

1 MINUTES OF THE LAKE MARY CITY COMMISSION WORK SESSION held July 23,
2 2015, 5:30 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road,
3 Lake Mary, Florida.

4
5 Mayor David Mealor Jackie Sova, City Manager
6 Commissioner Gary Brender Carol Foster, City Clerk
7 Deputy Mayor George Duryea Dianne Holloway, Finance Director
8 Commissioner Sidney Miller John Omana, Community Development Dir.
9 Commissioner Jo Ann Lucarelli Dave Dovon, Assistant Public Works Dir.
10 Bryan Nipe, Parks & Recreation Director
11 Tom Tomerlin, Economic Development Mgr.
12 Wanda Broadway, Human Resources Mgr.
13 Steve Bracknell, Police Chief
14 Joe Landreville, Deputy Police Chief
15 Frank Cornier, Fire Chief
16 Mary Campbell, Deputy City Clerk
17

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

19

20 ITEM FOR DISCUSSION

21

22 I. Proposed FY 2016 Budget

23

24 Ms. Sova said we will start with the General Fund. She is recommending that we
25 maintain our tax rate of 3.5895. In the General Fund there are not many changes.
26 Some of the notable changes are we are deleting one planning position. The workload
27 dictates that we should do that at this time as we have a vacancy coming up. We cut an
28 inspector position that has been vacant more than a year. We have funds available for
29 the consulting service that we have used in the past should we need to use those
30 services. There is a part-time position in the Community Center budget that will be
31 offset by revenues. The reason we have to add the part-time position is the American
32 Care Act. These people get up to the 30 hours a week point then they become eligible
33 for benefits and that gets very expensive. It takes more part-time people under the
34 American Care Act to keep everybody under the number of hours.

35

36 Ms. Sova said revenue-wise the ad valorem revenues are going to jump to \$6,760,000
37 which is a 6.2% increase from 2015. Based on property taxes a couple of the big
38 construction items was the Verizon building and part of the Station House project.
39 Franchise fees and utility taxes are up moderately to \$6,194,000. Telecommunication
40 taxes are a bit of an issue. By the time we get to the final budget the state has issued
41 estimates and they predicted a low number. Licenses and permits we project coming
42 down notwithstanding the Griffin Farms project. We are not sure when that is going to
43 come in and what those fees are going to be at this point. We have gone conservative
44 and not planned on that money. Fines and forfeitures are stable. Intergovernmental
45 revenues are up a bit. Charges for services is the Events Center and the Community
46 Center and the charges are pretty stable.

1
2 Deputy Mayor Duryea said the 2014 actual and the 2016 budget is about half as much
3 for licenses and permits. He thought we had some things in the works.

4
5 Ms. Sova said that's the Griffin Farms. We budgeted conservatively. With the project
6 not coming in for five months, if they don't pull all the permits at once we don't know
7 exactly when that money is going to come. Some of it could cross over into 2017.

8
9 Deputy Mayor Duryea asked the estimated revenue for something like that.

10
11 Ms. Sova said for fees and licenses we are talking \$350,000.

12
13 Commissioner Miller asked if they paid that before they put a shovel in the ground.

14
15 Ms. Sova said they have to pay site permit fees and impact fees before they put a
16 shovel in the ground.

17
18 Commissioner Brender said we won't collect taxes until 2018.

19
20 Deputy Mayor Duryea said that doesn't make up the \$3 million deficit.

21
22 Ms. Sova asked if he was looking at the \$17 million down to \$12 million, the \$17 million
23 is the fund balance at the beginning of 2014.

24
25 Ms. Holloway showed the analysis of the General Fund on the overhead starting with
26 2010 actuals and comparing them to the proposed 2016. Our revenues are pretty much
27 the same but expenditures are up. We are talking seven years. This slide breaks down
28 the transfers to other funds in the General Fund as well as our economic incentives.
29 Coming down to the bottom line is in Fiscal Year '10 we had a \$50 million fund balance.
30 In '11 \$15 million, we went up in '12 to \$16 million, '13 to \$17 million, and '14 went down
31 to \$15 million. In budget '16 we were looking at a \$12.5 million fund balance going into
32 the budget process. We did some projections of revenues and expenditures and
33 thought we would come out on top. She thought we would end up at the end of the year
34 in General Fund with about \$14.5 million.

35
36 Mayor Mealor said that was quite a difference.

37
38 Ms. Sova said we only spend about 95% of what we budget.

39
40 Deputy Mayor Duryea said what he was referring to was on Page 4 and it had to do with
41 total funds available. The actual 2014 was \$35 million and the 2016 budget is \$30
42 million. That's \$5 million we have to take out of fund revenue.

43
44 Ms. Sova said our fund balance is down. Expenditures are higher than current
45 revenues. Our total revenues in the General Fund are at the same level we were ten
46 years ago. Our total revenues are at the same level we were at six years ago. We

1 can't say the same thing about expenditures—they keep going up and some of our
2 construction projects are coming to a conclusion. We have road work. A lot of the
3 roads we are repaving were built in these new housing developments. The roads were
4 put in by the developers and now we are out there maintaining them. There are some
5 things happening expenditure-wise.

6
7 Commissioner Brender asked about the \$1.8 million for Station House.

8
9 Ms. Sova said all that has been spent. We were over reserve and we had to do some
10 of this stuff.

