LAKE MARY CITY COMMISSION

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
AMENDED AGENDA
THURSDAY, DECEMBER 19, 2013 7:00 PM

1. **Call to Order**

2. **Moment of Silence**

3. **Pledge of Allegiance**

4. **Roll Call**

5. **Approval of Minutes: December 5, 2013**

6. **Special Presentations**

7. **Citizen Participation**

8. **Unfinished Business**

   A. **Ordinance No. 1501 - Zoning Text Amendment for proposed revisions to Section 154.09 revising the definition of Pain Management Clinics - Second Reading (Public Hearing) (Gary Schindler, City Planner)**

9. **New Business**

A. Request to reduce Code Enforcement Lien for 377 N. Country Club Road; Bank of America (Bruce Fleming, Sr. Code Enforcement Officer)

B. Request to reduce Code Enforcement Lien for 455 Chickee Court; Kenneth Rummel (Bruce Fleming, Sr. Code Enforcement Officer)

C. Resolution No. 927 - SunRail Station Connectivity Upgrades Supplemental Amendment Number 1 (John Omana, Community Development Director and Steve Noto, Senior Planner)

D. Approval of First Amendment to Traffic Signal Maintenance Agreement with Seminole County (Bruce Paster, Public Works Director)

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Annual appointments/reappointments to advisory boards

B. Items for Information

a. Monthly department reports (October & November)

12. Mayor and Commissioners Report

A. Appointment to MetroPlan Orlando's Municipal Advisory Committee

13. City Attorney's Report

14. Adjournment

THE ORDER OF ITEMS ON THIS AGENDA IS SUBJECT TO CHANGE

Per the direction of the City Commission on December 7, 1989, this meeting will not extend beyond 11:00 P. M. unless there is unanimous consent of the Commission to extend the meeting.

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY ADA COORDINATOR AT LEAST 48 HOURS IN ADVANCE OF THE MEETING AT (407) 585-1424.

If a person decides to appeal any decision made by this Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the

proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Per State Statute 286.0105.

NOTE: If the Commission is holding a meeting/work session prior to the regular meeting, they will adjourn immediately following the meeting/work session to have dinner in the Conference Room. The regular meeting will begin at 7:00 P. M. or as soon thereafter as possible.

UPCOMING MEETINGS: January 16, 2014

MINUTES OF THE LAKE MARY CITY COMMISSION WORK SESSION held December 5, 2013, 5:30 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road, Lake Mary, Florida.

The work session was called to order by Mayor David Mealor at 5:35 P.M.

Mayor David Mealor	Jackie Sova, City Manager
Commissioner Gary Brender	Carol Foster, City Clerk
Commissioner George Duryea – Arrived Late	Dianne Holloway, Finance Director
Commissioner Allan Plank	John Omana, Community Dev. Dir.
Deputy Mayor Jo Ann Lucarelli	Gary Schindler, City Planner
	Tom Connelly, City Engineer
	Randy Petitt, Human Resources Mgr.
	Steve Bracknell, Police Chief
	Mary Campbell, Deputy City Clerk

Items for Discussion

I. State of the Police Pension

Ms. Sova said we are going to do an overview of the Police Pension Plan because they have a plan change that they want to bring forward but the Police Pension and the Fire Pension are very much alike. We are going to take a look under the hood and see how the pension is compiled and put together, what the moving parts are, what creates the contribution rates, and how we move forward with funding the plan. There is lots of contemporaries' conversation around us about pension plans as a whole. The state legislature keeps tweaking these pension plans because of state funding from insurance policies. Before we make a change we need to have a review and talk and hear all at once about these pension plans. It is something we haven't done before and had been here 20 years. We need to hear what's under the hood and see how these plans are constructed and see what the future looks like.

Commissioner Duryea arrived at this time (5:37 P.M.).

Michael Tierney of Actuarial Concepts came forward. He distributed a review of the police retirement system (copy attached). He said he would try to give an increased understanding of what you've got. He said he would try to cover things the City Manager wanted to look at and what the City Commission might want to understand more about. He said he wanted to talk the big picture, the management of the financial risks, the actual evaluation and what it's based on, and benefit levels.

Mr. Tierney said the impact statement is about increasing the multiplier and the impact statement prepared by the plan actuary. The short version of that is the first three numbers are fine. They use the same software we do. He said he had reviewed Foster & Foster's work numerous times before and thought it looked reasonable, but that's not

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the issue. The issue is what the long-term implications of this are. It is not critiquing the numbers but it is going to be understanding the longer term implications of that first year requirement. The use of premium taxes have changed last year and the pension board is probably not currently following them. You may want to perfect the claim of using a new application. It is probably not relevant right now because you are behind relative to where you were several years ago in terms of premium taxes. One of the things we'll cover is we did a study and increased things in the past based on assumption of premium taxes coming in and now that they are $50,000 short you have a shortfall of what you promised before in terms of paying for it. That experience you have to decide what you want to do for that and how can we get paid back for that shortfall. There are all sorts of things that are more complicated in terms of solving right now and it involves trying to spend the premium taxes on that rather than having excess. All of that needs to be addressed in the bigger picture.

Mr. Tierney said pension reform. Is your plan out of whack and if you want to save money or wanted to reduce costs what are we talking about. It is not something he wanted to talk about but the Commission might want to talk about.

Mayor Mealor said one of the concerns he had is several have a long tenure on this Commission and have tried to be fair to our employees. From a fiduciary responsibility, how do we protect our residents in terms of the long term risks relative to what their assessment is in this community. We have one of the lowest by design and we have been very proactive. If we look at other than insurance premium costs, this probably has that stepwise impact on the budget planning process. In terms of a planning wedge, he asked what decisions will be in our best long-term interests that are both respective of our employees but keeping in mind the long-term viability of our community. He asked each Commission member, Jackie or Dianne to guide the discussion with Mr. Tierney if they feel we need to do something beyond his outline.

Mr. Tierney said the outline can cover anything you can think of.

Mealor said Mr. Tierney does this type of presentations. From a timeframe this evening he asked Mr. Tierney how much time he allotted. Granted you wanted an open dialogue.

Mr. Tierney said it is up to the Commission. He said he had a lot of saying power and planned for two hours because most people get tired after that.

Mayor Mealor said the reason he asked is we have a scheduled Commissioner meeting at 7:00 P.M. and have several items that will have community involvement. He wanted to be respectful of those coming in at 7:00.

Mr. Tierney said maybe just outline what the Commission saw (in his handout).

Commissioner Brender said when we are talking pensions we are talking about millions, if not tens of million, of dollars. Let's break this down to a cop. He asked what

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a copy was costing him. In order to gain some understanding we need to break our numbers down so we can talk more on an individual basis rather than these giant numbers of dealing with a $45 million payout over the next 40 years.

Mr. Tierney said the problem with managing a 50-year risk is that today's numbers long term don't tell you very much. Your risk isn't the $15,000 cop it costs today. You can't talk about today's numbers without understanding what we are talking about is trying to manage that risk which is his number one. This plan has benefits that are guaranteed and the City is on the hook for all the financial risks. There are two major risks. One is the investment return risk. If you have shortfalls of what you assumed you will have to pay more money. The other is the longevity risk. If people live longer than the actuarial tables it's going to cost you more. You are on the hook for the expected costs and any differential. There are two ways to reduce that risk. Change all of it to the defined contribution plan but then you transfer the risk to the employees. He said he was a believer in sharing. If we were together he would suggest we throw our money in the pot and whoever lives longest gets more money but we have the expectation of an income for the rest of our lives. We can't do that as individuals. In theory putting money in a pot and managing it collectively in a defined benefit plan is the better way to go. The problem is the City is on the hook for all the risk. You can share risk by having a variable member contribution. If contributions go too much maybe you can split it 50/50. That's a way to modify the risk. You share the risks with members of the plan. It is now more prevalent because people are concerned about the same thing.

Mr. Tierney said what he was doing is second opinioning. His pension board work is dried up. When you work for cities a pension board that's union driven wants to hire you. He said he morphed into this by default but is way better because he gets to teach and explain the financial risks to people who hold the purse strings. The problem with the pension board is they have no skin in the game and their job is to administer. If they do whatever on the investments and it doesn't work out you pay the tab. That is why it's important to get to the purse strings to explain the risks. You are the ones that pass amendments to change the plan. Our job is to figure out a way to manage the risks better. The first thing is to understand the risks. The way these plans work is every defined benefit plan in the State of Florida develops actuarial funding as a percentage of payroll and everyone assumes payroll is going to increase. The inevitable result of those two assumptions is the dollar costs are going up by plan. That is how it is baked into the valuation. You are not having a level dollar management. You are having an increased dollar level percentage management. The reason it is that way is you tend to manage payroll. So as long as the pension plan tracks that it is consistent, makes sense and is something you can manage. You assume the risks and as long as you continue to assume the risk you are assuming that volatility. The more conservative you are, instead of assuming 8% we assume 7% interest, there is less chance of a big loss because we tried to recognize in advance that first basis point. That means more money per year.

Mr. Tierney said funded status to him as an actuary is irrelevant. We are managing costs; we are not managing funding status because most of the money in the pension

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plan won't be needed for payout for many years. We don't need it now. Whether we are 50% funded now has nothing to do with where we are headed. That is not how funding is based. The funding is not driven based on whatever percentage funding you are. He gave an example of a new plan starting fresh, zero assets, zero percent funded. They have a plan, they have a contribution requirement so it doesn't matter what the funding status is as long as you have a plan to have it balanced eventually. The good news is all actuarial valuations are automatically an actuarial balance required by the actuarial standards of practice. We have to come up with a plan that is complete, all the assumptions are realized, and all money you need will be there when due. What's the variable? Cost per year. When we have a valuation based on that all we are managing is cost per year. To him the funding status is a red herring. We want to manage contributions and how can we make that less unstable. You can set up a stabilization fund to smooth out the fluctuations. What does that require? More money. The whole point is you can't say we want all these benefits if we don't like the costs. What he is talking about is cost volatility. You have a big picture and a reasonable level of benefits. It's not like you're way out of whack. If it still costs too much then you have to be motivated to do something about it. If you are willing to pay it, that's fine. Every valuation is going to show up and you are going to be in balance and it's just the tab. The tab is based on those assumptions and if the assumptions are realized that's good. Of course they haven't and that's why the tab has gone up. That is why it is important to understand how these are funded and the risks you are assuming just by having a plan and having a guaranteed level of benefits with no cost sharing.

Mr. Tierney said expectation is like a tightrope. Half the time you don't have enough and half the time you don't have too much. You have to understand you are not going to hit the expectation. You are always going to be somewhere around it, hopefully not too far away from it. To the extent the future expectation of yield is less than that expectation of 8% that means you are going to be looking at hard contributions. There are all sorts of actuarial techniques to smooth it but you still have this increasing tab. It will inevitably increase in dollar amount even though those assumptions are realized. To the extent you understand that and know you are not managing dollars but managing percentages of payroll then it's okay. We are talking about increasing dollar amounts even though the assumptions are met. That why financial management of this plan is important and to be aware of those things and how it works together. There are some things in the plan we ought to talk about but that's big picture.

Commissioner Plank said he would like to focus on the current plan as far as where we are, our status as far as premiums versus contributory funding, and move forward from there. You have to have a baseline for discussion and then look at the risks going forward based on assumptions that we are going to increase our police force or have more people retiring. He said having a baseline on our specific plan would help him.

Mr. Tierney said he didn't know what a baseline means but No. 2 of his handout talks about current basis valuation. We are using 7.5% investment return which he thought was high, salary increases of 7% which he thought was high, and payroll growth of 5% which he thought was high and would talk about that later. Funding method is the entry

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age method which is a level percentage of costs method that is used by most of the actuaries in the State of Florida. It is a level of percentage of costs methodology, is standard and is good, it doesn't hide a lot of liabilities and you see the gains and losses as they emerge. They do 10-year amortization of gains and losses, 20-year amortization for assumptions changes so that means if you lower the interest rate from 7.5% to 7% you will fund that differential over 20 years. They use 30 years for benefit increases. One of the financial things you need to be aware of is the back loading of the unfunded repayments. The combination of the 5-year payroll growth and 30-year amortization we want to talk in detail.

Ms. Sova stated they all had the impact statement but didn't know if they were sitting with it.

Mr. Tierney said it says the current city contribution requirement is a percentage of payroll and is about 42%.

Commissioner Brender said if a police officer after four or five years is making $45,000, we are talking 32% and that means we are funding a third of that 45000. He asked if that was generally correct.

Mr. Tierney said it is more complicated than that. We take that $45,000 and we project that out over 25 years and get an answer of $90,000 that we are funding.

Commissioner Brender said we have 7.5 % interest rate assumed. We have a 7% salary increase assumed and the last five years we have had 1% or 2% for real. He asked where the extra goes.

Mr. Tierney said goes to offset asset losses. These assumptions are packaged. You have investment yield experience and salary experience and that gets smashed together before you do the projections to see what differences happened between what we assumed and reality. Over the last five years you needed that in order to counter balance some asset losses. He thought the assumption of 7.5% interest return was too high. There should be more of a differential and you should have a say in that. You should have a say relative to the salary expectations to influence the actuary to be able to understand the nature of your salary scales, promotional scales, and merit increases so he can put together a package that is consistent. He expected that could be lowered. If you lower that assumption your projected liabilities come down because instead of $90,000 it is maybe $81,000. You are going to get a reduction in the annual contribution because the target in the future has been lowered so the spread out over time is also lowered. You have to appreciate this is a package of assumptions and how conservative you want to be on the assumptions has to do with what kind of risks you want to take in your contribution requirements, how much volatility you want to create in order to save money and hoping the economy will save us. The more we assume a bad scenario and the more we have to pay up front it may or may not be needed. You want to be close to expectations so you are not that far off in the management of that cost requirement. The contribution requirements and projected liability are broken up into

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normal cost pieces and the normal cost pieces assigned to the past are called actuarial liability and comparing that to assets we are talking about unfunded liability. That's how the two components of the plan are measured. If you are behind on the normal costs paid in to date is where the unfunded amortization comes. All the costs and liability spread over time from start to the end and the future costs if they are paid plus making up this shortfall in past costs will balance actuarially. The total contribution is broken up into components: an amortization component that he was concerned about and a normal cost component which is fine. You have to realize those components exist and how what you pay is created. It is relevant because the amortization of the unfunded is really what the extra cost is and what we wish we had less of because the permanent cost is something fair relative to the benefits we are providing. We are behind the game because of the asset shortfalls. That is what we are trying to manage. We have to understand that unfunded in order to appreciate the implications in our five-year plan.

Mr. Tierney said we will get into the impact statement to talk about how things are changed and get into the amortization more then. He thought they might like to look at benefit levels next.

Ms. Sova said she thought they could go through this quickly. She said Mr. Tierney had said they are not overly exorbitant nor are the minimal. We know we have enhanced the plan over the years.

Mr. Tierney said the only thing he viewed as greater than where people are headed is the multiplier. That is what you are trying to modify and that is why it is relevant. The Florida Retirement System is 3%. They are paying 3% payroll. They lowered it briefly in the early '80's and then went back and made it up when there was litigation. You have pensionable pay including $300 of overtime and there is nothing wrong with that. State Statute says you can't do anything but $300 but you can also have nothing. You don't need to do overtime anymore. It doesn't mean you don't want to it just means you don't have to. It's one of those things you can decide to manage if you want. If you wanted to figure a way to cut back something that would what I would look at. Overtime can be manipulated and loaded up at the end so if you are going to adjust something it would be better to adjust something that applies differently to different people. It's better to keep a one size fits all benefits so everyone is treated equally.

Commissioner Duryea said overtime is mandated by the system we use.

Chief Bracknell answered affirmatively.

Commissioner Duryea said the election for cost control is whether or not we include that or not.

Mr. Tierney said a lot of cities average $100 of overtime and can bring it down to control abuses. What you have is fine but it is a tool to reduce costs in a way to address potential differences in overtime between members. These are just observations and if you're happy with the plan then he's happy with the plan. If you want to pay more

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multiplier is good and maybe it helps you keep people. It's part of the bigger picture beyond the pension plan. This pension plan shouldn't be driving stuff. This pension plan should be the tail and employment dog. You have choices to pay pension at a higher cost than you think you should and lower salaries. Some people might rather have salary. That is an employment issue and not a pension plan issue. It is important to point out that this ought to be the tail.

Mr. Tierney said you have a five-year DROP and thought that was fine. You don't have a cost of living and that is an expensive feature. You already have a lot of cost controls built in relative to other cities. The benefit structure is pretty good limited only by the multiplier and where people are headed. A lot of people are cutting back on multipliers for future service. You are looking at increasing it. He said he would rather keep the multiplier at 3% and if he had extra money would have a cost of living projection.

Mr. Tierney said he would like to go to the actuarial impact statement. The first year costs look fine. They are slightly more conservative than what's going on in the state. You are ahead of the game in terms of lowering the interest rate to 7.5%. Most people are going from 8% to 7.75%. Payroll growth funding, when you are assuming payroll growth funding of 5%, the unfunded part of that increase is going to grow. The employees are not paying interest on that unfunded mortgage. He didn't think they knew this. Actuarial stuff is kind of obscure and people don't understand the implication of a 5% payroll growth. That is the highest he had ever seen recently in the state. What happens is it is a negative mortgage where you pay less interest and the outstanding balance grew. That's what you've got here. It is going to continue to grow for 15 years and the amount 15 years later is going to be larger than the unfunded you are looking at right now. The problem with that is that even though their percentage will increase as payroll increases just like the methodology of the normal costs. That unfunded is not being paid off at all as part of this. What's happening is the next generation is going to have to be repaying that. Repayment increases for 15 years and then for 5 or 6 more years it drops down to the original level and the last 8 years is when the repayment of the principal starts. That's the implication of that 30-year amortization for benefit increases along with a 5% payroll growth. The bottom line is you're looking at a first year cost which is masking what the ultimate cost is going to be. It is not going to be paid by current employees but will be paid by future employees. As long as you understand that it's okay but he has learned that nobody understands it. Once you understand it then it doesn't seem right.

Mr. Tierney said gains and losses is over 10 years and assumption changes are over 20 years. One of the things he would do is consider amortization of this kind of increase over no more than 20 years and would lower that payroll growth assumption to no more than 3%. You still have an increase but it is a lot less so the negative mortgage doesn't grow that much. You can break even if you lower the 20 down to 18 and maybe lower 3% down to 2% then you can balance it out to make sure you are paying full interest from day one. In terms of management of this cost it would seem like that would make a lot more sense so that you are in control and are not pushing off on future generations too much of this cost, and this pushing off is unintended. I know you have no clue and

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yet now that I have given you the knowledge what do we do about it. The answer is cut the payroll assumption down and shorten the amortization. You have to pay more per year but are at least acknowledging up front what the expected cost is.

Mayor Mealor said they did have a clue and is why Mr. Tierney is here.

Commissioner Duryea said what he is hearing is it is costing more up front if we change it.

Mr. Tierney said you say it's more up front but is now more level. It is increasing the dollar amount. Anything that involves a payroll growth assumption is going to increase the dollar amount. You want the mortgage not to increase. It's like a regular mortgage. Up front it is mostly interest and on the back is mostly repayment. It's just that it's not going to be pushed off to a whole generation and have negative amortizations up front. There is nothing wrong with that as long as you know that is what's happening but if you're looking at the impact statement and saying it's no cost over the long term it's not. This follows the state requirements and is in complete compliance. It would be nice if you had a chart to show you. At least you would have that information to show you what it looks like and what you're buying on to in terms of cost. Right now you are increasing not for future service but increasing for all service. The guy retiring next month is not going to pay anything which means everyone else is going to pay for it. That's fine but didn't know if it was fair to have future generations pay for this because the intent is to have the current people pay for their multiplier. If that is the objective we need to figure out a way to get as close as possible to that.

Commissioner Duryea asked if the increase in the employee's contribution level making up for that.

Mr. Tierney said that was what he was explaining. Yes for the first year cost but not for the ultimate. They pay this amortization piece that's been back loaded to they've got this normal cost piece they are paying for which is fine and they've got the amortization piece that they are doing a negative amortization payment on. That payment is not enough in order to have them have some concept of repaying the multiplier that is attributable to them. Whenever you do a multiplier based on all service then you have that issue. Future service is more going forward and everybody is in a similar boat so the guy that retires next month doesn't get anything. He didn't pay anything but he doesn't get anything. A future service approach tends to be a more evenhanded in terms of trying to distribute the repayment of the liability you have undertaken. It is a way to think about it that would tilt the way you're having people pay for the benefit you are providing. If you are promising this based on all service, which is fine, whatever that is has now increased all normal costs that created unfunded and is now negative experience from expectation is also something that has increased your risk because of the increased benefit but the employees have a fixed cost. You just increase the management of the risk by increasing the benefit levels for all service and increasing that financial risk because of the liability that you have agreed to up front. If you have

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the money he had no problems. His job is to you understand the implications so you won't be blindsided.

Commissioner Brender said he didn't think there was a city in the country that thinks they have the money to fund police and fire departments forever so they could dispel that thought. We don't have the money to continue down the path that we are doing now. The way we are doing it now is exactly what the federal government is doing now with social security. They are running it out and when it becomes a major problem then what happens.

Mayor Mealor said with the way we are currently structured what do we need to modify or what sums of money in terms of dedicated revenue stream are we going to need to build in every budget to make sure we are actuarially sound down the road so when my children's children come into the City of Lake Mary they aren't footing the bill for something that we didn't have the courage to deal with on the front year.

Mr. Tierney said the best thing we can do is change the amortization methodology so we don't back load the repayments.

Mayor Mealor said there were a lot of things they could do from a policy perspective. We need to look at the big picture long term. He asked how they do it today so they are not dealing with that problem in 20 years.

Mr. Tierney said you cannot reduce your financial risks unless you figure out a way to reform your plan either by contribution sharing, variable benefits or something that controls that risk you are assuming.

Mayor Mealor asked Ms. Holloway if that was the purpose of having Mr. Tierney here this evening to help get us to that point.

Ms. Holloway answered affirmatively and to give the information to do that.

Mayor Mealor said he had struggled with this and we want to take care of our own. You have a group out there with a defined plan that may be different than other employees. We are doing across the board salary increases. He asked if that was the way to handle a long term problem. He asked if those dollar amounts should be targeted to another activity rather than salary and maybe the pension.

Mr. Tierney said the answer has to do with what employees want. Every salary you increase affects the liabilities. As long as you have your increases less than 7%--that 7% includes promotions and not just what you raise. Any periodic increases like longevity and promotions affect that number. There is nothing wrong with that as long as you are aware that you have to think in terms of impact on the pension plan when you are doing salary.

Commissioner Brender said it was said 7% was conservative.

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Mr. Tierney said to assume a target of 5% to 5.5%. That means that ongoing increases can't be more than 3% to 3.5%. The rest is longevity and promotions. As long as you set some percentage aside for that you can reduce it. The concept behind the reduction in order to make sure we are not lowballing that assumption and having more losses and surprises in the future. It's important to mesh those two.

Commissioner Brender asked Mr. Tierney to explain salary increase versus payroll.

Mr. Tierney said payroll growth is aggregate and can be affected by hiring more people. Salary scale is individually driven.

Commissioner Brender said so if we add 10 officers in the next 20 years that takes care of that.

Mr. Tierney said he didn't know and asked if we were in a growth mode or are landlocked.

Commissioner Duryea said we were landlocked right now.

Mr. Tierney said the expectation that you are going to have people growth is probably debatable.

Mr. Tierney said in terms of management of this cost, he wasn't asked to talk about it. He just put it on the plate in case anybody was interested. We want to try to manage costs to keep the plan that we've got if we can long term. That is the objective. How much risk you are willing to assume has to do with how much you are trying to manage the volatility going forward like the stabilization fund. If the contribution is lower than last year can you pay the same amount and put a little bit aside. If you're not interested in that because you have to buy vehicles then that goes up in smoke. That means we may need to do something else here to the extent the employees are willing to share over a certain amount and cap your costs then you have a plan that has flexibility and you've managed costs. There are techniques you can use depending on your priorities and how much money you want to use to do this, and you realize you have more needs than money.

Mayor Mealor said that is the point we are trying to get at. We have tremendous respect for those who serve in public safety and in that respect is the issue of reciprocity. In terms of sharing we get the knowledge base in here and can present something to them in the spirit of collaboration. He asked how they go forward as a community looking at these things. He said he had to make sacrifices with his employer relative to his retirement and defined pension plan. It is not out of the question that may be something we have to look at down the road.

Mr. Tierney said long term costs, what should the target be. The Florida Retirement System normal cost is for special risks is around 14 – 15%. He said he had a client now

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that we are doing a big study on and their target is 18%. They are managing between 12% and 18%. If they can get lucky and get 12% that's great then below that they will share the savings with employees. Between 12% and 18% they are going to pay the tab and over 18% there is going to be cost sharing. That is their plan. It took us three months to get a number. What's fair is different for everybody. It's hard because nobody knows what the number should be. You now have the benefit of a couple of people's experience of what other cities are doing and compare that with what you have. Let's say we are lucky and the expectation is met and the unfunded drops off. Now we are managing a whole different number. If things work out you are going to have a lower tab by design because of that 10-year amortization of losses. Part of understanding the financial plan is to understand when things are expected to drop off and then manage a cost target accordingly. You have got to have a target because if you don't how will I know what you can afford. He also wants to know why that's a target.

Mayor Mealor relinquished the gavel to Deputy Mayor Lucarelli at this time (6:30 P.M.) and left the work session.

Commissioner Brender said he wanted to know what the impacts are. If we make a 2% change in payroll from 5% to 3%, what does that mean to Smith. He asked if we were talking dollars or tens of thousands of dollars.

Mr. Tierney said the latter.

Commissioner Brender said if we drop from 5 to 3 and we have Officer Smith out there working, he asked if there would be an effect on his paycheck.

Mr. Tierney answered affirmatively because the member contribution that is to pay it will go up.

Commissioner Duryea said he was on the Police Pension Board and a lot of things thrown into this plan are state mandated. He asked what you see the state doing in the next five to ten years about their insistence on a defined benefit.

Mr. Tierney said the state isn't insisting on a defined benefit.

Commissioner Duryea said from where he stands the state mandates a defined benefit for police and fire.

Ms. Sova said to accept that money.

If you want to have your own rules you just forego the premium taxes. It depends on how important the premium taxes are relative to the costs that you have. If you have a cost of 30% and get 5% in premium taxes he wasn't sure that was the right relationship.

Commissioner Plank asked the current percentage of premium taxes.

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Ms. Sova said 5.9%. It is $129,000 out of $600,000.

Mr. Tierney said everybody wants to keep as much premium taxes as they can but there is a limit and sometimes not worth it.

Commissioner Brender said very few people have defined pension plans now and very few will have them going forward. We are planning out 50 years for defined pension plan when it is going to be gone in 10. He asked how they let the employee take on more of the volatility.

Mr. Tierney said contribution sharing and benefit flexibility. You can have a multiplier that you pay only if you have the funding for it. Don't promise it up front. Only pay it if it is in your budgetary constraints. We need to figure out a way to manage that cost. We can take a lot of responsibility because we are better equipped to do it than individuals. Figure out a way to do that in a way where we can keep our structure. The reason a lot of police and firefighters have modified their plan is they are worried the legislature is going to outlaw them in the state. He said he was working with an organization that is part of the Florida Retirement System that are cops. They have an interest in preserving this. Flexible contributions and flexible benefits is a way to have legislators to think they have a handle on the costs. It's important to head it off with a plan. The defined contribution has been served up in a bill and is just a matter of if it is going to pass. If you don't have an alternative it is going to be harder and harder to fight that off. Part is understanding the risk and figuring out a way to manage it together. The City is still on the hook for part of it but a lot of it is reduced so we have controlled the risk. We are more likely not to have bad news relative to our expectation of what we think it's going to cost.

There being no further business, the work session adjourned at 6:40 P.M.

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MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held December 5, 2013, 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road, Lake Mary, Florida.

I. Call to Order

The meeting was called to order by Mayor David Mealor at 7:05 P.M.

