



**City Council  
May 11, 2026  
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: Public Works Week.
  2. Proclamation: Emergency Medical Services Week.
- V. Public Hearing
- VI. Old Business
- VII. Consent Agenda
  1. City Council Meeting Minutes of April 27, 2026.
  2. Attorney-Client Shade Session Minutes of January 12, 2026.
  3. Attorney-Client Shade Session Minutes of April 29, 2026.
  4. Piggyback Contract Roofing Supplies and Services, Waterproofing, and Related Products and Services: Omnia Contract No. PW1925 with Garland/DBS, Inc. for Police Department Roof Replacement.
  5. Piggyback Contract Job Order Contracting (JOC) Services: Sourcewell Contract #FL-R3-GC-092524-OCC with Ovation Construction, LLC.
  6. Construction Manager-At-Risk (CMAR) Contract Independence Lane North: Burkhardt Construction Inc.
  7. Public Works Facility Canopy Repairs: ATG Construction, Inc.
- VIII. Public Period
- IX. Decisions
  1. First Reading: Ordinance No. 1458 Planned Development (PD) Zoning Change Maitland Concourse North (MCN), Lot 6.
  2. Request for Reduction of Fine for Code Violations: 2641 Carver Avenue.
  3. Chippewa Sidewalk.
  4. Old Horatio Avenue Bridge and Shed Structure.


5. Member & Alternate Member Appointment: MetroPlan Orlando Municipal Advisory Committee (MAC).
6. Selection of Vice Mayor.
- X. Discussion
  1. Maitland Art & History Museum Proposal for Clara Dommerich Library.
- XI. City Manager's Report/City Attorney/Council Reports
- XII. 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
May 11, 2026		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
<b>Subject:</b> Proclamation: Public Works Week.		
<b>Requested Action or Motion:</b> Present proclamation to team members from the Public Works Department.		
<b>Summary Explanation &amp; Background:</b> National Public Works Week became an education campaign in 1960. Rear Admiral Cushing Phillips, a United States Navy retiree, chaired the campaign. National Public Works Week received federal recognition in 1962 through a proclamation by President John F. Kennedy. Every public works employee plays a vital role in keeping the cities' critical infrastructure operational.  The 2026 National Public Works Week theme is “Rooted in Service, Powered by Community,” and acknowledges that the roots of service run deep in public works. It’s what has propelled public works innovations that have helped our communities evolve into places where people can lead lives of purpose and possibility. Work like building roads and bridges is highly visible, while other public works contributions, such as maintaining water and sewer systems, are sometimes hidden from view. Together, these efforts form the foundation of thriving communities, reminding us that every project, seen or unseen, powers the connection between service and the people it supports.  Public Works Week will begin on Sunday, May 17 and end on Saturday, May 23, 2026.		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b> 1. 2026 Proclamation PW Week 2026		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 11, 2026		Section: Presentations
Department/Office : Fire/Rescue	AGENDA REPORT	Item #: 2.
<b>Subject:</b> Proclamation: Emergency Medical Services Week.		
<b>Requested Action or Motion:</b> Present proclamation to Fire Chief Morton.		
<b>Summary Explanation &amp; Background:</b> In 1974, President Gerald Ford authorized National Emergency Medical Services (EMS) Week to celebrate EMS practitioners and their critical service to our nation's communities. This marks the 52nd year of this special week to celebrate the EMS profession and its dedicated providers.  The theme for this year is "Improving Outcomes, Together." Emergency Medical Services Week will begin on Sunday, May 17, and run through Saturday, May 23, 2026.		
<b>Fiscal Impact:</b> NA		
<b>Exhibits:</b> 1. Proclamation EMS Week 2026 (1)		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Chris Morton 407-539-0774		
Reviewed by City Attorney NA		

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
<b>Subject:</b> City Council Meeting Minutes of April 27, 2026.		
<b>Requested Action or Motion:</b> Move to approve the City Council meeting minutes of April 27, 2026, as presented.		
<b>Summary Explanation &amp; Background:</b>		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b> 1. City Council Meeting Minutes Draft 4272026		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 2.
<b>Subject:</b> Attorney-Client Shade Session Minutes of January 12, 2026.		
<b>Requested Action or Motion:</b> Move to approve the Attorney-Client "Shade Session" minutes of January 12, 2026, as presented.		
<b>Summary Explanation &amp; Background:</b>		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b> 1. Shade Session Attorney-Client Session_Minutes_Preview		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 3.
<b>Subject:</b> Attorney-Client Shade Session Minutes of April 29, 2026.		
<b>Requested Action or Motion:</b> Move to approve the Attorney-Client Shade Session minutes of April 29, 2026, as presented.		
<b>Summary Explanation &amp; Background:</b>		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b> 1. Draft Shade Session Attorney-Client Session_Minutes_Preview (2)		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 4.

**Subject:**

Piggyback Contract Roofing Supplies and Services, Waterproofing, and Related Products and Services: Omnia Contract No. PW1925 with Garland/DBS, Inc. for Police Department Roof Replacement.

**Requested Action or Motion:**

Move to authorize the City Manager to execute a piggyback contract with Garland/DBS, Inc., for the replacement of the Police Department roof in the amount of \$474,918, utilizing Omnia Partners Contract No. PW1925, and approve a contingency in the amount of \$25,000.

