



**City Council
September 14, 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 for Constitution Week September 17–23, 2026: Mary Virginia Cabell Chapter of Maitland, Daughters of the American Revolution.
- V. Public Hearing
 1. Resolution No. 13-2026: Adopting the Tentative Millage Rate for Fiscal Year 2027 (Tax Year 2026).
- VI. Old Business
- VII. Consent Agenda
 1. City Council Meeting Minutes of August 24, 2026.
 2. Professional Services Agreement — Sanitary Collection System Action Plan (CSAP): Burgess & Niple, Inc.
- VIII. Public Period
- IX. Decisions
 1. Second Reading: Ordinance 1461 Revisions to the Downtown Maitland Zoning District for Small Lot Development.
 2. First Reading: Ordinance 1462 Amending Chapter 38 Water, Sewers and Sewage Disposal Rates.
 3. Flock Safety Cameras.
- X. Discussion
 1. Development Review Ad Hoc Committee.
- 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
September 14, 2026		Section: Presentations
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Proclamation for Constitution Week September 17–23, 2026: Mary Virginia Cabell Chapter of Maitland, Daughters of the American Revolution.		
Requested Action or Motion: Presentation of Proclamation		
Summary Explanation & Background: The Mary Virginia Cabell Chapter of Maitland, National Society Daughters of the American Revolution, has requested a proclamation recognizing the annual observance of Constitution Week, September 17 through September 23. Constitution Week commemorates the signing of the United States Constitution on September 17, 1787, and encourages the study and appreciation of the Constitution and the responsibilities of American citizenship. 2026 marks the two hundred thirty-ninth (239th) anniversary of the signing of the United States Constitution. Representatives of the Mary Virginia Cabell Chapter of Maitland, National Society Daughters of the American Revolution, will be in attendance to receive the proclamation.		
Fiscal Impact: N/A		
Exhibits: 1. 2026 Proclamation Constitution Week DAR 9-2026		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 14, 2026		Section: Public Hearing
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Resolution No. 13-2026: Adopting the Tentative Millage Rate for Fiscal Year 2027 (Tax Year 2026).		
Requested Action or Motion: (1) Move to adopt the tentative operating millage for FY 2027 as 5.0465, which is 3.66% higher than the rolled-back rate of 4.8685; (2) Move to adopt the tentative 2004 Voted Debt millage rate for FY 2027 as 0.1890; (3) Move to adopt the tentative 2026 Voted Debt millage rate for FY 2027 as 0.2890, for a combined total of 5.5245 mills; (4) Move to adopt the FY 2027 tentative budget for the General Fund in the amount of \$42,527,000; and (5) Set date of hearing for Final Resolution to set the millage rates and adopt the FY 2027 budget for September 28, 2026.		
Summary Explanation & Background: On July 20, 2026, the City Council held the General Fund budget workshop. The rolled back rate and proposed operating and voted debt service millage rates for FY 2027 (tax year 2026) were set by Council on July 27, 2026. 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. The proposed tax rate set at the July 27, 2026 Council meeting was 5.0465. The Fiscal Year 2027 budget draft was developed based on City Council adopting the same rate as the 2026 operating millage rate of 5.0465 or \$5.0465 per thousand dollars of taxable value, which is 0.1728 mills higher than the rolled back rate. The FY 2027 tentative budget is \$42,527,000. Attached is the official Resolution to adopt the tentative millage rates and General Fund Budget. Below are the maximum millage rate options. The tentative millage requires a two-thirds vote as proposed. Note: The tentative millage rate cannot exceed the proposed millage rate from July 24, 2026, of 5.0465 unless the Property Appraiser mails each taxpayer a revised TRIM notice at the City's expense.		

Maximum Millage Rate Options	Millage Rate
Majority Vote	Up to 4.8685
Two-thirds Vote	Up to 5.3554
The motions provided are required to be passed separately and completely to comply with the Truth in Millage (TRIM) process. The TRIM notice will be placed in the newspaper and the tentative budget placed on the City's website prior to the final public hearing on September 28, 2026. After setting the tentative millage rate, the Council may adopt that rate or any lower rate at the final public hearing.	
Fiscal Impact: General fund budget \$42,527,000.	
Exhibits: 1. Resolution No. 13-2026 Tentative Millage Rate FY 27 TY 26 2. FY 27_BUDGET 1 Yr Summary	
Commission/Board: City Council	
Contact Person: Mark Reggentin 407-539-6220	
Reviewed by City Attorney N/A	