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Mayor David Mealor	Jackie Sova, City Manager
Commissioner Gary Brender	Carol Foster, City Clerk
Commissioner George Duryea	Dianne Holloway, Finance Director
Commissioner Allan Plank	John Omana, Community Dev. Dir.
Deputy Mayor Jo Ann Lucarelli	Gary Schindler, City Planner
	Steve Noto, Senior Planner
	Tom Connelly, City Engineer
	Randy Petitt, Human Resources Mgr.
	Bruce Paster, Public Works Director
	Dave Dovan, Asst. Public Works Dir.
	Bryan Nipe, Parks & Recreation Dir.
	Steve Bracknell, Police Chief
	Craig Haun, Fire Chief
	Debra Babb-Nutcher, Acting City Att.
	Mary Campbell, Deputy City Clerk

V. Approval of Minutes: November 7, 2013 – Swearing In
November 7, 2013 – Regular Meeting

Motion was made by Commissioner Plank to approve the minutes of the November 7, 2013, Swearing In Ceremony and November 7, 2013, regular meeting, seconded by Deputy Mayor Lucarelli and motion carried unanimously.

VI. Special Presentations

A. Special recognition to the Police Department's SWAT team for their performance in the 31st International SWAT Roundup

Chief Bracknell said we are excited to bring the SWAT team out to be recognized by the Commission. Last month was very exciting with the SWAT Roundup. He turned the presentation over to Lt. Mike Biles.

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Lt. Mike Biles came forward. He said early in November the Lake Mary Police Department's SWAT team participated in the 31st Annual SWAT Roundup International events. It is held at the Orange County Sheriff's Office.

Lt. Biles said generally there are approximately 60 teams that come from all over the world to compete in this event. Most are from Florida but there are teams from Hungary, Kuwait, Germany, two SWAT teams from Boston, along with the Lost Angeles Police Department so there are some big and premier police departments from across the country.

Lt. Biles said there are five events that go throughout the week. Each event is timed, a lot of physical agility is tested, obstacle courses to go through, and it is very demanding on these guys. He said having participated himself he could say it takes a lot of commitment off duty as well as on duty. They qualify agencies by the number of sworn officers and the SWAT Roundup Committee recognized there is a distinct disadvantage between a police department of 42 sworn officers and 1,400 or 1,500 sworn officers that some of these agencies have. Many of them have bigger SWAT teams than our entire department.

Lt. Biles said very late in the week we found ourselves in 10th place out of 57 teams then a couple stumbles happened and our police department finished higher than any other department under 100 men.

Mayor Mealor said what Lt. Biles is saying is they finished in 1st place and we have the trophy to show. He asked the SWAT team to come forward.

Lt. Biles said that is correct. He said there were four individuals who were not here tonight: Officer Chris Crutcher, Officer William Rodwick, Officer Doug Wheeler, and Officer Steve Towler. He introduced the SWAT team members who were present: Lt. Joe Wallace, Officer Justin Axon, Officer Mark Franks, Officer Travis Carraway, Officer Matt Schaefer, Officer Romei Komives, Detective James Ritter, and Officer Martin Neal.

Mayor Mealor said on behalf of the City of Lake Mary and our residents he thanked the team for a job well done. It reflects so positively on our entire community and means a lot.

VII. Citizen Participation

No one came forward at this time and citizen participation was closed.

VIII. Unfinished Business

A. Ordinance No. 1499 – A Zoning Text Amendment Amending Section 154.09 and Adding Section 154.130 of the Zoning Code – Second Reading (Public Hearing) (Debra Babb-Nutcher, Acting City Manager)

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Ms. Babb-Nutcher, Acting City Attorney, asked to read Ordinances 1499 and 1500 together since they are related.

Ms. Babb-Nutcher read Ordinance No. 1499 and Ordinance No. 1500 by title only on second readings.

Ms. Babb-Nutcher stated she had nothing further from her office.

Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1499 and/or Ordinance No. 1500. No one came forward and the public hearings were closed.

Motion was made by Deputy Mayor Lucarelli to approve Ordinance No. 1499 on second reading, seconded by Commissioner Brender and motion carried by roll-call vote: Commissioner Brender, Yes; Commissioner Duryea, Yes; Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Mayor Mealor, Yes.

B. Ordinance No. 1500 – Amending appendix I: Sign Code, of Chapter 155, Subdivision Regulations – Second Reading (Public Hearing) (Debra Babb-Nutcher, Acting City Attorney)

Ordinance No. 1500 was read by title only on second reading and public hearing held under Item A.

Motion was made by Commissioner Brender to approve Ordinance No. 1500, seconded by Deputy Mayor Lucarelli and motion carried by roll-call vote: Commissioner Duryea, Yes; Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Mayor Mealor, Yes.

IX. New Business

A. Request for conditional use approval for a private and retail recreational facility/health studio, 108 Commerce Street; Lake Mary Fit Body Boot Camp/Jennifer Corbett, applicant (Public Hearing) (Steve Noto, Senior Planner) (quasi-judicial)

Mr. Noto said over the last couple of years we have seen a spike in activity in businesses that are related to intense workouts, intense healthy eating and things of that nature. We have had several conditional uses like this one come through: CrossFit Lake Mary, the Be Fit Health Studio, and the facility by our building on Wallace Court. More or less these businesses are the same type of thing less the unique offering that each business owner has for his clients.

Mr. Noto said the Lake Mary Fit Body Boot Camp is proposed to be located at 108 Commerce Street which is the westernmost portion of Commerce Street. He pointed out the location on the exhibit. CrossFit Lake Mary is in a building just to the south which is not shown on the overhead. The business would operate out of Suite 103

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which is just over 2,000 S.F. Folks would go there early in the morning or after work hours (after 5:00 P.M.) to work out. It is a different type of workout business. There are a couple of other businesses in the building which is important to note as one of the things we look at for conditional uses is parking. Staff did multiple site inspections during the review and before noon there were three to five cars parked in the parking lot during normal business hours. Based upon the proposed hours of operation and how we know that area works and how we know similar businesses have worked in other areas of the City, we don't anticipate a parking problem. As we have done in the past if one comes up we have a way of monitoring that through the business tax receipt procedure and other methods through site inspections.

Mr. Noto said with the conditional use process we reviewed this request against the six findings of fact. It is an existing facility so we don't have to worry about buffering, utilities and things of that nature. We are working with the applicant on some interior build-out issues but didn't see any major problems coming out of that review based on discussions with staff.

Mr. Noto said the Planning & Zoning Board heard this item at their regular November 12, 2013, meeting and voted unanimously 5-0 to recommend approval. Staff recommends approval. He noted the applicant was present.

Commissioner Brender said he noticed this was a 12-month conditional use so they will be back in a year.

Mr. Noto said if it requires re-review we have the opportunity; however, we have never had that issue come up.

Commissioner Plank asked if the parking lot could handle 40 cars.

Mr. Noto said there are currently 55 spaces on site. We find that a lot of folks carpool to these facilities. The fact that there are three or four businesses now with one or two employees, we don't anticipate there being a parking issue but we have the ability through the conditional use procedure to keep an eye on that.

Commissioner Plank said the reason he asked was because the class times are close together and there will be some overlap of people arriving for the next class before it begins.

Mr. Noto said when the business starts there will not be 40 people per class right now. He believed there were less than a dozen per class. We will keep an eye on that.

Mayor Mealor asked if anyone wanted to speak in reference to this request for a conditional use. No one came forward and the public hearing was closed.

Motion was made by Deputy Mayor Lucarelli to approve the conditional use for Lake Mary Fit Body Boot Camp, seconded by Commissioner Plank and motion

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carried by roll-call vote: Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Commissioner Duryea, Yes; Mayor Mealor, Yes.

B. Request for Final Plat Approval for Waterside PUD subdivision located at 1255 & 1275 West Lake Mary Boulevard; ZDA, LLC/Allan Goldberg, applicant (Public Hearing) (Gary Schindler, City Planner) (quasi-judicial)

Mr. Schindler said we have a good product, we have a good process, and we have worked well with Mr. Goldberg, the neighborhood and the City of Sanford. If this is approved tonight it will not be recorded until such time as all the infrastructure is completed, approved or bonded. If it is approved tonight staff will continue to work with Mr. Goldberg to make sure that that the product in the ground will be the best for him, the City and the neighbors.

Mr. Schindler said staff finds that the final plat complies with the Code of Ordinances, Comprehensive Plan, and Chapter 177 Florida Statutes with the four conditions.

Mr. Schindler said at the November 12, 2013, meeting, P&Z voted 5 – 0 to recommend approval.

Mayor Mealor asked if anyone wanted to speak in reference to final plat approval for Waterside PUD. No one came forward and the public hearing was closed.

Motion was made by Deputy Mayor Lucarelli to approve the final plat for Waterside PUD subdivision with the four conditions, seconded by Commissioner Plank and motion carried by roll-call vote: Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Commissioner Duryea, Yes; Commissioner Plank, Yes; Mayor Mealor, Yes.

C. Request for Final Plat Approval for Sand Hill Cove located east of North Country Club Road on the east and west sides of Linda Lane at 142 Linda Lane; Chris Mahnken, applicant (Public Hearing) (Steve Noto, Senior Planner) (quasi-judicial)

Mr. Noto said Sand Hill Cove is five acres and zoned PUD. It was approved by the Planning & Zoning Board earlier this year for construction. This is the final step of the subdivision process. We will have the Mylar signed and recorded and they will be set to go selling these lots. There are six conditions we request be added as part of the motion if the Commission looks to approve this item.

Mr. Noto said the Planning & Zoning Board heard this item at their November 12th meeting and voted 4 – 0 to recommend approval with the six conditions. He noted the applicant was present.

Mayor Mealor asked if anyone wanted to speak in reference to final plat approval for Sand Hill Cove. No one came forward and the public hearing was closed.

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Motion was made by Commissioner Brender to approve the final plat for Sand Hill Cove with the six conditions, seconded by Commissioner Plank and motion carried by roll-call vote: Commissioner Brender, Yes; Commissioner Duryea, Yes; Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Mayor Mealor, Yes.

D. Request for Preliminary Subdivision Plan Approval for Pine Tree Terrace located at the southeast corner of Pine Tree Road and Olivia Rose Court; M.I. Homes of Orlando, LLC/Brian Dalrymple, applicant (Public Hearing) (Steve Noto, Senior Planner) (quasi-judicial)

Mr. Noto said the subject property is just over five acres located east of Country Club Road. He showed the proposed plan on the overhead. He noted the rectangle with the bold black line currently has one home on the property that was built in 1971 on proposed Lot 4 and it will be demolished as part of the construction of the subdivision if it is approved.

Mr. Noto said the current zoning of the property is R-1AA which means that each lot shall be a minimum of 14,000 S.F. The largest lot is 15,600 S.F. and the smallest is a little over 14,000 S.F. The proposed lots meet the minimum required by the R-1AA zoning district. It will follow the standard zoning code. The setbacks will follow the standard zoning code. Lots 1, 2 and 3 will have access off of Pine Tree Road. Lot 1 is double frontage and will have a 25-foot setback off of Pine Tree and a 25-foot setback off of Olivia Rose. There will be a 25-foot setback in the front for the remaining lots and 30 in the rear. The side yard setbacks for the eastern lots are going to be 12 feet. That's going to be memorialized through this process. They could have done 8, 9 or 10 but based on meetings with the neighbors to try and keep the homes as far away as possible they are going with a minimum of 12 feet which would push the side yard on the western lots to 8 feet.

Mr. Noto said the future land use of the property is LDR which allows for 2-1/2 units per acre. They could have built 13 homes but are going with nine due to site constraints. There are some wetlands on the southern portion and an environmental study was done. They found no issues but pointed out the wetlands on the site. They are providing the required 25-foot buffer.

Mr. Noto said six of the lots will be accessed by a new cul-de-sac that would come off of Olivia Rose Court. It is a 5-foot right-of-way and it will be dedicated to the City when we get to the platting point.

Mr. Noto showed an aerial photograph. We overlaid an image provided by the applicant. Our GIS Tech added the lot sizes on the proposed lots and also provided the data for the surrounding lots. The point of the exercise was to see how consistent it was with the overall neighborhood. That whole area is R-1AA and everyone is required to have a minimum third of an acre. The homes in the area range from .33 to .32.

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There are other lots beyond this aerial that are around a third of an acre. We are pleased that the proposed lot sizes are consistent with the neighborhood.

Mr. Noto said the Seminole County School Board reviewed this project for capacity issues and found there was sufficient capacity based on their requirements.

Mr. Noto showed examples on the overhead of what the homes would look like. He noted the applicant was present who would talk about the home sizes and other things specific to the home design.

Mr. Noto said the Planning & Zoning Board heard this item at their regular November 12, 2013, meeting and unanimously recommended approval 5 – 0 with staff's two conditions regarding a privacy fence being constructed on the western boundary of the stormwater pond, and the driveways of Lots 1 and 3 which are the northwest corner and northeast corner be situated in a way that do not conflict with the existing roadway system. The P&Z added three more conditions basically having to do with neighborhood outreach. Their Conditions 1 and 2 would be 3 and 4. Condition 3 which is the final condition on the last page of the staff report has to do with the setback on the eastern side of the properties that were mentioned.

Mr. Noto said staff finds this request is consistent with the Code of Ordinances and are recommending approval with the findings of fact outlined in the staff report. He said the applicant could provide information about the neighborhood outreach that was done recently to give a feel of what issues came up at P&Z and how they have been addressed.

Commissioner Duryea said if he wasn't mistaken this property was subdivided once before.

Mr. Noto said there was a proposal and something came up with the existing home that prevented it from moving forward.

SIDE 2A

Brian Dalrymple, 639 Richard L. Mark Drive, Apopka, Florida, applicant, came forward. He thanked the Mayor and Commission for allowing him to present tonight. He said it had been quite some time since M.I. Homes built in the City of Lake Mary and is excited to come back to Lake Mary.

Mr. Dalrymple said he had meetings with residents. They were very engaged and had done their homework. We think we have met all of the neighbors' concerns. We are glad we have staff's support. We are excited to have a subdivision in Lake Mary and have great neighbors for future homeowners. He said he was available to answer any questions.

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Mayor Mealor asked if anyone wanted to speak in reference to the request for preliminary subdivision plan approval.

Richard Ryan, 200 Shady Oaks Circle, came forward. He said his house was directly across the street from this project. He said he had a concern about Lot 1 on the corner. He understood the type of house that is going to go there and the direction of the garage has yet to be decided but there is a school bus stop at that corner. He expressed concern about how the driveway is going to be situated on that home, especially when they said it was going to exit out onto Pine Tree Road. He said he looks at the safety of kids. The high school picks up on one side of the street and the junior high picks up on his side of the street.

Mr. Ryan said his other concern was more of a personal one. He wanted to make sure they have a designated place on the property for their construction people to park because he has had other people park along Shady Oaks Circle. Along Pine Tree Road he had property up there and had to repair his sprinkler system two or three times.

Mr. Ryan said he was wondering what type of privacy fence would be put up. He asked if it would be on M.I. property or Shady Oaks Circle residents' property.

Mr. Dalrymple said the fence would be vinyl, either white or tan. We also propose black picket if somebody doesn't want a wall in the back of their yard. It is going to be on each individual homeowner's lot.

Mayor Mealor said if you look at some of the M.I. Homes communities in the unincorporated part of Seminole County, they are beautiful neighborhoods. He said he had noticed there are designated parking areas for construction. He asked Mr. Dalrymple how he planned to address Mr. Ryan's concern.

Mr. Dalrymple said he would have a designated area for construction parking. We are particular about our sites whether in land development or home building and maintaining a clean site and keeping everybody on our site that's supposed to be working on the site. He said he had no problem designating a place to park.

Mayor Mealor advised Mr. Ryan that we would make sure that is monitored and followed. He thanked him for bringing it to the Commission's attention.

Mr. Dalrymple said Mr. Ryan has his card and if he had any issues at all to not hesitate to call.

Kathy Hoenig, 262 Olivia Rose Court, came forward. She said she lives perpendicular to where the proposed new street is down one house. Her concern is with that new street coming up, the house that's directly across but up a little bit is the Alvarez home.

Mr. Noto pointed out the Alvarez home on the exhibit.

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Ms. Hoenig said their driveway is a side entrance driveway and they back out onto Olivia Rose Court, as does Dr. Casey's house which is at the very end of Olivia Rose Court. Her concern is with people coming down Olivia Rose Court onto the new street and with people coming out of the new street having the Alvarez driveway backed up onto Olivia Rose Court. In addition we have the street coming out at a bend where you have the people who live beyond the new street who are coming out of Olivia Rose Court. She said she had safety concerns with it and didn't see where anybody has talked about it being addressed. We have talked about the homes that will face Pine Tree. Two of those homes will have to have side entrance driveways so they are not backing out onto Pine Tree. She asked how they were addressing the new street with regard to Olivia Rose Court.

Mr. Noto said we talked about this challenge and there will be a STOP sign at the end of the proposed cul-de-sac. He pointed out the location on the exhibit. He said he did some research using Google and our GIS system to see if this type of layout existed anywhere else in the City. What put him at ease is that this is a cul-de-sac with six homes and six homes on Olivia Rose. He said he noticed other streets in the City where you would have 20 homes along a straight roadway and at the end of that roadway is a home with a driveway. That person would be backing out against traffic. We have the situation here where a cul-de-sac is going to be utilized by six homes and another one utilized by six homes. We have STOP sign where the driveway is. We are going to work with the applicant, maybe for some additional signage so people realize there is a change coming and be wary of new traffic movements and traffic patterns from future homes and those already there.

Mayor Mealor said we will be looking at that and working with the applicant,

Commissioner Brender said he knew this looks like a lot but for six homes you are talking about a very limited number of trips. He said he lives in the Feather Edge community on Rinehart Road and we added 23 units to an existing 43-unit townhome complex and there were a great number of concerns. He said he had been there eight years and didn't think there had been one day that he has had to wait at the STOP sign at the end of the street. He said even though it looks massive when it is across the street from you, by the time you look at the traffic generations you are going to get from six homes, it will not be nearly as bad. We will monitor it.

No one else came forward and the public hearing was closed.

Mr. Dalrymple said he didn't have a problem with Lots 1 and 6 being side entry houses but those driveways would be right across the street from the other two houses that exist today.

Motion was made by Deputy Mayor Lucarelli to approve the preliminary subdivision plan for Pine Tree Terrace with the five conditions, seconded by Commissioner Brender and motion carried by roll-call vote: Commissioner

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Duryea, Yes; Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Mayor Mealor, Yes.

E. Ordinance No. 1501 – Zoning Text Amendment for proposed revisions to Section 154.09 revising the definition of Pain Management Clinic – First Reading (Public Hearing) (Gary Schindler, City Planner)

Ms. Debra Babb-Nutcher, Acting City Attorney, read Ordinance No. 1501 by title on first reading.

Mr. Schindler said it has been almost a year since we first adopted our pain management regulation. It was December 20, 2012. We anticipated that this could be a work in progress. We found we needed to do a little tweaking. The Florida Statutes has a simple definition of what a pain management clinic is. There are two parts to it. One is the City could never begin to track it. A certain percentage of prescriptions each month have to be for opioids, benzodiazepine, barbiturates, etc. We have no way of tracking that. The second part says if you advertise in any form or fashion then you are a pain management clinic. If you have a website, you're a pain management clinic. If you have a yellow page ad, you're a pain management clinic. If you have a brochure, you're a pain management clinic. It's real easy to know what is and isn't a pain management clinic. The problem we faced is we didn't have a clear avenue of saying you have to follow the City's requirements and these don't. We talked at the time about the fact that there would be some that would have to go into the M-1A or M-2A zoning district and others that would not. This is the intent of the change tonight. The State Board of Health said if you are a pain management clinic you have register with us except there are certain exemptions. If you comply with one or more of those exemptions you don't have to register. We feel that we don't have to give you oversight.

Mr. Schindler said right now our definition says "a pain management clinic shall mean as described in Section 458.3265 or 459.0137 of the Florida Statutes. As proposed it says "a pain management clinic shall mean any medical office/facility that is required to register with the Florida Department of Health per the sections of the Florida Statutes as may be amended from time to time. The key word is "as required" because we have encountered a pain management clinic that has chosen to register. They meet the exemption in that all of their physicians are certified pain management doctors by professional organizations. That's one of the exemptions but they have said we want to go the extra mile. We want to have the oversight by the Florida Department of Health. If they are required to register then we will say you either document that you aren't required to register or these are the criteria that you must meet.

Mr. Schindler said at the November 12, 2013, meeting, the P&Z unanimously recommended approval of the proposed revision.

Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1501. No one came forward at this time and the public hearing was closed.

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Commissioner Brender said the Sections 458.3265 and459.0137 are the sections that specifically break out exactly that this is a pain clinic versus this is a doctor's office.

Mr. Schindler said not for the state. The state says you are a pain management clinic but you are a pain management clinic that either does have to register or does not.

Commissioner Brender said if he goes to the doctor's office because he has a pain in his shoulder would he be a pain management clinic that day.

Mr. Schindler said not necessarily because he may not advertise for pain management.

Commissioner Brender said that is one of the criteria in the statutes.

Mr. Schindler answered affirmatively but we are saying if you are a pain management clinic that is required to register with the state then you will comply with our locational and separation requirements.

Motion was made by Commissioner Brender to approve Ordinance No. 1501 on first reading, seconded by Commissioner Plank and motion carried by roll-call vote: Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes; Commissioner Duryea, Yes; Mayor Mealor, Yes.

X. Other Items for Commission Action

There were no items to discuss at this time.

XI. City Manager's Report

1. Request for authorization to proceed with additional traffic signal at International Parkway and Heathrow Park Lane

Ms. Sova said this is a request to authorize to proceed with an additional traffic signal at International Parkway and Heathrow Park Lane. This is the intersection where the Verizon building is going to be. We have talked to Verizon and they have committed to pay half the cost of a new signal to go at that intersection. There is quite a long stretch of road between traffic signals. With the Colonial construction on the other side of the road it will be very well needed. We are looking at more than 750 employees in the building. This traffic signal is going to be needed.

Ms. Sova requested the Commission approve a transfer of up to $200,000 for the construction of the Verizon signal and accept Seminole County's proposal to design and construct it by piggybacking their contract.

Motion was made by Deputy Mayor Lucarelli to proceed with the installation of a traffic signal at International Parkway and Heathrow Park Lane, transfer up to

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$200,000 for the construction of the signal, and accept Seminole County's proposal to design and construct by piggybacking their contract. Seconded by Commissioner Plank and motion carried unanimously.

2. Lakeview Avenue parking lot construction award

Ms. Sova said this is for the Lakeview Avenue parking lot. This is on the former Mixon property. We took it out to bid and got two responses: Central Florida Environmental and Masci Construction. The budget for the project was $110,000 and the most responsive bid was Central Florida Environmental for $109,777. There is a configuration in the packets showing how the parking lot is going to be laid out.

Ms. Sova requested approval to enter into an agreement with Central Florida Environmental for an amount not to exceed $109,777 for the Lakeview Avenue parking lot.

Motion was made by Commissioner Plank to authorize the City Manager to enter into an agreement with Central Florida Environmental for construction of the Lakeview Avenue parking lot in an amount not to exceed $109,777, seconded by Deputy Mayor Lucarelli and motion carried unanimously.

3. Wastewater lift station SCADA system upgrade

Ms. Sova said this item is for the wastewater lift station SCADA system upgrade. This is basically the electronic notification system about out lift stations and if they are functioning properly. We own 16 wastewater lift stations and we pump wastewater to Seminole County for collection, treatment and disposal. The last time we did this telemetry was in 2005 and we used Seminole County public service radio system which is being converted to digital only in 2014 so our current configuration won't continue to work. We would like to switch to a cellular system and would also like to switch to non-proprietary equipment so that we aren't limited on who can work on the system and who can provide replacement parts.

Ms. Sova said the most responsive bid was from Santis Engineering for $268,730. Staff checked their references with several places to appraise their work and we are pleased with them. This item had a budget problem. We budgeted $180,000 so we would use all of that money and take $88,730 from our Sewer & Reuse Implementation programs.

Ms. Sova requested the Commission authorize her to enter into a contract with Santis Engineering for the pump station telemetry system in an amount not to exceed $268,730.

Motion was made by Commissioner Brender to authorize the City Manager to enter into a contract with Santis Engineering for the pump station telemetry system in an amount not to exceed $268,730, seconded by Deputy Mayor Lucarelli and motion carried unanimously.

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4. Elder Affairs Commission 2014 Shred-A-Thon event location

Ms. Sova said this is for the Elder Affairs Commission 2014 Shred-A-Thon event location. The program grows every year. Last year we used the parking lot at 660 Century Point that worked well. She requested the Commission authorize her to execute a lease agreement for the parking lot again this year.

Motion was made by Commissioner Plank to authorize the City Manager to execute a lease agreement for use of the parking lot at 660 Century Point, seconded by Deputy Mayor Lucarelli and motion carried unanimously.

5. Agreement with the Lake Mary Historical Society to operate the lake Mary Historical Museum

Ms. Sova said this is an agreement with the Lake Mary Historical Society to operate the Lake Mary Historical Museum. This is an item we brought up at budget that in order to keep the museum open additional hours and to not have to fully operate the museum ourselves to contract with the Lake Mary Historical Society.

Motion was made by Commissioner Plank to authorize the City Manager to execute agreement between the City and the Lake Mary Historical Society for the museum operation and provide an annual stipend to the Lake Mary Historical Society in the amount of $25,000, seconded by Commissioner Brender and motion carried unanimously.

6. Vehicle and equipment replacements for FY 2014

Ms. Sova said this item is our annual vehicle and equipment replacements for 2014 to include three (3) Public Works vehicles, one (1) for Community Development, four (4) for Parks & Recreation, three (3) for the Fire Department, and eleven (11) Police vehicles. They are fully described in the packets.

<u>Public Works</u>

2014 Ford F-550 Dump Truck
2014 Ford F-250 Utility Truck
2014 Ford F-150 Pick-up Truck

<u>Community Development</u>

2014 Ford Escape

<u>Parks & Recreation</u>

2014 Ford F-150 Pick-up Truck

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2014 Ford F-150 Long Bed Pick-up Truck
2014 Ford F-250 Utility Truck
2014 Ford F-450 Four Door Crew Cab Truck

Fire Department

(2) 2014 Ford F-150 Four Door Crew Cab 4X4 Trucks
2014 Ford Escape

Police Department

2014 Ford F-150 Pick-up Truck
(5) 2014 Ford Explorer Interceptors
(2) 2-14 Ford Fusions
2014 Speed Monitor Matrix Trailer
(2) 2014 BMW Motorcycles

Ms. Sova said we are going from three motorcycles to two. We have one we are not utilizing fully at this point. She said Dana Safety Supply will provide all the equipment to outfit these vehicles.

Ms. Sova recommended that the City Commission authorize her to purchase three (3) Public Works vehicles, one (1) for Community Development, four (4) for Parks & Recreation, three (3) for the Fire Department, and eleven (11) Police vehicles under FSA Bid 13-21-0904, to purchase the appurtenances as described, and to surplus Vehicles 11, 51, 60, 65, 322, 350, 351, 352, 356, 514, 624, 625, 2220, 2221, 2232, 2237, 2238, 2240, 2246, 2247, 2248, 2249 and 2250.

Commissioner Plank asked if all of the Interceptors would be marked vehicles.

Ms. Sova answered affirmatively.

Commissioner Plank said the reason he asked is that one had a car pulled over the other day that was not marked and there are a lot of while Explorers out there. In deference to our citizens we should give them a little bit of warning.

Motion was made by Commissioner Duryea to approve the purchase of 22 vehicles as described in staff report and declare Vehicles 11, 51, 60, 65, 322, 350, 351, 352, 356, 514, 624, 625, 2220, 2221, 2232, 2237, 2238, 2240, 2246, 2247, 2248, 2249 and 2250. Seconded by Commissioner Plank and motion carried unanimously.