**Summary Explanation & Background:**

The existing roofing system at the Maitland Police Department Headquarters has reached the end of its useful service life and is experiencing deterioration that increases the risk of water intrusion and potential structural damage. Due to the age and condition of the current system, repairs are no longer considered a reliable or cost-effective long-term solution. Staff engaged Garland/DBS, an OMNIA cooperative contract provider, to evaluate the existing roof and develop a comprehensive replacement solution. Based on this evaluation, it was determined that a full roof replacement is necessary to restore the integrity of the facility and ensure long-term performance.

The proposed project includes the complete removal of the existing roofing system down to the structural deck, followed by installation of a new two-ply modified bitumen roofing system designed to meet current building code and wind uplift requirements. The project also includes installation of new insulation to improve energy efficiency; upgraded drainage systems including gutters, scuppers, and downspouts; and replacement of flashing, penetrations, and associated roofing components. Additional improvements include measures to ensure proper drainage and eliminate areas of ponding water, as well as installation of a new warranted roofing system designed for long-term durability and reduced maintenance requirements.

The proposal is drafted in accordance with the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The use of the OMNIA cooperative purchasing contract allows the City to expedite procurement while ensuring competitive pricing and compliance with purchasing requirements. This approach reduces project delivery time and allows for timely replacement of the failing roof system. The contract amount is for \$474,918 and staff recommends allocating \$25,000 in contingency funds outside the contract for any unforeseen conditions once the existing roof is removed, for a total of \$499,918. The City received a Florida Department of Law Enforcement grant in the amount of \$87,500 for the project as this building is considered the Police Department's Emergency Operations Center during declared emergencies. The remainder of the costs is available in the Facilities Budget Line Item 01414519-534630-CF001.

Staff recommends that the City Council authorize the City Manager to execute a piggyback contract with Garland/DBS, Inc., for the replacement of the Police Department roof in the amount of \$474,918,

utilizing Omnia Partners Contract No. PW1925, and approve a contingency in the amount of \$25,000 for unforeseen conditions.

**Fiscal Impact:**

\$412,418 will be funded from 01212521-534630-CF001 via 01414519-534630-CF001  
\$87,500 - 01212521-534630-PD026 (expenditure) / 01331000-331200-PD026 (revenue)


**Exhibits:**

1. Garland PD Roof Replacement Agreement Final Signed
2. Maitland PD Proposal Package

**Commission/Board:** City Council

**Contact Person:** Kimberley Tracy 407-539-6216


Reviewed by City Attorney  
N/A

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 5.
<p><b>Subject:</b> Piggyback Contract Job Order Contracting (JOC) Services: Sourcewell Contract #FL-R3-GC-092524-OCC with Ovation Construction, LLC.</p>		
<p><b>Requested Action or Motion:</b> Move to authorize the City Manager to execute a piggyback agreement with Ovation Construction, LLC for Job Order Contracting (JOC) services on multiple City projects, utilizing Sourcewell Contract #FL-R3-GC-092524-OCC, as presented.</p>		
<p><b>Summary Explanation &amp; Background:</b> The Public Works Department has multiple projects across all divisions that require the services of a general contractor. Over the past few years, Public Works has been using Job Order Contracting (JOC) services to facilitate some of these projects. JOC allows the City to order work from the Construction Task Catalog (CTC) established by Sourcewell. The CTC is a comprehensive list of construction services with a pre-established rate schedule adjusted on an annual basis. All tasks assigned in the project scope must be performed per the CTC and the established cost reflected in the project proposal.</p> <p>Sourcewell, through a formal selection process, awarded a professional service agreement, contract #FL-R3-GC-092524-OCC, to Ovation Construction, LLC as a contractor in their Indefinite Quantity Construction Contracting (IQCC) program. IQCC is a Job Order Contracting (JOC) service provided by Sourcewell using their publicly bid and selected construction management service provider, Gordian Group.</p> <p>Public Works has previously used Ovation Construction for general contracting services through JOC with prior City Council approval and has had successful results with their performance. In order for the City to continue to move forward with multiple projects, with a diversified work load, staff is requesting to execute a contract with Ovation Construction, LLC., to serve as an active JOC contractor for an initial two (2) years, with the option to renew for up to three (3) additional one-year extensions.</p> <p>Staff recommends City Council authorize the City Manager to execute a piggyback agreement with Ovation Construction, LLC., utilizing Sourcewell Contract #FL-R3-GC-092524-OCC, for Job Order Contracting (JOC) services on multiple City projects through the term of the contract and any approved extensions. Funds to cover these services are budgeted annually within the Public Works Division budgets. Any individual project exceeding the City Manager's \$50,000 approval threshold will be brought back to the City Council for project approval.</p>		
<p><b>Fiscal Impact:</b> Funds budgeted within the Public Works Division Budgets</p>		
<p><b>Exhibits:</b> 1. Ovation - Piggyback (Sourcewell)-combined</p>		


