

1 MINUTES OF THE SPECIAL CALLED CITY COMMISSION MEETING/SWEARING-IN
2 CEREMONY held January 5, 2012, 5:30 P.M., Lake Mary City Commission Chambers,
3 100 North Country Club Road.
4

5
6 I. Call to Order
7

8 The meeting was called to order by Mayor David Mealor at 5:35 P.M.
9

10 II. Roll Call
11

12 Mayor David Mealor	Jackie Sova, City Manager
13 Deputy Mayor Gary Brender	Carol Foster, City Clerk
14 Commissioner George Duryea	Dianne Holloway, Finance Director
15 Commissioner Allan Plank	John Omana, Community Dev. Dir.
16 Commissioner Jo Ann Lucarelli – Excused	Gary Schindler, City Planner
17	Steve Noto, Planner
18	Bruce Paster, Public Works Director
19	Dave Dovan, Asst. Public Works Dir.
20	Kathy Gehr, Asst. Parks & Rec. Dir.
21	Steve Bracknell, Police Chief
22	Craig Haun, Fire Chief
23	Katie Reischmann, City Attorney
24	Mary Campbell, Deputy City Clerk
25	

26 Family members, friends, and many City employees were also present.
27

28 III. Swearing in of City Manager Jackie Sova – Catherine Reischmann, Esquire
29

30 Mayor Mealor said if we stop and think about Ms. Sova’s 30-year career in government
31 finance, that experience is remarkable. We are starting a transitional phase but in many
32 ways it has almost been a progression. For the past 17 of those 30 years, she has
33 served as the Finance Director in the City of Lake, 10 of those 17 as our Assistant City
34 Manager. What is remarkable is of her 17 years as the Finance Director of the City of
35 Lake Mary, each year she was recognized for outstanding practices in financial
36 management. In many ways that is a reflection on our entire community but it is
37 certainly a reflection on our City employees. This morning Good Morning Seminole
38 featured the City of Lake Mary and the superlatives it has received as part of the overall
39 community. What is remarkable is in the very period of time that Ms. Sova has been
40 with us is when we have achieved that recognition. It is imperative to note that she has
41 been part of the leadership team the entire time.
42

43 Commissioner Duryea said Jackie has been here a long time and we have had a lot of
44 success financially because of her. We have had money in the budget to clean up the
45 City when nobody else knew how and we have had money in the budget to do things
46 that other cities are envious of, partly because John Litton was cheap but mostly

1 because Jackie knew how to invest the money and how to safeguard all of the assets.
2 He said he expected her to be just as good at being a City Manager as she was as
3 Finance Director. He thanked her.

4
5 Deputy Mayor Brender said it is easy to ditto the accolades. In the Navy we referred to
6 this as a fleet up. Somebody would be the XO and then they could become the CO. In
7 city management that doesn't happen often. Most of the time when cities need a city
8 manager they go out on a big national search and try to find one. We were very
9 fortunate in this case because the best person for the job was already here and with a
10 great deal of confidence we feel she will do a fabulous job. He thanked and welcomed
11 her.

12
13 Commissioner Plank said he had the occasion to work with Jackie over the past 12
14 years and knowing she was going to succeed John Litton made him much more
15 enthusiastic about running for office. Jackie has a very methodical way of making
16 decisions and you know when she has made a decision or recommendation that she
17 has looked at all the facts and it's probably going to be the right decision. He said he
18 was looking forward to working with Jackie and extended congratulations.

19
20 Catherine Reischmann, Esquire, and City Manager Jacqueline Sova came forward.

21
22 Mayor Meador said Ms. Sova's family members present are her mother, brother, son,
23 and granddaughter. He said her brother would assist in the swearing in.

24
25 Ms. Reischmann administered the Oath of Office to Jacqueline Sova.

26
27 Ms. Sova thanked the entire Commission and everyone here tonight and her family for
28 coming. This is a real honor and was very humbled even after working here for all
29 these years. She said she really appreciated the employees. She has gotten a lot of
30 support and knew she would get that help and support in the future. Thank you all so
31 much.

32
33 Mayor Meador said all he could say was "Dianne (Holloway), there has been a
34 remarkable standard set. She selected you with the expectation you will take it to the
35 next level and I know you will".

36
37 IV. Adjournment

38
39 There being no further business, the meeting adjourned at 5:40 P.M.

40
41 A reception was held immediately following in the West Conference Room.

1 MINUTES OF THE SPECIAL CALLED LAKE MARY CITY COMMISSION MEETING
2 held January 5, 2012, 6:00 P.M., Lake Mary City Commission Chambers, 100 North
3 Country Club Road.