7. Surplus 30 M-5 Patrol Rifles

Ms. Sova said the next item is a request to surplus thirty (30) M-5 patrol rifles. The Police Department has come up with an exchange program to take out of service their

DRAFT

M-5 rifles which are at the end of their service life. They are problematic and they can't get spare parts for them. She requested the Commission allow her to surplus the list of rifles as outlined in the staff report.

Commissioner Duryea asked why a 15-year-old M-5 is as valuable as this M-4 with no cost.

Chief Bracknell said they are traded in for parts. The HNK is a difficult company to deal with. It takes years to get a little spring and ours are at the end of their service life. It is difficult to get repairs. He explained that our guns could not be sold to civilians and has to be sold to another police agency. The brand new weapons are brand new.

Commissioner Duryea asked why the old ones are just as valuable as the new ones.

Chief Bracknell said parts.

Commissioner Brender said the M-4 comes in single burst or NATO round and has either a fully automatic or three shot burst.

Chief Bracknell said we are getting semi-automatic. We are getting rid of the three shot burst. We are staying with the military model but not the fully automatic. Ammo is expensive. We don't need to have two rounds of 2-2-3 going down range.

Motion was made by Commissioner Brender to declare M-5 rifles listed in the staff report surplus and authorize exchange for replacement M-4 rifles at no cost to the City, seconded by Deputy Mayor Lucarelli and motion carried unanimously.

Ms. Sova said the Community Development Director John Omana was recently recognized at the Tri-County League of Cities the Distinguished Service Awards Gala for "Seminole County Employee of the Year".

Ms. Sova said Holiday in the Park is tomorrow night in Central Park from 6:00 P.M. to 8:00 P.M. The tree lighting is at 6:30 P.M. followed by the arrival of Santa and Mrs. Claus at 6:45 P.M. Bring your kids out to the free event. There will be music, games, face painting, and lots more.

Ms. Sova said Santa will be touring the City this Saturday and next Saturday. He will begin at 8:30 A.M. on both days. To find out his routes visit our website or call Battalion Chief Robert Howington at 407-585-1477.

Ms. Sova said our holiday food and toy drive is going on until December 13th. All donations will benefit the Crystal Lake Elementary and Lake Mary Elementary food pantries. Drop-off boxes are located at the Police Department, City Hall, and the Municipal Services building.

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Ms. Sova said we are going to have vacancies on the Board of Adjustment, Parks & Recreation Advisory Board, Planning & Zoning Board, and Local Planning Agency when terms expire at the end of the month. You must be a qualified elector of the City to be eligible to serve. There is a vacancy on the Historical Commission and Elder Affairs Commission as well. If you are interested in serving contact the City Clerk at 407-585-1423.

XII. Mayor and Commissioners Report

Mayor Mealor had no report at this time.

Deputy Mayor Lucarelli said she attended the RPA meeting and Bill Ray Nissan got approved for a $400,000+ grant to revamp and fix up their building.

Deputy Mayor Lucarelli at the MAC meeting today at Metroplan there are public meetings coming up at DOT on December 11th at 6:00 P.M. if anyone is interested in attending to see what's going on with upcoming transportation projects for the next five years and their expenditures. There is a 511 mobile app for your phone and went over that. There is a national program they are going to be starting conducting bicycle and pedestrian counts. One of the locations where they are going to be doing a count is here at the corner of Country Club Road and Lake Mary Boulevard. They are looking for volunteers to do the counts. January 6th will be the first one and then another on September 8th. They need 20 to 40 volunteers for the January 6th count and will be from 5:00 P.M. to 7:00 P.M. You can get hold of Metroplan Orlando to volunteer.

Commissioner Brender said Winter Springs hosted CALNO last night. We were going to elect new officers but didn't have a quorum. We talked about some future plans. Seminole State College gave some additional information on their intent to put out a bid to have a builder's rep for the Altamonte Campus. They put out a national bid process for that and got 129 responses. The meeting ended without any official business. We are going to put off the elections until the January meeting which will be January 8th rather than January 1st.

Commissioner Brender said he attended the Menorah lighting for the North Florida Jewish Organization Chabad and it was a wonderful evening. We had a couple hundred people attend and combined with the City's Hanukah/Christmas lights we arrived at something we can all share and enjoy without having to worry about what they are.

Commissioner Duryea said he wanted to give his annual greeting to the employees and staff here. He said he really enjoyed working with you guys and it was a pleasure to live and work here.

Commissioner Duryea complimented Mrs. Gehr and her minions who put on this beautiful display every year. It seems to be getting better and better.

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Commissioner Duryea wished everyone a great Christmas and Happy Holidays.

Commissioner Plank said we have a couple of things coming up at the Lake Mary Museum and since we are fortunate enough tonight to have the President of the Historical Society with us he asked Jane Kenovich to discuss the new holiday hours and the event coming up Sunday.

Jane Kenovich, President of the Historical Society and curator of the museum. We have expanded our hours and are open Tuesday 10:00 A.M. to 3:00 P.M., Saturday 10:00 A.M. to 3:00 P.M., and Wednesday and Thursday noon to 8:00 P.M.

Ms. Kenovich said they would have their Christmas Open House on Sunday from 2:00 P.M. to 4:00 P.M. We have our Festival of Trees so the winners of the trees will be announced at that time. It is our way to thank everybody in the City for supporting us all year long. It's a fun time and there is lots of good food.

Mayor Mealor said Commissioner Plank has been very instrumental in where we are today and thanked Ms. Kenovich for helping to take the museum to another level.

Ms. Kenovich promised that in another year we will be at another level.

Commissioner Plank asked if they were getting traffic with the new hours.

Ms. Kenovich said we are getting a tremendous amount of traffic and was totally surprised. Since last Thursday we had over 140 people through the building. People seem to be more involved and it's a good community feeling. She thanked the Commission for allowing them to do that.

XIII. City Attorney's Report

Ms. Babb-Nutcher said there was an appeal filed on a variance request that was granted to Mr. Allan Goldberg. That appeal was filed November 15th and an Order to Show Cause has been issued which means it is requiring the City to respond which we will work on. The opposing counsel has asked to meet with us to discuss options which we are setting up.

XIV. Adjournment

There being no further business, the meeting adjourned at 8:20 P.M.

_____ _____

David J. Mealor, Mayor Mary Campbell, Deputy City Clerk

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ATTEST:

_____
Carol A. Foster, City Clerk

DRAFT

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Gary Schindler, City Planner

SUBJECT: Ordinance No. 1501 - Zoning Text Amendment for proposed revisions to Section 154.09 revising the definition of Pain Management Clinics - Second Reading (Public Hearing) (Gary Schindler, City Planner)

REFERENCE: City Comprehensive Plan and Code of Ordinances, Florida Statutes.

REQUEST: Staff proposes to revise the existing definition of "pain management clinics" in Chapter 154.09.

DISCUSSION: Sections 458.3265 & 459.0137 of the Florida Statutes address pain management clinics. The Florida Statutes requires pain clinics to register with the Florida Department of Health; however, it lists certain criteria by which a pain management clinic may be exempted from registering. The registration requirement and the exemptions are specifically listed in Section 458.3265, F.S.

On December 20, 2012, the City Commission adopted Ordinance No. 1475, which established the definition of and the locational requirements for pain management clinics. As it was discussed during the review and adoption of this ordinance, pain management clinics that were exempted from registering with the State would also be exempt from the City's locational requirements; however, the City's regulations do not clearly state this. Staff is proposing to amend the existing regulations to clarify this situation.

Section 154.09 - The existing definition of pain management clinics reads as follows:

"Pain Management Clinics." A pain management clinic shall mean as described in Section 458.3265 or 459.0137, Florida Statutes.

As proposed, the definition would read:

"Pain Management Clinics." A pain management clinic shall mean ~~as described~~ any medical office/facility that is required to register with the Florida Department of Health, ~~in~~ per Section 458.3265 or 459.0137, Florida Statutes, as may be amended from time to time.

RECOMMENDATION: Staff recommends that the City Commission adopt Ordinance #1501 amending the definition of "Pain Management Clinics" in Section 154.09 of the City's Code of Ordinances and the Florida Statutes.

PLANNING AND ZONING BOARD: At their regular November 12, 2013 meeting, the P&Z voted unanimously to recommend approval of the proposed revision of the definition of "Pain Management Clinics".

ATTACHMENTS:

- Ordinance
- Minutes

ORDINANCE NO. 1501

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA; AMENDING SECTION 154.09, DEFINITIONS, AMENDING THE DEFINITION OF PAIN MANAGEMENT CLINICS TO APPLY TO ONLY MEDICAL OFFICES/FACILITIES WHICH ARE REQURED TO REGISTER WITH THE FLORIDA DEPARTMENT OF HEALTH, PER SECTION 458.3265 OR 459.0137, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; CODIFICATION, CONFLICTS; PROVIDING FOR EFFECTIVE DATE

WHEREAS, on December 20, 2012, the City Commission adopted Ordinance No. 1475 which established location, separation and other requirements for pain management clinics; and

WHEREAS, the Florida Statutes requires certain pain management clinics to register with the State Department of Health; and

WHEREAS, the Florida Statutes also has established criteria by which certain pain management clinics may be exempted from the registration requirement; and

WHEREAS, it is the intent of the City Commission to exempt certain pain management clinics that do not have to register with the state from the requirements in City Code Section 154.65 and Section 154.66; and

WHEREAS, the City's adopted pain management regulations do not clearly identify the circumstances under which certain pain management clinics are to be exempted from the adopted regulations; and

WHEREAS, the City Commission of the City of Lake Mary, Florida, hereby finds this Ordinance to be in the best interest of the public health, safety, and welfare of the citizens of Lake Mary and consistent with the City's Comprehensive Plan.

IT IS HEREBY ENACTED BY THE CITY OF LAKE MARY AS FOLLOWS:

Section 1. **Recitals.** The foregoing recitals are hereby fully incorporated herein by reference as legislative finding of the City Commission of Lake Mary.

Section 2. **Section 154.09 Definitions.** The proposed revision to the City of Lake Mary Code of Ordinances related to pain management clinics is hereby contained in Attachment "A".

Section 3. ***Severability.*** If any portion of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holding shall not affect the remaining portions of the Ordinance. If this Ordinance or any provisions thereof shall be held to be inapplicable to any person, property, or circumstances, such holding shall not affect its applicability to any other person, property or circumstances.

Section 4. **Conflicts.** All ordinances or resolutions or parts of ordinances or resolutions in conflict herein are hereby repealed to the extent of any conflict.

Section 5. **Codification.** It is the intention of the City Commission that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the City of Lake Mary, Florida and the word "ordinance" may be changed to "section", "article", or other appropriate word or phrase and the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention.

Section 6. **Effective date.** This Ordinance shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this, 19th day of December 2013.

FIRST READING: December 5, 2013

SECOND READING: December 19, 2013

CITY OF LAKE MARY, FLORIDA

_____

MAYOR, DAVID J. MEALOR

ATTEST:

_____

CITY CLERK, CAROL A. FOSTER

For the use and reliance of the City
Of Lake Mary only. Approved as to
Form and legal sufficiency.

_____

CATHERINE REISCHMANN, CITY ATTORNEY

ATTACHMENT "A"
PROPOSED REVISI0N
TO THE CITY'S CODE OF ORDINANCES

Proposed additions = underlined
Proposed deletions = ~~strikethrough~~
Omitted text = ***

Section 154.09 – Definitions

***

"Pain Management Clinics." A pain management clinic shall mean ~~as described~~ any medical office/facility that is required to register with the Florida Department of Health, under ~~in~~ Sections 458.3265 or 459.0137, Florida Statutes, as may be amended from time to time.

***

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E. 2013-ZTA-04: Recommendation to the City Commission regarding a Zoning Text Amendment for proposed revisions to Section 154.09 revising the definition of Pain Management Clinic; Applicant: City of Lake Mary/Community Development Department

Gary Schindler, City Planner, presented Item E. and the related Staff Report. He said, Chairman Hawkins, this is the item that is not quasi-judicial. This is legislative. The reason that we are back before you tonight is that the legislation in the state statutes – what we adopted is not specific enough to do what we want to do.

Mr. Schindler stated, let me explain how the state statutes read for pain management clinics. There are two criteria for what's a pain management clinic. One is impossible for us to monitor because it relates to – a certain percentage of their prescriptions a month are for opioid, benzodiazepine, and other pain management medicines that can be addictive. Well, we have no way of monitoring them. The other one is real simple. It says if you advertise, in any form or fashion, you're a pain management clinic. So, it's real simple. You've got a website. If you produce a brochure. If you have an ad in the yellow pages, whether it be in print or on the web, you're a pain management clinic.

Mr. Schindler said, now, the State went ahead and said, okay. We've got these definitions. If you're a pain management clinic, you are required to register with the State Department of Health except we're going to make exceptions. So, we've had a couple of people come in to us wanting to open medical facilities that dealt with pain and we said you've got a website, you're a pain management clinic. And that was not necessarily the City's intent. The intent was if you do not have to register, then you should not have to comply with these regulations. You should be allowed to go wherever a proctologist would go, an OB/GYN, a dentist, a chiropractor.

Mr. Schindler stated, so, that's the reason we're back before you tonight. Right now the definition of a pain management clinic is a pain management clinic shall mean as described in Sections 458.3265 or 459.0137, Florida Statutes. That basically just blankets everything. What we're wanting to do is to have the language read, a pain management clinic shall mean any medical office/facility that is required to register with the Florida Department of Health per Sections 458.3265 or 459.0137, Florida Statutes. The optimum word there is required. I have spoken with a pain management clinic that wants to come in to the City and they said they meet the criteria for exemption from registration, but they chose to register and have the additional oversight. And I said, okay, e-mail me the basis upon which you are exempt. And they did. They sent me the copies of their

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certifications from the professional associations. That's one of the criteria that the State lists as an exception to registration.

Chairman Hawkins interposed asking, they're not required?

Mr. Schindler replied, they're not required.

Chairman Hawkins said, that's the key word.

Mr. Schindler stated, that's it. Just for the record, the attorney and I have talked today about what could we do if there are those pain management clinics that are not exempt but refuse to register. Well, if we have one that refuses to register, it's likely to be a pill-mill, and we have language that says pill-mills are prohibited. If we discover that we have a facility that is required to register or refuses to provide documentation which we require and they come in for a business license, then we would do two things; we will notify the police and we will notify the State Department of Health. More than that, we can't do. It's going to be up to the State Department of Health to take the lead on those kind of facilities other than our police investigating if they are they truly a pill-mill and if they are dispensing prescriptions for pills. But, we will be vigilant and will do whatever is necessary.

Mr. Schindler concluded his presentation by saying, I'm happy to address any questions you may have, but this is really an important housekeeping item.

Vice Chairman Taylor asked, did you say that an organization could get a license if they haven't complied with the documentation?

Mr. Schindler answered, no. They're either going to have to show us that they have registered with the State or they're going to have to document that they are not required to register. If they somehow misrepresent themselves and say, oh, we're not pain management, and we find out that they are, then we will go to the police and the State Department of Health.

Vice Chairman Taylor questioned, and I didn't have a chance to read it, but 458 and 459 deal with the types of organizations that are required to register?
Mr. Schindler responded, that's correct.

Vice Chairman Taylor said, because I would think all medical facilities are required to register, but you only talk about one registering pursuant to these statutes?

Mr. Schindler asked, I'm sorry? What?

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Vice Chairman Taylor questioned, I'm assuming all medical facilities have to register with the Department of Health, but you're talking about only registering…

Mr. Schindler interjected answering, they don't have to register as a pill-mill. They may have to register with the State Department of Health, however, they don't have to register as a pain management clinic. Those physicians that treat only cancer. Those physicians that are certified by appropriate medical specialty boards. Those that are medical schools. Anesthesiologists don't have to register. There is a litany of about probably 10 to 12 exceptions to the registration, and we simply want to mirror those without having to list them. It's just, if you don't have to register, then the locational requirements and the separation requirements are not applicable.

Vice Chairman Taylor stated, and the only reason I say this is when I read it, I read that any medical facility doesn't require you to register with the Florida DOH and it kind of makes it sound like all of them. She asked, can you say any medical office facility that is required to register as a pain management clinic?

Mr. Schindler responded, well, 458.3265 and 459.0137 relate only to pain management clinics.

Chairman Hawkins opened the hearing to public comment. Hearing none, he closed that portion and entertained board discussion and/or a motion.

MOTION:

Member Cartmill moved to recommend approval to the City Commission the request by City of Lake Mary/Community Development Department regarding a Zoning Text Amendment for proposed revisions to Section 154.09 revising the definition of Pain Management Clinic consistent with staff's Recommendation listed in the Staff Report. Member Schofield seconded the motion, which carried unanimously 5-0.

It is noted that this item will move forward to the City Commission meeting of December 5, 2013.

LEGISLATIVE SIGN-IN SHEET

11/12, 2013

LOCAL PLANNING AGENCY MEETING

(please print)

THOSE SIGNING WILL RECEIVE A COURTESY COPY INFORMATION STATEMENT CONCERNING PUBLICATIONS OF DCA'S NOTICE OF INTENT.

Name_____ Phone No._____

Address_____

Item of Interest_____

Name_____ Phone No._____

Address_____

Item of Interest_____

Name_____ Phone No._____

Address_____

Item of Interest_____

Name_____ Phone No._____

Address_____

Item of Interest_____

Name_____ Phone No._____

Address_____

Item of Interest_____

Name_____ Phone No._____

Address_____

Item of Interest_____

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Bruce Fleming, Sr. Code Enforcement Officer

SUBJECT: Request to reduce Code Enforcement Lien for 377 N. Country Club Road; Bank of America (Bruce Fleming, Sr. Code Enforcement Officer)

The Lake Mary Code Enforcement Board held a public hearing on the above styled case, May 21, 2013. The Board found that the property owner(s), Bank of America and Maria McGowan, had violated the Lake Mary Property Maintenance Code by failing to comply with the provisions of said code related to an overgrowth of weeds/grass, removal of all trash debris and rubbish, and registering an abandoned foreclosed property with the Office of the City Clerk. The property owner(s) were required to bring the property into compliance within 14 calendar days of the hearing or pay a fine of $250 per day for each day the violation continued. The Board convened a compliance hearing on September 17, 2013, and determined that compliance had not been obtained; therefore, the Board ordered the lien of $250/day be filed for 102 days of non-compliance beginning June 7, 2013, through September 17, 2013, and continuing to accrue daily until November 23, 2013.

Code Enforcement conducted a subsequent inspection on November 25, 2013, which revealed compliance had been obtained. An Affidavit of Compliance was therefore filed for a total of 169 days of non-compliance; outstanding lien balance of $42,250. The filing fees of $47.00 and interest of $837.45, calculated at 4% per annum, was also attached for a grand total of $43,134.45 through December 31, 2013.

On November 27, 2013, the property owner(s) submitted for a request for consideration by the Commission to reduce the outstanding lien to $4,250. An

inspection by Code Enforcement revealed the property remains in compliance at this time.

RECOMMENDATION:
This property is currently in compliance with the Board's Order; therefore, staff offers no objection to consideration of abatement of the lien provided full remittance is made within 30 days of reduction.

Carol Foster

From: Green, Torocka <torocka.green@bankofamerica.com>
Sent: Wednesday, November 27, 2013 11:33 AM
To: Carol Foster
Subject: FW: Request for Commission to Consider
Attachments: 201311251109.pdf

11/27/2013

Mayor and Honorable Commission,
City of Lake Mary
100 N Country Club Road
Lake Mary, Fl 32746

Attn: Carol Foster, City Clerk

Concerning the property at: 377 N. Country Club Road, Lake Mary, Florida 32746

It is in the interest of Bank of America to litigate the lien in the amount $42,250 because the property is a foreclosure and subsequently the bank did not have custody of the property during the code enforcement process. Bank will respectfully request the commission to consider a reduction of the lien in the amount of $.10 on the dollar which would result in an amount of $4200. Please advise.

Thank you,

Torocka Green
Liquidation Services
Bank of America

Questions/Information: please contact me at torocka.green@bankofamerica.com /214-209-7278.

This message, and any attachments, is for the intended recipient(s) only, may contain information that is privileged, confidential and/or proprietary and subject to important terms and conditions available at http://www.bankofamerica.com/emaildisclaimer. If you are not the intended recipient, please delete this message.

MARYANNE MORSE, SEMINOLE COUNTY
CLERK OF CIRCUIT COURT & COMPTROLLER
BK 08170 Pgs 1523 - 1524; (2pgs)
CLERK'S # 2013150631
RECORDED 12/02/2013 01:27:10 PM
RECORDING FEES 18.50
RECORDED BY H DeVore

PREPARED BY: Bruce Fleming, City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445
RETURN TO: Carol A. Foster, City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445

AFFIDAVIT OF COMPLIANCE
NOTICE OF LIEN

CITY OF LAKE MARY
Petitioner,

CEB CASE 13-046

vs

Bank of America
400 National Way
Simi Valley CA 93065
&
Maria McGowan
1697 Sharon Lane
Lancaster SC 29720

Respondent,

RE:
377 N Country Club Road
Lake Mary Florida 32746

11-25-13
Carol A. Foster

STATE OF FLORIDA
COUNTY OF SEMINOLE

BEFORE ME, the undersigned authority, personally appeared Bruce Fleming, Code Enforcement Official for the City of Lake Mary, Florida, who after being duly sworn, deposes and says:

1. **That, on May 21, 2013, the Board held a public hearing and issued its Order in the above styled matter.**

2. **That, pursuant to said Order, Respondent(s) were found to have violated Chapter 91 Health and Public Safety, §91.75 Property Maintenance Code (D) Property Maintenance Requirements**

3. **That, pursuant to said Order, Respondent Bank of America, as mortgagee, and Respondent Maria McGowan were required to correct the overgrowth violations and accumulations of trash, junk, debris and rubbish cited in the Notice of Violation document within fourteen (14) days of the hearing, or pay a fine of $250 per day for each day the violation(s) continued.**

4. That, a Compliance Hearing on September 17, 2013 revealed the trash, rubbish and debris remained on the property and the Respondent(s) had failed to comply with the Board's previous Order, therefore a fine of $25,000 was filed against the property as a lien and continued to accrue at 4% per annum.

5. That, a subsequent inspection on November 23, 2013 revealed that the outstanding issues had been resolved and the property was in compliance with the previous order.

6. That, the outstanding lien of $42,250 for 169 days of non-compliance @ 4% per annum is therefore attached.

FURTHER AFFIANT SAYETH NOT.
DATED this 25th day of November, 2013

Bruce Fleming
Sr. Code Enforcement Officer
Lake Mary Police Department

I hereby certify that a true and correct copy of the foregoing has been provided this 25th day of November 2013, by U.S. mail to the property owner(s)/agent(s).

STATE OF FLORIDA
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this 25th day of November 2013, by Bruce Fleming, who is personally known to me and who did take an oath.

ANNE Y. NIETO
MY COMMISSION # EE 841742
EXPIRES: February 2, 2017
Bonded Thru Notary Public Underwriters

Anne Nieto
Notary Public
State of Florida at Large

Remit payment to the City of Lake Mary, attention City Clerk, PO Box 958445 Lake Mary FL 32795 or in person to 100 N. Country Club Road, Lake Mary Florida, Office of the City Clerk

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Bruce Fleming, Sr. Code Enforcement Officer

SUBJECT: Request to reduce Code Enforcement Lien for 455 Chickee Court; Kenneth Rummel (Bruce Fleming, Sr. Code Enforcement Officer)

The Lake Mary Code Enforcement Board held a public hearing on the above styled case, September 18, 2007. The Board found that the property owner(s), Kenneth Rummel, had violated the Lake Mary Code, Chapter 155 Subdivision Regulations, Appendix G Swimming Pool Regulations by failing to maintain a swimming pool free from dirty, stagnant uncirculated water. The property owner(s) was required to bring the property into compliance within 10 days of the hearing or pay a fine of $200 per day for each day the violation continued. The violation was corrected and no fine attached.

After receiving new complaints, Code Enforcement conducted a subsequent inspection on April 9, 2008, whereby the property owner(s) were found to have repeated the violation forthwith. The Board convened a repeat violation hearing on July 15, 2008, and determined that the property owner(s) had repeated the violation; therefore, they were ordered to pay a fine of $200 per day for 14 days of non-compliance beginning from July 1, 2008, until July 14, 2008. On July 15, 2008, code enforcement certified compliance with the Board's Order and the total outstanding fine of $2,800 at 4% per annum was attached to the property as a lien.

The property was re-inspected on September 10, 2008, as a result of new complaints and was found to be in violation of the Board's Order. The Board convened a repeat violation hearing on September 16, 2008, and determined that the property owner(s) had repeated the violation; therefore, they were

ordered to pay a fine of $300 per day beginning on September 10, 2008, and continuing for each and every day the violation continued at 4% per annum.

On December 9, 2013, the property owner(s) submitted a request for consideration by the City Commission to reduce the outstanding liens of $2,800 for 14 days of non-compliance and $581,400 for 1,938 days of non-compliance. The total outstanding lien(s) are $584,200, total filing fees are $119.50 and total interest is $68,445.41 and continues. Grand total through December 31, 2013, is $652,764.91.

Staff has verified that this property was listed for sale on June 8, 2013, and there was a cash offer submitted on December 2, 2013, with an anticipated closing date of January 3, 2014, contingent on the seller obtaining release or satisfaction of the City's liens.

RECOMMENDATION:

Staff recommends the City Attorney draft a Reduction of Lien Agreement in the amount agreed upon by the City Commission contingent upon a successful closing within 30 days. Such reduction shall be applicable to 455 Chickee Court, Lake Mary, FL. This action by the City to reduce the lien is done in the best interest of the safety, welfare and health to the general public and a lack of action could result in further deterioration of the property resulting in additional negative impacts on the residents of Timacuan.

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Stephen Noto, Senior Planner

SUBJECT: Resolution No. 927 - SunRail Station Connectivity Upgrades Supplemental Amendment Number 1 (John Omana, Community Development Director and Steve Noto, Senior Planner)

BACKGROUND: In the Spring of 2011, the City entered into a Local Funding Agreement with FDOT regarding funding for upgrades to the City's SunRail Station. Earlier this year, upon entering into further discussions with FDOT staff and recognizing additional needs in the vicinity of the SunRail Station, staff submitted a revised enhancement funds request to FDOT. The additional items requested are as follows:

- Add a 6' wide sidewalk located on the west side of N. Palmetto Street adjacent to the SunRail property.
- Add a new 6' wide sidewalk, 1000 feet in length, between the southwest corner of the SunRail platform and the intersection of N. Country Club Rd. and E. Lakeview Ave.
- Provide a crosswalk at the northern segment of the N. Country Club Rd. and Lakeview Ave. intersection. To ensure maximum safety, Rectangular Rapid Flashing Beacons (RRFB) are proposed to be mounted to the crosswalk signs.
- Purchase and install an entry sign at N. Palmetto St. and W. Lake Mary Blvd.
- Add a traffic signal at the intersection of N. Palmetto St. and W. Lake Mary Blvd.

The estimated cost of all items adds up to $369,238.00, which was the remaining balance available to the City. The City is required to provide a 20% match of $92,310.00 by December 31, 2013. As a side note, per staff's discussions with FDOT, the City's 20% match was calculated by dividing the remaining funds ($369,238.00) by 80%, then multiplying by 20%. This is per FDOT standards. The project budget exceeds anticipated expenditures.

DISPOSITION: Staff recommends approval of Resolution No. 927.

ATTACHMENTS:

- Resolution No. 927
- Map showing location of improvements

Z:\commdev\staff reports\Miscellaneous\2013 SunRail Station Upgrades.doc

RESOLUTION NO. 927

A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA, AMENDING A LOCAL FUNDING AGREEMENT BETWEEN THE CITY OF LAKE MARY AND THE FLORIDA DEPARTMENT OF TRANSPORTATION REGARDING ENHANCEMENTS TO THE CITY OF LAKE MARY SUNRAIL STATION LOCATED NEAR THE INTERSECTION OF LAKE MARY BOULEVARD AND PALMETTO STREET; AUTHORIZING EXECUTION OF EFFECTING DOCUMENTS AND PROVIDING EFFECTIVE DATE.