**Commission/Board:** City Council

**Contact Person:** Kimberley Tracy 407-539-6216

Reviewed by City Attorney  
N/A

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 6.
<p><b>Subject:</b> Construction Manager-At-Risk (CMAR) Contract Independence Lane North: Burkhardt Construction Inc.</p>		
<p><b>Requested Action or Motion:</b> Move to authorize the City Manager to execute a Construction Manager at Risk (CMAR) contract with Burkhardt Construction Inc., for the construction of North Independence Lane , including a Guaranteed Maximum Price (GMP) in the amount not to exceed \$3,359,000, and approve a project contingency in the amount of \$168,000.</p>		
<p><b>Summary Explanation &amp; Background:</b> On March 11, 2024, the 60% design plans were presented to City Council for the extension of Independence Lane from Horatio Avenue to George Street, and included exhibits showing the proposed roadway layout with hardscape and landscape details. All of these improvements are consistent with Independence Lane adjacent to City Hall and Independence Square. Staff has been working with one of the City's continuing Construction Manager at Risk contractors, Burkhardt Construction, on this project. Burkhardt has been reviewing the plans for constructability and providing cost estimates as the project has progressed. Their cost estimate based on the 60% design drawings was \$3,635,352. The City has negotiated a GMP (Guaranteed Maximum Price) contract with Burkhardt in the amount of \$3,359,000. Staff recommends allocating a 5% contingency (\$168,000) outside of Burkhardt's contract for unforeseen conditions for a total construction approval / budget of \$3,527,000.</p> <p>On June 23, 2025, the City accepted a \$500,000 grant from the U.S. Department of Housing and Urban Development (HUD) for the Independence Lane North Project. The grant is a City of Maitland grant and not a CRA grant, and requires approval to use City grant funds of \$500,000 to fund the project. The majority of funding is available in the CRA Fund and was approved by the CRA Board at the CRA meeting on May 11, 2026. Staff recommends approving \$500,000 grant funds to fund the \$3,527,000 project. Grant funds will be used first during the project to facilitate an early reimbursement request from HUD.</p>		
<p><b>Fiscal Impact:</b> \$500,000 available in grant funds 01331000-331490 (revenue) 01412541-566300-TR603 (expenditure)</p>		
<p><b>Exhibits:</b></p> <ol style="list-style-type: none"> <li>1. CMAR Contract for Independence Lane North Final 05042026 [BCI executed 5.6.26]</li> <li>2. Maitland Independence Lane GMP 4-24-26</li> <li>3. M16558 Maitland Independence Lane Plans compressed</li> </ol>		
<p><b>Commission/Board:</b> City Council</p>		
<p><b>Contact Person:</b> Kimberley Tracy 407-539-6216</p>		

Reviewed by City Attorney  
Drew Smith

MEETING DATE		AGENDA
May 11, 2026		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 7.
<p><b>Subject:</b> Public Works Facility Canopy Repairs: ATG Construction, Inc.</p>		
<p><b>Requested Action or Motion:</b> Move to authorize the City Manager to execute a contract with ATG Construction, Inc., subject to final legal review, for Public Works Facility canopy repairs in the amount of \$82,210.05 and approve a contingency of \$5,000 for unanticipated conditions, for a total project amount of \$87,210.05.</p>		
<p><b>Summary Explanation &amp; Background:</b> The Public Works Department solicited multiple quotes for the repair of the damaged canopy at the Public Works Complex located at 1827 Fennell Street. A total of five (5) contractors were contacted to provide pricing for this work. Of those, only two (2) contractors submitted responsive proposals. The remaining contractors declined to bid due to the complexity and scope of the repairs.</p> <p>The two responsive bids received are as follows:</p> <ul style="list-style-type: none"> <li>• ATG Construction, Inc.: \$82,210.05</li> <li>• S.A. Casey Construction, Inc.: \$106,335.45</li> </ul> <p>Both proposals were reviewed and determined to meet the project requirements. Based on this evaluation, ATG Construction, Inc. has submitted the lowest responsive and responsible quote. Due to the limited contractor participation and the need to proceed with repairs in a timely manner, staff recommends the City Council authorize the City Manager to execute a contract with ATG Construction, Inc., subject to final legal review, for Public Works Facility canopy repairs in the amount of \$82,210.05. Staff further recommends approval of a \$5,000 contingent for unanticipated conditions, for a total project amount of \$87,210.05.</p>		
<p><b>Fiscal Impact:</b> Funds are available in Facilities Budget Line Item 01414519-53430-CF001</p>		
<p><b>Exhibits:</b></p> <ol style="list-style-type: none"> <li>1. Public Works - Canopy Repairs_ATG_1.22.2026</li> <li>2. ATG Email Extending Proposal Date</li> </ol>		
<p><b>Commission/Board:</b> City Council</p>		
<p><b>Contact Person:</b> Kimberley Tracy 407-539-6216</p>		
<p>Reviewed by City Attorney N/A</p>		

MEETING DATE		AGENDA
May 11, 2026		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 1.

**Subject:**

First Reading: Ordinance No. 1458 Planned Development (PD) Zoning Change Maitland Concourse North (MCN), Lot 6.

**Requested Action or Motion:**

Move to approve, on First Reading, Ordinance No. 1458, the Planned Development Amendment Petition# AZPD(2025)-0001, Maitland Concourse North Lot 6 (601 Trelago Way), subject to the conditions of approval in the Development Review Committee (DRC) Report.

**Summary Explanation & Background:**

This application for a planned development amendment is a companion petition to Maitland Ordinance No. 1446. That ordinance amended the Maitland Comprehensive Development Plan (CDP) to modify the policies and standards for the Maitland Concourse North (MCN) area of special consideration, to include townhouse dwelling units as an additional type of residential use. The ordinance was adopted by City Council on February 23, 2026.