11
12 Ms. Holloway said we have been budgeting conservatively. We estimate high on some
13 things but are not going to spend that much.

14
15 Deputy Mayor Duryea said some day he thought small governments with excess
16 revenues the state will reach in and say we want those since you're using them.

17
18 Ms. Sova said the legislature talked about that a few years ago. We were funded over
19 100% for a while and we are down from that. The Community Center, Downtown
20 projects, stepping it up on paving. A lot of this is our millage rate. We have the lowest
21 millage rate in the County. We are able to do all this, have some reserves, and have
22 that low millage rate.

23
24 Mayor Mealor said there are a lot of amenities to why we have what we have right now.
25 Just simply look around us.

26
27 Commissioner Miller asked the impact if we raised the millage rate but continued to be
28 the lowest one.

29
30 Deputy Mayor Duryea said one of the things that makes this place attractive is the fact
31 that we have the lowest millage rate. Even raising it a little bit isn't worth the hassle. It's
32 not that much money we get back.

33
34 Commissioner Miller said for example, Altamonte Springs is 100% sewer. There is
35 nobody on septic tank in Altamonte Springs. We are 50%. We are not doing all the
36 recovery we need to do on reclaimed water. While we are a great place to live, we are
37 a little behind the times.

38
39 Deputy Mayor Duryea said behind the times is an opinion.

40
41 Mayor Mealor said he was told the system he put in his new home that cost a lot of
42 money is every bit as effective, if not more so, than sewer.

43
44 Commissioner Miller said he agreed with the Mayor 100% but could give enough
45 anecdotal data that says that people don't maintain that system until it breaks. If you
46 maintain your system exactly as you should, it will be equally as good and probably less

1 risk than having the County and the City doing sewer for you. People don't know they
2 have septic tanks. There are 321 homes in the Hills of Lake Mary. We will do a door-
3 to-door poll today and ask those people how they like their sewer service. They all think
4 they are on sewer but they are on septic tanks. They don't realize it until their drain field
5 is full of feces. He said he was like that too. He doesn't fix problems until they break.
6 That's kind of what septic tanks do.

7
8 Mayor Meador said the point is well taken. As we change our community, we are
9 bringing sewer in. That's important and is a policy decision. People want to invest in
10 this community and they believe in this Commission. The gentleman that was here last
11 meeting said this should be a textbook for the Florida League of Cities on how a group
12 should operate. Any time a rumor gets out that we are going to increase taxes or are
13 going to put a burden on somebody for additional expense, it has the potential to take
14 something that is very good and start to erode. We have always avoided that in this
15 community by working together.

16
17 Commissioner Miller said to fix the problem will cost us close to \$100 million. There are
18 2,200 homes on septic tanks at \$40,000 per home comes to today's dollars of \$88
19 million. If we did a million dollars a year it would be 88 years. To fix this problem is
20 almost impossible but for us to sit here now in this environment today and say we don't
21 think it's a problem, we don't think we need more reclaimed water—we do need more
22 reclaimed water because 60% of the water we use goes on our St. Augustine lawn.
23 The only way to get extra water for that is reclaimed water. You can't keep sucking it
24 out of the aquifer. We have enjoyed growth and enjoyed a good time but there is a
25 point where we are making things worse for the next generation and the generations
26 after.

27
28 Deputy Mayor Duryea said sooner or later the state is going to come in and say
29 anybody that has a property within a certain distance of a water body or wetland is
30 going to have to have sanitary sewer. He would not be opposed to raising the
31 stormwater fees so that in the future there is some revenues there in a way it is not
32 killing everybody. If we put a sewer in his neighborhood where there are half acre
33 properties, everybody is going to get irate because of the cost and the low density. The
34 bad thing about a sewer is you give the development community the opportunity to
35 increase density.

36
37 Commissioner Brender said nothing new is going to happen without sewer but going
38 back is the hard part. When he got on the Commission he told people we are going to
39 pave the roads. Back then 40% of Lake Mary was paved and 60% was not. We are
40 100% paved minus a couple of houses here and there. Did it take 20 years? Yes. We
41 are going to have to approach the sewer. We should be trying to hook up just like we
42 are on the other side of the railroad tracks by Palmetto. Fifteen years ago the
43 Commission voted unanimously to never bring sewer to the other side of the railroad
44 tracks because nobody wanted any development. We are going to get there and
45 thought we could get there within the budget numbers. If Commissioner Miller is talking
46 about all at once or on a ten-year plan, we are not going to find \$8.8 million.