WHEREAS, the Florida Department of Transportation (FDOT) and the City of Lake Mary (City) recognize the benefit of enhancements to the City's SunRail Station; and

WHEREAS, FDOT has prepared a Locally Funded Agreement Supplemental Amendment Number 1(Amendment), which requires the City to provide a 20% match for the cost of additional SunRail Station enhancements in the amount of $92,310; and

WHEREAS, FDOT has required the 20% match be paid no later than December 31, 2013; and

WHEREAS, it is the intent of the City to enter into the proposed Amendment.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Mayor and City Commission of the City of Lake Mary, Florida:

Section 1 The Mayor of the City of Lake Mary, be and he is hereby authorized and directed to execute the proposed Amendment, attached as Attachment "A".

Section 2 EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 19th Day of December, 2013.

CITY OF LAKE MARY, FLORIDA

_____
MAYOR, DAVID J. MEALOR

ATTEST:

_____
CITY CLERK, CAROL A. FOSTER

Approved as to form and legality for use and reliance upon by the City of Lake Mary, Florida.

_____
CATHERINE D. REISCHMANN, CITY ATTORNEY

ATTACHMENT "A"

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

LOCALLY FUNDED AGREEMENT
SUPPLEMENTAL AMENDMENT NUMBER 1

EXECUTION DATE:_____

Agency: City of Lake Mary **Vendor No.: F591484975**	**Fund: LF** **Lake Mary Funds:** **$107,525.00**	**Financial Management Number:** **412994-3-52-04**

The terms of the original Locally Funded Agreement, executed on **April 8, 2011**, are hereby amended as follows:

Revise Exhibit "A" Scope of Services to read:

1. The list of enhancements, described in Exhibit "A" to the Locally Funded Agreement is revised to include the following:

   A. Pedestrian Connectivity System:

   1. Add a 6' wide sidewalk located on the west side of N. Palmetto Street adjacent to the SunRail property.

   2. Add a new 6' wide sidewalk, 1000 feet in length, between the southwest corner of the SunRail platform and the intersection of N. Country Club Rd and E. Lakeview Ave.

   3. Provide a crosswalk at the northern segment of the N. Country Club Rd. and Lakeview Ave. intersection. To ensure maximum safety, Rectangular Rapid Flashing Beacons (RRFB) are proposed to be mounted to the crosswalk signs.

   B. Entry Feature:

   Purchase and install an Entry Sign at N. Palmetto St. and W. Lake Mary Blvd.

   C. Traffic Signal:

   Add a traffic signal at the intersection of N. Palmetto St. and W. Lake Mary Blvd."

   D. These enhancements are in addition to those included in the existing, original Exhibit "A."

2. Revision to page 3 of 9, paragraph 5 (A) - After the first sentence, add: "The additional enhancements will increase the DEPARTMENT'S estimated cost by $276,928."

3. Revision to page 3 of 9, paragraph 5 (B) - After the second sentence, add "The LOCAL GOVERNMENT agrees that it will furnish the DEPARTMENT an additional advance lump sum deposit in the amount of $92,310."

4. Revision to page 3 of 9, paragraph 5 (E) - Change the date of the direct deposit "The payment of the additional funds under this Locally Funded Agreement will be made no later than December 31, 2013 directly to the DEPARTMENT for deposit."

5. Revision to page 3 of 9, - Include the following sentence at the end of paragraph 4:

"The LOCAL GOVERNMENT must maintain control over the real property and the facility constructed. Additionally, the LOCAL GOVERNMENT must keep the facilities and the property in good operating order. An effective maintenance plan shall be established and adhered to by LOCAL GOVERNMENT. Said plan shall include the goals and objectives of the maintenance program so as to assure that the facilities are fit for their intended purpose and that they are safe and secure."

Except as hereby modified, amended or changed, all of the terms and conditions of said original Agreement thereto will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents be executed, the day and year first above written.

CITY OF LAKE MARY, FLORIDA
By: Board of City Commissioners

By:_____
Name:
Title:

Attest:
Clerk of the City of Lake Mary, Florida

_____

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

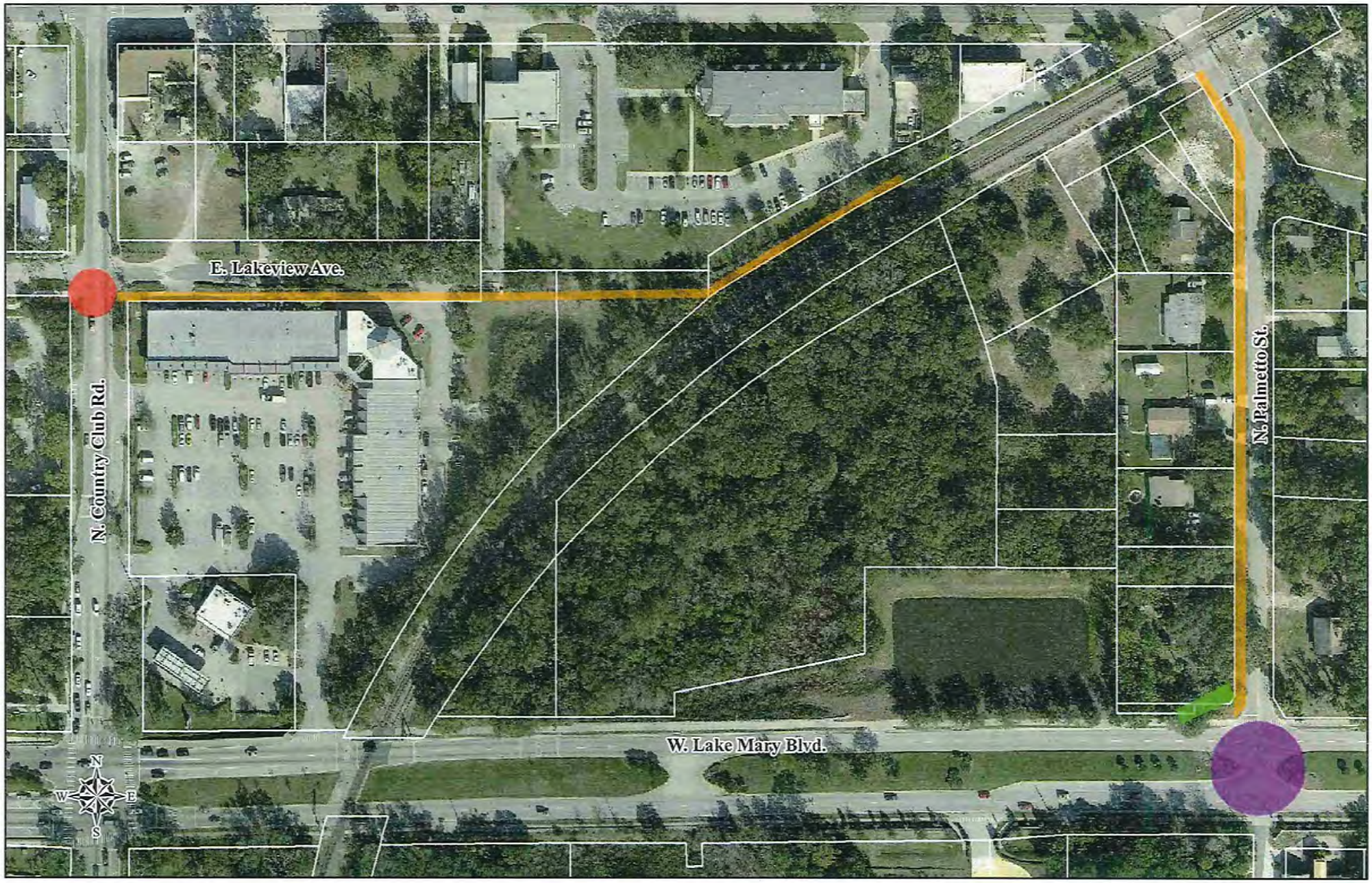
By:_____
Name: Frank O'Dea
Title: Director of Transportation Development

Attest:

_____
Executive Secretary (Seal)

Legal Review:

_____



SunRail Enhancements

Crosswalk | Sidewalk | Entry Sign | Traffic Signal

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Bruce Paster, P.E., Director of Public Works

SUBJECT: Approval of First Amendment to Traffic Signal Maintenance Agreement with Seminole County (Bruce Paster, Public Works Director)

DISCUSSION: Attached is the First Amendment to the September 11, 2012, Traffic Signal Maintenance Agreement between Seminole County and the City of Lake Mary. Control Specialists has been maintaining our Signals on Rinehart Road (5 intersections) and Weldon Boulevard (1 intersection) since 2007. It has now become more cost effective to allow the County to maintain these signals as the County has reduced their cost for signal maintenance by 40% and Control Specialists costs have increased.

The signaled intersections being added to the Maintenance Agreement are shown on the attached revised Exhibit "A" and are listed below:

1. Rinehart Road / Siemens Entrance
2. Rinehart Road / Post Office Entrance
3. Rinehart Road / Primera Boulevard
4. Rinehart Road / Wallace Court
5. Rinehart Road / Timacuan Boulevard
6. US 17-92 / Weldon Boulevard

RECOMMENDATION: City Commission authorize the Mayor to execute the attached First Amendment to Traffic Signal Maintenance Agreement with Seminole County for the maintenance of the six (6) additional above noted traffic signals.

FIRST AMENDMENT TO TRAFFIC SIGNAL MAINTENANCE AGREEMENT
SEMINOLE COUNTY / CITY OF LAKE MARY

THIS FIRST AMENDMENT is made and entered into and is to that certain Agreement made and entered into on the 11th day of September, 2012, between **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East 1st Street, Sanford, Florida 32771, hereinafter referred to as "COUNTY" and the **CITY OF LAKE MARY**, a municipal corporation, whose address is 100 North Country Club Road, Lake Mary, Florida 32795, hereinafter referred to as "CITY."

WITNESSETH:

WHEREAS, CITY and COUNTY entered into the above referenced Agreement on September 11, 2012 to develop a coordinated effort for the repair of certain traffic signals in order to facilitate traffic engineering and the safe and efficient flow of traffic in Seminole County; and

WHEREAS, the parties desire to amend the Agreement so as to enable both parties to continue to enjoy the mutual benefits it provides; and

WHEREAS, CITY has determined that it now wants COUNTY to begin maintaining all traffic signals within CITY's boundaries and CITY no longer wants to be responsible for the maintenance of some traffic signals within CITY boundaries; and

WHEREAS, CITY shall pay all costs associated with the traffic signals added for maintenance by this Agreement, as specified in this Agreement; and

WHEREAS, Section 13(b) of the Agreement provides that any amendments will be valid only when expressed in writing and duly signed by the parties;

NOW, THEREFORE, in consideration of the mutual understandings and agreements contained herein, the parties agree to amend the Agreement as follows:

1. Section 5(c)(3) of the Agreement is amended to read:

(3) Class 5 and Class 6. CITY shall pay one hundred percent (100%) of the power costs and the Annual Maintenance Fee. Further, CITY shall pay one hundred percent (100%) of annual costs above normal routine maintenance.

2. Existing Exhibit "A" to the Agreement is deleted and replaced with Exhibit "A" attached hereto.

3. Except as herein modified, all terms and conditions of the Agreement remain in full force and effect for the term of the Agreement, as originally set forth in said Agreement.

4. The effective date of this First Amendment will be the date when the last party has properly executed this First Amendment as determined by the date set forth immediately below the respective signatories of the parties.

IN WITNESS WHEREOF, the parties hereto have executed this instrument for the purpose herein expressed.

ATTEST:

_____
Carol A. Foster, City Clerk

CITY OF LAKE MARY

By:_____
David Mealor, Mayor

Date:_____

[Balance of this page intentionally left blank; signatory page follows.]

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

_____
Maryanne Morse
Clerk to the Board of
County Commissioners of
Seminole County, Florida.

By:_____
Robert Dallari, Chairman

Date:_____

For the use and reliance
Seminole County only.

As authorized for execution by the Board of County Commissioners at its _____, 2014, regular meeting.

Approved as to form and
legal sufficiency.

_____
County Attorney

DGS/dre
11/26/13
Attachment:
Exhibit "A" – Listing of Traffic Signals
p:\users\dedge\my documents\agt\first amd to lake mary traffic signal maintenance agt.doc

EXHIBIT "A"

SEMINOLE COUNTY - CITY OF LAKE MARY
TRAFFIC SIGNAL MAINTENANCE
INTERLOCAL AGREEMENT

The traffic signal(s) covered by this AGREEMENT are located at the following intersections:

Location	Class
CR46a/Rinehart Road	4
Lake Emma / Technology Parkway	4
Lake Mary Blvd / 4th Street Sch. Entrance	4
Lake Mary Blvd / Sun Drive	4
Lake Mary Blvd/Rinehart Rd	4
Sand Pond/Lake Emma Road	4
Rinehart Rd / Siemens Stromberg Carlson	5
Rinehart Rd/Post Office	5
Rinehart Rd /Primera	5
Rinehart Rd/Wallace Street	5
Rinehart Rd/Timaucan Blvd	5
US17-92/Weldon Blvd	6

Revised Effective Date: January 1, 2014

VARIABLE CHARGES FOR MAINTENANCE OF TRAFFIC SIGNALS

The following charges for the Annual Maintenance Fee under Section 3 of this Agreement shall be as follows, subject to being increased by the County Traffic Engineer pursuant to the terms of this agreement:

1. The Annual Maintenance Fee for signal maintenance within the scope of this AGREEMENT and to be invoiced annually shall be $1,958.00 per Class 4 signals and $3,916.00 per Class 5 or 6 signals.

CITY MANAGER'S REPORT

DATE: December 19, 2013

TO: City Commission

FROM: Jackie Sova, City Manager

SUBJECT: City Manager's Report

ITEMS FOR COMMISSION ACTION:

1. Annual appointments/reappointments to advisory boards. **(ATTACHMENT #1)**

ITEMS FOR COMMISSION INFORMATION:

1. Monthly department reports (October & November). **(ATTACHMENT #2)**

CITY MANAGER'S REPORT

DATE: December 19, 2013

TO: City Commission

FROM: Carol Foster

VIA: Jackie Sova, City Manager

SUBJECT: Annual Appointments/reappointments to Advisory Boards

---

The terms of the following board members expire at the end of December. Everyone is interested in serving another term, except the ones noted.

BOARD OF ADJUSTMENT – 3 year term
George Ludwig - **NO**
Meryem Stanek
Alternate Position - VACANT
ELDER AFFAIRS – 3 year term
James Gudinas
Marcie Kilbourne
HISTORICAL COMMISSION – 3 year term
Kathleen Harris
LOCAL PLANNING AGENCY - 3 year term
Blair Thomas Harle - **NO**
Robert Foley
David Wickham
PARKS & RECREATION -2 year term
Robert Sebald
Jeanne Miller - **NO**
Robert Boardman
Dan Williamson
PLANNING & ZONING – 3 year term
Sid Miller
J. B. Cartmill - **NO***
FIREFIGHTERS PENSION – 2 year term
Martin Bel
Karen Gudinas

***It is the Commission's past practice that when there is a vacancy on the Planning & Zoning Board to appoint the "alternate" member, who in this case is Sean Fitzgerald, as a "regular" member and then appoint a new resident to serve as the "alternate" to serve the remainder of Mr. Fitzgerald's term which expires December 31, 2015.**

We have solicited interested citizens through our website, our monthly newsletter that goes out with utility bills, and by announcements at Commission meetings and I have attached the ones we have received. On the forms which were submitted via our new website, the boards that are listed are the ones the person is interested in serving on. As in the past, the forms which are downloaded and printed, the individual "checks" the boards they are interested in.

RECOMMENDATION:

The Commission make annual reappointments including appointing Mr. Fitzgerald as a regular member on the Planning and Zoning Board and then make appointments to fill vacancies including the alternate position on the Board of Adjustment and Planning and Zoning Board.

City of Lake Mary

"City of Lakes"

Published on *Lake Mary, FL* (http://www.lakemaryfl.com)

Submission #487

Submission information

Form: Board Appointment Application Online Form
Submitted by Anonymous
Wednesday, December 4, 2013 - 2:41pm
152.131.7.205

Name:
Jo Ellen Dawson

Home Phone:
2405067870

Home Address:
112 E Alma Ave Lake Mary FL 32746

Business:
US Dept of Veteran Affairs

Business Phone:
3212310074

Business Address:
5595 TG Lee Blvd Orlando, FL

Email Address:
dolphinldy59@gmail.com

Brief Resume of Education & Experience:
Associate Degree in Respiratory Therapy

Employeed with the Federal Government since 1986 in various fields, Defense, FDA, NIH, and Veteran Affairs.

Lake Mary resident for the past 4 years, born and raised in MD

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
No

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Boards you are intersted in:

- CODE ENFORCEMENT BOARD
- ELDER AFFAIRS
- LOCAL PLANNING AGENCY
- PARKS & RECREATION ADVISORY BOARD
- PLANNING & ZONING BOARD

What qualifications do you bring to the Board(s) if appointed?:
I have over 25 years of Federal Government experience in many different fields. Worked with Department of Energy for over 12 years planning, carrying out and ruling at various nuclear weapons sites throughout the US.

Signature:
Jo Ellen Dawson

Source URL: http://www.lakemaryfl.com/node/2474/submission/487

RECEIVED

DEC 3 2013

CITY CLERK'S OFFICE

CITY OF LAKE MARY

BOARD APPOINTMENT INFORMATION FORM

2013

(please print)

1. NAME: Sharon Howard HOME PHONE: (626) 831-8154 (cell)
2. HOME ADDRESS: 277 Short St, Lake Mary
   E-MAIL ADDRESS: showard@earthlink.net
3. BUSINESS: SylvanTec LLC BUSINESS PHONE: same
4. BUSINESS ADDRESS: same
5. BRIEF RESUME OF EDUCATION AND EXPERIENCE: Ph. D in Education (UCLA graduated Master Gardener course, Herbs & Veg. Growing Meetup Leader
6. ARE YOU A REGISTERED VOTER? YES ✓ NO ____
7. ARE YOU A RESIDENT OF THE CITY? YES ✓ NO ____
8. DO YOU OWN PROPERTY IN THE CITY? YES ✓ NO ____
9. DO YOU HOLD A PUBLIC OFFICE? YES ____ NO ✓
10. ARE YOU EMPLOYED BY THE CITY? YES ____ NO ✓
11. HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY, EXCLUDING CIVIL TRAFFIC INFRACTIONS? YES ____ NO ✓
    (IF YES, PLEASE PROVIDE INFORMATION--USE SEPARATE SHEET. **NOTE: DUI'S and revoked licenses are NOT "civil traffic infractions" and must be reported.**)
12. HAVE YOU PREVIOUSLY SERVED ON A CITY BOARD? YES ____ NO ✓
    If yes, which one(s)? ____
13. PLEASE CHECK THE BOARD(S) YOU ARE INTERESTED IN SERVING ON:
    - ____ BOARD OF ADJUSTMENT* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ CODE ENFORCEMENT BOARD* **MUST BE A RESIDENT OF LAKE MARY**
    - ✓ ELDER AFFAIRS COMMISSION **UP TO 3 MEMBERS MAY BE RESIDENTS OF UNINCORPORATED Lake Mary**
    - ____ FIREFIGHTER'S PENSION (Trustees)* **2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY**
    - ____ HISTORICAL COMMISSION **NO RESIDENCY REQUIREMENT**
    - ✓ LOCAL PLANNING AGENCY* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ✓ PARKS & RECREATION ADVISORY BOARD **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ PLANNING AND ZONING BOARD* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ POLICE PENSION (Trustees)* **2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY**

***REQUIRES FILING FINANCIAL DISCLOSURE FORM IF APPOINTED.**

14. What qualifications would you bring to this Board(s) if appointed? Experienced group leader for various social organizations; Master Gardener training; knowledgeable about sustainability & food security issues.

Pursuant to City Code, service on City boards is at the pleasure of the City Commission. Board members may be removed with or without cause upon motion and majority vote of the City Commission. Applicant, by his/her signature below, waives any right under F.S. Section 112.501 to removal for cause and a hearing before removal.

SIGNATURE: [signature]

DATE: 12/3/13

All Boards must function in accordance with Florida Laws regarding GOVERNMENT IN THE SUNSHINE. Return completed form to: City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445, or drop it off at City Hall, 100 N. Country Club Road (entrance on Lakeview Avenue). If you submitted a form within the past year and still desire to be considered for an appointment, please call the City Clerk's Office at 407-585-1423.

City of Lake Mary, Florida "City of Lak

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About Lake Mary Government Living Working Playing I'm Seeking Information About... FAQ

Links

- Appointed Boards & Commissions
- Business Tax Receipt Fee Schedule
- City Clerk Downloadable Forms
- Code of Ordinances
- New Business Owner's Guide

Contact Info

Address:
City Hall
100 N. Country Club Road
Lake Mary, FL 32746

Phone:
(407) 585-1423

Fax: (407) 585-1498

Key Contacts

Carol Foster | edit
407-585-1423

Home › Board Appointment Application Online Form › Submissions

Submission #493

Print Resend e-mails

Previous submission Next submission

Submission information

Form: Board Appointment Application Online Form
Submitted by Anonymous
Friday, December 6, 2013 - 11:06am
50.9.103.173

Name:
Chris Johnson

Home Phone:
407-929-7279

Home Address:
178 Washington Ave Lake Mary, FL

Business:
Holy Cross Lutheran Church

Business Phone:
407-333-0797

Business Address:
780 North Sun Drive, Lake Mary, FL

Email Address:
chrisj@hclm.org

Brief Resume of Education & Experience:
Graduated from Anita High School in Anita, Iowa in 1991. Then graduated from the University of Iowa in 1996 with a degree in Communication. Currently working toward my Master of Divinity from Concordia Seminary. Moved to Orlando in 2000. Was hired by T-Mobile (Aerial Communications) to help the company launch service in Central Florida. Did business to business sales until 2004. Moved to Lake Mary in 2007. Started working at Holy Cross Lutheran in Lake Mary in 2004. Currently the Family Life Vicar. For the past 10 years, I have been in charge of all events that involve families, including Trunk or Treat, The East Egg Hunt, A 2 week Vacation Bible School that has 400 children in attendance, and Christmas Events.

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
Yes

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:

No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Boards you are intersted in:
PARKS & RECREATION ADVISORY BOARD

What qualifications do you bring to the Board(s) if appointed?:
I have worked in the office next to Pastor Paul Hoyer for the last 10 years. I share his desire to meet the needs of this community. I love Lake Mary and the people in the community. I feel like this would be a great spot for me to help the town I love.

Signature:
Christopher M. Johnson

Previous submission Next submission

City of Lake Mary, FL
100 N. Country Club Rd, Lake Mary, Florida 32746 407-585-1400

Website Disclaimer & Privacy Policy
Virtual Towns and Schools

City of Lake Mary

"City of Lakes"

Published on *Lake Mary, FL* (http://www.lakemaryfl.com)

Submission #510

Submission information

Form: Board Appointment Application Online Form
Submitted by Anonymous
Thursday, December 12, 2013 - 3:39pm
184.90.155.84

Name:
Chris Lee

Home Phone:
407-324-0101

Home Address:
808 Blairmont Lane

Business:

Business Phone:
407-878-8115

Business Address:

Email Address:
leechris808@gmail.com

Brief Resume of Education & Experience:
I am currently serving as President of the Board of Directors at the Reserve at Lake Mary. I have been a volunteer coach in the past. My position is Major Accounts Manager, Eastern U.S. with an equipment manufacturer. I attended Eastern Illinois University in Charleston, Illinois and studied Marketing for 3 years there.

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
Yes

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Boards you are intersted in:
PARKS & RECREATION ADVISORY BOARD

What qualifications do you bring to the Board(s) if appointed?:
I owned and operated a youth sports franchise in Volusia County (i.9. Sports) I have organized many activities within our community such as our annual Halloween parade. Overall, I feel I can help organize and grow current activities around the community.

Signature:
Christopher A. Lee

Source URL: http://www.lakemaryfl.com/node/2474/submission/510

City of
Lake Mary Florida "City of Lak

Published on *Lake Mary, FL* (http://www.lakemaryfl.com)

Home > Board Appointment Application Online Form > Submissions > Submission #199

Submission #199

Submission information
Form: Board Appointment Application Online Form
Submitted by Anonymous
Sunday, July 28, 2013 - 12:21pm
99.170.116.108

Name:
O. Steven McCain

Home Phone:
407-330-2189

Home Address:
130 Cindy Ct

Business:

Business Phone:

Business Address:

Email Address:
stevemccain@att.net

Brief Resume of Education & Experience:
One year Parks School of Business@ Denver, Three years University of Colorado - Accounting, One year Rollins College - Accounting

Retired after 32 years at AT&T in several management positions including General Ledger, Accounts Receivable, Fixed Assets, Payroll, and Project Management.

Served as the Accounting Coordinator for AT&T's Western Electric Company for that company's first computer mechanized accounting system which was implemented in 1972 at Denver for the Mountain Northwest Region as a test site and ultimately implemented across all Western Electric locations in the U.S. (In the 1990's, Western Electric was later spun off and became Lucent Technologies)

Multitude of special assignments as follows: Served as AT&T Accounting's representative on

http://www.lakemaryfl.com/print/2474/submission/199 7/30/2013

the dissemination of AT&T's Fixed Assets to the Bell Company's during the Federal Governments breakup of AT&T; Served on AT&T's Management Supervisory Potential review committee; Special Assignment in Australia to Broken Hill Proprietary during their purchase and implementation of the AT&T Supervisory Potential process/program; Leader and Project Manager of the AT&T Accounting consolidation project including direct responsibility for the elimination of accounting centers in White Plaines, NY, St Louis, Mo, Denver, Co, San Francisco, Ca, Anchorage, Ak, and the eventual consolidation of accounting centers in Orlando and Atlanta; Consultant to the Assistant Director of the FBI during their nation wide accounting consolidation; AT&T's Payroll representative during Management and Union national Labor negotiations in Washington, DC -- and many more.

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
Yes

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Boards you are intersted in:
BOARD OF ADJUSTMENT

What qualifications do you bring to the Board(s) if appointed?:
Years of experience in evaluating varied and complicated human and financial situations both locally and nationally.

Signature:
Orville Steven McCain

Source URL: http://www.lakemaryfl.com/node/2474/submission/199

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DEC 5 2013

CITY CLERK'S OFFICE

CITY OF LAKE MARY

BOARD APPOINTMENT INFORMATION FORM

2013

(please print)

1. NAME: Piedad "Pia" Palencia HOME PHONE: 407.474.9709
2. HOME ADDRESS: 408 RANDON Terrace
   E-MAIL ADDRESS: pia plencia@ bellsouth.net
3. BUSINESS: — BUSINESS PHONE: —
4. BUSINESS ADDRESS: —
5. BRIEF RESUME OF EDUCATION AND EXPERIENCE: BA in arts + Lit. Maslers Arts (uncomplete status)
6. ARE YOU A REGISTERED VOTER? YES ✓ NO ____
7. ARE YOU A RESIDENT OF THE CITY? YES ✓ NO ____
8. DO YOU OWN PROPERTY IN THE CITY? YES ✓ NO ✓
9. DO YOU HOLD A PUBLIC OFFICE? YES ____ NO ✓
10. ARE YOU EMPLOYED BY THE CITY? YES ____ NO ____
11. HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY, EXCLUDING CIVIL TRAFFIC INFRACTIONS? YES ____ NO ✓
    (IF YES, PLEASE PROVIDE INFORMATION--USE SEPARATE SHEET. **NOTE: DUI'S and revoked licenses are NOT "civil traffic infractions" and must be reported.**)
12. HAVE YOU PREVIOUSLY SERVED ON A CITY BOARD? YES ____ NO ✓
    If yes, which one(s)? ____
13. PLEASE CHECK THE BOARD(S) YOU ARE INTERESTED IN SERVING ON:
    - ____ BOARD OF ADJUSTMENT* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ CODE ENFORCEMENT BOARD* **MUST BE A RESIDENT OF LAKE MARY**
    - ____ ELDER AFFAIRS COMMISSION **UP TO 3 MEMBERS MAY BE RESIDENTS OF UNINCORPORATED Lake Mary**
    - ____ FIREFIGHTER'S PENSION (Trustees)* **2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY**
    - ✓ HISTORICAL COMMISSION **NO RESIDENCY REQUIREMENT**
    - ____ LOCAL PLANNING AGENCY* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ✓ PARKS & RECREATION ADVISORY BOARD **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ PLANNING AND ZONING BOARD* **MUST BE A QUALIFIED ELECTOR OF LAKE MARY**
    - ____ POLICE PENSION (Trustees)* **2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY**

***REQUIRES FILING FINANCIAL DISCLOSURE FORM IF APPOINTED.**

14. What qualifications would you bring to this Board(s) if appointed? interest in local history, arts, cultures
    30+ years as commercial artist ie - creative Director
    worked on films, Videos, Magazines ...