The application is analyzed in the attached Development Review Committee (DRC) report titled Petition No. 2025-0001 (AZ-PD) Maitland Concourse North Lot 6, which was unanimously approved on March 18, 2026. The proposal is for development of an 85-unit townhouse project with associated infrastructure. The townhouse development consists of five (5) five-unit buildings and fifteen (15) four-unit buildings, with a main access road loop to provide access for the project. The proposed design is three stories in height. The DRC recommended 12 conditions of approval to accompany the PD amendment. The Planning Commission unanimously recommended approval consistent with the DRC recommendation report. During Planning and Zoning Commission deliberation, the board discussed their desire for the applicant to explore elimination or reduction on size of the hammerhead turnarounds to provide for additional landscaping and guest parking.

The applicant has explored hammerhead modifications with City Staff to ensure fire apparatus and solid waste trucks have adequate access throughout the property. A revised site plan showing the reduced hammerhead turnarounds demonstrates the results of discussions with City Staff. The turnarounds are proposed to be reduced in size for oversize vehicle use and additional landscape plantings will be provided. The northernmost hammerhead will remain the same size for fire access purposes. In addition, the applicant has added seven guest parking spaces along the internal roadway, which would bring the total to 19 guest spaces.

Staff recommends that City Council approve, on first reading, Ordinance No. 1458, the Planned Development Amendment for Petition AZPD(2025)-0001, Maitland Concourse North Lot 6 (601 Trelago Way), with conditions and findings of the Development Review Committee (DRC) staff report to be addressed as part of the site plan application review process.

**Fiscal Impact:**

N/A

**Exhibits:**

1. Lot 6 MCN Ordinance 1458
2. Exhibit A Ord 1458 DRC Report Signed AZPD (2025)-0001 MCN Lot 6
3. Overall Site Plan (2)
4. Overall Landscape Plan (1)
5. 4-unit front elevation (2)
6. 5-unit front elevation (1)
7. MCN Lot 6 Fire Truck Turnaround
8. MCN Lot 6 Site Plan Exhibit Modified Turnarounds

**Commission/Board:** City Council**Contact Person:** Michael Daniels 407-539-6211Reviewed by City Attorney  
Drew Smith

MEETING DATE		AGENDA
May 11, 2026		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 2.

**Subject:**

Request for Reduction of Fine for Code Violations: 2641 Carver Avenue.

**Requested Action or Motion:**

Move to approve the reduction of the fine amount ordered by the Special Magistrate on August 7, 2024 (Case Number CODE-11-23-2682) for the property located at 2641 Carver Avenue to 10% of the current accrued fine amount which is \$13,550.

**Summary Explanation & Background:**

On November 22, 2023, the City received a call from a neighbor regarding concerns about overgrown vegetation, a tree growing in a structure, junk and debris, and an inoperable boat in the backyard of 2641 Carver Avenue. The property was owned by Herbert Green. Mr. Green is deceased and, as stated by the Estate Representative, Venecia Green, the property is currently in probate. Maitland's Code Enforcement Office opened an investigation and found the following:

- Overgrown with junk and debris;
- An inoperable vehicle located in the front yard;
- An inoperable boat and moped located in the backyard;
- Vegetation growing on the structure; and
- The exterior of the structure is unsecured and in disrepair.

Because this property had previously been cited for code violations for similar offenses, a Notice of Violation was sent to the property owner citing concerns that the condition of the property was found in violation of the City of Maitland Code of Ordinances and the International Property Maintenance Code. The letter required the violations to be remedied by January 10, 2024. The violations were not remedied and as a result, the case was taken to the Special Magistrate on August 7, 2024. The Special Magistrate found the property to contain multiple violations as set forth in the attached Finding of Fact. The property owner was required to remedy the code violation by September 7, 2024, and if the property was not brought into compliance by that date, a fine of \$250 per day shall accrue for each day any of the violations continue past September 7, 2024.

Following the compliance date deadline, Code Enforcement conducted another site visit and determined that the property remained in violation. Therefore, a Notice of Hearing before the Special Magistrate was sent to the property owner and a notice of the hearing was posted at the property for the Special Magistrate Hearing on May 7, 2025, for the imposition of fines and to place a lien on the property. Hearing testimony that the property remained in violation, the Special Magistrate issued an order imposing a fine and lien of \$250.00 for each day from September 7, 2024, until the property owner fully complied with the order. The order further stated that the fine shall continue to accrue at a rate of \$250.00 per day for each day the violations continue until compliance is met, as documented by the Code Enforcement Officer. The Order Imposing Fine (CEB 11-23-2682) and lien request were

recorded with the Orange County Comptroller on July 24, 2025.

Following the recordation of the lien, Code Enforcement conducted additional site visits. The property remained out of compliance and as a result, a foreclosure hearing was scheduled for January 7, 2026. At the magistrate meeting, Venecia Green, who is the appointed representative of the estate, requested and was granted a 90-day continuance to bring the property into compliance. The case was brought into compliance on March 3, 2026, as certified by the Code Enforcement Officer. The fine total from 9/7/2024 to 3/3/2026 equals \$135,500. This amount is based on a \$250 per day fine for 542 days.

The applicant has requested that the lien costs be reduced to \$2,000. Pursuant to industry standards and the City's past precedence, staff is recommending that the fine be reduced to 10% of the total in the amount of \$13,550, which staff feels is sufficient to cover the administrative costs incurred to investigate and process this case, as well as to deter extended non-compliance with code enforcement violations.

