

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held September 19,
2 2013, 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road,
3 Lake Mary, Florida.

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6 I. Call to Order

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

9
10 II. Moment of Silence

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12 III. Pledge of Allegiance

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14 IV. Roll Call

15
16 Mayor David Mealor Jackie Sova, City Manager
17 Commissioner Gary Brender Carol Foster, City Clerk
18 Commissioner George Duryea – Absent Dianne Holloway, Finance Director
19 Commissioner Allan Plank John Omana, Community Dev. Dir.
20 Deputy Mayor Jo Ann Lucarelli Randy Petitt, Human Resources Mgr.
21 Bruce Paster, Public Works Director
22 Bryan Nipe, Parks & Recreation Dir.
23 Steve Bracknell, Police Chief
24 Bruce Fleming, Sr. Code Enf. Off.
25 Craig Haun, Fire Chief
26 Katie Reischmann, City Attorney
27 Mary Campbell, Deputy City Clerk
28

29 V. Approval of Minutes: September 5, 2013

30
31 **Motion was made by Deputy Mayor Lucarelli to approve the minutes of the**
32 **September 5, 2013, meeting, seconded by Commissioner Plank and motion**
33 **carried unanimously.**

34
35 VI. Special Presentations

36
37 A. Presentation of Sons of American Revolution (SAR) Law Enforcement
38 Commendation Award to Pfc. Matt Schaefer and SAR Heroism Medal to Sgt.
39 Steve Towler

40
41 Colonel Dan Dall and Lt. Colonel Mark Owens came forward. Colonel Dall said they
42 like to recognize those who go above and beyond the call of duty. Colonel Owens
43 presented the Sons of American Revolution (SAR) Law Enforcement Commendation to
44 Pfc. Matt Schaefer and the SAR Heroism Medal to Sgt. Steve Towler.

1 B. Presentation of Police Department's "Lifesaving Award" to Officer Robert
2 Ritter

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4 Chief Bracknell presented the Police Department's "Lifesaving Award" to Officer Robert
5 Ritter for performing CPR on a possible overdose victim and saving his life.

6
7 C. Update from Jason Brodeur, President, Seminole County Regional Chamber
8 of Commerce

9
10 Jason Brodeur, President, Seminole County Regional Chamber of Commerce, came
11 forward. We have been making a number of changes to reflect what a wonderful
12 community we have in Seminole County. Those of us who have been here for a long
13 time recognize that we have a special place here. It's up to the Chamber of Commerce
14 to do its role to make sure other folks know that and we provide a forum for people to
15 have discussions about what we want our community to become.

16
17 Mr. Brodeur said we have over 70 events planned between now and July of next year.
18 We have nine signature events that we do. We have had great success with the two or
19 three big events we have done and the last couple have been sellouts. Our next big
20 event is our annual Industry Recognition Luncheon where we recognize the ten fastest
21 growing businesses in Seminole County. We will have 400 people and have already
22 sold half the tickets.

23
24 Mr. Brodeur said one of the things the Chamber is responsible for that we haven't done
25 as well in the past and we are looking to do better is advertising for potential businesses
26 that want to come in. We have focused on a stable tax base, infrastructure and traffic.
27 We have one of the fastest growing international airports, we have 417 and I-4 and
28 soon will have the Wekiva Parkway. We will continue to be attractive when we add
29 SunRail. We will be creating a forum by which we can bring some of the cities that have
30 SunRail going through their city to get an update on what they are doing and bringing
31 them together with developers, urban planners and builders to see if there is any way
32 to make some relationship to where we are right now and where we want to be when
33 the trains start going. Each unique stop can have its own unique footprint on it. The
34 Chamber hasn't done that before and is something that is the responsibility of the
35 Chamber.