Pursuant to City Code, service on City boards is at the pleasure of the City Commission. Board members may be removed with or without cause upon motion and majority vote of the City Commission. Applicant, by his/her signature below, waives any right under F.S. Section 112.501 to removal for cause and a hearing before removal.

SIGNATURE: P Palencia

DATE: Dec 3, 2013

All Boards must function in accordance with Florida Laws regarding GOVERNMENT IN THE SUNSHINE. Return completed form to: City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445, or drop it off at City Hall, 100 N. Country Club Road (entrance on Lakeview Avenue). If you submitted a form within the past year and still desire to be considered for an appointment, please call the City Clerk's Office at 407-585-1423.

City of Lake Mary

"City of Lakes"

Published on *Lake Mary, FL* (http://www.lakemaryfl.com)

Submission #453

Submission information
Form: Board Appointment Application Online Form
Submitted by Anonymous
Tuesday, November 12, 2013 - 11:47am
12.145.168.100

Name:
Susan Sherman

Home Phone:
404-512-1712

Home Address:
130 E Floyd Ave, Lake Mary, FL 32746

Business:
BMO Harris Bank

Business Phone:
407-648-2120

Business Address:
3001 W Lake Mary Blvd

Email Address:
susan.sherman10@gmail.com

Brief Resume of Education & Experience:
Education - A.A. - Saint Leo University
B.A. - Attending Seminole State College

Experience - I am a second generation real esate agent licensed in both the State of Florida and Georgia. My nieces grew up in Seminole County public schools. I have been active in organzations and clubs within the Lake Mary community. I currently working for a local bank which I support small business to help them grow within the community.

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
No

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Check Boards you are intersted in:

- LOCAL PLANNING AGENCY
- PLANNING & ZONING BOARD

What qualifications do you bring to the Board(s) if appointed?:
My knowledge of real estate and lending to help the board make the best decision for the residents and businesses of Lake Mary.

Signature:
Susan L Sherman

Source URL: http://www.lakemaryfl.com/node/2474/submission/453

City of Lake Mary

"City of Lakes"

Published on *Lake Mary, FL* (http://www.lakemaryfl.com)

Submission #496

Submission information

Form: Board Appointment Application Online Form
Submitted by Anonymous
Monday, December 9, 2013 - 9:51am
12.145.168.100

Name:
SUSAN SHERMAN

Home Phone:
404-512-1712

Home Address:
130 E FLOYD AVE

Business:
BMO HARRIS BANK

Business Phone:
407-648-220

Business Address:
2250 NORTH ORANGE BLOSSOM TRAIL, ORLANDO FL 32804

Email Address:
SUSAN.SHERMAN10@GMAIL.COM

Brief Resume of Education & Experience:
I am a second generation real estate agent with banking and financing experience. I have been a licensed agent for 10+ years. I have been in the banking/financing/mortgage industry for 10+ years.

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
No

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Check Boards you are intersted in:
- BOARD OF ADJUSTMENT **
- PLANNING & ZONING BOARD **

What qualifications do you bring to the Board(s) if appointed?:
I am a second generation real estate agent with banking and financing experience. I have been a licensed agent for 10+ years. I have been in the banking/financing/mortgage industry for 10+ years.

Signature:
Susan Sherman

Source URL: http://www.lakemaryfl.com/node/2474/submission/496

City of Lake Mary, Florida "City of Lak

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About Lake Mary Government Living Working Playing I'm Seeking Information About... FAQ

About Lake Mary Government Living Working Playing I'm Seeking Information About... FAQ

Links

- Appointed Boards & Commissions
- Business Tax Receipt Fee Schedule
- City Clerk Downloadable Forms
- Code of Ordinances
- New Business Owner's Guide

Contact Info

Address:
City Hall
100 N. Country Club Road
Lake Mary, FL 32746
Phone:
(407) 585-1423
Fax: (407) 585-1498

Key Contacts

Carol Foster | edit
407-585-1423

Home › Board Appointment Application Online Form › Submissions

Submission #492

Print Resend e-mails

Previous submission Next submission

Submission information

Form: Board Appointment Application Online Form
Submitted by Anonymous
Friday, December 6, 2013 - 9:05am
71.43.35.114

Name:
Justin York

Home Phone:
407-416-2677

Home Address:
811 Lake Como Drive, Lake Mary, FL 32746

Business:
407-416-2677

Business Phone:
4074162677

Business Address:

Email Address:
justinyork1919@hotmail.com

Brief Resume of Education & Experience:
University of Florida, Levin College of Law - J.D. - 2013
University of Central Florida - B.A. - 2010

Brownstone, P.A. - Appellate Attorney - 09/13 - present
Florida House Majority Office - Legislative Intern - 08/12 - 05/13
Wicker Smith, et al - Summer Associate - 05/12 - 08/12

Are you a registered voter?:
Yes

Are you a resident of Lake Mary?:
Yes

Do you own property in Lake Mary?:
No

Do you hold a public office?:
No

Have you ever served on a City Board in Lake Mary?:
No

Are you employed by the City of Lake Mary?:
No

Have you ever been convicted of a misdemeanor or felony, excluding civil traffic violations?:
No

If Yes, please provide information.:

Boards you are intersted in:
BOARD OF ADJUSTMENT
CODE ENFORCEMENT BOARD
HISTORICAL COMMISSION
LOCAL PLANNING AGENCY
PLANNING & ZONING BOARD

What qualifications do you bring to the Board(s) if appointed?:
I am a young resident of Lake Mary but I have lived in the city for a combined period of over ten years. I have recent experience working public policy and am eager to become involved in my hometown's civic affairs.

I am also a licensed attorney and bring the perspective attendant to the profession.

Signature:
Justin K. York

Previous submission Next submission

City of Lake Mary, FL
100 N. Country Club Rd. Lake Mary, Florida 32746 407-585-1400

Website Disclaimer & Privacy Policy
Virtual Towns and Schools

ATTACHMENT #2

MEMORANDUM

DATE: December 12, 2013

TO: Mayor & City Commission

FROM: Bryan Nipe, Parks and Recreation Director

THRU: Jackie Sova, City Manager

SUBJECT: November 2013 Parks and Recreation Report Summary

Recreation:

- Lake Mary Little League is currently off season and will resume in February.
- Polar Bear softball is currently taking teams and begins January 3rd.
- Partner in Programming, Soccer Shots, is now training over 40 kids in soccer clinics each Saturday morning at the Sports Complex.

Lake Mary Events Center:

- 7% increase in revenue this fiscal year over last.

Tennis Center:

- Tennis membership levels are again at an all-time high of 152, including singles and family memberships.

Community Events:

- WineART Wednesday is cancelled for January due to New Year's and will resume the first Wednesday in February 2014.

Grounds and Facilities:

- The New Lake Mary Community Center is at 100% design and is in the permitting process. The anticipated opening is Spring 2014. The City of Lake Mary is excited to once again offer affordable options for room rentals to host parties and meetings, as well as host several new recreation programs including a children's Summer Camp.
- Heritage Park will be bid in its first phase with the Palmetto roadway improvements.

Accreditation:

- Panel Review of City of Lake Mary Parks and Recreation Standards scheduled for May 2014.

MEMO

PARKS & RECREATION DEPARTMENT

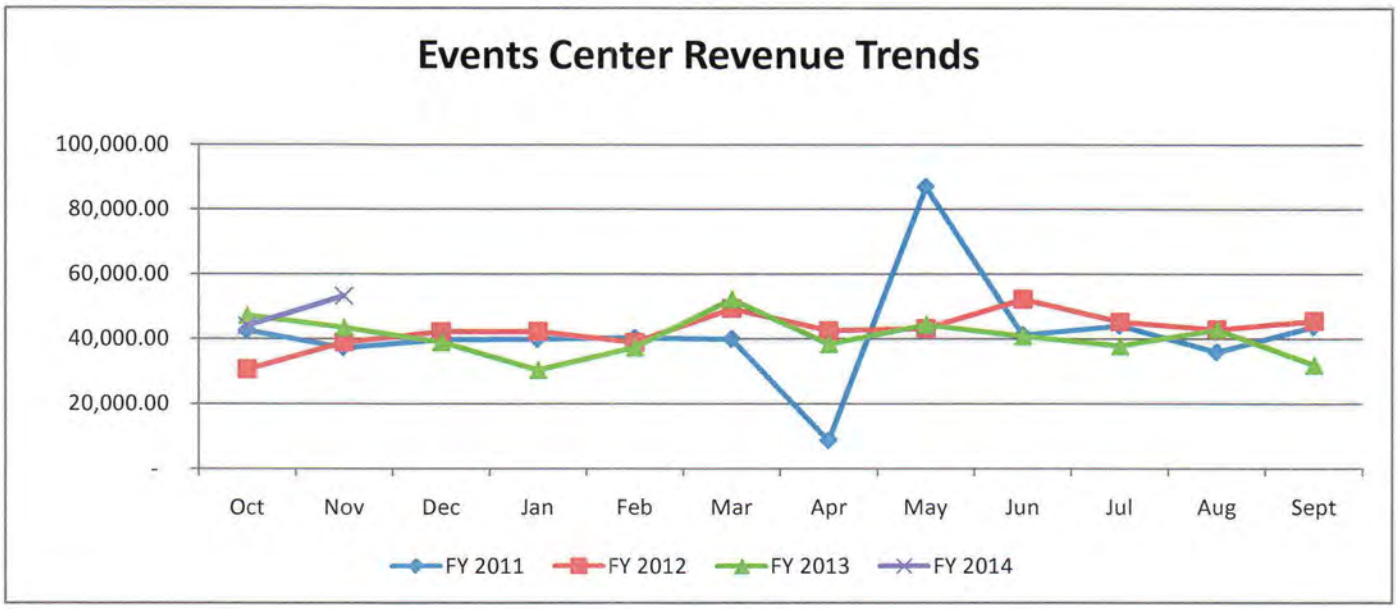
TO: Bryan Nipe, Director of Parks & Recreation

FROM: Radley Williams, Recreation Chief

DATE: December 10, 2013

PARKS AND RECREATION MONTHLY REVENUE AND EXPENSE REPORT
FOR THE MONTH OF: November 2013

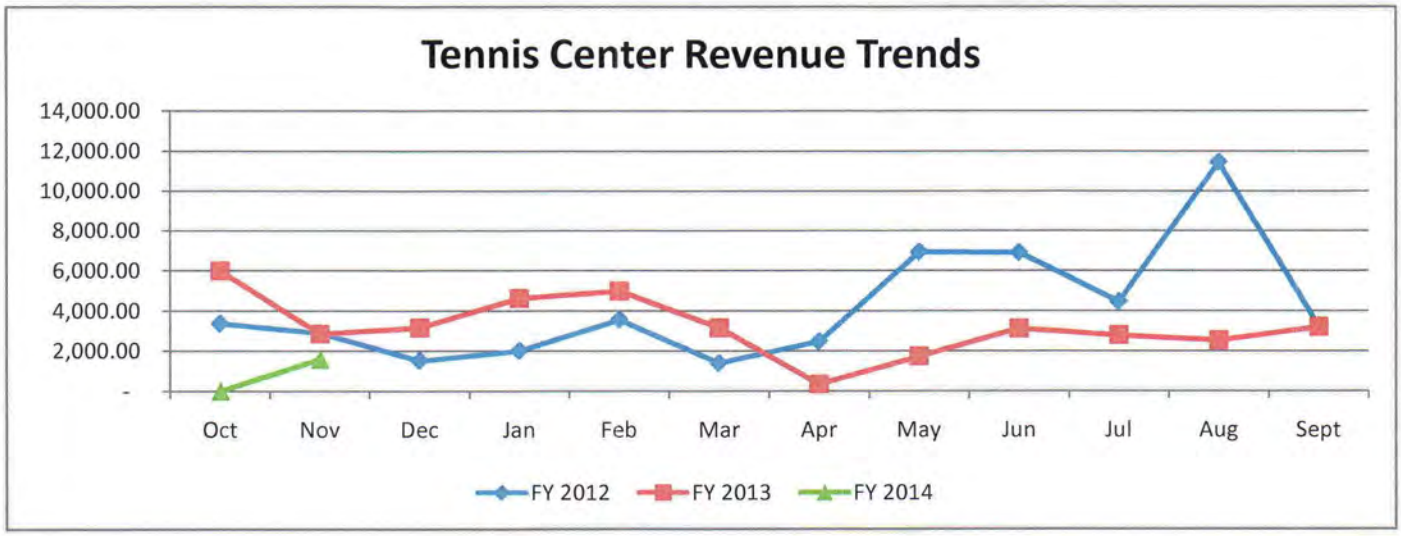
ACTIVITY	CURRENT MONTH	THIS MONTH LAST YEAR	CURRENT YTD	PREVIOUS YTD
EVENTS CENTER				
non-revenue uses	8	10	21	23
rentals	28	25	54	54
revenue	$ 53,192.78	$ 43,518.38	$ 97,258.63	$ 90,764.11
expenses	$ 33,869.05	$ 30,195.88	$ 67,604.21	$ 62,032.90
SENIOR CENTER				
non-revenue uses	3/7.0	1/2.75	7/16.0	5/13.75
rentals	2	0	3	3
classes	96	104	233	233
individual participants	1707	1470	3,866	3,374
revenue	$ 2,108.75	$ 964.85	$ 3,250.95	$ 1,846.80
expenses	$ 9,905.88	$ 10,164.55	$ 16,202.11	$ 16,732.89
TENNIS CENTER				
memberships	152	122		
revenue	$ 1,589.00	$ 2,848.98	$ 1,589.00	$ 8,830.37
expenses	$ 5,795.89	$ 3,484.87	$ 8,661.49	$ 9,916.89
OTHER REVENUES				
Farmers Market	$ 2,633.02	$ 1,922.86	$ 4,640.10	$ 4,320.32
Skate Park	$ 254.70	$ 355.41	$ 627.32	$ 912.92
Splash Park	$ -	$ -	$ 462.27	$ -
Park Rentals	$ 50.00	$ -	$ 100.00	$ 200.00
Sports Complex	$ 1,413.64	$ 828.07	$ 3,492.43	$ 1,948.56
Leagues	$ 325.00	$ -	$ 650.00	$ -
Concession (Trailhead & Sports Complex)	$ 210.28	$ 232.52	$ 210.28	$ 232.52
TOTAL OTHER REVENUES	$ 4,886.64	$ 3,338.86	$ 10,182.40	$ 7,614.32



	Revenue				Expenses			
	FY 2011	FY 2012	FY 2013	FY 2014	FY 2011	FY 2012	FY 2013	FY 2014
Oct	42,516.89	30,627.71	47,245.73	44,065.85	-	36,241.32	31,837.02	33,735.16
Nov	37,193.51	38,877.40	43,518.38	53,192.78	-	25,134.01	30,195.88	33,869.05
Dec	39,694.57	42,152.14	38,953.78	-	-	32,478.58	22,787.78	-
Jan	39,878.79	42,192.04	30,396.63	-	-	30,551.40	26,904.66	-
Feb	40,275.19	38,834.23	37,286.87	-	-	24,109.15	21,878.20	-
Mar	39,915.11	49,320.02	52,232.16	-	-	23,711.04	20,927.49	-
Apr	8,756.25	42,489.96	38,368.11	-	-	26,928.96	27,325.44	-
May	86,980.61	43,240.91	44,423.25	-	-	30,217.31	34,664.38	-
Jun	41,165.60	52,182.65	40,785.13	-	-	29,033.61	24,094.37	-
Jul	44,035.28	45,224.94	37,826.02	-	-	28,925.29	28,765.21	-
Aug	35,849.93	42,809.63	42,872.75	-	-	24,572.88	23,947.40	-
Sept	43,711.11	45,496.78	31,954.27	-	-	35,644.27	24,560.40	-
	499,972.84	513,448.41	485,863.08	97,258.63	-	347,547.82	317,888.23	67,604.21

Profit/Loss Estimate			
FY 2012	FY 2013	FY 2014	
499,972.84	513,448.41	97,258.63	Revenues YTD
(347,547.82)	(317,888.23)	(67,604.21)	**minus** Operating Costs YTD
(32,430.60)	(36,139.21)	(6,055.46)	**minus** Maintenance Staff Costs YTD
119,994.42	159,420.97	23,598.96	**Profit/Loss Estimate***

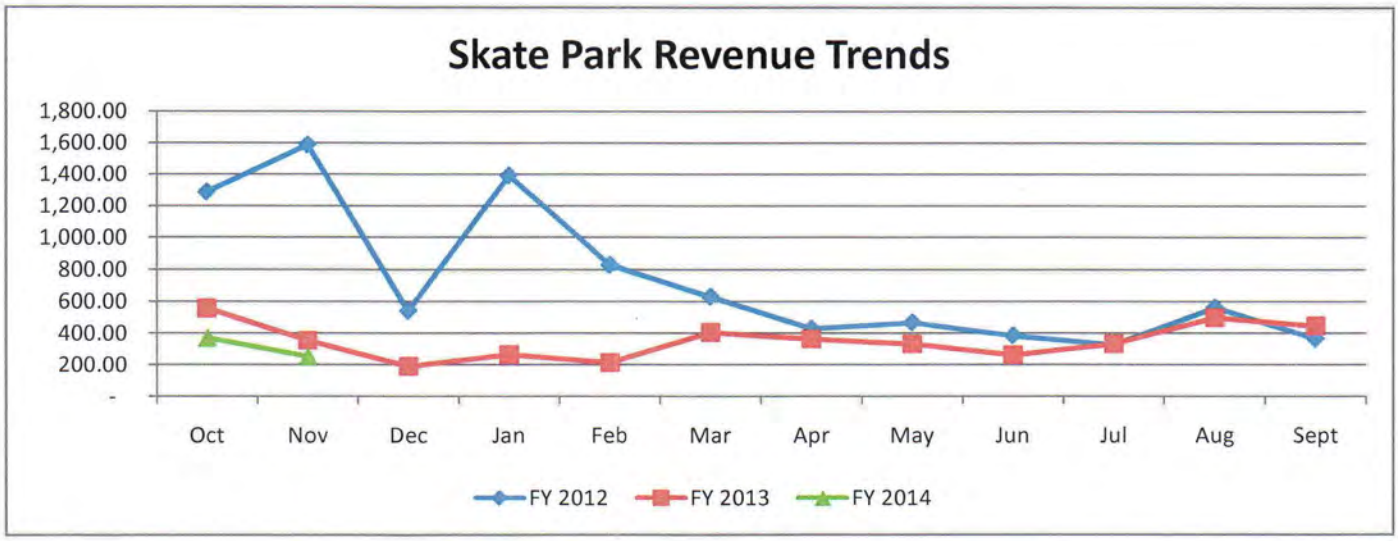
* Estimated Profit/Loss does not inlcude repayment of bond or Facilities Maintenance work orders.



	Revenue				Expenses			
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2012	FY 2013	FY 2014	FY 2015
Oct	3,375.69	5,981.39	-		4,475.29	6,432.02	2,865.60	
Nov	2,899.54	2,848.98	1,589.00		4,319.82	3,484.87	5,795.89	
Dec	1,513.79	3,152.74			5,081.00	4,758.23		
Jan	2,011.99	4,615.52			4,468.32	5,950.04		
Feb	3,564.81	4,966.32			3,926.30	4,910.27		
Mar	1,395.36	3,157.07			10,603.54	11,551.92		
Apr	2,473.11	334.22			5,568.57	4,165.60		
May	6,926.87	1,733.60			6,389.06	1,811.63		
Jun	6,902.53	3,123.40			8,047.27	2,178.60		
Jul	4,462.91	2,788.10			6,039.08	2,456.01		
Aug	11,447.28	2,534.35			5,347.52	1,927.63		
Sept	3,256.81	3,199.35			16,550.52	8,625.19		
	50,230.69	38,435.04	1,589.00		80,816.29	58,252.01	8,661.49	

Profit/Loss Estimate				
FY 2012	FY 2013	FY 2014	FY 2015	
50,230.69	38,435.04	1,589.00	-	Revenues YTD
(80,816.29)	(58,252.01)	(8,661.49)	-	**minus** Operating Costs YTD
(8,107.68)	(8,357.26)	(1,470.03)	-	**minus** Maintenance Staff Costs YTD
(38,693.28)	(28,174.23)	(8,542.52)	-	**Profit/Loss Estimate***

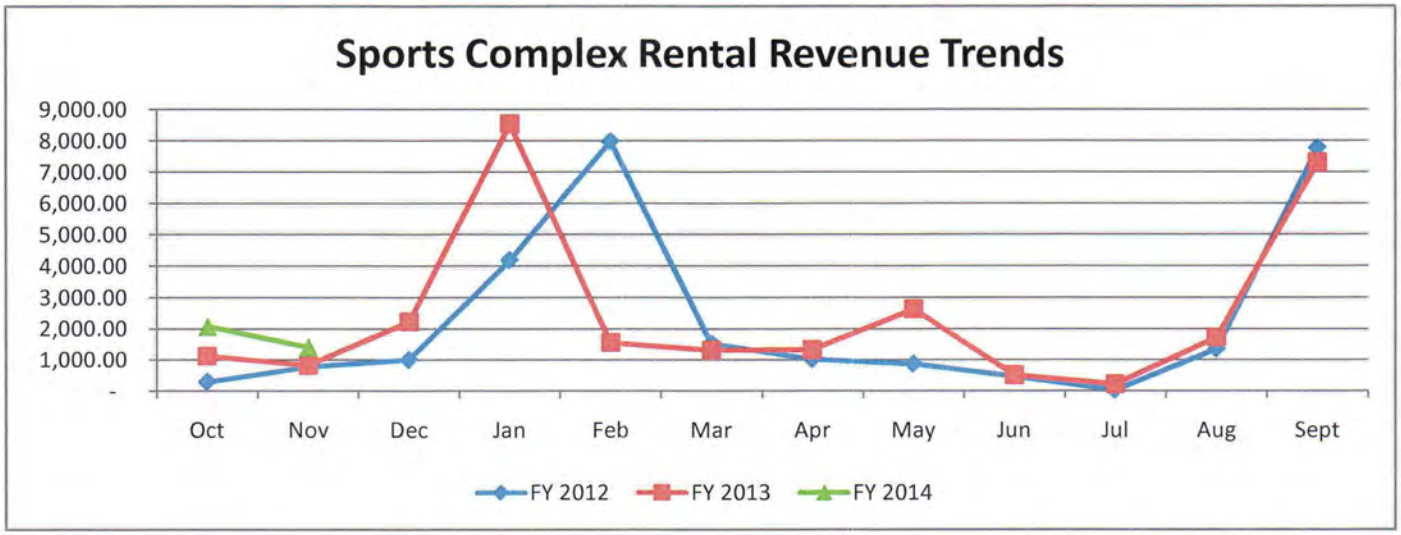
* Estimated Profit/Loss does not inlcude Facilities Maintenance work orders.



	Revenue							
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Oct	1,288.54	557.51	372.62					
Nov	1,589.61	355.41	254.70					
Dec	542.99	189.70						
Jan	1,392.54	263.19						
Feb	830.14	212.25						
Mar	631.83	404.46						
Apr	430.87	362.29						
May	469.22	330.92						
Jun	386.77	262.25						
Jul	328.28	332.76						
Aug	563.57	498.08						
Sept	365.07	446.91						
	8,819.43	4,215.73	627.32	-	-	-	-	-

Profit/Loss Estimate				
FY 2012	FY 2013	FY 2014	FY 2015	
8,819.43	4,215.73	627.32	-	FY Revenues
(27,825.71)	(26,540.22)	(4,129.94)	-	**minus** Operating Costs YTD*
(19,006.28)	(22,324.49)	(3,502.62)	-	**Profit/Loss Estimate**

*Costs are estimated



	Revenue							
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Oct	297.97	1,120.49	2,078.79					
Nov	787.50	828.07	1,413.64					
Dec	1,004.58	2,225.58						
Jan	4,193.17	8,543.01						
Feb	7,995.06	1,557.09						
Mar	1,527.08	1,311.34						
Apr	1,020.23	1,328.08						
May	869.86	2,625.66						
Jun	475.00	510.00						
Jul	30.00	216.10						
Aug	1,347.59	1,721.25						
Sept	7,781.94	7,307.26						
	27,329.98	29,293.93	3,492.43	-	-	-	-	-

FY2014

FACILITIES MAINTENANCE MONTHLY REPORT

NOVEMBER 2013

WORK ORDER EXPENSES

TYPE	Nov-13	YTD	Nov-12	YTD	Nov-13	YTD	Nov-12	YTD
LABOR	16%	40%	26%	27%	$ 1,483.72	$ 5,568.79	$ 3,669.58	$ 12,950.95
MATERIALS	20%	25%	20%	17%	$ 1,932.49	$ 3,942.03	$ 2,777.29	$ 7,562.41
CONTRACTOR	64%	35%	54%	56%	$ 6,099.00	$ 6,412.75	$ 7,575.00	$ 27,167.97
TOTALS	100%	100%	100%	100%	$ 9,515.21	$ 15,923.57	$ 14,021.87	$ 47,681.33

WORK ORDERS BY BUILDING

FACILITY	Nov-13	YTD	Nov-12	YTD
CITY HALL	14	24	20	27
EVENTS CENTER	8	18	8	14
EMPLOYEE HEALTH CLINIC	0	1	0	1
FLEET	2	3	2	3
FRANK EVANS MUSEUM	2	4	3	5
LIBERTY PARK	0	0	2	2
MUNICIPAL COMPLEX	6	16	10	12
PARKS BUILDING	4	7	3	5
POLICE DEPARTMENT	8	12	11	17
PUBLIC WORKS BUILDING	7	8	8	9
SPORTS COMPLEX	4	6	1	1
STATION #33	4	4	5	6
STATION #37	1	1	3	3
TENNIS CENTER	5	10	3	6
TRAILHEAD PARK	2	2	2	2
WATER TREATMENT PLANT	2	4	3	5
TOTALS	69	120	84	118

WORK ORDERS BY CATEGORY

FACILITY	Nov-13	YTD	Nov-12	YTD
APPLIANCES	1	4	5	5
DOORS - INT, EXT, & HARDWARE	0	2	8	9
ELECTRICAL	21	41	18	28
FIRE ALARM SYSTEMS	3	3	0	0
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	1	3	6	8
JANITORIAL	3	9	1	2
MISCELLANEOUS	3	18	3	7
PAINT - INTERIOR & EXTERIOR	0	0	2	3
PEST CONTROL	2	2	1	3
PLUMBING	8	11	8	10
PREVENTATIVE MAINTENANCE	27	27	32	42
SECURITY SYSTEMS	0	0	0	0
SEPTIC TANKS	0	0	0	0
VENDING	0	0	0	1
TOTALS	69	120	84	118

MEMORANDUM

DATE: November 5, 2013

TO: Mayor & City Commission

FROM: Kathy Gehr, Assistant Parks and Recreation Director

THRU: Jackie Sova, City Manager

SUBJECT: October 2013 Parks and Recreation Report Summary

Recreation:

- The Lake Mary Little League program is currently running its fall youth baseball program at the Lake Mary Sports Complex. This fall season has seen an increase in attendance for the second consecutive season and now has over 250 participants.
- This past spring season the Lake Mary Little League hosted an end of season District tournament. The several day events exposed our beautiful Sports Complex to many spectators and youth athletes from surrounding communities in Central Florida.
- The Fall Softball League is almost at max with 17 of 18 team spots filled.
- Partner in Programming, Soccer Shots, is now training over 40 kids in soccer clinics each Saturday morning at the Sports Complex.