1
2 Commissioner Miller said what the Mayor said about his septic system is 100% right.
3 Maintain it perfectly it may be better than being on the sewer because there is no risk of
4 the City or County screwing it up. The state legislature has been entertaining a bill to
5 hold the landowners harmless and trying to fix all the septic tanks around springs that
6 are polluting the aquifer. If you drive down Markham Woods Road it would include a
7 bunch of people who have really nice homes. David Simmons is fighting a battle there
8 and is losing. He said he didn't know how to fix it.
9
10 Mayor Mealor said we are taking incremental steps and thought it was the right way to
11 do it. The point is well taken and it is frustrating.
12
13 Ms. Sova said the City Attorney has asked for a rate increase and the continuing CPI
14 but not more than 3% and that has an estimated \$10,000 impact. We use those
15 attorneys very conservatively. It has been several years since the City Attorney had a
16 rate increase.
17
18 Ms. Sova said on Page 21, the General Administrative budget, is the one where
19 anything that doesn't have another place falls to. We have moved the vehicle that we
20 had for this budget to the Water & Sewer budget because we go the post office for the
21 water and sewer payments. It is a bit tight and did not plan for an overall pay plan
22 change next year. We did a very thorough one this year.
23
24 Ms. Sova said our contributions include economic incentives, CRA payment, and
25 transportation assistance for the Senior Intervention Group. The Neighborhood
26 Beautification Grant began at \$25,000. We have had several and have one is on the
27 table at Crystal Ridge. About three years ago they called her and asked her to take their
28 HOA because it was in such bad shape. Steve Noto is working with them on the
29 beautification grant. Staff is also looking into maybe changing part of this for some
30 Downtown beautification. Paylocity is done, Digital Risk is done. The Verizon payment
31 is due next year at \$168,750, Deloitte at \$170,000, FARO at \$2,250 and Dixon
32 Ticonderoga at \$1,250.
33
34 Ms. Sova said on Page 26 is where we can see our Planner position dropped off. Our
35 current Deputy City Planner will become the City Planner and that is Steve Noto.
36
37 Mayor Mealor said at the East Central Florida Regional Planning Council meeting
38 yesterday, Mr. Noto and our team was singled out for the excellent work they do.
39
40 Ms. Sova said on Page 28 in the building department is where we see the Building
41 Inspector come off. There is money in contracted services if we run short and need
42 some inspections. We did that a few years ago and it worked out well.
43
44 Ms. Sova said the Police Department budget is the same number of personnel.
45

1 Deputy Mayor Duryea asked to go back to Page 35. He questioned why Maintenance
2 Contracts were up.
3
4 Ms. Holloway explained we consolidated. Some were sitting in utilities. We made the
5 appropriate reductions.
6
7 Ms. Sova said the Police Department budget is down a bit.
8
9 Ms. Sova said in the Fire Department budget there is an increase and most of that is
10 attributed to vehicle rental because they have new vehicles. Fire Prevention jumps up a
11 bit because we changed a part-time position to full-time to keep our inspections up to
12 date. We have a progressive and aggressive fire prevention program. We have very
13 strong fire prevention laws. All of our buildings over 5,000 S.F. are sprinkled.
14
15 Ms. Sova said on Page 60, the Public Works budget drops \$9,000, a lot of that owing to
16 professional services, attorney's fees, all the way to the water fund. We are negotiating
17 and working with FDEP regarding the Siemens property. We settled ten years ago
18 about the contaminated water issue and got the money to build our aeration towers and
19 got some annual maintenance fees. There is a clause to reopen it in ten years and it is
20 here. Last year we budgeted some legal fees. She and Bruce (Paster) met with FDEP
21 last week and they wanted to know our position and where we are with that. They
22 heard us loud and clear that we want more money from here forward, this is taking
23 longer than what was presented, that is 15 years ago now, and it is costing more than
24 we thought.
25
26 Deputy Mayor Duryea said he remembered we immediately put in the aerators. They
27 sent some inspectors down and they hung out for a while. He thought there was some
28 super fund that they could flood the land.
29
30 Ms. Sova said the responsible parties and FDEP never entered into a final order. It has
31 kind of been out there all these years. When we talked to FDEP last week there have
32 been several big meetings with the responsible parties regarding the site. All those
33 people said the City is out of that. We had five attorneys from Tallahassee on the
34 phone, the City had two attorneys in the room, there was Bruce and I, and two local
35 reps from DEP. The City has hired a firm and we are very concerned about the public
36 water supply and very concerned about getting paid.
37
38 Deputy Mayor Duryea said this should have been taken care of years ago.
39
40 Ms. Sova said it certainly should have and there has been an additional chemical found.
41 Our aerator will take care of that but we want our annual operating costs.
42
43 Commissioner Miller said he thought both property owners had been given the go
44 ahead to develop that property with a provision that they not sink any wells or take any
45 water off that property. The property owners are clear and can use their property and
46 develop it.

1
2 Ms. Sova said not totally. They can with some restrictions. She said she was worried
3 about our public water supply and getting paid back what it costs us to use the motors,
4 replace the motors, replace the elements for filtration inside those aerators, and the
5 power to run those aerators. When we settled ten years ago it was greatly
6 underestimated.

7
8 Deputy Mayor Duryea asked if we could kick this down the road a bit and call John
9 Mica's office and ask if he could help us.

10
11 Mayor Mealor said he thought we could call Senator David Simmons particularly since
12 this is aligned to a generic area that he is very involved, very engaged and very
13 educated about. He recommended the City Manager draft a letter and reach out to him.
14 He asked the City Manager to draft a letter with their signatures and copy John Mica.

15
16 Ms. Sova said Streets and Sidewalks creep up a little bit each year. We also had some
17 additional contractual services related to signalization.

18
19 Deputy Mayor Duryea asked if we were covering the cost of lighting in the special
20 lighting districts.

21
22 Ms. Sova said not even close. We have very few special lighting districts and the City
23 pays for the standard 30-foot pole and mercury light, or \$9.36 each, or we pay that
24 comparable amount towards the upgraded lights. The street lighting districts will charge
25 for upgrading the lights. Seminole County, Casselberry and some other places assess
26 for all the lights.