36
37 Mr. Brodeur said the third thing is education. Of the 67 counties, Seminole County is
38 ranked fourth. That is for reading, writing, and graduation rates. We do a wonderful job
39 of making sure we provide a quality education for K – 12 but that's not to say we don't
40 have unbelievably good higher education as well. Not only do we have Seminole State
41 College but UCF has been a fantastic partner with Seminole County as long as anyone
42 can remember. On January 30th we will hold a forum at the Chamber. We will bring Dr.
43 Griffin from Seminole County Public Schools, Dr. McGee from Seminole State College,
44 and Dr. Mealor from UCF for an educational forum with our large businesses so we can
45 have conversations about what's being provided now and if there is anything that needs
46 to be provided. If you look at the things we are promoting—stable tax base,

1 infrastructure, and education—and we look at the forums we are creating in order to
2 enhance that, in very short order you are going to see that we have become a place that
3 people know about, talk about and the Regional Chamber of Commerce becomes the
4 forum for us to discuss and promote that.

5
6 Mr. Brodeur said one of the things the Chamber is doing in terms of membership is
7 moving from what was previously known as the fair share model, which means you pay
8 your membership based on how many employees you have, to what we call an
9 investment model which are different levels of memberships no matter what your size is.
10 The benefits of those levels are what your business needs.

11
12 Commissioner Plank asked if they were going to continue the Local Chamber Council.

13
14 Mr. Brodeur answered affirmatively.

15
16 Mayor Mealor thanked Mr. Brodeur for the update.

17
18 VII. Citizen Participation

19
20 Joanne Counelis, 136 East Alma Avenue, came forward. She requested 24-hour bus
21 service on holidays and weekends on Longwood-Lake Mary Road to get to the YMCA,
22 library and Lake Mary High School and also on Rinehart Road and Douglas Avenue.

23
24 No one else came forward and citizen participation was closed.

25
26 VIII. Unfinished Business

- 27
28 A. Ordinance No. 1494 – Amending Sections 30.39, 91.70, 91.74, and 91.78 of
29 the Code of Ordinances regarding code enforcement liens and Property
30 Maintenance Code – Second Reading (Public Hearing) (Bruce Fleming, Sr.
31 Code Enforcement Officer) (Postponed 9/5/13)

32
33 The City Attorney read Ordinance No. 1494 by title only on second reading.

34
35 Bruce Fleming, Sr. Code Enforcement Officer, came forward. He said there were no
36 changes to the proposed amendments with the exception of Section 91.75 (F),
37 Abandoned Real Property. Staff has concluded that we should take this opportunity to
38 define exactly what the \$100 registration fee is for. Staff recommends approval.

39
40 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1494. No
41 one came forward and the public hearing was closed.

42
43 **Motion was made by Commissioner Brender to approve Ordinance No. 1494 on**
44 **second reading, seconded by Deputy Mayor Lucarelli and motion carried by roll-**
45 **call vote: Commissioner Brender, Yes; Commissioner Plank, Yes; Deputy Mayor**
46 **Lucarelli, Yes; Mayor Mealor, Yes.**

1
2 B. Ordinance No. 1495 – 2013/2014 Final Millage Rate – Second Reading
3 (Public Hearing) (Jackie Sova, City Manager)
4

5 The City Attorney read Ordinance No. 1495 by title only on second reading.
6

7 Ms. Sova said the action required by the Commission tonight is to first adopt the final
8 millage rate at 3.5895%, equal to the rolled back rate of 3.5895 mills, which is a zero
9 percent change, and by separate vote adopt the Fiscal Year 2013/2014 budget.
10

11 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1495. No
12 one came forward and the public hearing was closed.
13

14 **Motion was made by Deputy Mayor Lucarelli to approve Ordinance No. 1495 on**
15 **second reading, seconded by Commissioner Plank and motion carried by roll-call**
16 **vote: Commissioner Plank, Yes; Deputy Mayor Lucarelli, Yes; Commissioner**
17 **Brender, Yes; Mayor Mealor, Yes.**
18

19 C. Ordinance No. 1496 – 2013/2014 Final Budget – Second Reading (Public
20 Hearing) (Jackie Sova, City Manager)
21

22 The City Attorney read Ordinance No. 1496 by title only on second reading.
23

24 Ms. Sova said tonight concludes the formal process of adopting the Fiscal Year 2014
25 budget. The total city-wide budget is balanced at \$33,867,206. The total General Fund
26 budget is \$20,729,661.
27

28 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1496. No
29 one came forward and the public hearing was closed.
30