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I. Call to Order

The meeting was called to order by Mayor David Mealor at 6:10 P.M.

10 II. Moment of Silence

11
12 Mayor Mealor said yesterday many of the uniformed officers of the City of Lake Mary
13 took part in the funeral service for Deputy Sheriff Matt Miller. He thanked the Lake Mary
14 men and women who represented our community at that event. One of the things we
15 have to realize in public safety and in all aspects of life, they literally do put themselves
16 on the line each day so we can do what we're doing right now and we give thanks.

17
18 III. Pledge of Allegiance

19
20 The pledge was led by City Manager Jackie Sova.

21
22 IV. Roll Call

23		
24	Mayor David Mealor	Jackie Sova, City Manager
25	Deputy Mayor Gary Brender	Carol Foster, City Clerk
26	Commissioner George Duryea	Dianne Holloway, Finance Director
27	Commissioner Allan Plank	John Omana, Community Dev. Dir.
28	Commissioner Jo Ann Lucarelli – Excused	Gary Schindler, City Planner
29		Steve Noto, Planner
30		Bruce Paster, Public Works Director
31		Dave Dovan, Asst. Public Works Dir.
32		Doug Tillery, Building Official
33		Ed Koch, Facilities Maint. Mgr.
34		Kathy Gehr, Asst. Parks & Rec. Dir.
35		Steve Bracknell, Police Chief
36		Craig Haun, Fire Chief
37		Katie Reischmann, City Attorney
38		Mary Campbell, Dep. City Clerk
39		

40 V. Approval of Minutes: December 15, 2011

41
42 **Motion was made by Deputy Mayor Brender to approve the minutes of the**
43 **December 15, 2011, meeting, seconded by Commissioner Plank and motion**
44 **carried unanimously.**

45
46 VI. Special Presentations

1
2 There were no special presentations at this time.

3
4 VII. Unfinished Business

5
6 There was no unfinished business at this time.

7
8 VIII. New Business

9
10 A. Discussion of Seminole Avenue Parking and Stormwater Alternatives

11
12 Ms. Sova said we have acquired property along Seminole Avenue with the intention of
13 providing some extra storm retention. We have presentations from Public Works
14 Director Bruce Paster and Community Development Director John Omana.

15
16 Mr. Omana said we are in a position to set the regulatory table should the Commission
17 elect to proceed with the alternatives that Mr. Paster has been working on with the
18 consulting engineer. If the Commission decides to move forward, we are ready to move
19 forward with the conditional use, which will be a quasi-judicial item and will go through
20 the Planning & Zoning Board and come back to the City Commission for the actual pond
21 location. We will then be able to process a right-of-way utilization permit for the
22 associated parking and other design elements. We have the mechanisms in place from
23 a regulatory standpoint to make this happen.

24
25 Mr. Paster said what is shown on the overhead is Fourth Street, Seminole Avenue, and
26 City Hall. In the summer of 2008, a pond on Seminole Avenue right-of-way was
27 approved. He noted the pond was outlined in yellow on the exhibit. The reason we put
28 a pond on Seminole Avenue was to provide stormwater treatment for the Shaw
29 development buildings across from City Hall and next to City Hall. All the area in yellow
30 drains into the existing pond on Seminole Avenue.

31
32 Mr. Paster said in January 2011, there was a proposal brought forward to do another
33 Shaw development, Fountain View that is caddy-cornered to City Hall. Right now there
34 is a pond there. The Commission has already looked at those plans and has done
35 some preliminary approvals to fill in the pond and put in another building. He noted
36 future development areas were outlined in red on the exhibit. It is multiple owners right
37 now and no plans quite yet. The Commission is always asking what are we doing about
38 stormwater and how do we provide stormwater to entice developers to continue in the
39 downtown. A proposal was put forward to provide stormwater for the Fountain View
40 area and simply extend the pond on Seminole Avenue out to Fifth Street.

41
42 Mr. Paster said later in the year the Commission approved the closing of Seminole
43 Avenue to Fourth Street. We vacated some of that right-of-way and the plan was to
44 punch Seminole Avenue through to Fifth Street. That approval was made and we did
45 vacate that section. More recently the City purchased three vacant lots on Seminole

1 Avenue. In October the Commission approved the purchase of Lots 174 and 170 and
2 we should be closing in approximately a month. That brings us to where we are today.

3
4 Mr. Paster said there was a suggestion made to use Seminole Avenue for additional
5 parking. Everyone knows we need parking. For years we have been talking about
6 stormwater in the downtown area. Now that these buildings are up and events are
7 happening, people are talking more and more about parking. We have two needs in
8 downtown: stormwater and parking. We asked Inwood Consulting who is designing the
9 stormwater improvements to stop what they are doing with expanding the Seminole
10 Avenue pond and give some alternatives for parking on Seminole Avenue.