27
28 Ms. Sova said mostly the Parks & Recreation budget carries on the Parks and Events
29 Center Coordinator personnel budget and she moved it to the Events Center. Facilities
30 Maintenance she gets the same number and they are doing a great job. She increased
31 the budget for repair and maintenance of buildings. Some of our facilities are getting
32 beyond the ten-year point. We did a lot of new facilities at once and things are starting
33 to happen to them. The Events Center continues to do well. The Community Center is
34 where we are adding a part-time rec assistant. It will be covered by fees. Summer
35 camp is doing great and the tuition is covering its costs. The Senior Center continues to
36 do well. The Tennis Center budget is about the same.

37
38 Mayor Mealor complimented the City Manager for upping the budget for repairs. He
39 recalled for this building we had to basically patch it and it was very expensive. He
40 thought it should have been handled differently at that time. That's an investment.

41
42 Ms. Sova said the Special Revenues Fund is specific purpose funds. They are
43 collected and spent in a restricted manner. The first is the Police Second Dollar
44 Education Fund and traffic ticket money that has to be spent on training. We are
45 starting to use a little more.

46

1 Deputy Mayor Duryea asked if a new hire could be trained with that money or is it for
2 additional training for existing officers.
3
4 Ms. Sova said it is for additional training for existing officers but doubted there was a
5 restriction for the new.
6
7 Chief Bracknell said there is not. If we had a candidate and we wanted to put him
8 through the academy we could do that, but there are so many folks out there that have
9 already paid for themselves.
10
11 Ms. Sova said the Law Enforcement Trust Funds are confiscated funds. We don't really
12 budget the forfeiture funds. We don't budget to bust people. We get the money when
13 we get it. On Page 96 is the federal portion. In Police Impact Fees they are looking to
14 replace some defibrillators. In Fire Impact Fees we're not looking to spend anything.
15
16 Deputy Mayor Duryea asked when our next big purchase is.
17
18 Ms. Sova said a fire engine next year. It is a replacement vehicle at \$550,000. One
19 way for a discount is to pay for it in advance. We are checking out that option.
20
21 Ms. Sova said in Public Works Impact Fees we have no capital plans. In Recreation
22 Impact Fees they would like a landscape trailer. We are ready to go with Heritage Park
23 and would like to do more than just the first phase. We are in the process of applying
24 for a FRDAP grant in the amount of \$200,000. In the Cemetery Fund we have been
25 doing work getting it cleaned up and some landscaping done and will maybe get some
26 benches.
27
28 Ms. Sova said on Pages 108 and 109 is very exciting. On October 1st we will pay our
29 last payment (Series 2007 Refunding Revenue Note). That will drop expenditures down
30 considerably. The transfers will go from \$632,000 down to \$336,000.
31
32 Ms. Sova said in Capital Projects, Page 114 shows the current year list. This includes
33 Crystal Lake Avenue beautification, sidewalks and lighting, and basically getting things
34 cleaned up from the Station House. We own one of those big parcels of land that is
35 vacant and we also have a park there. The team is taking a look at that.
36
37 Deputy Mayor Duryea asked if it was premature thinking about the stormwater and
38 things.
39
40 Ms. Sova said for the stairstep parks, we are taking that into consideration. We are
41 concerned about putting something in and having to take it out. It makes this a little bit
42 of a twist to clean up and do something. It might cause us to do something across the
43 road. SunRail enhancements we are continuing to get finished up.
44
45 Mayor Mealor asked the status of the Maeken property.
46

1 Mr. Omana said they are still working with the FDOT platform staff on the engineering.
2 Once they do that they will come back in.
3
4 Deputy Mayor Duryea asked who takes care of the grass.
5
6 Mr. Nipe said we maintain all the landscape and irrigation on site and all the trash
7 through contractor and staff. Everything structural is the County. The train itself is
8 State.
9
10 Ms. Sova said the next item is a carryforward and is signal and beautification at Wilbur
11 and Country Club. The traffic study is in its final stages of review. This is our annual
12 computer replacements and money for some network upgrades. In police there is
13 \$20,000 for laptops and \$7,200 for radio replacements. The fire department has
14 applied for several grants and we funded our matching share should we get those
15 grants. We budgeted hose and appliance replacement and a records management
16 system. That should pay off in labor time for employees. Also wireless routers for
17 emergency response vehicles, replacement thermal imaging cameras, the breathing
18 apparatus, and for our inspectors the mobile eyes inspection software.
19
20 Ms. Sova said in Streets & Sidewalks is our annual street resurfacing and parking lot
21 rehab. The Community Center parking lot should wrap up and put the sidewalk in. It
22 has been delayed due to replacing power poles; we can't put the sidewalk in until they
23 finish their project. We have a project share of \$171,000 for the turn lane at Palmetto.
24 The sewer portion is in our Sewer Fund. Fifty thousand is additional money this year for
25 sidewalk and curb replacement. Street lighting additions we have \$14,000 carried
26 forward and bumped it up \$20,000 to make it \$34,000 and have a reserve for
27 Evansdale. We did get a section of Cardinal Oaks this year.
28
29 Mayor Meador said for street repaving he was glad to see streets identified that need it.
30 We had a situation at Lakeview and Seminole where we had calls several times for low
31 overhangs. He asked if it would be worthwhile to have us in the older more established
32 neighborhoods look at canopies and see what may need to be taken out as a proactive
33 measure prior to storms and those types of things.
34
35 Ms. Sova said she would talk to Bruce (Paster) about that.
36
37 Mayor Meador said the older residents are concerned because they aren't sure if the
38 tree is in the right-of-way. The massive oak limbs are scary to them.
39
40 Ms. Sova said another thing we have learned is the new garbage trucks are a few feet
41 taller than the old ones and we are having some limb problems in some neighborhoods.
42
43 Mayor Meador said Public Works on Lakeview between Fifth and Sixth, the work they
44 did there a couple of people complimented me. They cleaned it up. They like the work
45 we do.
46