31 **Motion was made by Commissioner Brender to approve Ordinance No. 1496 on**
32 **second reading, seconded by Deputy Mayor Lucarelli and motion carried by roll-**
33 **call vote: Deputy Mayor Lucarelli, Yes; Commissioner Brender, Yes;**
34 **Commissioner Plank, Yes; Mayor Mealor, Yes.**
35

36 D. Ordinance No. 1497 – Amending Chapter 155 Appendix C, Stormwater
37 Management, providing for an increase in stormwater fees – Second Reading
38 (Public Hearing) (Dianne Holloway, Finance Director)
39

40 The City Attorney read Ordinance No. 1497 by title only on second reading.
41

42 Ms. Holloway stated staff had no further comments.
43

44 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1497. No
45 one came forward and the public hearing was closed.
46

1 **Motion was made by Commissioner Brender to approve Ordinance No. 1497 on**
2 **second reading, seconded by Deputy Mayor Lucarelli and motion carried by roll-**
3 **call vote: Commissioner Brender, Yes; Commissioner Plank, Yes; Deputy Mayor**
4 **Lucarelli, Yes; Mayor Meador, Yes.**

5
6 IX. New Business

- 7
8 A. Resolution No. 924 – Amending Resolution No. 800, the Fund Balance/Net
9 Assets Policy, to provide categories of Fund Balance to comply with
10 Governmental Accounting Standards Board Statement No. 54 (Dianne
11 Holloway, Finance Director)

12
13 The City Attorney read Resolution No. 924 by title only.

14
15 Ms. Holloway said on September 6, 2007, the Commission adopted a Fund Balance/Net
16 Assets Policy. Occasionally the government issues different statements which we need
17 to comply with. We need to comply with Statement 54 to provide for categories of
18 balances. There is an attachment to the resolution that clarifies the meaning of fund
19 balance on financial statements.

20
21 **Motion was made by Commissioner Plank to approve Resolution No. 924,**
22 **seconded by Deputy Mayor Lucarelli and motion carried unanimously.**

23
24 X. City Manager's Report

- 25
26 1. Roadway Improvement Project (Bid No. 13-09)

27
28 Ms. Sova said this item is the Roadway Improvement Project, Bid No. 13-09. The
29 project includes the Lake Mary Police Station retention pond modification; new storm
30 sewer; new force main; new sanitary sewer; new water main; and road improvements
31 for Crystal Lake Avenue, Old Lake Mary Road, and Wilbur Avenue.

32
33 Ms. Sova said the low bidder for this project is ThadCon of Daytona Beach with a bid of
34 \$1,323,047.06. ThadCon's bid package, references and projects lists were evaluated
35 by the City's consultant, CPH, and met the bid requirement criteria including
36 responsiveness and responsibility. CPH also reviewed experience, licensing, and
37 references. She recommended the Commission award Bid No. 13-09 to ThadCon, LLC
38 in an amount not to exceed \$1,323,047.06 and authorize her to enter into contract
39 negotiations.

40
41 **Motion was made by Deputy Mayor Lucarelli to award the Roadway Improvement**
42 **Project Bid No. 13-09 to ThadCon, LLC in an amount not to exceed \$1,323,047.06**
43 **and authorize the City Manager to enter into contract negotiations, seconded by**
44 **Commissioner Brender and motion carried unanimously.**

- 45
46 2. Request for expenditures from the Law Enforcement Trust Fund

1
2 Ms. Sova said this is a request from the Police Department for expenditures from the
3 Law Enforcement Trust Fund. The Police Department Community Relations Division
4 needs some Life Gear LED glow sticks for the Halloween activities. The cost for 1,000
5 glow sticks is \$4,186 to be purchased from PromoTec which was found to be the least
6 cost.

7
8 Ms. Sova said second is a donation in the amount of \$1,000 to the Florida Prescription
9 Drug Monitoring Program. The Foundation was established to address the health and
10 public safety concern over abuse of controlled substances.

11
12 Ms. Sova said third is a one-time donation in the amount of \$100 to the National Law
13 Enforcement Officers Museum. The Museum has requested assistance from all law
14 enforcement agencies to help with the financial responsibilities associated with
15 continuing its efforts to memorialize nearly 20,000 fallen officers.