11
12 Mr. Paster said we looked at several alternatives. He showed the best alternative for
13 parking on the overhead. A portion towards Fourth Street has been closed and we
14 vacated that for a future pedestrian plaza. We will be coming up Fifth Street and do a
15 one-way loop and this provides 63 parking spaces and includes 2 handicapped spaces.
16 You can exit it behind the existing Shaw buildings. It is difficult for fire trucks to make
17 that turn and we had to make sure large trucks and fire trucks could get through and
18 also garbage trucks that have to access back there. Doing that would fill in the existing
19 pond and we needed space for the proposed pond.

20
21 Mr. Paster said originally we looked at those three vacant lots for parking. We found out
22 the three vacant lots did not provide enough stormwater storage continuation for the
23 original plan with all the downtown areas we want to provide stormwater for.

24
25 Mr. Paster said another option was to use those three lots and add exfiltration trenches
26 underneath the parking in this area. The difficulty with that is maintenance and also the
27 St. Johns stormwater permit. It is difficult to permit exfiltration trenches. There are
28 additional requirements involved in that. It would be a re-design and re-permit to do
29 that.

30
31 Mr. Paster said the third option is looking at Lot 174. There is a home there and we
32 would have to demolish the home and enlarge the pond which would take four lots
33 instead of three. In doing that we would be able to provide all the stormwater needed
34 for the areas in red as well as the stormwater needed for the 63 parking spaces on
35 Seminole Avenue. We would have to tweak the permit. We have an existing permit to
36 expand the pond. We would go to St. Johns and it will take about a month to get that
37 permit changed.

38
39 Mr. Paster said he asked Inwood which alternative they thought was best and they
40 believe the third alternative using all four lots for stormwater and placing 63 parking
41 downtown area.

42
43 Mayor Mealor said to keep in mind that a year and a half ago there was a great deal of
44 discussion with the Carli building expansion and what would happen with the retention
45 pond. He said he didn't think anyone in his neighborhood thinks it has been anything
46 but a plus. It has been a better outcome than what was there previously. He said he

1 had no reason to think because of the residential communities that will abut this on
2 Seminole that we can't create that same type of amenity. When he saw the Inwood
3 proposal he started to have a picture of what could be.

4
5 Deputy Mayor Brender asked if it would be a dry or wet pond.

6
7 Mr. Paster said dry pond. They looked at a wet pond alternative and gained very little
8 additional volume and there are a lot more requirements for a wet pond. You also have
9 the difficulty maintaining a wet pond, there are times where you have mosquito
10 problems, and it's not aesthetically pleasing. It is not worth the small amount of
11 additional treatment volume.

12
13 Deputy Mayor Brender said a wet pond does have a certain amenity use. He was
14 thinking of the people on West Lakeview who will back up to it. He was thinking about
15 the possibility of the City building on Lot 170. He asked if there would be that much
16 additional cost if we looked at that.

17
18 Mr. Paster said there is a difference between a wet pond and a lake. It would not be
19 wet all the time. It would be wet at certain times of the year and dry at other times of the
20 year. A dry pond is meant to dry up within 72 hours. A wet pond you have seasons
21 where it is wet and seasons where it is dry and that's where you get into the
22 maintenance problems. You have to go in and mow it at times. It is not going to be a
23 water feature like we have in front of City Hall.

24
25 Commissioner Duryea referred to the last diagram with the big square in the pond. He
26 asked how much they could do with that. That is much bigger than what is needed for
27 that particular roadway.

28
29 Mr. Paster said the pond size that covers the four lots provides storage for the red and
30 yellow areas on the exhibit. All the red and yellow areas would be routed to that pond.
31 Right now the yellow areas are routed to the existing pond. The first plan was the red
32 area would be routed to the extension of that existing pond. Just build a bigger pond on
33 Seminole. You would have one long pond on Seminole Avenue and that's how you
34 take care of the yellow and red areas. The new pond on four lots will cover all of that
35 area plus the 63 parking spaces on Seminole Avenue. Right now Seminole Avenue is
36 all pervious and there is no need for stormwater treatment. This pond covers a lot more
37 than 63 parking spaces. It covers all the existing and proposed areas in the downtown.

38
39 Commissioner Duryea asked if the consultants did any borings as to how much this
40 would percolate and whether it is possible to do all of that.