**Fiscal Impact:**

Reduction of lien amount from \$135,500 to \$13,550

**Exhibits:**

1. CODE-11-23-2682 FF fines RECORDED (2)
2. CODE-11-23-2682 FF (2)
3. CODE-11-23-2682 affidavit of compliance (2)
4. Medical Note 2026-03-04 Herbert Green III
5. LOA\_PR Green,Venecia\_Estate-Green,HerbertJr
6. Request Reduction of Fines\_ Case No. CODE-11-23-2682 (2641 Carver Ave) (1)

**Commission/Board:** City Council

**Contact Person:** Michael Daniels 407-539-6211

Reviewed by City Attorney  
D Smith

MEETING DATE	 <b>MAITLAND</b> FLORIDA	AGENDA
May 11, 2026		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 3.

**Subject:**

Chippewa Sidewalk.

**Requested Action or Motion:**

Provide direction on the design location of the Chippewa Trail sidewalk between Thistle Lane and Tomahawk Trail.

**Summary Explanation & Background:**

On April 10, 2023, City Council approved execution of a contract for Dommerich Hills Sanitary Sewer Extension, Phases 2-4 and Alternate 2, with R. P. Utility & Excavation Corp. (RPU), which included sidewalk and traffic-calming measures funded through the General Fund. The sidewalks were included in the project based on the Bicycle/Pedestrian Master Plan, which states the priority for sidewalk construction is to construct new sidewalks so that residents can be within one block of a new or existing sidewalk.

At the July 22, 2024 meeting, City Council approved postponing the portions of sidewalks planned to be constructed with the project on Chinook Trail, Huron Trail, Tomahawk Trail, Chickapee Trail, and the east side of Kewanee Trail as part of a budgetary package intended to reduce project costs following property tax reductions largely attributed to the Live Local Act. At the direction of the City Council, the sidewalk segment on Chippewa Trail from Thistle Lane to Ponca Trail remained included in the project.

During construction, the sidewalk was completed on the north side of Chippewa Trail between Clydesdale Drive and Ponca Trail. Concerns were expressed regarding the remaining section of Chippewa Trail between Thistle Lane and Tomahawk Trail, primarily due to the large live oak tree located at 2007 Chippewa Trail. To provide additional time to evaluate alternatives and address concerns, this section was removed from the RPU contract with the intent of revisiting the issue following completion of the contract.

The tree at 2007 Chippewa Trail is a 52-inch DBH (diameter at breast height, measured at 4'-6" above grade) live oak. While the root system has not been formally measured, standard growth habits for live oak roots indicate an extensive, shallow system that typically extends 1.5 to 2 times the canopy spread. Mature root systems generally consist of widespread lateral roots within the top three feet of soil, with feeder roots often extending 50-90 feet from the trunk. The canopy of this tree extends across Chippewa Trail nearly to the right-of-way line on the opposite side of the roadway.

The root system includes a few main horizontal roots that provide structural stability and typically remain close to the soil surface. Standard arboriculture practices recommend avoiding the cutting of these roots whenever possible. The roots on the street side of the tree were air-spaded to expose the root structure and provide a better understanding of the potential impacts associated with sidewalk installation. Based on consultation with a licensed arborist, the property owners expressed concern that the level of root pruning required could irreparably damage the tree, reducing both its stability

and lifespan.

The City's arborist conducted a site inspection on April 6, 2026, and found the tree to be in good health, with no visible disease, insects, injuries, or stressors. The arborist did note that some prior pruning had not followed industry best practices, limiting opportunities for future canopy reduction. Consistent with arboricultural best management practices, minimizing disturbance to the root system is preferred.

Staff evaluated several alternatives to provide a sidewalk connection between Clydesdale Drive and Thistle Lane.

**Option 1: Continue Sidewalk Construction as Originally Designed Along the North Side of Chippewa Trail.**

This option would continue the sidewalk along the originally planned route between Clydesdale Drive and Thistle Lane. A conflicting tree at 2025 Chippewa Trail was removed prior to reevaluation of the route; however, the live oak at 2007 Chippewa Trail remains a significant constraint. The current design places the sidewalk approximately two feet behind the back of curb, which would require construction directly through the tree's root zone near the root flare.

A field adjustment could shift the sidewalk adjacent to the curb. This would require widening the sidewalk from five feet to six feet, providing approximately one additional foot of separation from the root flare. However, the arborist's review indicates that this adjustment would not significantly reduce root impacts, as root cutting would still be required.

The primary advantage of this option is that it follows the previously approved alignment, requiring no additional design effort and utilizing a route already anticipated by nearby property owners. It also provides a direct and consistent sidewalk alignment along Chippewa Trail. However, this option carries the highest likelihood of damaging the tree through root pruning. Additionally, the longer sidewalk run and multiple driveway crossings (11) contribute to relatively higher construction costs compared to some alternative routes.

**Option 2: Install a Traffic-Calming Curb Extension (Chicane or Bump Out) to Shift the Sidewalk Away from the Tree.**

This option would modify the roadway geometry by incorporating a traffic-calming curb extension, or chicane, to create additional separation between the sidewalk and the tree's root flare. By shifting the sidewalk farther from the tree, an additional two to four feet of clearance could potentially be achieved, decreasing disturbance to the root zone.

Because the sidewalk would likely be installed at or above the elevation of the existing asphalt, a portion of the disturbance would occur in already compacted roadway areas, potentially reducing impacts compared to direct excavation within undisturbed soil.

The primary benefit of this option is that it may reduce root disturbance and improve the probability of long-term tree viability. However, implementation would require significant engineering design to determine the proper length and geometry of the curb extension while maintaining safe traffic flow and ADA-compliant sidewalk grades.