16
17 Ms. Sova said the total expenditure is \$5,286.

18
19 **Motion was made by Deputy Mayor Lucarelli to approve the expenditures from**
20 **the Law Enforcement Trust Fund as outlined in the staff report in an amount of**
21 **\$5,286, seconded by Commissioner Plank and motion carried unanimously.**

22
23 3. Retirement gift to Detective Jorge Reguero

24
25 Ms. Sova said this is a request for a retirement gift for Jorge Reguero. We would like to
26 provide him with his Glock Model 27. She requested the Commission declare Glock
27 Model 27, Serial No. PXX333US surplus and authorize its presentation to Detective
28 Reguero.

29
30 **Motion was made by Commissioner Brender to declare Glock Model 27, Serial No.**
31 **PXX333US, surplus and authorize its presentation to Detective Jorge Reguero as a**
32 **retirement gift, seconded by Commissioner Plank and motion carried**
33 **unanimously.**

34
35 Items for Commission Information:

36
37 1. Financial Report

38
39 Ms. Sova asked Ms. Holloway to come forward and give the Commission a financial
40 report and annual investment report.

41
42 Ms. Holloway said we have 11 days left in the fiscal year and this report is the results as
43 of August 31st. The highlights of the General Fund are that we have collected
44 \$6,051,050 in ad valorem taxes, which is almost 102%. Franchise fees and utility taxes
45 are holding steady and am projecting collections to come in at 98% to 99% of the

1 budget. Court fines have risen and expect 153% of the budget. We have also collected
2 some code enforcement fines totaling \$33,586.

3
4 Ms. Holloway said building permit revenues have exceeded the budget by 160% and at
5 the end of August 2013 we have collected \$460,499 more than the total for Fiscal Year
6 2012. Charges for services are at 101% of budget and expenditures are 9% below the
7 target of 92%. The General Fund balance is calculated at \$17,889,810 at August 31,
8 2013.

9
10 Ms. Holloway said in front of the Commission is a summary of our investment portfolio.
11 The fixed rate portion of this portfolio accounts for 65% of the holdings with an average
12 yield of 1.21%. Approximately 35% of the portfolio carries STEP coupons to help adjust
13 to increasing interest rates and the average yield to maturity is 1.74%. Our money
14 market account is earning 0.25% and the overnight cash account is used to mitigate our
15 banking fees.

16
17 Ms. Holloway said measures we look at when we are doing our investments are the
18 Florida PRIME which is at .18%; the Federal Reserve is .25%; the U.S. Treasury yield
19 for three months is .02%, six months is .04%, one year is .13%, and five years is 1.78%.

20
21 Ms. Sova said the other good news is we closed on the EPOCH property today.

22
23 Ms. Sova requested to schedule the swearing-in ceremony for Commissioners Duryea
24 and Lucarelli on November 7th at 6:30 P.M. There were no objections from the Board.

25
26 **SIDE 1B**

27
28 Deputy Mayor Lucarelli announced there would be the unveiling of SunRail on Saturday
29 from 4:00 P.M. to 8:00 P.M.

30
31 Deputy Mayor Lucarelli said she attended the Tri-County League of Cities.

32
33 Commissioner Brender asked about the roads in Manderley.

34
35 Mr. Paster said the contractor had not begun final cleanup.

36
37 Ms. Sova interjected that we did CEI this year.

38
39 Commissioner Plank announced the Ghost Walk would be October 12th and 19th. Free
40 refreshments will be served if you come back to the museum.

41
42 Commissioner Plank announced that Spooktacular would be held October 31st from
43 6:00 P.M. to 8:00 P.M. at Central Park.

44
45 Commissioner Plank announced Old Fashioned Christmas would be held November 9th
46 through December 14th at the museum with Christmas tree auctions.

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XII. City Attorney's Report

Ms. Reischmann had no report at this time.

XIII. Adjournment

There being no further business, the meeting adjourned at 8:00 P.M.

David J. Mealor, Mayor

Mary Campbell, Deputy City Clerk

ATTEST:

Carol A. Foster, City Clerk