MEETING DATE		AGENDA
September 14, 2026		Section: Consent Agenda
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: City Council Meeting Minutes of August 24, 2026.		
Requested Action or Motion: Move to approve the City Council meeting minutes of August 24, 2026, as presented.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. DRAFT City Council Meeting_Minutes_Preview_8_24_2026		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 14, 2026		Section: Consent Agenda
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: Professional Services Agreement — Sanitary Collection System Action Plan (CSAP): Burgess & Niple, Inc.		
Requested Action or Motion: Move to authorize the City Manager to execute the project contract with Burgess & Niple, Inc., for the Collection System Action Plan (CSAP) in the amount of \$85,986.91.		
Summary Explanation & Background: On June 28, 2023, Rule 62-600.705(2), F.A.C. became effective and requires all domestic wastewater facility permittees to develop a pipe assessment, repair, and replacement action plan for the facilities' collection system. This plan is required to be submitted to FDEP with the next facility permit application. As the City of Maitland has no treatment facility, its system is deemed a "satellite system." Satellite systems are required to be included in submittals after December 21, 2025. As the City of Altamonte Springs will begin their wastewater treatment facility permit renewal process in 2027, Maitland seeks to complete their CSAP for submittal to the City of Altamonte Springs and the City of Orlando in 2026. In accordance with the F.A.C., the requirements of the plan must be based on infiltration and inflow (I&I) studies, leakage surveys, and any follow-up detailed sanitary sewer evaluation surveys. It must include: • A 5-year planning horizon for all collection/transmission systems under the utility's control and the plan's detail must reflect the complexity of the system. • A map and inventory of the collection system. Facilities with a permitted capacity over one million gallons per day must have a computerized GIS map and electronic inventory. Inventory items include detailed information on each section of pipe, manholes, and pump stations, including inspection and maintenance information; climatic, geologic, topographic, and hydrological information, including seasonal high water table information and rainfall data; and information on system flows, overflows, bypasses, odor complaints, corrosion data, and past I&I (Inflow and Infiltration) analyses, as well as population and industries served. • An adaptive maintenance and repair plan including protocols for routine maintenance, cleaning activities, and emergency repairs. • Contact information and recordkeeping procedures. • Measures taken to limit fats, oils, grease, wet wipes, sand, and grit in the collection system; a root control program; ordinances or programs to minimize I&I flow from private sanitary sewer laterals/individual service connections; and resiliency for flood mitigation and stormwater control actions. Staff requested one of the city's continuing engineering consultants for wastewater, Burgess & Niple, to provide assistance with the development of the Collection System Action Plan (CSAP). B&N has provided a proposal in the amount of \$85,986.91. Funds are available in the Wastewater Division		

Operating Budget.

Staff recommends authorizing the City Manager to execute the project contract for the Collection System Action Plan (CSAP) with Burgess & Niple for \$85,986.91.

Fiscal Impact:

Funds available in 41351535-533100

Exhibits:

1. BN_Collection System Action Plan Proposal_v01

Commission/Board: City Council

Contact Person: Kimberley Tracy 407-539-6216

Reviewed by City Attorney
N/A

MEETING DATE		AGENDA
September 14, 2026		Section: Decisions
Department/Office : Community Development	AGENDA REPORT	Item #: 1.
Subject: Second Reading: Ordinance 1461 Revisions to the Downtown Maitland Zoning District for Small Lot Development.		
Requested Action or Motion: Move to approve Ordinance No. 1461 on Second Reading, amending the Land Development Code regarding development requirements within the Downtown Maitland Zoning District, as presented.		
Summary Explanation & Background: Pursuant to discussion at the April and May Planning and Zoning Commission meetings and June 8th City Council meeting, staff has prepared a zoning ordinance amendment to the City's residential development regulations within the Downtown Maitland (DM) Zoning District. The amendment is intended to address the concerns from the Planning Commission members that certain existing DM District development requirements may limit the feasibility and continued improvements of smaller-scale, residential projects on infill parcels within the downtown area, thereby reducing opportunities for context-sensitive reinvestment and housing diversification. The primary concern of the Commission was that the requirement to have first floor non-residential uses on small lots would render them economically infeasible to develop due to the cost of constructing commercial space on the first floor with one or two residential units on the upper floor(s), as well as the difficulty of meeting the parking, drainage, landscaping and other site design criteria required for mixed use development for small lots. In combination with this issue, the Commission agreed that if developers were required to provide and construct the first floor commercial space, it would go unused and vacant due to the size and potential limitation on uses. To address this, staff is recommending modifying the requirements for smaller lots (less than 20,000 sq. ft.) to allow exemptions from the first floor commercial requirement if certain conditions are met. The proposed amendments are intended to reduce regulatory barriers that may constrain incremental infill development and small-scale residential redevelopment opportunities within the downtown area, while maintaining consistency with the urban design and streetscape objectives of the DM District. In particular, the proposed changes are intended to support a broader range of small-scale multifamily residential development on appropriately scaled parcels within the downtown area. Staff, based upon recommendations from the Planning and Zoning Commission, is proposing amendments to the Land Development Code to address the following issues: • Allow for redevelopment and expansion of existing single-family homes and duplexes within the DM Zoning District subject to the development standards of the RSF-D Zoning District, while continuing to require compliance with the public frontage and streetscape standards applicable to the DM District.		