1 Ms. Sova said the cost of some of our facilities are the Municipal Center HVAC. These
2 buildings are run 24/7 and are ten years old. Part of the Municipal Complex got air
3 conditioning this year and this will be the other half next year. The Police Department
4 was built in 2000. At the Sports Complex our batting cages haven't had significant work
5 since they were installed. The soccer field fence will get us a long way. Station 33
6 needs a new roof. We had an expert, T. Gray Frazier, inspect every single roof and this
7 is the one he said absolutely had to happen. It is leaking and we are starting to get
8 interior damage. There is a carryover project for Central Park design that is a feature at
9 Fourth Street and the Boulevard.

10
11 Ms. Sova said Pages 242 and 243 is the five-year perspective for capital projects.

12
13 Deputy Mayor Duryea asked about the fire engine.

14
15 Ms. Sova said that was in Vehicle Maintenance. Pages 186, 187 and 188 is the vehicle
16 list. The fire engine is on 187. We allocate the cost annually for each department and
17 save the money to replace these vehicles. It works very well. Public Works is working
18 on a program where we are going to start pooling some of our administrative vehicles
19 so we can start reducing the total quantity of vehicles.

20
21 Ms. Sova said to jump back to the Water & Sewer Fund on Page 147. Water sales are
22 stable, sewer income has gone down a bit, and reclaimed water sales are stable. Page
23 160 shows the projects for next year. The high service pump is for the water plant.

24
25 Deputy Mayor Duryea asked if we had diesel backup.

26
27 Ms. Sova answered affirmatively.

28
29 Deputy Mayor Duryea asked if it was sufficient to maintain a certain pressure that the
30 fire people can be assured the sprinkler system is going to work.

31
32 Mr. Dovan answered affirmatively.

33
34 Ms. Sova said other projects include \$787,000 for the sewer at Palmetto and Lake Mary
35 Boulevard, water treatment plant, and there is money for sewer and reuse. There is a
36 good chance that Griffin Farms will use the connection at Lake Mary Boulevard.

37
38 Deputy Mayor Duryea said regarding the Stormwater Utility Fund he asked if we did a
39 survey.

40
41 Ms. Sova said we did. We asked for a rate increase and heard the word "no" very
42 loudly. We were saved by the penny sales tax.

43
44 Deputy Mayor Duryea asked if that was something they wanted to discuss. He asked
45 when we increased that.

1 Ms. Sova said two years ago.
2
3 Deputy Mayor Duryea said it looks like we have a decrease in fund balance. He
4 thought they should be breaking even.
5
6 Ms. Sova said we show in the five-year plan on Page 311 that in 2019 it gets sketchy.
7 The reason we were able to stay stable here is we moved some projects over to the
8 Penny Sales Tax Fund. Those projects aren't going to be able to happen for several
9 years because it has to be collected first. This year we are going to do some street
10 resurfacing with that money and am moving it forward and get it done early in this year.
11 We are noticing roadway project costs going up. She wants to get a jump on getting
12 that bid on the street and get ahead of some of those cost escalations. Our next project
13 after that with the penny sales tax is Rinehart Road. That's how we were able to offset
14 what was going on with some of the utility funds.
15
16 Mayor Mealor said what we need to do if costs start to creep up is start educating our
17 citizens as to what we are doing and why we are doing it. When we have presented a
18 solid case they have never not supported us. He said he would look at the 2017-2018
19 window for that discussion. If they know what that money is going for and there is a
20 defined benefit for them long term they will support it.
21
22 Ms. Sova asked if anyone felt the need for another workshop before the next meeting.
23 The Board did not feel the need for another meeting.
24
25 There being no further business, the work session adjourned at 6:50 P.M.

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held July 23, 2015,
2 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road, Lake
3 Mary, Florida.

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6 1. Call to Order

7

8 The meeting was called to order by Mayor David Mealor at 7:17 P.M.

9

10 2. Moment of Silence

11

12 3. Pledge of Allegiance

13

14 4. Roll Call

15

16

17 Mayor David Mealor
18 Commissioner Gary Brender
19 Deputy Mayor George Duryea
20 Commissioner Sidney Miller
21 Commissioner Jo Ann Lucarelli

Jackie Sova, City Manager
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5. Approval of Minutes: July 9, 2015

Motion was made by Commissioner Brender to approve the minutes of the July 9, 2015, meeting, seconded by Commissioner Lucarelli and motion carried unanimously.

6. Special Presentations

A. Proclamation – 80th Anniversary of Social Security

The City Attorney read a proclamation proclaiming that on Friday, August 14, 2015, the City of Lake Mary joins the Nation in celebrating the 80th anniversary of the signing of the Social Security Act.

