> <tbody> <tr><td>1</td><td>\$6,000</td></tr> <tr><td>2</td><td>\$6,200</td></tr> <tr><td>3</td><td>\$6,400</td></tr> <tr><td>4</td><td>\$6,600</td></tr> <tr><td>5</td><td>\$6,800</td></tr> <tr><td>6</td><td>\$7,000</td></tr> <tr><td>7</td><td>\$7,200</td></tr> <tr><td>8</td><td>\$7,400</td></tr> <tr><td>9</td><td>\$7,600</td></tr> </tbody> </table>			Year	CRA Audit	1	\$6,000	2	\$6,200	3	\$6,400	4	\$6,600	5	\$6,800	6	\$7,000	7	\$7,200	8	\$7,400	9	\$7,600
Year	CRA Audit																					
1	\$6,000																					
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7	\$7,200																					
8	\$7,400																					
9	\$7,600																					
Fiscal Impact: Fees for FY 2026 (FY 2025 audit) are \$6,000 for the CRA audit. Funding is available: 61153512-533200 (CRA fund)																						
Exhibits: 1. Contract - Annual Audit -Maitland CRA (3)																						
Commission/Board: Community Redevelopment Agency																						

Contact Person: Shannon Lewis, Jerry Gray 407-539-6221, 407-539-6201

Reviewed by City Attorney
Cliff Shepard

MEETING DATE		AGENDA
October 13, 2025		Section: Consent Agenda
Department/Office : Finance Department	AGENDA REPORT	Item #: 3.
Subject: FY 25 Budget Transfer for Horatio Avenue Signal Replacement Design Services.		
Requested Action or Motion: Approve Budget Transfer		
Summary Explanation & Background: On September 22, 2025, the CRA board approved a Professional Engineering Services agreement with Burgess & Niple Inc. for \$179,299.31 for the Horatio Avenue Signal Replacement design services with transfer from the Independence Lane North capital account in the amount of \$109,660. That left a small deficit of \$4,348 for the project. Ordinarily, the City Manager would approve the transfer of available, non-designated operating surpluses, but given the special nature of the CRA, it is more appropriate to bring the increase back to the CRA board for approval. Staff recommends the transfer of \$4,348 to the Horatio Avenue Signal Project with \$3,285 from CRA Contracted Services and \$1,063 from CRA Legal.		
Fiscal Impact: Increase 61153512-566300-TR009 by \$4,348 from 61153512-533400 Contracted Services and \$1,063 from 6153512-533110 Legal.		
Exhibits:		
Commission/Board: Community Redevelopment Agency		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney N/A		