41
42 Mr. Paster said there were borings done throughout that area. It is kind of deceiving
43 when you look at the pond volume. You have to look at it vertically as well. The
44 groundwater table in that area is slightly higher than the groundwater table just a few
45 hundred feet away on Seminole Avenue. It's like a little bit of a ridge. The groundwater
46 table kind of follows the land surface. It is actually less volume. Volume in ponds is

1 more a factor of where the high groundwater table is. It looks like a big pond but you
2 don't get that much volume out of it because of the existing groundwater table.

3
4 Commissioner Plank said it was mentioned this would be a dry pond. He asked what
5 the covering would be in the pond from an appearance standpoint.

6
7 Mr. Paster said it would be grass and would be mowed like the other stormwater ponds.

8
9 Commissioner Plank said he noticed more area was covered than he thought they were
10 going to be able to. He asked the percentage of the total retention capacity that we
11 need for the downtown redevelopment this represents. He asked if this covered all of
12 Crystal Lake.

13
14 Mr. Paster said it only covers the areas that are shaded on the screen. As a percentage
15 of the total downtown development area, it is very small—10% to 15% of the total City
16 needs in the downtown.

17
18 Commissioner Plank said so we need to look at the other alternatives as well.

19
20 Mr. Paster said whenever new development comes in the question is what we do with
21 stormwater. Historically if you have a big green site, stormwater is provided on site.
22 The Carli building that the Mayor mentioned, he provided all his stormwater needs on
23 his site. What we are trying to do in the downtown development area is give a little
24 extra for developers and say we will help with the stormwater and you build a pretty
25 building. That's what we are going to be able to do in these red and yellow areas. They
26 won't need to provide that storage on their site. It will go into the City's site.

27
28 Commissioner Plank said the basis for his question was Mr. Paster's earlier comment
29 that we want to try and "incentify" the developers by sweetening the pot a little bit at the
30 beginning.

31
32 Deputy Mayor Brender asked if we could make this pond bigger to accommodate more
33 area while we are doing it.

34
35 Mr. Paster said we could always make the pond bigger. Right now the recommendation
36 is the three vacant lots plus Lot 174. In the future if the City purchases more or wants to
37 use other land they own, we can always expand the pond and then the collection
38 system that runs up Fourth Street can also be expanded to collect additional in this
39 area. There is also conveyance. We are bringing the water from those lots north of
40 Crystal Lake Avenue. We are putting the stormwater pipes down Fourth Street to
41 convey the water from those properties to this pond.

42
43 Mayor Mealor said what he liked about Alternative 3 is any potential developer is going
44 to find the financing challenging. We talk about public/private partnerships. We will be
45 having discussions later during this season about the other aspects of downtown and
46 what we may be able to do.

1
2 Commissioner Duryea said let's say that red area becomes very developed and there is
3 more need for parking. He asked if there was a way to put a parking lot on top of that.

4
5 Mr. Paster said he had seen parking areas over stormwater ponds but it is very costly
6 because of the footers that have to be put in to hold up a parking garage. With the
7 columns and the footers it becomes a structural challenge and can become expensive
8 because of that issue. It's always cheaper to lay it flat on ground.

9
10 Deputy Mayor Brender interjected that we don't have a lot of room,.

11
12 Commissioner Duryea asked if there was any more capacity on Lake Mary Boulevard
13 for stormwater. Not for storage but to take it away somewhere.

14
15 Mr. Paster said most of the water on Lake Mary Boulevard ends up in Big Lake Mary.
16 That is a separate stormwater system. That is something we could investigate with
17 Seminole County. When we did Hollis Street we had a ponding problem at the very
18 bottom of Hollis Street and we tapped that system on Lake Mary Boulevard to pick up a
19 small area on Hollis Street. It is possible but as far as larger volumes we would have to
20 investigate that and see how much water it could take. Not only do you have the
21 volume in the receiving lake but you have all the pipes to convey that stormwater. It has
22 to be sized appropriately for that.

23
24 Deputy Mayor Brender said we have had several design possibilities and CPH worked
25 with the City for quite a while on a master stormwater plan. He asked where we go from
26 here in order to cover some of these areas to the west of Country Club. He assumed
27 everything east of Country Club Road is going to have to go the other way.

28
29 Mr. Paster said east of Country Club we have the stair step parks and we've brought
30 forth plans to try to make it a park/stormwater facility. What the Commission is seeing
31 tonight are the ideas we are coming up with for this side of town. It's going to be
32 something similar to this where we need land.

33
34 Deputy Mayor Brender said one of these lots up here (north) is going to have to become
35 a stormwater pond to essentially drain these other areas because we are at capacity.