The design would need to transition back to the existing curb alignment prior to the nearby intersection and driveway at 2001 Chippewa Trail. The driveway at 2007 Chippewa Trail would likely need to be extended into the curb extension area to maintain access and allow the sidewalk to cross

safely. Due to roadway narrowing, the sidewalk would not be recommended directly adjacent to the curb. Existing vehicle stacking associated with school pickup operations may also create traffic circulation challenges, making the roadway more difficult to navigate. These constraints could result in a design that is difficult or infeasible to implement.

Additionally, the design engineer for the project has expressed concerns regarding construction of a sidewalk on a curb extension. This puts pedestrians within what was formerly a driving lane, moving them into a typical driving pathway. Based upon their assessment, this would be an atypical design that would potentially put pedestrians at increased danger, increasing liability if someone were to be injured on this section of sidewalk. Based upon their assessment, this option would not be recommended.

**Option 3: Construct a Boardwalk or Elevated Structure Over the Root System.**

This option would utilize a boardwalk or elevated walkway to span above the tree's root system and avoid traditional excavation. While this approach could reduce direct disturbance to roots, it presents significant design and long-term maintenance challenges.

To elevate the structure over the root zone, the walkway would require ramped approaches on both sides to meet ADA standards. Due to the limited horizontal distance available between the tree, adjacent driveway, and existing grades, providing ADA-compliant slopes would be difficult or potentially infeasible and would likely require handrails.

A boardwalk system would also require support elements such as pilings or footers. Pilings would need to be driven into the root zone, resulting in direct root impacts, while surface footers placed above roots would create long-term compression impacts. As the tree continues to grow, root movement will likely shift the structure over time, increasing maintenance needs and potentially creating future instability.

The primary benefit of this option is that it could reduce, though not eliminate, disturbance to the root zone. However, it introduces additional design complexity, higher construction and maintenance costs, potential ADA compliance challenges, and aesthetic concerns related to installing a handrailed elevated structure within a residential neighborhood setting.

**Option 4: Relocate the Sidewalk to the South Side of Chippewa Trail.**

This option would shift the sidewalk to the south side of Chippewa Trail by crossing near Tomahawk Trail and continuing west to Thistle Lane. Relocating the sidewalk would avoid impacts to the live oak at 2007 Chippewa Trail and maintain a reasonably continuous pedestrian route along Chippewa Trail.

However, constructing the sidewalk on the south side would likely impact up to three existing trees, potentially requiring removal. The route would also cross seven residential driveways and one pedestrian walkway connection, each requiring engineered transitions to ensure ADA compliance.

The primary benefit of this option is complete avoidance of impacts to the specimen live oak. It also preserves a sidewalk connection along Chippewa Trail. The disadvantages include the need for additional design, increased driveway crossing complexity, introduction of an additional roadway crossing, potential removal of several trees, and the fact that south-side residents were not previously informed of a sidewalk project adjacent to their properties because this alignment was not included in the original scope.

**Option 5:** Reroute the Sidewalk to Tomahawk Trail and Connect to Mohawk Trail.

This option would construct the sidewalk west along Chippewa Trail to Tomahawk Trail, cross to the south side at the intersection, and continue along the east side of Tomahawk Trail connecting to the sidewalk system on Mohawk Trail.

This alternative avoids impacts to the live oak at 2007 Chippewa Trail and provides a shorter route requiring only one driveway crossing rather than the eleven crossings associated with continuing along Chippewa Trail. Because the route generally follows previously planned sidewalk segments, minimal additional design effort is anticipated. However, due to the slope of the yards along Tomahawk, low retaining walls or curbs will need to be designed and constructed along most of Tomahawk Trail.

A magnolia tree located at the northeast corner of Tomahawk Trail and Mohawk Trail may experience root impacts from construction. The extent of impact would be evaluated during final layout, and adjustments may be possible to reduce disturbance. This tree has been evaluated by the City's arborist and is currently showing signs of decline and may need removal in the near future regardless of any impact.

This option offers several advantages, including avoiding multiple tree conflicts, minimizing driveway crossings, and requiring little additional design work. However, future drainage improvements currently being evaluated at the Tomahawk and Mohawk Trail intersection could require modifications to the sidewalk crossing area if stormwater improvements are implemented.

**Summary:**

The alternatives generally fall into two categories: continuing the sidewalk connection along Chippewa Trail or rerouting the sidewalk to connect via Tomahawk Trail. Each option presents trade-offs between preserving mature trees, minimizing design complexity, maintaining pedestrian connectivity, and controlling construction costs.

Staff is requesting City Council direction on which route to construct to provide the connection from Chippewa Trail at Clydesdale Drive to Thistle Lane.

**Fiscal Impact:**

Approximately \$103,000 for Option 1 or 2 Other options would require additional design and/or pricing.

**Exhibits:**

1. Tomahawk Option
2. Pre-construction existing condition 01
3. Pre-construction existing condition 02
4. Pre-construction existing condition 03 - impacted roots
5. Air spaded existing condition 01
6. Air spaded existing condition 02
7. 2007 Chippewa GIS Tree Aerial
8. GIS Tree Photos

**Commission/Board:** City Council

**Contact Person:** Kimberley Tracy 407-539-6216

Reviewed by City Attorney  
N/A

MEETING DATE		AGENDA
May 11, 2026		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 4.

**Subject:**

Old Horatio Avenue Bridge and Shed Structure.