- Reduce regulatory constraints affecting small-scale multifamily residential development within the DM Zoning District by providing exemptions from certain mixed-use and ground-floor activation requirements for residential developments containing three (3) or more dwelling units where:
 - the property is located on a Type II or Type III street, as defined in Section 3.3.5(e)(4)(A), excluding Independence Lane;
 - the parcel or combined parcels were less than 20,000 square feet in area prior to the effective date of the ordinance; and
 - the development otherwise complies with all applicable standards of the Downtown Maitland Zoning District.

The proposed amendments are intended to encourage context-sensitive residential infill development on smaller downtown parcels that may not be capable of supporting larger mixed-use projects under the current code framework. The amendments are also intended to expand housing choice, promote incremental redevelopment, and encourage reinvestment within the Downtown Maitland area.

Staff and the Planning and Zoning Commission believe that the proposed amendments will continue to advance the overall intent of the Downtown Maitland Zoning District by:

- promoting walkable urban development patterns;
- maintaining compatibility with existing neighborhood and streetscape character;
- encouraging reinvestment and redevelopment within the downtown area; and
- supporting a broader range of housing types that can serve varying household sizes and life stages.

The Planning and Zoning Commission unanimously recommended approval with a 3-0 vote on August 6, 2026. City Council unanimously approved the first reading on August 24, 2026.

Fiscal Impact:

N/A

Exhibits:

1. Ordinance 1461 for small lot revisions final
2. Business Impact Estimate Ord No 1461 sml edit
3. 3.2.6.__RSF_D_Residential_Single_Family_and_Duplex_District.
4. Maitland LDC DM
5. Residential Use Definitions
6. DM STREET TYPE DEFINITIONS
7. 20,000 square foot lots and smaller in DM Districts and not type 1 street type
8. Orlando_Sentinel_Campaign_124248
9. Affidavit_44895

Commission/Board: City Council

Contact Person: Michael Daniels 407-539-6211

Reviewed by City Attorney
Drew Smith

MEETING DATE		AGENDA
September 14, 2026		Section: Decisions
Department/Office : Public Works	AGENDA REPORT	Item #: 2.
Subject: First Reading: Ordinance 1462 Amending Chapter 38 Water, Sewers and Sewage Disposal Rates.		
Requested Action or Motion: Move to approve Ordinance No. 1462, on First Reading, amending Chapter 38, Water, Sewers and Sewage Disposal, to provide for updated water and sewer rates, fees and charges.		
Summary Explanation & Background: The City engaged GovRates to perform a Water and Sewer Rate Study and attached is a summary of the study results. At the August 24, 2026 City Council Meeting, Bryan Mantz from GovRates presented the results of the study, which included an overview of the City's utility and current rate structure, as well as rate guiding principles, a survey of surrounding municipality rates and proposed rate recommendations for recurring monthly charges, service charges, and connection fees. GovRate's rate study concluded that revenues under existing rates are insufficient to meet all the revenue requirements of the operations and capital plan for the Utility Fund. This includes borrowing and debt service to fund the larger capital projects discussed in the utility fund budget workshop as well as providing cash to fund smaller capital and operating costs to maintain and improve the system. Staff has prepared an ordinance to adopt the utility rates, as recommended in the rate study. Also included in the ordinance is a minor, non-substantive clarification of the existing Code language, which is intended to eliminate ambiguity regarding meter installation and the application of the meter fee. The change does not materially change the City's existing practices or fee requirements. The City Council directed staff to develop the Ordinance utilizing a 12% annual increase between FY 2027 and FY 2029 and a 6% increase for FY 2030 and FY 2031, as proposed in the rate study. City staff recommends City Council adopt the ordinance implementing GovRate's recommendations to amend Chapter 38 of the City Code.		
Fiscal Impact: The fee structure adopted will fund the water and sewer operating and capital fund.		
Exhibits: 1. Ord 1462 Amending Chapter 38 Utility Rates WATER SEWERS AND SEWAGE DISPOSAL 9_28_2026 (1) 2. Maitland Water and Wastewater Rate Study Report 08_12_2026		
Commission/Board: City Council		
Contact Person: Kimberley Tracy 407-539-6216		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 14, 2026		Section: Decisions
Department/Office : City Clerk	AGENDA REPORT	Item #: 3.
Subject: Flock Safety Cameras.		
Requested Action or Motion: Discussion and direction as determined by the City Council.		
Summary Explanation & Background: At the request of Mayor Lowndes, this item has been placed on the agenda for discussion and consideration. Mayor Lowndes will present his proposal regarding Flock Safety Cameras to the City Council.		
Fiscal Impact: TBD		
Exhibits:		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 14, 2026		Section: Discussion
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Development Review Ad Hoc Committee.		
Requested Action or Motion: Discussion and direction as determined by the City Council.		
Summary Explanation & Background: At the request of Mayor Lowndes, this item has been placed on the agenda for discussion and consideration. Mayor Lowndes' proposal is attached for City Council consideration.		
Fiscal Impact: TBD		
Exhibits: 1. Ad Hoc Committee on Development Review v2		
Commission/Board: City Council		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney C. Shepard		