36
37 Mr. Paster answered affirmatively. The lots we are proposing tonight includes Lot 174
38 and only picks up the yellow and red areas and the new parking. Developers can get
39 creative and do roof gardens, under drain systems, and maintain everything on their
40 own lot. Carli was able to do that because he had the land and was able to set aside a
41 portion of his property for a standard stormwater pond. As green development
42 continues, people are doing more things like roof gardens and different types.

43
44 Deputy Mayor Brender asked if the City property adjacent to the Events Center was too
45 far away to start looking at for retention for part of this area.

1 Mr. Paster said part of that problem is you are going uphill so it's the conveyance.

2
3 Commissioner Duryea questioned the cost benefit of this whole thing for 63 parking
4 spots and if it was too costly to do it this way. It doesn't seem like we are getting a lot
5 for the money that we have already put out and will put out.

6
7 Mr. Paster said the cost benefit to the City is that we already own Seminole Avenue and
8 currently one home uses it. We have this big right-of-way that we own so there is the
9 opportunity to use it. The alternatives are we use it for a pond or use it for parking and
10 put the pond somewhere else. There is a benefit because we already own this
11 property. He said John Omana and his group are looking at other parking alternatives,
12 other sites in the City, and possibly a parking garage. For where we are right now he
13 thought this was very cost effective for this situation.

14
15 Mayor Mealor asked if anyone wanted to speak in reference to parking and/or
16 stormwater alternatives. No one came forward and the public hearing was closed.

17
18 **Motion was made by Deputy Mayor Brender to select Alternative 3 as outlined in**
19 **the staff report and authorize the City Manager to bring forward a budget**
20 **adjustment, seconded by Commissioner Plank and motion carried by roll-call**
21 **vote: Deputy Mayor Brender, Yes; Commissioner Duryea, Yes; Commissioner**
22 **Plank, Yes; Mayor Mealor, Yes.**

23
24 IX. Other Items for Commission Action

25
26 There were no items to discuss at this time.

27
28 X. Citizen Participation

29
30 No one came forward at this time and citizen participation was closed.

31
32 XI. Reports

33
34 A. City Manager

35
36 1. Request Commission authorize City Manager to proceed with issuing RFP for the
37 purpose of refunding Series 2007 A bonds in order to reduce the annual interest
38 rate

39
40 Ms. Sova said this is a request to issue a RFP for the purpose of refunding our Series
41 2007 A bonds. We have information from our financial advisor that we can drop the
42 interest rate significantly and it is a good opportunity to do that and he estimated we
43 could save about \$43,000 a year. She asked authorization to proceed.

1 **Motion was made by Deputy Mayor Brender to authorize the City Manager to**
2 **proceed with issuing a RFP for the purpose of refunding Series 2007 A bonds,**
3 **seconded by Commissioner Duryea.**

4
5 Commissioner Duryea asked if this would be with another lender.

6
7 Ms. Sova said we can negotiate with SunTrust. It is likely through a RFP they are going
8 to come in lowest anyway, but they are pretty competitive out there.

9
10 Commissioner Duryea said he was thinking of going to SunTrust and getting them to do
11 it would be less cost.

12
13 Ms. Sova said we will try negotiating with them first.

14
15 Deputy Mayor Brender asked the estimated cost to do it.

16
17 Ms. Sova said because it is a loan and not bonds, our financial advisor charges \$10,000
18 and there shouldn't be much more than that.

19
20 Deputy Mayor Brender asked the term on the loan.

21
22 Ms. Sova said we will continue with the term and there is about seven years left.

23
24 **Motion carried unanimously.**

25
26 2. Request Commission allow continuation of monthly Lake Mary Food Truck Crave
27 events beginning January 29, 2012, and approve associated conditions

28
29 Ms. Sova said this item is related to the food truck events. We had the Food Truck
30 Crave here for the last meeting and we would like to have approval to have them back
31 on the final Sunday of every month beginning with January 29, 2012.

32
33 Mayor Meador said he received a lot of positive feedback from the vendors as well as
34 the participants that evening.

35
36 **Motion was made by Commissioner Duryea to allow continuation of Lake Mary**
37 **Food Truck Crave events on the final Sunday of each month beginning on**
38 **January 29, 2012, and approve the associated conditions as outlined in the staff**
39 **report. Seconded by Commissioner Plank and motion carried unanimously.**

40
41 3. Request Commission authorize City Manager to execute contract with Trane to
42 install Demand Control ventilation system and to perform rooftop re-
43 commissioning on all three units at Events Center for \$17,250.00, earning a
44 Progress Energy rebate of \$4,315.00, for a total net cost of \$12,935.00