Lake Mary Events Center:

- The success of the Lake Mary Events Center since its opening in 2008 has been phenomenal! With over 2000 rentals taken place at the center to date and rental revenue in excess of 2 million dollars, hosting hundreds of weddings, corporate events and family celebrations. The Events Center success has proven to have a positive economic impact on the local community with weekly events providing hotel stays as well as increased restaurant and business traffic.

Tennis Center:

- The Lake Mary Tennis Center hosted the USTA Bobby Curtis State Championship Tournament in the 10 and Under Girls Division. 12 Invited players participated in the two day event the weekend of October 5th-6th. It was a very successful tournament directed by our Director of Tennis, Steve Huber and his staff along with several member volunteers from the Tennis Center.

- The Lake Mary Tennis Center is now offering a NEW Lake Mary Tennis Academy for children of all ages. This program is taught by Steve Huber, Director of Tennis and Jamie Davidson, head tennis professional after school each day.
- Tennis membership levels are at an all-time high of 149, including singles and family memberships.

Community Events:

- The City of Lake Mary hosted the **Halloween Spooktacular Event** this time on Halloween night, 10/31/13! The event was held at Central Park in Downtown Lake Mary, offering safe and fun trick or treating. The event featured music, children's games, and a costume contest as well as a kiddie train in the park. Local businesses sponsored this free event and provided candy for the little ghouls.
- The City of Lake Mary **Holiday in the Park and Tree Lighting Event** will also take place in Central Park on Friday December 6th from 6pm-8pm. Santa and Mrs. Claus will arrive via fire truck to listen to each child's holiday requests! Music, kid's games and refreshments will be provided. Another event highlight not to be missed is the Mayor and City Commission leading the countdown to the annual lighting of the tree.

Grounds and Facilities:

- The New Lake Mary Community Center is officially under contract with McCree Design Builders and is currently in the design phase. The anticipated opening is Spring 2014. The City of Lake Mary is excited to once again offer affordable options for room rentals to host parties and meetings, as well as host several new recreation programs including a children's Summer Camp.
- Holiday lights at City Hall, Trailhead Park fountain, Frank Evans Museum and the Tennis Center will be turned on Thanksgiving night for all to enjoy.

MEMO

PARKS & RECREATION DEPARTMENT

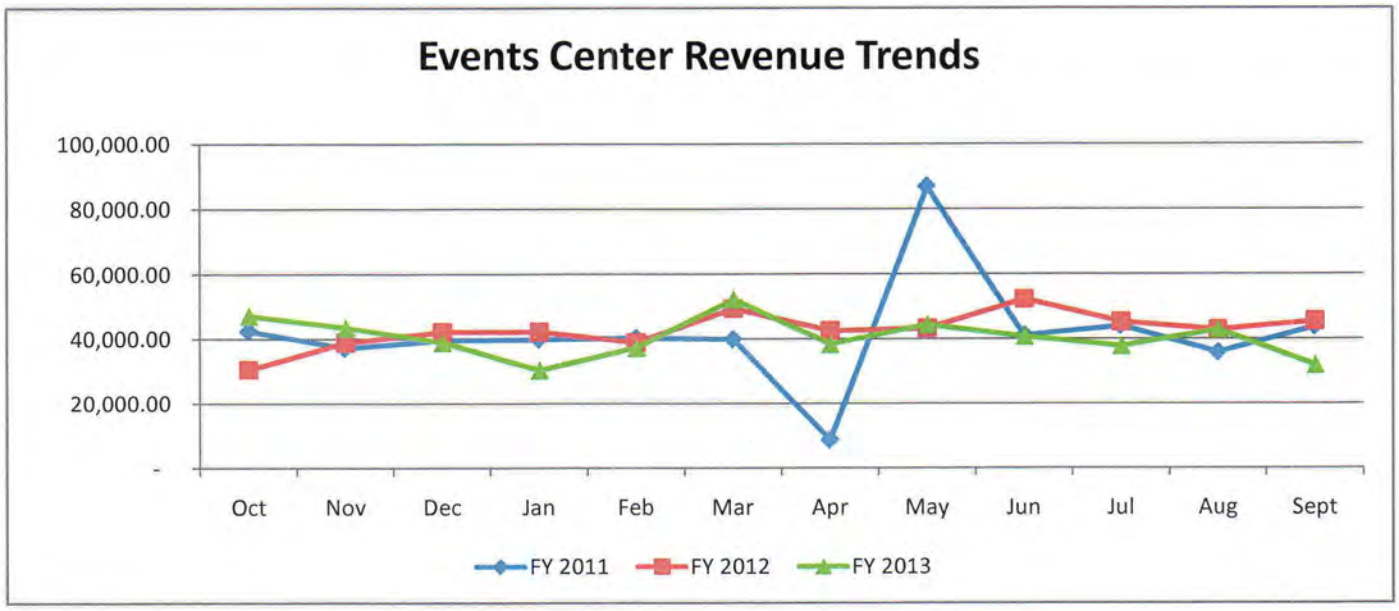
TO: Bryan Nipe, Director of Parks & Recreation

FROM: Radley Williams, Recreation Chief

DATE: November 11, 2013

PARKS AND RECREATION MONTHLY REVENUE AND EXPENSE REPORT
FOR THE MONTH OF: October 2013

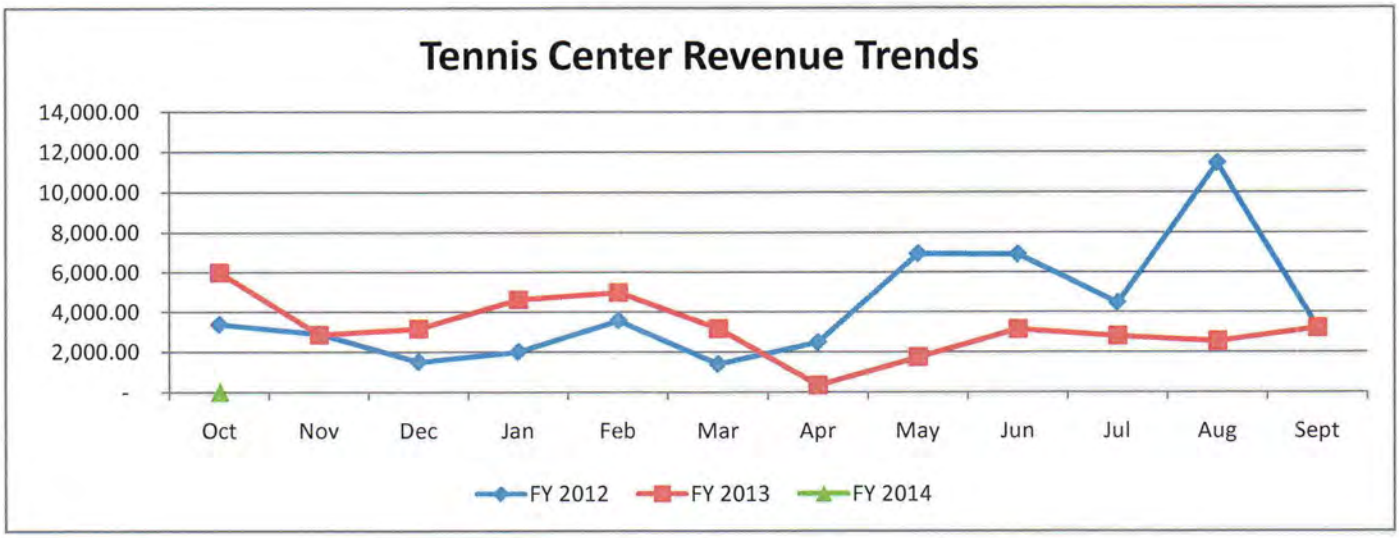
ACTIVITY	CURRENT MONTH	THIS MONTH LAST YEAR	CURRENT YTD	PREVIOUS YTD
EVENTS CENTER				
non-revenue uses	13	13	13	13
rentals	26	29	26	29
revenue	$ 44,065.85	$ 47,245.73	$ 44,065.85	$ 47,245.73
expenses	$ 33,735.16	$ 31,837.02	$ 33,735.16	$ 31,837.02
SENIOR CENTER				
non-revenue uses	4/9.0	4/11.0	4/9.0	4/11.0
rentals	1	3	1	3
classes	127	129	127	129
individual participants	2159	1904	2,159	1,904
revenue	$ 1,142.20	$ 881.95	$ 1,142.20	$ 881.95
expenses	$ 6,296.23	$ 6,568.34	$ 6,296.23	$ 6,568.34
TENNIS CENTER				
memberships	150	117		
revenue	$ -	$ 5,981.39	$ -	$ 5,981.39
expenses	$ 2,864.60	$ 6,432.02	$ 2,864.60	$ 6,432.02
OTHER REVENUES				
Farmers Market	$ 2,007.08	$ 2,397.46	$ 2,007.08	$ 2,397.46
Skate Park	$ 372.62	$ 557.51	$ 372.62	$ 557.51
Splash Park	$ 462.27	$ -	$ 462.27	$ -
Park Rentals	$ 50.00	$ 200.00	$ 50.00	$ 200.00
Sports Complex	$ 2,078.79	$ 1,120.49	$ 2,078.79	$ 1,120.49
Leagues	$ 325.00	$ -	$ 325.00	$ -
Concession (Trailhead & Sports Complex)	$ -	$ -	$ -	$ -
TOTAL OTHER REVENUES	$ 5,295.76	$ 4,275.46	$ 5,295.76	$ 4,275.46



	Revenue				Expenses			
	FY 2011	FY 2012	FY 2013	FY 2014	FY 2011	FY 2012	FY 2013	FY 2014
Oct	42,516.89	30,627.71	47,245.73	44,065.85	-	36,241.32	31,837.02	33,735.16
Nov	37,193.51	38,877.40	43,518.38	-	-	25,134.01	30,195.88	-
Dec	39,694.57	42,152.14	38,953.78	-	-	32,478.58	22,787.78	-
Jan	39,878.79	42,192.04	30,396.63	-	-	30,551.40	26,904.66	-
Feb	40,275.19	38,834.23	37,286.87	-	-	24,109.15	21,878.20	-
Mar	39,915.11	49,320.02	52,232.16	-	-	23,711.04	20,927.49	-
Apr	8,756.25	42,489.96	38,368.11	-	-	26,928.96	27,325.44	-
May	86,980.61	43,240.91	44,423.25	-	-	30,217.31	34,664.38	-
Jun	41,165.60	52,182.65	40,785.13	-	-	29,033.61	24,094.37	-
Jul	44,035.28	45,224.94	37,826.02	-	-	28,925.29	28,765.21	-
Aug	35,849.93	42,809.63	42,872.75	-	-	24,572.88	23,947.40	-
Sept	43,711.11	45,496.78	31,954.27	-	-	35,644.27	24,560.40	-
	499,972.84	513,448.41	485,863.08	44,065.85	-	347,547.82	317,888.23	33,735.16

Profit/Loss Estimate			
FY 2012	FY 2013	FY 2014	
499,972.84	513,448.41	44,065.85	Revenues YTD
(347,547.82)	(317,888.23)	(33,735.16)	**minus** Operating Costs YTD
(32,430.60)	(36,139.21)	(2,736.09)	**minus** Maintenance Staff Costs YTD
119,994.42	159,420.97	7,595.53	**Profit/Loss Estimate***

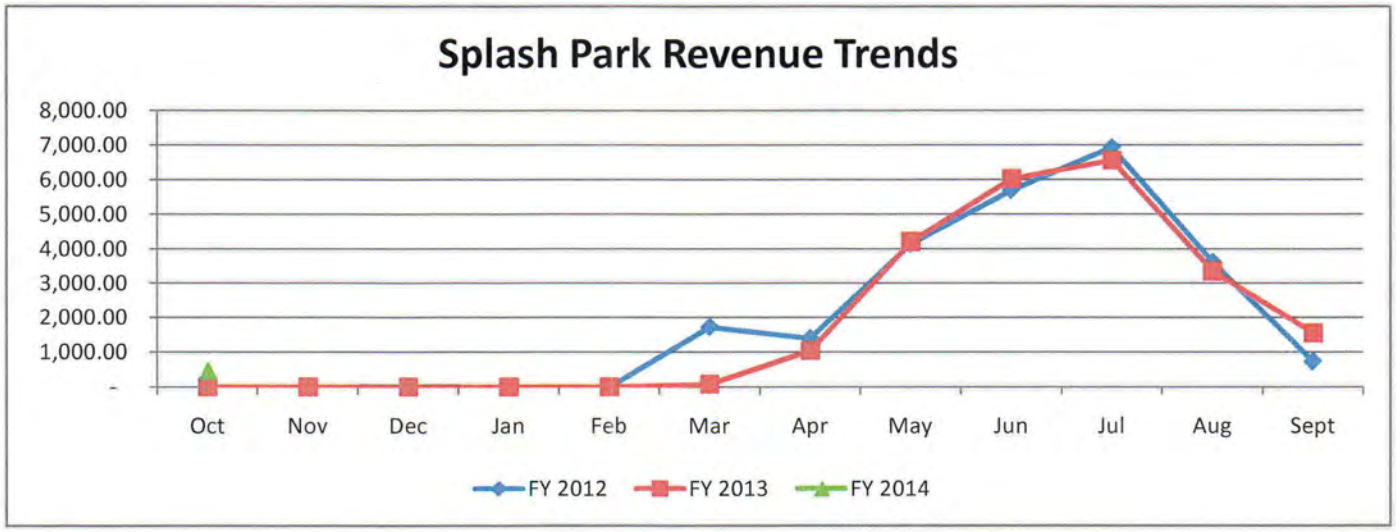
* Estimated Profit/Loss does not inlcude repayment of bond or Facilities Maintenance work orders.



	Revenue				Expenses			
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2012	FY 2013	FY 2014	FY 2015
Oct	3,375.69	5,981.39	-		4,475.29	6,432.02	2,864.60	
Nov	2,899.54	2,848.98			4,319.82	3,484.87		
Dec	1,513.79	3,152.74			5,081.00	4,758.23		
Jan	2,011.99	4,615.52			4,468.32	5,950.04		
Feb	3,564.81	4,966.32			3,926.30	4,910.27		
Mar	1,395.36	3,157.07			10,603.54	11,551.92		
Apr	2,473.11	334.22			5,568.57	4,165.60		
May	6,926.87	1,733.60			6,389.06	1,811.63		
Jun	6,902.53	3,123.40			8,047.27	2,178.60		
Jul	4,462.91	2,788.10			6,039.08	2,456.01		
Aug	11,447.28	2,534.35			5,347.52	1,927.63		
Sept	3,256.81	3,199.35			16,550.52	8,625.19		
	50,230.69	38,435.04	-		80,816.29	58,252.01	2,864.60	

Profit/Loss Estimate				
FY 2012	FY 2013	FY 2014	FY 2015	
50,230.69	38,435.04	-	-	Revenues YTD
(80,816.29)	(58,252.01)	(2,864.60)	-	**minus** Operating Costs YTD
(8,107.68)	(8,357.26)	(684.02)	-	**minus** Maintenance Staff Costs YTD
(38,693.28)	(28,174.23)	(2,180.58)	-	**Profit/Loss Estimate***

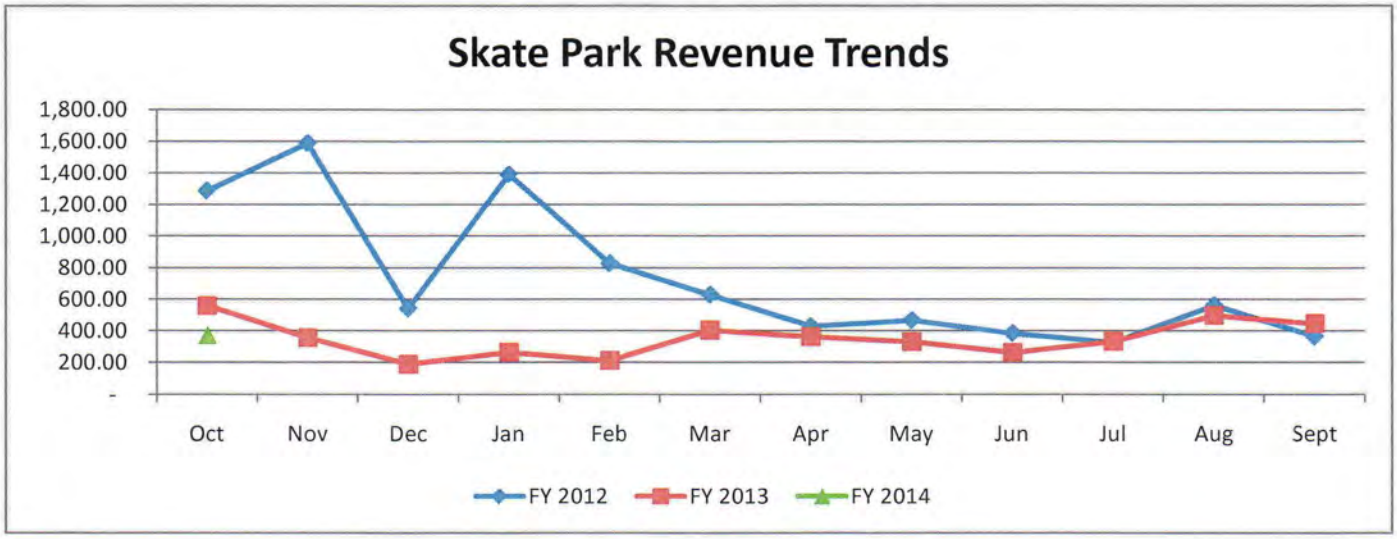
* Estimated Profit/Loss does not inlcude Facilities Maintenance work orders.



	Revenue							
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2018
Oct	-	-	462.27					
Nov	-	-						
Dec	14.02	-						
Jan	-	-						
Feb	-	-						
Mar	1,728.35	72.64						
Apr	1,400.96	1,040.56						
May	4,145.73	4,206.61						
Jun	5,696.91	6,025.30						
Jul	6,933.00	6,562.02						
Aug	3,624.99	3,353.80						
Sept	730.20	1,550.00						
	24,274.16	22,810.93	462.27	-	-	-	-	-

Profit/Loss Estimate				
FY 2012	FY 2013	FY 2014	FY 2015	
24,274.16	22,810.93	462.27	-	FY Revenues
(35,447.24)	(33,264.94)	(2,282.12)	-	**minus** Operating Costs YTD*
(11,173.08)	(10,454.01)	(1,819.85)	-	**Profit/Loss Estimate**

*Costs are estimated



	Revenue							
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Oct	1,288.54	557.51	372.62					
Nov	1,589.61	355.41						
Dec	542.99	189.70						
Jan	1,392.54	263.19						
Feb	830.14	212.25						
Mar	631.83	404.46						
Apr	430.87	362.29						
May	469.22	330.92						
Jun	386.77	262.25						
Jul	328.28	332.76						
Aug	563.57	498.08						
Sept	365.07	446.91						
	8,819.43	4,215.73	372.62	-	-	-	-	-

Profit/Loss Estimate				
FY 2012	FY 2013	FY 2014	FY 2015	
8,819.43	4,215.73	372.62	-	FY Revenues
(27,825.71)	(26,540.22)	(2,091.37)	-	**minus** Operating Costs YTD*
(19,006.28)	(22,324.49)	(1,718.75)	-	**Profit/Loss Estimate**

*Costs are estimated

FY2014

FACILITIES MAINTENANCE MONTHLY REPORT

October 2013

WORK ORDER EXPENSES

TYPE	Oct-13	YTD	Oct-12	YTD	Oct-13	YTD	Oct-12	YTD
LABOR	64%	64%	28%	28%	$ 4,085.07	$ 4,085.07	$ 9,281.37	$ 9,281.37
MATERIALS	31%	31%	14%	14%	$ 2,009.54	$ 2,009.54	$ 4,785.12	$ 4,785.12
CONTRACTOR	5%	5%	58%	58%	$ 313.75	$ 313.75	$ 19,592.97	$ 19,592.97
TOTALS	100%	100%	100%	100%	$ 6,408.36	$ 6,408.36	$33,659.46	$ 33,659.46

WORK ORDERS BY BUILDING

FACILITY	Oct-13	YTD	Oct-12	YTD
CITY HALL	10	10	7	7
EVENTS CENTER	10	10	6	6
EMPLOYEE HEALTH CLINIC	1	1	1	1
FLEET	1	1	1	1
FRANK EVANS MUSEUM	2	2	2	2
LIBERTY PARK	0	0	0	0
MUNICIPAL COMPLEX	10	10	2	2
PARKS BUILDING	3	3	2	2
POLICE DEPARTMENT	4	4	6	6
PUBLIC WORKS BUILDING	1	1	1	1
SPORTS COMPLEX	2	2	0	0
STATION #33	0	0	1	1
STATION #37	0	0	0	0
TENNIS CENTER	5	5	3	3
TRAILHEAD PARK	0	0	0	0
WATER TREATMENT PLANT	2	2	2	2
TOTALS	51	51	34	34

WORK ORDERS BY CATEGORY

FACILITY	Oct-13	YTD	Oct-12	YTD
APPLIANCES	3	3	0	0
DOORS - INT, EXT, & HARDWARE	2	2	1	1
ELECTRICAL	20	20	10	10
FIRE ALARM SYSTEMS	0	0	0	0
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	2	2	2	2
JANITORIAL	6	6	1	1
MISCELLANEOUS	15	15	4	4
PAINT - INTERIOR & EXTERIOR	0	0	1	1
PEST CONTROL	0	0	2	2
PLUMBING	3	3	2	2
PREVENTATIVE MAINTENANCE	0	0	10	10
SECURITY SYSTEMS	0	0	0	0
SEPTIC TANKS	0	0	0	0
VENDING	0	0	1	1
TOTALS	51	51	34	34

Lake Mary Police Department

MONTHLY REPORT - NOVEMBER 2013

	FY 2014 NOV	FY 2014 YTD	FY 2013 NOV	FY 2013 YTD
Monthly Call Volume	5,069	10,535	4,528	8,807
Response Times (in minutes)				
Priority 1	3.32		3.25	
Priority 2	3.49		3.37	
Priority 3	7.1		6.47	
UCR Crimes				
Murders	0	0	0	0
Sex Offenses, Forcible	0	0	2	2
Robbery	0	0	0	0
Assault/Battery	5	10	8	17
Burglary	3	6	3	9
Theft, all other	15	30	16	38
Motor Vehicle Theft	0	0	0	1
Theft of Motor Vehicle Parts	1	2	1	4
Arson	0	0	0	0
D.U.I.	1	2	2	5
Total Arrests				
Adults	23	46	38	75
Juveniles	6	12	4	10
Traffic Calls				
Crashes	56	115	49	107
Criminal Citations	10	16	19	36
Citations- non criminal	328	579	427	734
Parking citations	5	19	8	12
K9 Deployments	7	13	7	11
Agency Assist; outside Jurisdiction	47	93	31	70
Alarms				
Total	104	201	92	196
Business	67	127	65	136
Residential	37	74	27	60
Total Responses to City Ordinance Violations	42	69	82	124

Lake Mary Police Department
IMPORTANT EVENTS

Patrol Division

Officers are participating in the Click It Or Ticket campaign, which runs through December.

Ofc. McDaniel completed training as a flight observer for the Seminole County Sheriff's Office.

Pfc. DelGenio completed narcotics training with her K9 "Neso", and earned three separate narcotic certifications, one being a national certification.

Ofc. Wheeler began his K9 training at the Apopka Police Department.

Lake Mary's S.W.A.T. team competed in the International S.W.A.T. Round-up, winning the "Small Agency Award".

Criminal Investigations Division

CID is working two Grand Theft cases involving significant loss to residents (5K - 20K). The subjects appear to be known or have access to the homes.

Several other cases are being investigated by CID, to include:

Sexual exploitation of a child via the internet

Retail theft from Home Depot and AT&T

Community Relations Division

Attended the Lake Mary Heathrow Arts Festival.

Ofc. Hudson was honored at an Orlando Magic game as a "Hometown Hero" for conducting several women's self defense classes.

Taught an Anti-Bullying and Stranger Danger class to children at Lady Bird Academy and Awana Club.

Conducted Security Surveys at our elementary schools for Seminole County School Board in conjunction with Seminole County Sheriff's Office.

Ofc. Hudson provided a class for Duke Energy on Personal Safety and Security for the Holidays with over 50 in attendance.

Ofc. Hudson spoke on Fraud Prevention at Fox 35 studios.

Seniors Intervention Group (SIG) did yard work in The Forest, cleaning up yards at 21 homes for low income seniors.

Seminole High School's law class was provided with information on police work by Ofc. Hudson.

SIG provided 165 turkey dinners for low income seniors throughout Seminole County, with a large number of these going to Lake Mary residents of The Forest.

Support Services Division

Hosted an APCO Active Shooter Training class for communications. Supervisor Garfinkel and ECO Ward attended the training.

Seminole County and Motorola began installing the first phase of the P25 radio system in communications. Installation included new radio consoles, monitors, system rack, fiber connection and SIM system.

Lake Mary Police Department

MONTHLY REPORT - OCTOBER 2013

	FY 2014 OCT	FY 2014 YTD	FY 2013 OCT	FY 2013 YTD
Monthly Call Volume	5,466		4,279	
Response Times (in minutes)				
Priority 1	3.45		4.00	
Priority 2	3.79		5.56	
Priority 3	7.29		9.46	
UCR Crimes				
Murders	0		0	
Sex Offenses, Forcible	0		0	
Robbery	0		0	
Assault/Battery	5		9	
Burglary	3		6	
Theft, all other	15		22	
Motor Vehicle Theft	0		1	
Theft of Motor Vehicle Parts	1		3	
Arson	0		0	
D.U.I.	1		3	
Total Arrests				
Adults	23		37	
Juveniles	6		6	
Traffic Calls				
Crashes	59		58	
Criminal Citations	6		17	
Citations- non criminal	251		307	
Parking citations	14		4	
K9 Deployments	6		4	
Agency Assist; outside Jurisdiction	46		39	
Alarms				
Total	97		104	
Business	60		71	
Residential	37		33	
Total Responses to City Ordinance Violations	27		42	

Lake Mary Police Department
IMPORTANT EVENTS

Patrol Division

Officer Doug Wheeler has been chosen as new K-9 Officer.
The SWAT team continues to prepare for competition at the International SWAT Round-up.
The SWAT team participated in the Bad To The Bone O-Course Competition in Marion County.

Criminal Investigations Division

Two cases were investigated and closed regarding the George Zimmerman Theft and Domestic Disturbance incidents.
Det's Tomassi and Riddle are working several stolen credit card cases that extend out to other jurisdictions.
A Lewd and Lascivious photos sent to a minor case was closed by Det. Umana.
CID managed testing and background investigations on 18 police applicants.
Det. Riddle participated in City Government Day at both elementary schools.
CID assisted Volusia County in a search for missing persons who are presumed dead. Det. Umana completed a search warrant for a vehicle recovered in Lake Mary belonging to one of the missing individuals.
Multiple theft and burglary cases were received throughout the month.
CID operated one below staffing due to the exit of Det. Reguero. The vacancy is to be filled November 25th by Officer Chris Crutcher.