Mayor Mealor presented the proclamation to Nancy Dzamba, Manager of the Lake Mary Social Security Office.

1
2 Ms. Dezamba thanked the Council for inviting her today and for the City Clerk's Office
3 for the professional, responsive service received in coordinating this event.
4

5 Ms. Dezamba said when President Franklin Delano Roosevelt signed the Social
6 Security Act into law in 1935, he had a simple vision to keep older Americans out of the
7 poor house after a lifetime of work. The promise has evolved yet it remains. The Social
8 Security Administration still keeps a simple vision but on a grander scale to keep older
9 Americans, people with disability, wounded veterans, and the children and spouses of
10 disabled workers out of poverty by giving them a financial safety net and in some cases
11 the opportunity to regain the ability to provide for themselves. The truth is we now touch
12 more lives than ever and we touch each life more often.
13

14 Ms. Dezamba said what started as a retirement program in 1935 was expanded several
15 times to include survivor benefits, disability benefits, Medicare and supplemental
16 security income. Since 1935 Social Security has paid out more than \$15 trillion in
17 benefits while maintaining one of the lowest administrative cost in government at less
18 than 1.3%.
19

20 Ms. Dezamba said when the first Social Security retirement check was issued in 1940 it
21 was for \$22.54. Today the average monthly benefit amount is \$1,328.00. To give an
22 idea of the importance of Social Security locally, we pay almost \$250 million a year to
23 50,000 residents of Seminole County. As the agency moves forward we will continue to
24 provide the kind, exceptional service the American public expects and deserves.
25 Whether it is through our online services, our new MySSA account, or face-to-face
26 service in our local office, we remain committed to maintaining President Roosevelt's
27 vision. She thanked the Commission for this honor and wished everyone continued
28 success.
29

30 7. Citizen Participation – This is an opportunity for anyone to come forward and
31 address the Commission on any matter relating to the City or of concern to our
32 citizens. This also includes: 1) any item discussed at a previous work session; 2)
33 any item not specifically listed on a previous agenda but discussed at a previous
34 Commission meeting; or 3) any item on tonight's agenda not labeled as a public
35 hearing. Items requiring a public hearing are generally so noted on the agenda
36 and public input will be taken when the item is considered.
37

38 No one came forward at this time and citizen participation was closed.
39

40 Mayor Meador welcomed the representatives of the Forest.
41

42 8. Unfinished Business
43

44 There was no unfinished business at this time.
45

46 9. New Business

1
2 A. Resolution No. 968 – Urban County Requalification Agreement (Jackie Sova,
3 City Manager)
4

5 The City Attorney read Resolution No. 968 by title only.
6

7 Ms. Sova requested the Commission approve the resolution and authorize the Mayor to
8 execute the agreement.
9

10 **Motion was made by Commissioner Miller to approve Resolution No. 968 and**
11 **authorize the Mayor to execute the agreement, seconded by Deputy Mayor**
12 **Duryea and motion carried unanimously.**
13

14 Commissioner Brender questioned if we had any community development grants.
15

16 Ms. Sova said we don't have the demographics to qualify for a community development
17 block grant but one of the items is an emergency provision that might apply to a
18 resident. She would hate to not make this available should somebody need it.
19

20 B. Fiscal Year 2016 Budget Message – Setting of Proposed Operating millage
21 Rate, Current Year Rolled Back Rate, and date, Time and Place of Tentative
22 Budget Hearing (Jackie Sova, City Manager)
23

24 Ms. Sova said in accordance with State law and pursuant to City Charter, I am pleased
25 to present for your consideration the proposed annual operating budget for Fiscal Year
26 2015/2016, including the five-year plan through Fiscal Year 2019/2020.
27

28 Ms. Sova said this past year has seen the City continue on a path of solid growth. This
29 forward momentum has been supported by City investments made in past years.
30 Virtually all City departments have seen an active year and all signs are pointing to a
31 sustained growth in Fiscal Year 2015/2016. This budget proposal represents a
32 commitment towards continued strategic financial planning to meet the City's current
33 and future goals of providing city services that enhance the quality of life and maximize
34 economic opportunity. A focus of this budget is an acknowledgement that our future
35 quality of life and economic opportunity depend upon actions we make in the present.
36 This past year's economic development stories highlight that our current success was a
37 product of past investments.
38

39 Ms. Sova said Deloitte Consulting chose Lake Mary to house its technology delivery
40 center for computer and IT consulting. This facility has already been ramped up ahead
41 of schedule and currently employs approximately 1,000 employees in high value jobs.
42 The City's past actions to plan and invest in the high tech corridor made this latest
43 announcement possible. Other economic development examples over the past year
44 include Dixon Ticonderoga and FARO Technologies.
45

1 Ms. Sova said the SunRail has completed its first year of service and the Lake Mary
2 Station has consistently been the most active stop in Seminole County. The investment
3 in SunRail made possible the Station House apartment homes. The Station House is a
4 high-end Lake Mary residential community that is just a five-minute walk to downtown's
5 unique shops and eateries. Our continued attention and investment in Lake Mary's
6 downtown is also represented by our current plans for Heritage Park. Heritage Park will
7 be dedicated to the people who have served our community and country in the past,
8 present, and future. In partnership with the Lake Mary Trailblazers, the City will seek
9 grant funds and other revenues to make this park a showcase for our CAPRA
10 accredited parks system.