1 Ed Koch, Building & Facilities Maintenance Manager, came forward. We value
2 engineered out this option when the building was constructed in order to meet budget
3 constraints. This allows computers to control the ventilation for the building. Right now
4 without a computer controlling it it ventilates at a rate as if the building was completely
5 occupied by 300 people breathing, exhaling carbon dioxide and all the other associated
6 things that come off human bodies. It runs all the time full speed. This would adjust to
7 the amount of people in the building through carbon dioxide sensors and a computer
8 processor that calculates all of that and then adjusts the speed and use of the fan. He
9 explained that any time you exhaust air you have to replace it with fresh air and
10 condition it, either heat or air condition. There is a big savings in energy if you only take
11 out the amount you need rather than the maximum wide open. There is a rebate from
12 Progress Energy. They did come to the site and confirm that would be the amount of
13 the rebate (\$4,315.00).

14
15 Deputy Mayor Brender said he remembered when this was engineered out when we
16 built it. Considering the rate of return we will be well served to go ahead with it.

17
18 Commissioner Duryea asked who was using this system now and was it working.
19 When we built City Hall it had a system like that which never worked.

20
21 Mr. Koch said this became popular around 1990 throughout the country and it is in lots
22 of buildings. He thought there was a list of major buildings in Orlando that have it and is
23 in the packets. It is very popular and accepted by all the national accreditation type
24 things. They get anywhere from 50 cents to a dollar per square foot of return annually.

25
26 Deputy Mayor Brender said it is fair to say Progress Energy would not be giving rebates
27 if they determined that the program doesn't work. Their intent of giving a rebate is to
28 reduce consumption and that's what this does. That building sits empty 10 to 12 hours
29 a day including overnight. It seems silly to air condition all of air and dump it out so we
30 can air condition it again.

31
32 **Motion was made by Deputy Mayor Brender to authorize the City Manager to**
33 **execute contract with Trane to install Demand Control ventilation system and to**
34 **perform rooftop re-commissioning on all three units at the Events Center for**
35 **\$17,250.00, earning a Progress Energy rebate of \$4,315.00, for a total net cost of**
36 **\$12,935.00. Seconded by Commissioner Duryea.**

37
38 Deputy Mayor Brender asked if there was anything on the horizon as far as energy
39 savers for that building.

40
41 Mr. Koch said in this is rooftop conditioning. Rooftop air conditioning units lose
42 efficiency over time. Even though we do normal maintenance, there are other things we
43 don't do in normal maintenance. Part of this price is to do the rooftop re-commissioning
44 that is recommended by Progress Energy and there is a rebate associated with that too.
45 They expect to get it back to almost new efficiency.

46

1 **Motion carried unanimously.**

- 2
3 4. Request Commission authorize Roadway Management, Inc., via piggyback from
4 Sun 'N Lakes of Sebring Improvement District Contract #08-102, to perform
5 street resurfacing in an amount not to exceed \$281,101.59
6

7 Ms. Sova said this item is the annual road resurfacing program. This year the roads are
8 Pine Tree Road, Willow Drive, Cedar Lane, Magnolia Lane, Cardinal Oaks Cove, and
9 the resurfacing of Commerce Street. For the streets in Cardinal Oaks Cove they need a
10 more in-depth process including milling down the existing surface about eight inches
11 deep, grading and re-compacting reclaimed base material, and placing another inch and
12 a half of new asphalt on top. Commerce Street will have a single chip seal. Total cost
13 is estimated at \$281,101.59 and that is within budget.
14

15 **Motion was made by Commissioner Duryea to authorize Roadway Management,**
16 **Inc., via piggyback from Sun 'N Lakes of Sebring Improvement District Contract**
17 **#08-102, to perform street resurfacing as outlined in the staff report in an amount**
18 **not to exceed \$281,101.59, seconded by Deputy Mayor Brender and motion**
19 **carried unanimously.**
20

- 21 5. Request Commission authorize expenditure from Law Enforcement trust Fund for
22 Teachers of the Year reception in a total amount not to exceed \$250.00, and
23 authorize City Manager to execute associated budget adjustment
24

25 Ms. Sova said this is an expenditure from the Law Enforcement Trust Fund for a
26 donation in the amount of \$250 to the Foundation for Seminole County Public Schools
27 to help fund a Teacher of the Year reception at the Altamonte Hilton. She also
28 requested approval of a budget amendment.
29

30 **Motion was made by Commissioner Plank to authorize the expenditure from the**
31 **Law Enforcement Trust Fund for a donation in the amount of \$250.00 to the**
32 **Foundation for Seminole County Public Schools to help fund the Teacher of the**
33 **Year reception and authorize the City Manager to execute associated budget**
34 **adjustment, seconded by Deputy Mayor Brender and motion carried**
35 **unanimously.**
36