**Requested Action or Motion:**

Provide staff direction on the Old Horatio Bridge covering replacement.

**Summary Explanation & Background:**

Old Horatio Avenue became a local street when the FDOT built the current alignment of Horatio Avenue in the early 1970s. In 1985, the City had a bridge inspection and load rating evaluation report performed by an engineering consultant, HNTB, for the 12' span bridge at Old Horatio Avenue. The structure, built in 1958, was determined to have a live load capacity between 7 and 12 tons, depending on the axle spacing of the vehicle crossing the structure. Rather than replace or improve the load capacity of the bridge, the City moved forward with constructing a bridge shed to restrict the height of vehicles that traveled over the bridge.

In 2014, the existing bridge shed, which was purposely designed at a 7'-0" height to restrict larger vehicles, was damaged by a vehicle and subsequently removed. At that time, the City hired a consultant (CPH, Inc.) to develop plans to replace the bridge shed covering the bridge. Minor adjustments to the original structure were made to address the code requirements at the time, which required a minimum of 8' of clearance over the sidewalk crossing the bridge. In order to continue to restrict trucks from crossing the bridge, a park gateway sign with a maximum height indicator was constructed preceding the shed on both sides of the bridge, both of which are still in place.

In June 2025, the bridge shed collapsed and was removed by staff. The structure is covered by insurance. Insurance coverage is for replacement value utilizing substantively the same plans and materials is calculated at approximately \$100,000 after the deductible is applied. Any upgrades would likely be the responsibility of the City to cover; although some negotiation is possible depending upon the type of materials and final design. The estimate to replace the shed structure utilizing the previous plans prepared by CPH is between \$120,000 and \$200,000. Staff engaged OLC Designs, one of the City's architects under a continuing contract, to provide a proposal for two conceptual designs, final design, permitting, and construction administrative services to replace the cover structure. OLC provided a proposal in the amount of \$120,778; therefore, the estimated cost to replace the shed structure is \$241,000 to \$321,000. If City Council does not want to reconstruct the structure, new weight limit signs can be installed and existing park gateway signs repaired at a cost of less than \$5,000.

Prior to considering the replacement of the cover structure, the bridge needed to be evaluated to determine its condition. One of the City's continuing engineering consultants, DRMP, has recently performed a structural assessment of the bridge and provided a summary of necessary repairs that are needed. This type of bridge has an estimated service life of 75 years, so the bridge is in its final years of useful life. DRMP has estimated that the recommended repairs will extend the life of the bridge an additional 15 years. The estimated cost for plan preparation and construction of the necessary repairs

is \$200,000. The estimated cost for design and construction to replace the bridge is \$530,000, with an estimated useful life of 75 years. If the bridge is replaced now, current design standards will negate the need for any height or weight restrictions on the bridge.

Staff is requesting direction on the following options:

Option 1: Repair the existing bridge based on DRMP's recommended structural improvements, which would extend the bridge's service life by approximately 15 years, and not reconstruct the bridge shed. Under this scenario, updated weight limit signage would be installed and existing gateway signs would be maintained or repaired to notify drivers of restrictions. This option represents the lowest-cost alternative beyond basic repair work, but it relies on the weight limit sign and the gateway sign to restrict heavier vehicles from crossing the bridge. Estimated cost = \$205,000.

Option 2: Repair the existing bridge while also replacing the shed structure. This approach would include the same recommended structural repairs to extend the bridge's useful life by 15 years, along with construction of a new bridge shed using the updated conceptual design to be prepared by OLC Designs. The reconstructed cover would continue to serve as a physical height restriction to prevent oversized vehicles from crossing. This option maintains the existing bridge while restoring a physical control feature and restoring the previous aesthetics. However, constructing a new bridge shed on a structure that has a shorter lifespan may result in a higher long-term cost to periodically rehabilitate the structure. Estimated cost = \$441,000 minimum.

Option 3: Replace the bridge entirely with a new structure designed to current engineering and loading standards. A new bridge would provide an estimated service life of approximately 75 years and would eliminate the need for a shed structure, as it would be designed to safely accommodate modern vehicle loads. This option would also remove the need for both weight and height restrictions. Estimated cost = \$530,000.

Option 4: Replace the bridge with a new structure meeting current standards and also construct a new shed or architectural feature. While a shed would no longer be required for structural or load restriction purposes, it could be included as a visual gateway element, to restore the character of the area, or to continue discouraging oversized vehicles from using the roadway. This option provides the longest-term infrastructure solution while maintaining the aesthetic of a covered bridge. Estimated cost ranges between \$771,000 and \$851,000.

Option 5: Repair the existing bridge based on DRMP's recommended structural improvements, similar to Option 2, but convert the crossing to pedestrian-only use. This alternative would include the same structural repairs to extend the bridge's service life by approximately 15 years and the reconstruction of the bridge shed using the updated conceptual design by OLC Designs. However, the bridge would be permanently closed to vehicular traffic and remain open for pedestrian and bicycle access only. To accommodate this change, a turnaround area would be constructed on the west side of the bridge, and bollards or other physical barriers would be installed at each end to prevent vehicle access. While periodic repairs or rehabilitation would still be required, the overall maintenance and structural demands would be less intensive and less costly than those associated with a vehicular bridge. This option preserves the historic character and visual appeal of the covered bridge while enhancing safety and reducing long-term structural impacts from vehicle loading. Estimated cost = \$441,000, but anticipated to be less than Option 2 over the long term.