Community Relations Division (CRD)

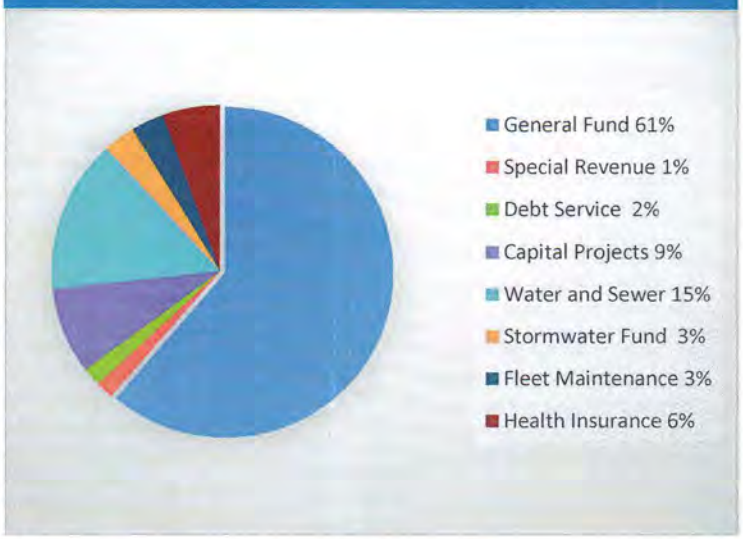
Ofc. Hudson was keynote speaker for Elder Awareness Month at Spring Hills.
Seniors Intervention Group (SIG), along with over 40 volunteers, did a mass yard cleanup in the Forest for 20 low income seniors.
CRD participated in Grace United's Fall Festival.
A class was provided for the children at St. Peters Episcopal Church on stranger danger and bullying.
SIG and Community Relations participated in Spooktacular at Central Park.
CRD participated in Ghost Walk and scared over 200 unsuspecting persons at Lake Mary P.D.
Ofc. Zach Hudson was guest speaker at a local church, covering crime prevention and fraud against the elderly.
Community Relations organized and led City Government Day with all departments participating at Lake Mary and Crystal Lake Elementaries.
The Seniors Intervention Group provided 12 rides and over 500 meals to low income seniors during the month.

Support Services Division

Sr. Records Specialist Ashley Greenhut received an "On the Spot" award from the City after an email was received from a citizen praising her efforts and work ethic.
Evidence Custodian Christina Szydelko represented LMPD in a National Prescription Drug Take Back initative sponsored by DEA.
Record Specialist Kim Vandegrift participated in the Lake Mary Fire Department Open House and fingerprinted 35 juveniles for parents to keep as part of their personal records.

City of Lake Mary
Budget Snapshot as of November 30, 2013

(16.67% of fiscal year elapsed)



General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	$ 6,083,271	$ 1,684,596	27.7%
Franchise & Utility Taxes	6,072,270	489,676	8.1%
Business Tax Receipts	119,500	104,762	87.7%
Permits	997,577	182,626	18.3%
Fines & Forfeitures	68,933	5,642	8.2%
Intergovernmental	1,425,105	138,037	9.7%
Charges for Services	1,288,150	187,938	14.6%
Investment Income/Other	287,000	25,307	8.8%
Operating Transfers In	985,000	164,167	16.7%
Total Revenues	$ 17,326,806	$ 2,982,751	17.2%

General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	$ 96,147	$ 15,475	16.1%
City Manager	586,465	65,106	11.1%
City Attorney	95,000	13,231	13.9%
City Clerk	226,596	31,707	14.0%
General Government	698,269	35,366	5.1%
Risk Management	15,550	10,275	66.1%
Finance	496,993	73,406	14.8%
Information Systems	213,454	56,775	26.6%
Community Development	612,329	88,209	14.4%
Building	488,410	73,165	15.0%
Facilities Maintenance	369,481	31,298	8.5%
Police Operations	4,906,162	743,687	15.2%
Fire Combat	4,516,235	641,892	14.2%
Fire Prevention	342,023	48,771	14.3%
Support Services	951,630	126,919	13.3%
PW Admin & Engineering	226,636	33,774	14.9%
Streets/Sidewalks	505,822	45,092	8.9%
Parks & Recreation	1,725,552	227,832	13.2%
Events Center	373,035	67,604	18.1%
Community Center	100,431	8,397	8.4%
Senior Center	114,354	16,202	14.2%
Tennis Center	49,166	8,661	17.6%
Transfers Out	3,019,921	503,320	16.7%
Total Expenditures	$ 20,729,661	$ 2,966,164	14.3%
Fund Balance Forward	15,527,056	15,527,056	100.0%
Current Fund Balance	$ 12,124,201	$ 15,543,643	128.2%

Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	$ 631,921	$ 105,320	16.7%
Expenditures			
PIRRB Series 2007	$ 287,438	$ 276,340	96.1%
PIRRN Series 2012	$ 330,472	$ 283,140	85.7%

Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	$ 35,810	3,334	9.3%
Cemetery Sales	4,000	-	0.0%
Fines & Forfeitures	12,000	1,870	15.6%
Investment Income/Other	5,650	458	8.1%
Total	$ 57,460	$ 5,662	9.9%
Expenditures			
Training	$ 18,000	$ 2,755	15.3%
Operating & DARE	12,500	4,186	33.5%
Contributions	13,000	1,500	11.5%
Capital	297,005	-	0.0%
Heritage Park	220,000	-	0.0%
Cemetery Operations	9,175	492	5.4%
Total	$ 569,680	$ 8,933	1.6%
Fund Balance Forward	1,118,062	1,118,062	100.0%
Current Fund Balance	$ 605,842	$ 1,114,791	184.0%

Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	$ 6	$ 349	5816.7%
Grants	-	-	0.0%
Intergovernmental/Other	255,600	208,034	81.4%
Transfers In	2,130,000	355,000	16.7%
Total	$ 2,385,606	$ 563,383	23.6%
Expenditures			
Capital Projects	2,891,822	309,406	10.7%
Total	$ 2,891,822	$ 309,406	10.7%
Fund Balance Forward	510,495	510,495	100.0%
Current Fund Balance	$ 4,279	$ 764,472	17865.7%

Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	$ 2,100,000	$ 287,368	13.7%
Sewer Revenue	1,850,000	272,408	14.7%
Reclaimed Water	200,000	31,382	15.7%
Water Impact Fees	40,400	19,694	48.7%
Sewer Impact Fees	17,400	870	5.0%
Investment Income/Other	180,500	22,465	12.4%
Total	$ 4,388,300	$ 634,187	14.5%
Expenditures			
Operating Expenses	1,581,184	202,176	12.8%
Capital Projects	1,125,000	-	0.0%
Wholesale swr/reclaimed	1,325,000	113,129	8.5%
Transfers Out	1,027,000	171,167	16.7%
Total	$ 5,058,184	$ 486,472	9.6%
Beg Unrestrict Net Assets	14,029,242	14,029,242	100.0%
Available Net Assets	$ 13,359,358	$ 14,176,957	106.1%

Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	$ 382,103	$ 54,950	14.4%
Interest/Other	4,000	429	10.7%
Total	$ 386,103	$ 55,379	14.3%
Expenditures			
Operating Expenses	239,889	31,162	13.0%
Capital Projects	807,500	-	0.0%
Total	$ 1,047,389	$ 31,162	3.0%
Unrestricted Net Assets	847,712	847,712	100.0%
Available Net Assets	$ 186,426	$ 871,929	467.7%

Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	$ 990,619	$ 117,501	11.9%
Expenditures			
Operating Costs	$ 282,656	$ 39,136	13.8%
Vehicle Purchases	$ 792,700	$ 10,516	1.3%

Health Insurance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Charges for Service/Other	$ 1,864,998	$ 290,635	15.6%
Expenditures			
Health Insurance Expense	$ 1,629,600	$ 123,599	7.6%
Health Clinic Expense	$ 247,694	$ 26,917	10.9%

City of Lake Mary, Florida
General Fund Revenues
As of November 30, 2013

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
	Millage Rate	3.6355	3.6355	3.6355	3.6355	3.5895	3.5895	
311-10	Ad valorem tax	$ 6,470,685	6,072,711	5,943,112	5,998,992	6,083,271	1,684,596	0.28
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,283,358	1,224,950	1,219,190	1,128,047	1,150,078	91,886	0.08
313-11	FP&L - Franchise	586,291	545,433	576,381	535,600	525,181		-
313-40	Propane - Franchise	7,090	10,010	7,700	5,864	8,240	-	-
313-70	Solid Waste - Franchise	402,902	419,745	420,000	428,368	428,033	68,338	16%
	Total Franchise	2,279,641	2,200,138	2,223,271	2,097,879	2,111,532	160,224	8%
314-10	Duke Energy - Utility	1,348,464	1,249,357	1,281,040	1,288,609	1,273,877	108,826	0.09
314-11	FP&L - Utility	607,667	601,224	586,393	648,297	618,847	64,699	0.10
314-20	Telecommunications	2,025,484	2,011,704	1,970,830	2,093,587	2,030,020	153,064	0.08
314-80	Propane Gas - Utility	45,535	47,512	45,080	40,838	37,994	2,863	0.08
	Total Utility	4,027,150	3,909,797	3,883,343	4,071,331	3,960,738	329,452	0.08
	Total Franchise & Utility	6,306,791	6,109,935	6,106,614	6,169,210	6,072,270	489,676	8%
	Licenses and Permits:							
321-60	Business Tax Receipts	119,026	115,373	119,000	118,964	119,500	104,762	88%
322-10	Building Permits	501,449	851,192	755,000	1,543,828	915,000	133,807	15%
322-20	Electrical Permits	31,702	63,819	50,040	45,976	37,017	27,373	74%
322-30	Plumbing Permits	12,861	43,687	31,625	30,639	20,069	16,336	81%
322-40	Mechanical Permits	23,054	25,243	18,750	32,685	25,491	5,110	20%
	Total Licenses & Permits	688,092	1,099,314	974,415	1,772,092	1,117,077	287,388	26%
	Fines & Forfeitures:							
351-10	Court Fines	66,172	59,132	38,670	69,858	51,083	5,062	0.10
351-30	False Alarm Fees	1,850	4,225	2,016	3,950	2,850	-	-
351-50	Violation of Local Ordin.	12,901	7,810	7,000	33,586	15,000	580	0.04
	Total Fines & Forfeitures	80,923	71,167	47,686	107,394	68,933	5,642	0.08
	Intergovernmental:							
312-41	Local Option Gas Tax	204,746	224,965	244,939	249,978	241,466	22,593	0.09
334-00	Grants	18,575	3,241	2,096	2,096	-	-	-
335-12	State Rev. Share/Gas Tax	268,887	275,591	282,494	293,595	301,344	47,373	16%
335-14	Mobile Home License	35	108	50	114	80	-	-
335-15	Alcoholic Beverage Lic.	20,566	9,829	9,500	5,572	13,000	-	-
335-18	1/2 Cent Sales Tax	795,364	800,439	824,124	834,141	857,575	68,071	0.08
	Firefighter Supplement	10,580	11,200	10,320	11,740	11,640	-	-
	Total Intergovernmental	1,318,753	1,325,373	1,373,523	1,397,236	1,425,105	138,037	10%

City of Lake Mary, Florida
General Fund Revenues
As of November 30, 2013

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
	Charges for Services:							
341-80	County Business License	12,665	10,715	11,000	10,836	11,500	6,082	53%
341-21	Zoning Fees	25,615	21,798	15,000	22,074	19,000	3,427	18%
341-22	Site Plan Fees	6,400	3,200	3,200	10,200	8,000	1,600	20%
341-22	Developer Bonus	-	-	-	-	-	-	-
342-10	Police Services	71,190	63,085	45,000	57,744	53,000	6,250	12%
342-60	Rescue Transport Fees	657,144	609,044	465,000	597,065	495,000	61,549	12%
347-10	Community/Events Center Rent	499,973	513,448	495,000	489,532	500,000	97,259	19%
347-15	Community Center	-	-	-	-	15,000	-	-
347-20	Summer Camp Fees	-	-	-	-	55,000	-	-
347-30	Farmers Market	36,838	31,379	35,000	29,719	31,000	4,640	15%
347-40	Skate Park Fees	16,296	8,819	13,500	4,221	4,000	627	16%
347-45	Splash Park Fees	23,504	24,274	25,000	22,811	25,000	462	2%
347-50	Park Rentals	675	630	800	1,082	850	100	12%
347-60	Sports Complex Rentals	24,658	27,330	25,000	29,288	27,500	3,493	13%
347-70	Softball Leagues	16,875	13,930	17,000	16,575	17,500	650	4%
347-80	Concession Revenues	5,444	679	1,750	2,435	1,800	210	0.12
347-90	Tennis Center Revenues	52,204	50,231	54,000	40,729	24,000	1,589	0.07
	Total Charges for Services	1,449,481	1,378,562	1,206,250	1,334,311	1,288,150	187,938	15%
	Other:							
361-10	Interest	229,730	192,570	132,000	2,743	135,000	7,935	6%
363-10	Streetlighting	32,802	32,780	32,000	32,484	32,000	4,533	14%
364-00	Sale of Capital Assets	15815	51,917	-	388	-	-	-
369-00	Other Miscellaneous Rev.	113,923	160,060	133,400	127,600	120,000	12,839	11%
	Total Other Revenue	392,270	437,327	297,400	163,215	287,000	25,307	9%
	Transfers In:							
381-00	Transfers from W&S	850,000	850,000	900,000	900,000	985,000	164,167	17%
381-00	Transfers from Cemetery FD		125,000					
	Total Transfers In	850,000		900,000	900,000	985,000	164,167	17%
	Total General Fund Revenue	17,556,995	16,494,389	16,849,000	17,842,450	17,326,806	2,982,751	17%
	Carry-forward Fund Balance	15,145,583	15,066,183	16,369,093	16,369,093	15,527,056	15,527,056	100%
	Total Available	$ 32,702,578	31,560,572	33,218,093	34,211,543	32,853,862	18,509,807	56%

FINANCE DEPARTMENT
MONTHLY REPORT
November 2013

Purchasing/AP Activity	Nov-13	FYTD	Nov-12	FYTD
Purchase Orders Encumbered	31	151	28	148
Bids/RFPs Processed	0	2	0	1
Express Purchase Orders Processed	8	21	8	20
Express P.O. - Average $ Value	$303		$158	
Checks Issued to Vendors	243	437	232	486
P-Card Transactions	271	522	206	477
P-Card Average $ Value	$128		$109	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	37	75	45	73
Items Deposited	2,658	5,637	2,914	6,117
Deposited Items Returned	1	5	6	10
Credit/Debit Card transactions	413	831	300	668
Credit/Debit Card Sales	$66,963	125,004	$34,130	$75,315
Employees Paid	565	943	560	933

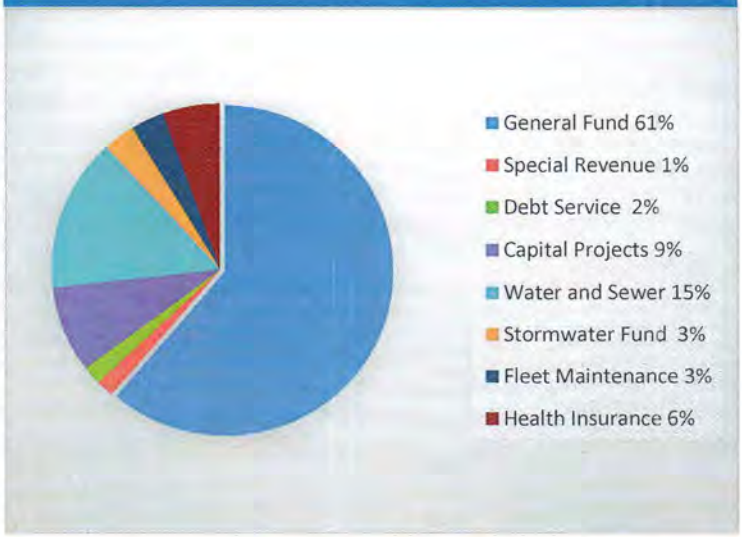
Utilities Activity				
Utility Refund Checks	39	41	24	48
Utility Turn-offs for Non-payment	19	37	19	39
Door Hangers for Non-pay prepared	121	230	107	257
Delinquent Letters Mailed Out	328	677	381	807
Utility Service Complaints Handled	10	36	27	48
Garbage Service Complaints Handled	12	29	15	27
Existing Utility Accounts Closed	55	142	61	131
New Utility Accounts Opened	54	146	59	129
Utility Bank Draft Customers	1,072		1,005	
Electronic Utility Payments	1,045		1,047	
Paperless Billing Customers	625		569	
Current Residential Water Customers	4,701		4,685	
Current Residential Sewer Customers	2,555		2,544	
Current Residential Garbage Customers	4,838		4,805	
Current Commercial Water Customers	446		447	
Current Commercial Sewer Customers	383		382	
Current Commercial Garbage Customers	238		243	

IT Activity				
Helpdesk tickets logged	89	217		
Computer/Server/Network tickets	84	210		
Cell Phone tickets	5	7		
Helpdesk tickets resolved	89	219		
Average resolution time (days)	1			
Intranet/Website Updates	10	22		
Unique Website Visitors	13,637	29,806		

Items of Interest During Reporting Period

City of Lake Mary
Budget Snapshot as of October 31, 2013

(8.33% of fiscal year elapsed)



General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	$ 6,083,271	$ -	0.0%
Franchise & Utility Taxes	6,072,270	31,862	0.5%
Business Tax Receipts	119,500	100,161	83.8%
Permits	997,577	80,413	8.1%
Fines & Forfeitures	68,933	-	0.0%
Intergovernmental	1,425,105	23,686	1.7%
Charges for Services	1,288,150	98,098	7.6%
Investment Income/Other	287,000	12,961	4.5%
Operating Transfers In	985,000	82,083	8.3%
Total Revenues	$ 17,326,806	$ 429,264	2.5%

General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	$ 96,147	$ 7,971	8.3%
City Manager	586,465	16,384	2.8%
City Attorney	95,000	-	0.0%
City Clerk	226,596	7,497	3.3%
General Government	698,269	12,169	1.7%
Risk Management	15,550	-	0.0%
Finance	496,993	18,375	3.7%
Information Systems	213,454	6,992	3.3%
Community Development	612,329	24,780	4.0%
Building	488,410	27,503	5.6%
Facilities Maintenance	369,481	9,874	2.7%
Police Operations	4,906,162	227,760	4.6%
Fire Combat	4,516,235	188,619	4.2%
Fire Prevention	342,023	15,475	4.5%
Support Services	951,630	36,957	3.9%
PW Admin & Engineering	226,636	10,494	4.6%
Streets/Sidewalks	505,822	11,630	2.3%
Parks & Recreation	1,725,552	77,548	4.5%
Events Center	373,035	33,735	9.0%
Community Center	100,431	2,416	2.4%
Senior Center	114,354	6,296	5.5%
Tennis Center	49,166	2,865	5.8%
Transfers Out	3,019,921	251,660	8.3%
Total Expenditures	$ 20,729,661	$ 997,000	4.8%
Fund Balance Forward	15,527,056	15,527,056	100.0%
Current Fund Balance	$ 12,124,201	$ 14,959,320	123.4%

Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	$ 631,921	$ 52,660	8.3%
Expenditures			
PIRRB Series 2007	$ 287,438	$ 276,340	96.1%
PIRRN Series 2012	$ 330,472	$ 283,140	85.7%

Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	$ 35,810	3,334	9.3%
Cemetery Sales	4,000	-	0.0%
Fines & Forfeitures	12,000	1,189	9.9%
Investment Income/Other	5,650	266	4.7%
Total	$ 57,460	$ 4,789	8.3%
Expenditures			
Training	$ 18,000	$ 926	5.1%
Operating & DARE	12,500	4,186	33.5%
Contributions	13,000	1,500	11.5%
Capital	297,005	-	0.0%
Heritage Park	220,000	-	0.0%
Cemetery Operations	9,175	268	2.9%
Total	$ 569,680	$ 6,880	1.2%
Fund Balance Forward	1,118,062	1,118,062	100.0%
Current Fund Balance	$ 605,842	$ 1,115,971	184.2%

Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	$ 6	$ 243	4050.0%
Grants	-	-	0.0%
Intergovernmental/Other	255,600	4,800	1.9%
Transfers In	2,130,000	177,500	8.3%
Total	$ 2,385,606	$ 182,543	7.7%
Expenditures			
Capital Projects	2,891,822	160	0.0%
Total	$ 2,891,822	$ 160	0.0%
Fund Balance Forward	510,495	510,495	100.0%
Current Fund Balance	$ 4,279	$ 692,878	16192.5%

Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	$ 2,100,000	$ 114,361	5.4%
Sewer Revenue	1,850,000	109,416	5.9%
Reclaimed Water	200,000	11,567	5.8%
Water Impact Fees	40,400	7,551	18.7%
Sewer Impact Fees	17,400	22,687	130.4%
Investment Income/Other	180,500	12,964	7.2%
Total	$ 4,388,300	$ 278,546	6.3%
Expenditures			
Operating Expenses	1,581,184	85,457	5.4%
Capital Projects	1,125,000	-	0.0%
Wholesale swr/reclaimed	1,325,000	3,054	0.2%
Transfers Out	1,027,000	85,583	8.3%
Total	$ 5,058,184	$ 174,094	3.4%
Beg Unrestrict Net Assets	14,029,242	14,029,242	100.0%
Available Net Assets	$ 13,359,358	$ 14,133,694	105.8%

Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	$ 382,103	$ 22,007	5.8%
Interest/Other	4,000	247	6.2%
Total	$ 386,103	$ 22,254	5.8%
Expenditures			
Operating Expenses	239,889	7,704	3.2%
Capital Projects	807,500	-	0.0%
Total	$ 1,047,389	$ 7,704	0.7%
Unrestricted Net Assets	847,712	847,712	100.0%
Available Net Assets	$ 186,426	$ 862,262	462.5%

Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	$ 990,619	$ 57,031	5.8%
Expenditures			
Operating Costs	$ 282,656	$ 13,939	4.9%
Vehicle Purchases	$ 792,700	$ -	0.0%

Health Insurance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Charges for Service/Other	$ 1,864,998	$ 92,224	4.9%
Expenditures			
Health Insurance Expense	$ 1,629,600	$ 63,994	3.9%
Health Clinic Expense	$ 247,694	$ 11,871	4.8%

City of Lake Mary, Florida
General Fund Revenues
As of October 31, 2013

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
	Millage Rate	3.6355	3.6355	3.6355	3.6355	3.5895	3.5895	
311-10	Ad valorem tax	$ 6,470,685	6,072,711	5,943,112	5,998,992	6,083,271	-	-
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,283,358	1,224,950	1,219,190	1,128,047	1,150,078	-	-
313-11	FP&L - Franchise	586,291	545,433	576,381	535,600	525,181	-	-
313-40	Propane - Franchise	7,090	10,010	7,700	5,864	8,240	-	-
313-70	Solid Waste - Franchise	402,902	419,745	420,000	428,368	428,033	31,862	7%
	Total Franchise	2,279,641	2,200,138	2,223,271	2,097,879	2,111,532	31,862	2%
314-10	Duke Energy - Utility	1,348,464	1,249,357	1,281,040	1,288,609	1,273,877	-	-
314-11	FP&L - Utility	607,667	601,224	586,393	648,297	618,847	-	-
314-20	Telecommunications	2,025,484	2,011,704	1,970,830	2,093,587	2,030,020	-	-
314-80	Propane Gas - Utility	45,535	47,512	45,080	40,838	37,994	-	-
	Total Utility	4,027,150	3,909,797	3,883,343	4,071,331	3,960,738	-	-
	Total Franchise & Utility	6,306,791	6,109,935	6,106,614	6,169,210	6,072,270	31,862	1%
	Licenses and Permits:							
321-60	Business Tax Receipts	119,026	115,373	119,000	118,964	119,500	100,161	84%
322-10	Building Permits	501,449	851,192	755,000	1,543,828	915,000	70,324	8%
322-20	Electrical Permits	31,702	63,819	50,040	45,976	37,017	4,709	13%
322-30	Plumbing Permits	12,861	43,687	31,625	30,639	20,069	3,473	17%
322-40	Mechanical Permits	23,054	25,243	18,750	32,685	25,491	1,907	7%
	Total Licenses & Permits	688,092	1,099,314	974,415	1,772,092	1,117,077	180,574	16%
	Fines & Forfeitures:							
351-10	Court Fines	66,172	59,132	38,670	69,858	51,083	-	-
351-30	False Alarm Fees	1,850	4,225	2,016	3,950	2,850	-	-
351-50	Violation of Local Ordin.	12,901	7,810	7,000	33,586	15,000	-	-
	Total Fines & Forfeitures	80,923	71,167	47,686	107,394	68,933	-	-
	Intergovernmental:							
312-41	Local Option Gas Tax	204,746	224,965	244,939	249,978	241,466	-	-
334-00	Grants	18,575	3,241	2,096	2,096	-	-	-
335-12	State Rev. Share/Gas Tax	268,887	275,591	282,494	293,595	301,344	23,686	8%
335-14	Mobile Home License	35	108	50	114	80	-	-
335-15	Alcoholic Beverage Lic.	20,566	9,829	9,500	5,572	13,000	-	-
335-18	1/2 Cent Sales Tax	795,364	800,439	824,124	834,141	857,575	-	-
	Firefighter Supplement	10,580	11,200	10,320	11,740	11,640	-	-
	Total Intergovernmental	1,318,753	1,325,373	1,373,523	1,397,236	1,425,105	23,686	2%

City of Lake Mary, Florida
General Fund Revenues
As of October 31, 2013

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
	Charges for Services:							
341-80	County Business License	12,665	10,715	11,000	10,836	11,500	3,728	32%
341-21	Zoning Fees	25,615	21,798	15,000	22,074	19,000	2,350	12%
341-22	Site Plan Fees	6,400	3,200	3,200	10,200	8,000	1,600	20%
341-22	Developer Bonus	-	-	-	-	-	-	-
342-10	Police Services	71,190	63,085	45,000	57,744	53,000	928	2%
342-60	Rescue Transport Fees	657,144	609,044	465,000	597,065	495,000	40,130	8%
347-10	Community/Events Center Rent	499,973	513,448	495,000	489,532	500,000	44,066	9%
347-15	Community Center	-	-	-	-	15,000	-	-
347-20	Summer Camp Fees	-	-	-	-	55,000	-	-
347-30	Farmers Market	36,838	31,379	35,000	29,719	31,000	2,007	6%
347-40	Skate Park Fees	16,296	8,819	13,500	4,221	4,000	373	9%
347-45	Splash Park Fees	23,504	24,274	25,000	22,811	25,000	462	2%
347-50	Park Rentals	675	630	800	1,082	850	50	6%
347-60	Sports Complex Rentals	24,658	27,330	25,000	29,288	27,500	2,079	8%
347-70	Softball Leagues	16,875	13,930	17,000	16,575	17,500	325	2%
347-80	Concession Revenues	5,444	679	1,750	2,435	1,800	-	-
347-90	Tennis Center Revenues	52,204	50,231	54,000	40,729	24,000	-	-
	Total Charges for Services	1,449,481	1,378,562	1,206,250	1,334,311	1,288,150	98,098	8%
	Other:							
361-10	Interest	229,730	192,570	132,000	2,743	135,000	4,473	3%
363-10	Streetlighting	32,802	32,780	32,000	32,484	32,000	1,822	6%
364-00	Sale of Capital Assets	15815	51,917	-	388	-	-	-
369-00	Other Miscellaneous Rev.	113,923	160,060	133,400	127,600	120,000	6,666	6%
	Total Other Revenue	392,270	437,327	297,400	163,215	287,000	12,961	5%
	Transfers In:							
381-00	Transfers from W&S	850,000	850,000	900,000	900,000	985,000	82,083	8%
381-00	Transfers from Cemetery FD		125,000					
	Total Transfers In	850,000		900,000	900,000	985,000	82,083	8%
	Total General Fund Revenue	17,556,995	16,494,389	16,849,000	17,842,450	17,326,806	429,264	2%
	Carry-forward Fund Balance	15,145,583	15,066,183	16,369,093	16,369,093	15,527,056	15,527,056	100%
	Total Available	$ 32,702,578	31,560,572	33,218,093	34,211,543	32,853,862	15,956,320	49%