- 37 6. Request Commission authorize City Manager to execute contract with PDCS for
38 professional Building Department related services, via piggyback from current
39 SSC contract, and implement on an as-needed basis in an initial amount not to
40 exceed \$50,000.00 without further Commission authorization
41

42 Ms. Sova said this item is a contract for temporary Building Department services. We
43 knew when we put the budget together this year that we were having a bit of a building
44 spike but we know it's not going to last. We are predicting about a ten-month jump in
45 inspection activity. We are having increased inspections now and frequently the
46 Building Official and Plans Examiner are out doing inspections so we are close to

1 maximizing staff. Before we bring anybody in we will see what we can do with our own
2 staff and some overtime. We will do everything we can to do this on our own but we are
3 getting to the point of critical mass where we can't handle all the work. With the cost of
4 a vehicle and long-term costs we don't want to bring in another employee. It's not
5 going to last long enough to do that. She said Building Official Doug Tillery and Ed
6 Koch would further explain our needs.

7
8 Doug Tillery, Building Official, and Ed Koch, Building & Facilities Maintenance Manager,
9 came forward.

10
11 Mr. Tillery said we created a report to give some statistical data for projects that are
12 either under construction or are anticipated for the year 2012. We have also created a
13 list of inspections that we have performed in the past as well as what we project for
14 2012 and for the total cost of construction.

15
16 Mr. Tillery showed a list of the major projects or for projections for general construction
17 activity which is based off of Fiscal Year 2011, which was \$21,546,000. The projected
18 construction activity for 2012 is \$82,013,500. The 2011 construction value was
19 \$21,546,117 and for the first quarter of 2012 we have reached \$21,711,674 so we are
20 \$150,000+ in the first quarter of what we were totally for last year. The remainder of this
21 year will be an additional \$60,301,826.

22
23 Mr. Tillery said in 2011 we did 14 inspections per day which equal 3,607 a year. In the
24 first quarter of this year we did 1,077 which equal 18 inspections per day. For the
25 remainder of 2012 beginning in the middle of January, inspections will jump to 120 per
26 day. We will go from 3,607 inspections last year to 26,700 this year. We went back to
27 2006 which was one of the highest years of construction for the City of Lake Mary and
28 was almost \$160,000,000 and in 2012 will be \$102,000,000. We had some downturn in
29 2007, it leveled off and continued to drop to 2011, and it has begun to spike back up.

30
31 **SIDE 1B**

32
33 Mr. Tillery said we only have two inspectors and are requesting additional funding for an
34 outside provider to work with us on an as-needed basis.

35
36 Commissioner Duryea said we have done this in the past and contracted the
37 inspections. He asked how that worked out.

38
39 Mr. Koch said we contracted it out differently. We had a private provider actually work
40 for the developers. They did the inspections for them and they turned the results into
41 the Building Department and we filed them. In 2006 there was a major difference
42 between what was on that chart and what was actually done inspection-wise for the City
43 but the majority of that was done by a private provider and not an hourly rate person in
44 our group. It was completely contracted out by the developers.

45
46 Ms. Sova asked if we did that as a fee exchange.

1
2 Mr. Koch answered affirmatively. They got a significant reduction in their building permit
3 fees.

4
5 Ms. Sova said this way we will collect all the fees and utilize those fees to pay the
6 contractor. It was Fountain Park and we gave a fee exchange so they could have their
7 own inspections done and report to us.

8
9 Deputy Mayor Brender asked if there were any kinds of things we could put into effect to
10 make sure these new inspectors are using our rules.

11
12 Mr. Tillery answered affirmatively. He said they would be reporting directly to him each
13 day for their assignments. Their time begins when they reach our office and ends at the
14 end of the day from our office.

15
16 Deputy Mayor Brender said Lake Mary enjoys a positive reputation for permitting and
17 inspections and wanted to make sure that whoever we bring in maintains and is assured
18 that reputation is important to us.

19
20 Mr. Koch said we had that discussion with this provider and any time Mr. Tillery is
21 unhappy with anybody they send us, they don't come back. We will have people to
22 follow up on their progress and the customer relations. If Mr. Tillery doesn't like what he
23 hears, there is no argument and they just don't send them back. They send somebody
24 else.

25
26 Commissioner Plank asked if these people had worked with the City before. He asked
27 what they are given when they go out to do an inspection on a building or a site. He
28 asked how they knew what it is we are looking for.

29
30 Mr. Tillery said there is going to be a learning curve and is why it is important to get
31 someone in relatively soon so we can make sure all the kinks are worked out of the
32 system before they come on board. We want to make sure they abide by the standards
33 that we have established.