**Fiscal Impact:**

TBD


**Exhibits:**


1. City of Maitland- Old Horatio Ave Bridge- Corrective Action Plan Report 3 26
2. Old Horatio Bridge Orlando Sentinel 07-21-1985
3. Old Horatio Bridge report
4. Maitland Council meeting 04-08-1985

**Commission/Board:** City Council**Contact Person:** Kimberley Tracy 407-539-6216

Reviewed by City Attorney

N/A

MEETING DATE		AGENDA
May 11, 2026		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 5.
<p><b>Subject:</b> Member &amp; Alternate Member Appointment: MetroPlan Orlando Municipal Advisory Committee (MAC).</p>		
<p><b>Requested Action or Motion:</b> Move to appoint a member and an alternate member representative to the MetroPlan Orlando Municipal Advisory Committee (MAC).</p>		
<p><b>Summary Explanation &amp; Background:</b> On March 28, 2022, City Council appointed former Councilmember Guthrie as the MetroPlan Orlando Municipal Advisory Committee (MAC) representative. On June 9, 2025, Councilmember Randolph was appointed to serve as the alternate.</p> <p>According to the MAC Bylaws, this committee was “established to strengthen ties with the region’s cities and towns that do not have direct representation on the MetroPlan Orlando Board. The MAC consists of the Mayors or appointees of the municipalities that are not directly represented on the MetroPlan Orlando Board. The MAC will ensure that their views are considered in the decision-making process, generate broad-based support and raise awareness among elected officials of the functions of MetroPlan Orlando Board. The Chairperson of the MAC will serve as a voting member on the MetroPlan Orlando Board.” Further, Section 3. Purpose, of the Bylaws states: “The municipalities of the area shall be involved in the transportation planning process by establishment of a Municipal Advisory Committee. The purpose shall be to assess reaction to planning proposals and to provide comment to MetroPlan Orlando with respect to the concerns of various municipalities not directly participating on the MetroPlan Orlando.”</p> <p>The MAC meets once a month at 9:30 AM on the Thursday prior to the MetroPlan Orlando regular meeting.</p> <p>The City Council is requested to appoint a representative and an alternate representative, effective immediately.</p>		
<p><b>Fiscal Impact:</b> TBD</p>		
<p><b>Exhibits:</b></p>		
<p><b>Commission/Board:</b> City Council</p>		
<p><b>Contact Person:</b> Lori Hollingsworth 407-539-6219</p>		
<p>Reviewed by City Attorney N/A</p>		

MEETING DATE		AGENDA
May 11, 2026		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 6.
<b>Subject:</b> Selection of Vice Mayor.		
<b>Requested Action or Motion:</b> Council to select a Vice Mayor		
<b>Summary Explanation &amp; Background:</b> Per the City Charter, Sec. 2.03 - Mayor. The Council shall select from among its members a Vice Mayor who shall act as Mayor during the absence or disability of the Mayor.  The council shall select a member to serve as Vice Mayor. Generally, the selection of Vice Mayor has been rotated among Council members. Past Vice Mayors are shown below.  2025 Councilmember Guthrie 2024 Councilmember Wurtzel 2023 Councilmember Guthrie 2022 Councilmember Hall Harrison 2021 Councilmember Wilde		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b>		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
May 11, 2026		Section: Discussion
Department/Office : Administration	AGENDA REPORT	Item #: 1.

**Subject:**

Maitland Art & History Museum Proposal for Clara Dommerich Library.

**Requested Action or Motion:**

Provide direction regarding the future use of the Clara Dommerich Library facility.

**Summary Explanation & Background:**

During the discussions regarding the relocation of the library from its current location to Quinn Strong Park, many questions arose regarding the disposition of the existing library building. During the conceptual design phase of the new library, HBM Architects and Interiors was tasked with providing a potential adaptive reuse of the building. Based upon the direction of the City Council, HBM prepared a concept for a museum. The City Council acknowledged this as a viable option but determined that they would make a final decision on the use of the current library building following the construction of the new library. The decision was made to reserve funds in Fund Balance for a determination on the final disposition of the building by a future City Council.

Maitland Art & History Museum has provided the city with a proposal for the use of the Clara Dommerich Library once it is vacated in approximately 17 months. A copy of their proposal is attached.

The Clara Dommerich Library, located at 501 South Maitland Avenue, sits on property designated as Heritage Lands by Resolution No. 24-90. As such, the library and parking lot have been classified as Cultural/Historical lands. This designation prohibits the sale of the property or a change in use without a voter referendum. This significantly reduces the options for adaptive reuse of the building without approval by the voters.

Additionally, the site is located in the Culture, History, and Arts Overlay (CHA-O) district. The purpose of this district is to:

1. Support and protect the city's cultural and historic features in a way that ensures these features become part of the city's identity;
2. Protect and enhance the unique urban environment of the lands adjacent to the Maitland Art Center and Lake Lily Park;
3. Provide connections between the important historical and cultural features in the city like the Maitland Art Center, Waterhouse Building, and the Maitland Public Library; and
4. Ensure development in the overlay district is compatible with development in the DM-Downtown Maitland district.

The zoning district is also a limiting factor on options for future uses.

**Fiscal Impact:**

TBD

**Exhibits:**

1. Maitland History Center Proposal Summary

**Commission/Board:** City Council**Contact Person:** Shannon Lewis 407-539-6221

Reviewed by City Attorney

N/A