11
12 Ms. Sova said the connection between today's choices and tomorrow's benefits are
13 unfolding today. The 35-acre Griffin property at the intersection of Lake Mary Boulevard
14 and Longwood-Lake Mary Road is currently being planned for future development. This
15 area has recently been referred to as the City's Midtown and this project called Griffin
16 Farms will represent what that means in real terms. The development of this site has
17 every opportunity to represent a showcase mixed use project.

18
19 Ms. Sova said in short this document serves as a foundation from which to build upon
20 our community's quality of life and economic opportunity.

21
22 Ms. Sova said the budget is designed to provide the reader with a comprehensive and
23 informative document that includes the policy directives of the Commission. The budget
24 is a plan that provides management with the necessary tools to analyze, diagnose, and
25 evaluate how well appropriated funds are converted into the services desired by our
26 citizens. The budget is presented with a five-year plan encompassing all categories of
27 revenue generation and expenditures including personnel, operating, and capital costs.
28 Following the budget message is a Budget in Brief that is a comprehensive review of all
29 components of revenues, expenditures and fund balances highlighted by a total
30 proposed Fiscal Year 2016 budget at 7.08% more than the 2015 budget at a total of
31 \$33,983,586 for all funds combined. This is an increase of \$2,246,111 from last year.
32 For 2016 we propose to hold the ad valorem millage rate at 3.5895, the same as last
33 year, reflecting a total increase of 6.84% yielding \$432,647 more dollars in ad valorem
34 tax revenues.

35
36 Ms. Sova said some of the projects continuing into next year will be the completion of
37 the State House Apartments and all of the amenities around them; Deloitte Consulting,
38 130,000 S.F. of Class A office space; Central Parc at Heathrow, professional offices
39 including come eateries; Dixon Ticonderoga, 14,670 S.F. of Class A office space; nine
40 single-family homes at Pine Tree Terrace; six homes at Waterside; and Lake Mary
41 Pediatrics at the corner of Lake Mary Boulevard and Country Club Road.

42
43 Ms. Sova said with economic incentives the City currently has five program obligations.
44 After proof of fulfillment of their obligations, Axiom Healthcare is eligible for a \$3,000
45 payment; Verizon up to \$168,750; Deloitte's first payment up to \$170,000; FARO
46 Technologies and Dixon Ticonderoga at \$2,250 and \$1,250 respectively.

1
2 Ms. Sova said the final payment of the Series 2007 Refund Revenue Note will be made
3 on October 1st. Funding for this year was reduced from \$623,580 to \$336,928.
4

5 Ms. Sova said for Capital Projects we have carryforward projects close to \$1.8 million.
6 Eighty-five percent of these dollars are committed to completing development activities
7 such as the SunRail enhancements, the downtown entry feature, the Palmetto Street
8 turn lane and Lake Mary Boulevard sewer project, signal and beautification
9 enhancements at Wilbur and Country Club Road, and Crystal Lake Avenue
10 beautification. Additional projects are the Emma Oaks sidewalk and Central Park
11 improvements.
12

13 Ms. Sova said other new capital projects include street resurfacing in the amount of
14 \$1,665,000. This is the bi-annual paving we do in recognition that the combined years
15 provide a significant savings. This project is heavily funded by the One-Cent Sales Tax.
16 The Fire Department has many end of life high dollar equipment items that need to be
17 replaced. Twenty-one of their self-contained breathing apparatus are 14 years old and
18 are no longer in compliance. They are a critical component of our life safety protection
19 equipment for our firefighters. These will come at a price tag of \$150,000. Hose and
20 appliance for the existing fire engines needs to be replaced and these will be transferred
21 from older units when the new unit that is going to be purchased is put in place. The
22 Fire Department also has hardware and software purchases for a records management
23 system and Mobile Eyes for the inspections department. These combined are \$36,290.
24

25 Ms. Sova said as our buildings and facilities are aging we have begun to see requests
26 for costly maintenance items. We are going forward with a roof for Station 33, air
27 conditioning replacements in two buildings, some wall covering and carpet replacement.
28 The proposed budget includes close to \$200,000 in 2016 for facilities improvements and
29 over \$1 million in the five year capital plan.
30

31 Ms. Sova said for personnel we will continue to award our employees with merit
32 increases based on performance. Individual department budgets allow for up to a 3%
33 increase calculated through the annual evaluation process. Individual merits are
34 calculated on a point scale utilized consistently amongst all departments. In the
35 Building Department we have eliminated one of the Code Compliance Inspector
36 positions. It has been vacant and the decrease in the current workload does not project
37 that we would fill the position. We have contracted assistance should we need it. The
38 City Planner in Community Development is retiring at the first of the fiscal year. The
39 Deputy City Planner will be promoted and due to a reduced workload, the Deputy
40 position will be eliminated.
41

42 Ms. Sova said a new part-time Rec Assistant has been added to Parks & Recreation
43 assigned to the Community Center. This position will be fully funded by offsetting
44 revenues. During 2015 an agreement was approved for the Police Department to
45 assign a full-time officer to the DEO Task Force and the replacement is authorized
46 beginning 2016, funded by Federal Forfeitures.