34
35 **Motion was made by Deputy Mayor Brender to authorize the City Manager to**
36 **execute contract with PDCS for professional building department-related services**
37 **and implement on an as-needed basis in an initial amount not to exceed**
38 **\$50,000.00 without further Commission authorization, seconded by**
39 **Commissioner Plank and motion carried unanimously.**

40
41 7. Request Commission approve corrected amount of \$322,163.07 for FY 2012
42 vehicle purchases and \$341,200.00 budgeted

43
44 Ms. Sova said this is a correction to our vehicle purchases. We listed all the vehicle
45 purchases and everything was correct in the memo except the totals did not sum up
46 properly. We realized that when we put the purchase orders together. She asked for

1 approval of the corrected amount of \$322,163.07 for the vehicle purchases. The budget
2 was \$341,200.00.

3
4 **Motion was made by Commissioner Plank to approve the corrected amount of**
5 **\$322,163.07 for Fiscal Year 2012 vehicle purchases, seconded by Deputy Mayor**
6 **Brender and motion carried unanimously.**

7
8 Ms. Sova said we will not be having the joint work session with Planning & Zoning on
9 January 19th. We are not prepared to do that. We have been working with a lot of other
10 assignments.

11
12 Ms. Sova asked to schedule a work session on February 2nd at 5:30 P.M. to discuss
13 parking garage options and Country Club Road acquisition. There were no objections
14 from the Board.

15
16 Ms. Sova said Waste Management will be picking up Christmas trees with normal yard
17 trash on Wednesdays through January. Customers are not required to tie them but they
18 need to be in lengths of four feet or less.

19
20 Ms. Sova said the annual Shred-A-Thon will take place January 28th from 9:00 A.M. to
21 1:00 P.M. at the Senior Center, 911 Wallace Court. The first three boxes are free and
22 each additional box is \$5.00.

23
24 Ms. Sova reminded everyone that the Charter referendum will take place on January
25 31st at precincts assigned by the Supervisor of Elections. Absentee ballots can be
26 obtained from the elections office in Sanford by calling 407-585-VOTE (8683). Early
27 voting will take place January 21st through January 28th at the elections office in Sanford
28 and the four county libraries. We have included that information on our calendar which
29 will be mailed out with utility bills, we posted it on our website, and have e-mailed
30 various HOAs and representative management companies so they can distribute them.

31
32 B. Mayor

33
34 Mayor Mealor had no report at this time.

35
36 C. Commissioners (4)

37
38 Deputy Mayor Brender said he attended the meeting the post office had regarding the
39 mail processing distribution center. There were some legitimate questions asked.
40 Probably the most obvious one was they did a cost analysis of closing the Lake Mary
41 processing center and moving it to Orlando but they showed no cost analysis for closing
42 the Orlando facility and moving it to Lake Mary which tells me the post office is probably
43 in a foregone conclusion position on this even though they deny that. He considered
44 that a shame for a business that is in a position here. It's a business with a declining
45 trade and just like a lot of government organizations they think differently than business
46 people. When you are in a declining business environment what you do is cut service

1 and make it harder for your customers to do business with you, which seems
2 counterproductive. It seems the post office system is plenty large enough to be able to
3 make so many cuts, including things like Saturday delivery which they say would save
4 \$5 billion a year. It was an interesting meeting and the 400 to 500 jobs out there are a
5 lot more meaningful to the City of Lake Mary than the 180 jobs that would be lost in
6 Orlando if it moved up here.

7
8 Commissioner Duryea congratulated Jackie (Sova) for sticking with us all this time.

9
10 Commissioner Plank said there was an excellent turnout for the post office question
11 including several state representatives. Our Mayor did an excellent job of presenting
12 the case for Lake Mary and came down very strongly as did Sanford in opposing the
13 move of 500 people to a facility that currently houses 150 or 160. He hoped the issue is
14 not dead and urged everyone to find out more about it and to e-mail their
15 representatives because that's what it is going to take. It's silly because the post office
16 owns the building in Lake Mary and is leasing the building in Orlando. There are a
17 number of other factors that came up in the meeting that just made no sense at all. He
18 shared Deputy Mayor Brender's concern that it may be a foregone conclusion but would
19 like to think we could change that.

20
21 D. City Attorney

22
23 Ms. Reischmann had no report at this time.

24
25 XII. Adjournment

26
27 There being no further business, the meeting adjourned at 7:00 P.M.

28
29
30
31 _____
32 David J. Meador, Mayor

Mary Campbell, Deputy City Clerk

33
34
35 ATTEST:

36
37
38
39 _____
40 Carol A. Foster, City Clerk