FINANCE DEPARTMENT
MONTHLY REPORT
October 2013

Purchasing/AP Activity	Oct-13	FYTD	Oct-12	FYTD
Purchase Orders Encumbered	120	120	120	120
Bids/RFPs Processed	2	2	1	1
Express Purchase Orders Processed	13	13	12	12
Express P.O. - Average $ Value	$177		$192	
Checks Issued to Vendors	194	194	254	254
P-Card Transactions	251	251	271	271
P-Card Average $ Value	$141		$156	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	38	38	28	28
Items Deposited	2,979	2,979	3,203	3,203
Deposited Items Returned	4	4	4	4
Credit/Debit Card transactions	418	418	368	368
Credit/Debit Card Sales	$58,041	58,041	$41,185	$41,185
Employees Paid	378	378	373	373

Utilities Activity				
Utility Refund Checks	2	2	24	24
Utility Turn-offs for Non-payment	18	18	20	20
Door Hangers for Non-pay prepared	109	109	150	150
Delinquent Letters Mailed Out	349	349	426	426
Utility Service Complaints Handled	26	26	21	21
Garbage Service Complaints Handled	17	17	12	12
Existing Utility Accounts Closed	87	87	70	70
New Utility Accounts Opened	92	92	70	70
Utility Bank Draft Customers	1,082		1,001	
Electronic Utility Payments	1,109		1,020	
Paperless Billing Customers	630		565	
Current Residential Water Customers	4,690		4,673	
Current Residential Sewer Customers	2,514		2,536	
Current Residential Garbage Customers	4,828		4,780	
Current Commercial Water Customers	446		450	
Current Commercial Sewer Customers	382		383	
Current Commercial Garbage Customers	239		240	

IT Activity				
Helpdesk tickets logged	128	128		
Computer/Server/Network tickets	126	126		
Cell Phone tickets	2	2		
Helpdesk tickets resolved	130	130		
Average resolution time (days)	1			
Intranet/Website Updates	12	12		
Unique Website Visitors	16,169	16,169		

Items of Interest During Reporting Period

Human Resources

November 2013 Report

Employment	11/13	YTD	11/12	YTD
Applications received/acknowledged	11	13	53	186
New Hire Orientations	1	1	4	8
Resignations/Terminations	2	2	4	7
Current Vacancies (FT/PT Employment Opportunities)	1	2	3	6
Positions filled in house	3	4	0	2
Positions filled outside	1	1	4	8
Surveys Conducted/Completed	4	7	0	4
Employee Evaluations	22	35	23	37
Employee Verifications	2	8	4	8
Personnel Actions Initiated	20	59	18	66
Grievances Filed	0	1	0	0
Employee Insurance Assistance	4	8	3	10
Current Full Time Employees	176		171	
Current Part Time Employees	16		19	

Special Projects

Preparing for Benefits Fair				

Insurance	11/13	YTD	11/12	YTD
On the Job Injuries - Medical Attention Required	1		0	0
On the Job Injuries - No Medical Attention Required	0		0	1
City Vehicle Accidents Reported - Under $500	1		1	2
City Vehicle Accidents Reported - Over $500	0		0	0
Loss/Damage Reports - Under $500	0		3	3
Loss/Damage Reports - Over $500	0		0	0
Damage to City Property by Others - Under $500	0		0	0
Damage to City Property by Others - Over $500	0		1	1
Liability/Claimant Incident Reports - Under $500	0		0	0
Liability/Claimant Incident Reports - Over $500	1		0	0
Special Hearings/Mediations	0		0	0

Human Resources

October 2013 Report

Employment	10/13	YTD	10/12	YTD
Applications received/acknowledged	2	2	133	133
New Hire Orientations	0	0	4	4
Resignations/Terminations	0	0	3	3
Current Vacancies (FT/PT Employment Opportunities)	1	1	3	3
Positions filled in house	1	1	2	2
Positions filled outside	0	0	4	4
Surveys Conducted/Completed	3	3	4	4
Employee Evaluations	13	13	14	14
Employee Verifications	6	6	4	4
Personnel Actions Initiated	39	39	48	48
Grievances Filed	1	1	0	0
Employee Insurance Assistance	4	4	7	7
Current Full Time Employees	174		171	
Current Part Time Employees	16		18	

Special Projects				
Preparing for Benefits Fair				
Flu shots				

Insurance	10/13	YTD	10/12	YTD
On the Job Injuries - Medical Attention Required	2		0	0
On the Job Injuries - No Medical Attention Required	0		1	1
City Vehicle Accidents Reported - Under $500	2		1	1
City Vehicle Accidents Reported - Over $500	0		0	0
Loss/Damage Reports - Under $500	2		0	0
Loss/Damage Reports - Over $500	0		0	0
Damage to City Property by Others - Under $500	0		0	0
Damage to City Property by Others - Over $500	0		0	0
Liability/Claimant Incident Reports - Under $500	1		0	0
Liability/Claimant Incident Reports - Over $500	1		0	0
Special Hearings/Mediations	0		0	0

CITY CLERK'S OFFICE MONTHLY REPORT
NOVEMBER 2013

	FY 2014		FY 2013	
	NOV. 13	YTD	NOV. 12	YTD
MINUTES PREPARED (SETS)	1	3	2	4
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	0	1	1	2
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	0	0	0	0
PROCLAMATIONS PREPARED	0	1	0	1
PUBLIC HEARING NOTICES PUBLISHED	0	1	0	1
OCCUPATIONAL LICENSES				
NEW	21	65	21	87
RENEWALS	52	115	78	323
TRANSFERS	6	10	4	11
REVENUE GENERATED	$5,037.00	$14,128.00	$7,439.25	$25,121.25
FOOD TRUCKS LICENSED (WineART Wednesday)	3	6	5	12
REVENUE GENERATED	$100.00 ($50 CREDIT FROM 9/14/13	$200.00 ($100 CREDIT FROM 9/14/13	$250.00	$600.00
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	1	5	3	5
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0

CITY CLERK'S OFFICE MONTHLY REPORT
OCTOBER 2013

	FY 2014		FY 2013	
	OCT. 13	YTD	OCT. 12	YTD
MINUTES PREPARED (SETS)	2	2	2	2
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	1	1	1	1
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	0	0	0	0
PROCLAMATIONS PREPARED	1	1	1	1
PUBLIC HEARING NOTICES PUBLISHED	1	1	1	1
OCCUPATIONAL LICENSES				
NEW	44	44	66	66
RENEWALS	115	115	245	245
TRANSFERS	4	4	7	7
REVENUE GENERATED	$9,091.00	$9,091.00	$17,682.00	$17,682.00
FOOD TRUCKS LICENSED (WineART Wednesday)	3	3	7	7
REVENUE GENERATED	$100.00 ($50 CREDIT FROM 9/14/13	$100.00 ($50 CREDIT FROM 9/14/13	$350.00	$350.00
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	4	4	2	2
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0

City of Lake Mary

Fire Department

911 Wallace Court-Lake Mary, Florida 32746

Monthly Report
November 2013

Administration and Emergency Operations

We responded to 278 emergency alarms, had 128 transports, and logged over 1037 hours of training during the month of November.

Emergency Operations personnel had an additional 48 public contacts for sharps boxes, blood pressures, child car seat installations, public relations, etc.

New fire reporting software training was started October 1st.

Emergency Operations and administrative staff participated in the events listed below for Fire Prevention.

Fire Prevention

Fire inspectors conducted 192 combined inspections and 45 plan reviews.

Activities included, training of new part-time fire inspector, on-site addressing surveys for North Point bldgs., holiday drive food pick up, site visits for seating evaluation change for Health Department, assisted with Heathrow Arts Festival, Fire Alarm testing with UL Representative, assisted with Santa Parade planning and maps/streets for website.

Attended First Step Meetings, SEED meetings, and Bldg. Disaster Plan meetings.

Attended Florida Fire Marshal's and Inspectors Association Annual Conference

Conducted 17 – 911 tests in local businesses

Conducted - (1) lock box, (1) Emergency Plan Review for local business, (2) public records requests

City of Lake Mary

Fire Department

911 Wallace Court-Lake Mary, Florida 32746

Monthly Report
October 2013

Administration and Emergency Operations

We responded to 318 emergency alarms, had 159 transports, and logged over 1212 hours of training during the month of October.

Emergency Operations personnel had an additional 70 public contacts for sharps boxes, blood pressures, child car seat installations, public relations, etc.

New fire reporting software training was started October 1st.

Emergency Operations and administrative staff participated in the events listed below for Fire Prevention.

Fire Prevention

Fire inspectors conducted 193 combined inspections and 57 plan reviews.

Activities included, training of new part-time fire inspector, planning for FD Open House, Poster Contest, assembling hundreds of PR grab bags, many site visits for construction related issues, Fire Alarm testing with UL Representative, planning for SEED event and training on new inspection program.

Attended First Step Meetings, SEED meetings, new community center meetings, Sanford Health Clinic, Heathrow Arts Festival and CFFMA meetings.

Attended Temple Terrace Fire Department Open House and conducted side by side burn demonstration for them.

Attended Home Depot Fire Safety Day and conducted a side by side burn demonstration during the event.

Participated in City's Ghost Walk – Station 33 – 2 nights – decorations, storytelling, etc.

Conducted (1) hydrant flow test, (2) lock boxes, (1) Emergency Plan Review for local business, (1) public records request, (1) sharps container for citizen

Held our First Open House – safety booths, games, fire extinguisher training, emergency demonstrations, Poster Awards Ceremony, CPR demo, etc. - over 300 attended

Public Education Events –

Grace United Fall Festival – table and engine display – 140 estimated
Home Depot Fire Safety Day – table and engine display, side by side burn demonstration – estimated 200 people
Station Tour (3) – various groups – 46 total
St. Peter's – engine visit and safety talk – 50 kids
Kids Together – engine visit and safety talk – 75 kids
Star Child Academy – engine visit and safety talk – 150 kids
Lady Bird – engine visit and safety talk – 50 kids
H T E – Safety Fair – table display – 300 adults
Early Learning – engine visit and safety talk – 50 kids
Cambridge – engine visit and safety talk – 50 kids
1541 International – fire drill – 40 adults
Duke Energy – safety fair – multiple table displays – 50 adults
1150 Greenwood – fire drill – 65 adults
UCP School – engine visit and safety talk – 45 kids/adults
Duke Energy – Workplace Fire Safety Presentation – 40 adults
Duke Energy – fire drill – 350 adults
Fire Department Open House – booths, demos, awards, etc. - over 300 adults/kids attended.

Monthly Report – NOV 2013

Community Development Department

TO: City Commission

FROM: Gary Schindler, City Planner

VIA: Jackie Sova, City Manager

DATE: December 19, 2013

RE: Planning and Development Activity

FY2013-2014 WORKLOAD DATA

	2012		2013	
	NOV	Total YTD	NOV	Total YTD
Land Use Amendments	1	1	0	0
Rezoning	0	0	0	3
Conditional Use	1	1	1	1
Subdivisions/Plat	1	2	1	1
Site Plans	0	2	0	1
Variances	0	1	0	0
Vacates	0	0	0	0
Annexations	1	0	0	0
DRI Development Agreement & Amendments	1	1	0	0
PUD Development Agreement & Amendments	1	1	0	0
Development Agreements, New	1	1	0	0
DRC Reviews	2	3	2	3
Home Occupation Review	2	7	3	10
Business License Review	24	68	24	63
Arbor Permits (non-development related)	4	20	14	31
Zoning Verification Letters	3	5	1	2
Site Permits Issued	0	0	1	1
Building Permits Review	35	82	33	65
Number of Pages Scanned	0	0	0	0

Significant Meetings and Issues

November 2 – Meeting with prospective purchaser of Rinehart Place Development
November 5 – Florida Hospital & Sun Rail Interlocal Meetings
November 7 – First Step (house to office conversion)
November 8 – Meeting with consultant to discuss development issues
November 12 – MetroPlan SunRail Corridor Meeting
November 13 – Tower Lake Mary Office Building DRC, Pine Tree Terrace Subdivision DRC, & Verizon Traffic Signal Meeting

November 14 – First Step self-storage facility expansion
November 18 – Rinehart Place Development meetings & School Board Planning Technical Advisory Committee Meeting
November 19 – Meeting to discuss the long term plans for the Shoppes of Lake Mary
November 21 – Rinehart Place Development meetings
November 22 – Meeting with realtor to discuss potential development sites
November 25 – Timacuan Board Meeting
November 26 – Meeting to record lot split
November 27 – Meeting with owners of property within the East Village area of the Downtown

Monthly Report – OCTOBER 2013

Community Development Department

TO: City Commission

FROM: Gary Schindler, City Planner

VIA: Jackie Sova, City Manager

DATE: December 5, 2013

RE: Planning and Development Activity

FY2013-2014 WORKLOAD DATA

	FY2012		FY2013	
	OCT	Total YTD	OCT	Total YTD
Land Use Amendments	0	0	0	0
Rezoning	0	0	3	3
Conditional Use	0	0	0	0
Subdivisions/Plat	1	1	0	0
Site Plans	1	1	1	1
Variances	1	1	0	0
Vacates	0	0	0	0
Annexations	0	0	0	0
DRI Development Agreement & Amendments	0	0	0	0
PUD Development Agreement & Amendments	1	1	0	0
Development Agreements, New	0	0	0	0
DRC Reviews	1	1	1	1
Home Occupation Review	5	5	7	7
Business License Review	44	44	39	39
Arbor Permits (non-development related)	16	16	17	17
Zoning Verification Letters	2	2	1	1
Site Permits Issued	0	0	0	0
Building Permits Review	47	47	32	32
Number of Pages Scanned	0	0	0	0

Significant Meetings & Issues:

October 2 – SEED Meeting

October 3 – Legacy Village First Step Meeting

October 8 – Sanford Airport Noise Abatement Committee (SANAC) Meeting

October 9 – Station House Apartments Kick-off Meeting (Pre-con)

October 16 – Pine Tree Terrace Subdivision DRC Meeting

October 17 – SunRail Walking Audit, First Step Meeting (Noah Events Center)

October 22 – 225 Tech Park Meeting (on-site) & Heritage Park Meeting.

October 23 – Pictometry Class, UCF Master in Urban & Regional Planning Advisory Board Meeting

October 24 – Meeting to discuss easements at Rolex Pointe Subdivision

October 25 – MetroPlan Transportation Technical Committee (TTC) Meeting

October 30 – SunRail Community Conversation Luncheon & Waterside Pre-con

Building Division Monthly Report November 2013

Community Development Department

TO: City Commission

FROM: Joe Lancaster, Building Official
Bobbie Jo Keel, Permit/Zoning Coordinator

VIA: Jackie Sova, City Manager

DATE: December 4, 2013

FY2013-2014 WORKLOAD DATA

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Nov-13	YTD	Nov-12	YTD	Nov-13	YTD	Nov-12	YTD
COMMERCIAL - NEW	0	2	0	0	$ -	$ 624,599	$ -	$ -
COMMERCIAL - ALTERATION	10	29	3	18	$ 665,885	$ 2,933,307	$ 254,570	$ 1,062,946
RESIDENTIAL - NEW	0	2	3	19	$ -	$ 340,598	$ 512,082	$ 3,770,582
RESIDENTIAL - ALTERATION	12	19	11	21	$ 95,078	$ 115,990	$ 36,959	$ 112,448
ELECTRICAL - NEW/ALTERATION	19	50	25	38	$ 1,260,991	$ 2,073,184	$ 751,726	$ 3,841,429
ELECTRICAL - TEMP/PREPOWER	4	14	3	5	$ 350	$ 1,700	$ 300	$ 500
MECHANICAL - NEW/ALTERATION	27	51	10	33	$ 346,716	$ 615,563	$ 122,520	$ 299,659
PLUMBING - NEW/ALTERATION	14	31	12	24	$ 775,719	$ 926,706	$ 37,395	$ 63,318
ROOFING - TILE, METAL & FLAT	4	23	0	7	$ 759,710	$ 989,169	$ -	$ 41,090
RE-ROOFING	12	30	10	18	$ 203,855	$ 405,848	$ 369,943	$ 448,332
SWIMMING POOL	1	32	1	2	$ 39,981	$ 153,826	$ -	$ 33,500
SCREEN ENCLOSURE	3	4	0	0	$ 22,613	$ 29,113	$ -	$ -
FENCE	5	10	6	12	$ 12,309	$ 26,773	$ 10,807	$ 23,310
SIGN	2	7	6	12	$ 265	$ 16,964	$ 27,762	$ 40,093
FOUNDATION ONLY	0	0	1	1	$ -		$ 186,180	$ 186,180
DEMOLITION	0	0	3	3	$ -		$ 75,000	$ 75,000
TOTALS	113	278	94	213	$ 4,183,472	$ 9,253,340	$ 2,385,244	$ 9,998,387

BUILDING INSPECTIONS PERFORMED				
TYPE	Nov-13	YTD	Nov-12	YTD
BUILDING	257	601	142	395
ELECTRICAL	96	199	82	167
MECHANICAL	64	152	29	77
PLUMBING	53	97	37	86
TOTALS	470	1049	290	725

MAJOR PROJECTS

1. Fountain Parke
2. Enclave @ Tuscany
3. Verizon
4. Colonial Grand Ph.2A
5. Station House

First Step Meetings

1. SFD to Commercial-3112 W. LK. Mary Blvd
2. My Neighborhood Storage-610 Rinehart Rd.

Building Division Monthly Report October 2013

Community Development Department

TO: City Commission

FROM: Joe Lancaster, Building Official
Bobbie Jo Keel, Permit/Zoning Coordinator

VIA: Jackie Sova, City Manager

DATE: November 6, 2013

FY2013-2014 WORKLOAD DATA

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Oct-13	YTD	Oct-12	YTD	Oct-13	YTD	Oct-12	YTD
COMMERCIAL - NEW	2	2	0	0	$ 624,599	$ 624,599	$ -	$ -
COMMERCIAL - ALTERATION	19	19	15	15	$ 2,267,422	$ 2,267,422	$ 808,376	$ 808,376
RESIDENTIAL - NEW	2	2	16	16	$ 340,598	$ 340,598	$ 3,258,500	$ 3,258,500
RESIDENTIAL - ALTERATION	7	7	10	10	$ 20,912	$ 20,912	$ 75,489	$ 75,489
ELECTRICAL - NEW/ALTERATION	31	31	13	13	$ 812,193	$ 812,193	$ 3,089,703	$ 3,089,703
ELECTRICAL - TEMP/PREPOWER	10	10	2	2	$ 1,350	$ 1,350	$ 200	$ 200
MECHANICAL - NEW/ALTERATION	24	24	23	23	$ 268,847	$ 268,847	$ 177,139	$ 177,139
PLUMBING - NEW/ALTERATION	17	17	12	12	$ 150,987	$ 150,987	$ 25,923	$ 25,923
ROOFING - TILE, METAL & FLAT	19	19	7	7	$ 229,459	$ 229,459	$ 41,090	$ 41,090
RE-ROOFING	20	20	8	8	$ 201,993	$ 201,993	$ 78,389	$ 78,389
SWIMMING POOL	3	3	1	1	$ 113,845.00	$ 113,845.00	$ 33,500	$ 33,500
SCREEN ENCLOSURE	1	1	0	0	$ 6,500	$ 6,500	$ -	$ -
FENCE	5	5	6	6	$ 14,464	$ 14,464	$ 12,503	$ 12,503
SIGN	5	5	6	6	$ 16,699	$ 16,699	$ 12,331	$ 12,331
FOUNDATION ONLY	0	0	0	0	$ -	$ -	$ -	$ -
DEMOLITION	0	0	0	0	$ -	$ -	$ -	$ -
TOTALS	165	165	119	119	$ 5,069,868	$ 5,069,868	$ 7,613,143	$ 7,613,143

BUILDING INSPECTIONS PERFORMED				
TYPE	Oct-13	YTD	Oct-12	YTD
BUILDING	344	344	253	253
ELECTRICAL	103	103	85	85
MECHANICAL	88	88	48	48
PLUMBING	44	44	49	49
TOTALS	579	579	435	435

MAJOR PROJECTS

1. Fountain Parke
2. Enclave @ Tuscany
3. Verizon
4. Colonial Grand Ph.2A
5. Station House

FIRST STEP MEETINGS

1. Legacy Village-3208 W. Lake Mary Blvd.
2. Noah's Events-S.W. corner of Currency & Primera
3. Lk Mary Fit Body Boot Camp-108 Commerce St.

PUBLIC WORKS UPDATE
November 2013

Streets/Sidewalks – 432

1. Road Reclamation/Paving Program project complete.
2. Cold Mix Paving Project awarded to North Florida Emulsions, working on punch list items.
3. Station House area parking, utility and road improvements under way; expected completion May 2014.
4. Parking lot on Lakeview, bid 11/18/13, CFE Corp to perform contract.
5. Sidewalk and curb repair began on 10/29/13.
6. Parking on E. Wilbur, design to be complete by 2/12/14.
7. Emma Oaks Trail jurisdictional transfer agreement approved by BCC 11/19/13.

Water Treatment – 434

1. 12-month average daily water demand 3.02 million gallons (5% less than previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 4.84, plant capacity 9.99 MGD.
2. Painting of elevated storage tank by Spensieri Diversified NTP 12/15/13.
3. Air stripper media replacement to be done in early January.

Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – Goal for 2013 is to change out 489 meters (41 per month), this is to keep track with a 12-year change out program. 436 meters have been changed out through November.
2. Continuing decommission of galvanized water mains downtown.
3. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
4. New lift station SCADA system, bid date 11/7/13.
5. Lake Mary Blvd/TOD sewer design due by 3/17/14.

	Nov-13	FYTD	Nov-12	FYTD
Work Orders Completed	24	51	19	56
Sidewalks Repaired (Feet)	280	320	340	385
Street Signs Installed	11	22	11	22
Streets Paved (Miles)	0	3	0	0
Paved Streets Maintained (Asphalt -Tons)	2.50	6.00	2.25	6
Millions Gallons Treated	88	191	96	189
New Water Meters Installed	9	15	0	1
Waterlines Installed (Feet)	0	160	0	0
Waterline Breaks Repaired	25	50	12	25
Meters Exchanged	34	73	45	83
Turn-On/Turn-Off (Customer Request)	109	288	120	260
Turn-Offs/Non-Payment	19	37	19	39
Water System Dist. Valves Exercised	30	60	0	10
Vehicle Preventative Maint. Inspections	48	97	46	92
Vehicles/Equipment Serviced	73	158	80	194

PUBLIC WORKS UPDATE
October 2013

Streets/Sidewalks – 432

1. Road Reclamation/Paving Program awarded to Roadway Management June 6th. Substantial Completion: October 24th. Final by November 24th.
2. Cold Mix Paving Project awarded to North Florida Emulsions, working on punch list items.
3. Station House area parking and road improvements NTP 11/4/13.
4. Parking lot on Lakeview, bid date 11/18/13.
5. Sidewalk and curb repair began on 10/29/13.
6. Parking on E. Wilbur, design to be complete by 2/12/14.
7. Emma Oaks Trail jurisdictional transfer agreement to BCC 11/19/13.

Water Treatment – 434

1. 12-month average daily water demand 3.04 million gallons (4% less than previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 4.84, plant capacity 9.99 MGD.
2. Painting of elevated storage tank award recommendation to Commission 11/7/13.
3. Air stripper media replacement award recommendation to Commission 11/7/13.

Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – Goal for 2013 is to change out 489 meters (41 per month), this is to keep track with a 12-year change out program. 401 meters have been changed out through October.
2. Continuing decommission of galvanized water mains downtown.
3. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
4. New lift station SCADA system, bid date 11/7/13.
5. Lake Mary Blvd/TOD sewer design due by 3/17/14.

	Oct-13	FYTD	Oct-12	FYTD
Work Orders Completed	27	27	37	37
Sidewalks Repaired (Feet)	40	40	45	45
Street Signs Installed	11	11	11	11
Streets Paved (Miles)	2.69	3	0	0
Paved Streets Maintained (Asphalt -Tons)	3.50	3.50	3.50	4
Millions Gallons Treated	103	103	93	93
New Water Meters Installed	6	6	1	1
Waterlines Installed (Feet)	160	160	0	0
Waterline Breaks Repaired	25	25	13	13
Meters Exchanged	39	39	38	38
Turn-On/Turn-Off (Customer Request)	179	179	140	140
Turn-Offs/Non-Payment	18	18	20	20
Water System Dist. Valves Exercised	30	30	10	10
Vehicle Preventative Maint. Inspections	49	49	46	46
Vehicles/Equipment Serviced	85	85	114	114

MEMORANDUM

DATE: December 19, 2013

TO: City Commission

FROM: David Mealor, Mayor

SUBJECT: Appointment to MetroPlan Orlando's Municipal Advisory Committee

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Deputy Mayor Jo Ann Lucarelli is no longer able to serve on MetroPlan Orlando's Municipal Advisory Committee and therefore, a replacement needs to be named. Commissioner Allan Plank has indicated his willingness to serve and if there are no objections, I would ask that you appoint Commissioner Plank as the City's representative. Commissioner Gary Brender will continue to serve as the alternate member.

metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

December 6, 2013

RECEIVED
DEC 10 2013
CITY CLERK'S OFFICE

Honorable David Mealor
Mayor
City of Lake Mary
100 N. Country Club Road
PO Box 958445
Lake Mary, FL 32795

Dear Mayor Mealor,

Each year, cities eligible for representation on MetroPlan Orlando's Municipal Advisory Committee are asked to reaffirm their desire to continue participating on the Committee. This also allows opportunity for cities that are eligible, but have not been active, to designate a member and become an active participant.

The Municipal Advisory Committee bylaws offer options for either you or a member of your City Commission or Council to be designated as your representative. However, if this is not feasible, your city manager or a senior staff member may be designated in your stead.

Commissioner Jo Ann Lucarelli is currently designated to represent you on the MAC. I ask that you please notify me if she will continue, you will designate yourself or another to represent your city, or decline participation on the Committee. Any changes in your current representation should be submitted to MetroPlan Orlando in writing. A copy of the official 2013 Attendance Record is enclosed for your information.

If you have questions, I can be reached at 407-481-5672 ext. 314 or by e-mail at vlwhittington@metroplanorlando.com.

We look forward to your response and a successful year.

Sincerely,

Virginia Whittington
Director of Regional Partnerships

Enclosure

cc: Commissioner Jo Ann Lucarelli

315 East Robinson
Suite 355
Orlando, Florida 32801
Ph: 407.481.5672
Fx: 407.481.5680
www.metroplanorlando.com

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MUNICIPAL ADVISORY COMMITTEE
2013 ATTENDANCE

NAME	ORGANIZATION	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bagshaw, Ray	City of Edgewood	P	P	P	A	P	P	A	P	A	P	P
Bradley, Kenneth	City of Winter Park	P	P	P	R	P	P	P	P	R	R	P
Borders, Rebecca	City of St. Cloud	P	A	P	A	P	A	P	A	A	P	A
Brooks, Bill	City of Belle Isle	A	P	P	A	A	A	A	A	P	P	A
Bruhn, Gary	Town of Windermere	P	P	P	P	P	P	P	P	P	P	P
Durso, Joe	City of Longwood	P	P	P	P	P	P	P	P	P	P	P
Glancy, Charlene	City of Casselberry	P	A	P	P	P	P	P	P	A	P	P
Keller, Joel	City of Ocoee	P	P	P	P	P	P	P	P	P	P	P
Lucarelli, Jo Ann	City of Lake Mary	P	A	A	P	P	P	A	P	A	P	P
Lacey, Charles	City of Winter Spring	A	P	P	P	A	P	P	P	A	A	A
Mount, Bruce	Town of Eatonville	P	P	P	P	P	A	P	A	A	P	A
Olszewski, Robert "Bobby	City of Winter Garden	P	P	P	P	P	P	P	P	P	P	P
Persampiere, Dominic	City of Oviedo	A	P	P	A	A	P	P	P	P	A	P
Satterfield, Mike	Town of Oakland	A	A	A	A							
McMullen, Joseph	Town of Oakland					P	P	P	A	A	P	P
Schieferdecker, Howard	City of Maitland	P	P	P	P	P	P	P	P	P	P	P