1
2 Ms. Sova said employee benefits begin July 1st each year. With the rising cost of
3 healthcare and the unusually high claims, our costs increased 9.1% for this year. It is
4 still below the area trend of 10.9%. Employee/employer contributions were recalculated
5 with the City absorbing 75% of this cost.
6

7 Ms. Sova said in the Vehicle Replacement Fund, the current vehicle replacements are
8 153 vehicles and large motorized equipment. Seventeen items are scheduled for
9 replacement this year, the largest of which is a new fire truck at \$550,000. The Fiscal
10 Year 2015/2016 proposed budget continues to create opportunities for Lake Mary
11 residents and businesses. It prioritizes government services that will continue to
12 enhance quality of life and economic opportunity for our community stakeholders. This
13 was achieved with a total budget of 6.45% over last year, despite the fire engine and the
14 health insurance increase. Longer term the City will need to remain vigilant in
15 restraining expenditures while simultaneously finding traditional and innovative ways to
16 grow revenue. The budget document is presented in a conservative manner while
17 providing a steadfast commitment to deliver a high level of quality services to our
18 community. Our employees are dedicated to providing sensible, cost effective delivery
19 systems. They are beyond a doubt second to none and I truly appreciate them
20 throughout this budget process and certainly appreciate Ms. Holloway very much.
21

22 Ms. Sova said we scheduled our budget work session for July 23rd and at 5:30 we
23 reviewed the budget. In accordance with Florida Statutes, the action required by the
24 Commission tonight is to establish a proposed millage rate for Fiscal 2015/2015, which I
25 recommend at 3.5895 mills and is the same as the current fiscal year, set the rolled-
26 back rate at 3.4826 mills, and schedule the first public hearing for September 3, 2015,
27 at 7:00 P.M. in the Commission Chambers.
28

29 **Motion was made by Commissioner Lucarelli to set the millage rate at 3.5895**
30 **mills, the rolled-back rate at 3.4826, and schedule the first public hearing for**
31 **September 3, 2015, at 7:00 P.M. in the Commission Chambers, seconded by**
32 **Commissioner Brender and motion carried unanimously.**
33

34 10. Other Items for Commission Action
35

36 There were no items to discuss at this time.
37

38 11. City Manager's Report
39

40 a. Surplus of electronic equipment/chairs
41

42 Ms. Sova said the first item is the surplus of electronics and chairs. We have several
43 pieces of electronic equipment that have used up their useful life. The Police
44 Department is getting 15 new office chairs. She requested the Commission declare all
45 these items surplus and allow her to dispose of as appropriate.
46

1 **Motion was made by Commissioner Brender to declare the electronics and chairs**
2 **outlined in the staff report surplus and authorize the City Manager to dispose of,**
3 **seconded by Commissioner Lucarelli and motion carried unanimously.**
4

5 Ms. Sova requested to schedule a work session on August 20th at 5:00 P.M. to rank the
6 consulting engineers who responded to our RFQ.
7

8 **Motion was made by Commissioner Lucarelli to schedule a work session on**
9 **August 20, 2015, 5:00 P.M., to rank the consulting engineers, seconded by**
10 **Commissioner Brender and motion carried unanimously.**
11

12 Ms. Sova said the Parks & Recreation Department will hold a public meeting on
13 Monday, August 3rd, at 5:30 P.M. in the Commission Chambers to discuss the City
14 applying for a grant under the Florida Recreation Development Assistance Program
15 (FRDAP) during the 2016 funding cycle for development of Heritage Park. The
16 applications are due August 14, 2015.
17

18 Ms. Sova said our back to school supply drive is going on through August 10th.
19 Donations needed include backpacks with no wheels, pencils, colored pencils, block
20 and cap erasers, glue sticks, two-pocket folders, three-ring binders. The list is on our
21 website at www.lakemaryfl.com. Supplies can be dropped off at the Police Department,
22 City Hall, and the Senior Center.
23

24 Ms. Sova announced that Tom Tomerlin will be Acting City Manager during her
25 absence.
26

27 Mayor Meador wished Ms. Sova the very best and they all will be with her in thought.
28

29 B. Items for Information

30 a. Monthly Department Reports

31 12. Mayor and Commissioners' Reports – 1
32

33 Mayor Meador had no report at this time.
34

35 Commissioner Brender said he attended the meeting with the Seminole County
36 Community Alliance for Children. We went over the quarterly reports from the various
37 caregivers. Numbers are always shocking and always rising. This last quarter we had
38 1,358 investigated acts against children in Seminole County. We keep telling ourselves
39 we are actually in good shape relative to places like Orange and some other counties in
40 the state. The community based care and the caregivers out there, the Alliance does a
41 good job of overseeing these different groups to make sure we're not doubling up on
42 something to essentially do what we can to intercept and keep children safe.
43
44
45

46 Deputy Mayor Duryea had no report at this time.

1
2 Commissioner Miller had no report at this time.

3
4 Commissioner Lucarelli had no report at this time.

5
6 13. City Attorney's Report

7
8 Ms. Reischmann had no report at this time.

9
10 14. Adjournment

11
12 There being no further business, the meeting adjourned at 7:42 P.M.

13
14
15
16 _____
17 David J. Meador, Mayor

Mary Campbell, Deputy City Clerk

18
19
20
21 ATTEST:

22
23
24
25 _____
26 Carol A. Foster, City Clerk