



**LAKE MARY CITY COMMISSION**

**Lake Mary City Hall  
100 N. Country Club Road**

**Regular Meeting  
AGENDA  
THURSDAY, MAY 15, 2014 7:00 PM**

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes: May 1, 2014**
- 6. Swearing In of Thomas C. Greene, City Commission, Seat 3 - The Honorable Judge Donna L. McIntosh**
- 7. Special Presentations**
  - A. Recognition of Employee of the 1st Quarter - Bill Elliott, Public Works Specialist I**
  - B. Update on the Rescue Outreach Mission/Rescue Run Corporate 5k - James Vickaryous, Race Chairman**
- 8. Citizen Participation**

**9. Unfinished Business**

**10. New Business**

- A. Final Plat for Pine Tree Terrace, 385 Pine Tree Road (Steve Noto, Senior Planner) (Public Hearing)**
- B. Ordinance No. 1508 - Request for installation of a 20' flag pole within the roundabout on Timacuan Blvd. and Mohegan Blvd. (Mr. Matt Cormia) (Public Hearing)**
- C. Resolution No. 938 - Supporting the continued operation of the Orlando VA Medical Center located in Baldwin Park (Tom Tomerlin, Economic Development Manager)**

**11. Other Items for Commission Action**

**12. City Manager's Report**

- A. Items for Approval**
  - a. Reappointment to Police Pension Board**
- B. Items for Information**
  - a. Monthly department reports**

**13. Mayor and Commissioners Report (1)**

**14. City Attorney's Report**

**15. Adjournment**

**THE ORDER OF ITEMS ON THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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

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

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

**UPCOMING MEETINGS: June 5, 2014**

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held May 1, 2014,  
2 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road, Lake  
3 Mary, Florida.

4  
5  
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

11  
12 III. Pledge of Allegiance

13  
14 IV. Roll Call

15  
16 Mayor David Mealor  
17 Commissioner Gary Brender  
18 Deputy Mayor George Duryea  
19 Commissioner Jo Ann Lucarelli

Jackie Sova, City Manager  
Carol Foster, City Clerk  
Dianne Holloway, Finance Director  
John Omana, Community Dev. Director  
Gary Schindler, City Planner  
Steve Noto, Senior Planner  
Bryan Nipe, Parks & Recreation Director  
Bruce Paster, Public Works Director  
Tom Tomerlin, Economic Development Mgr.  
Steve Bracknell, Police Chief  
Katie Reischmann, City Attorney  
Mary Campbell, Deputy City Clerk

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24  
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27  
28  
29 V. Approval of Minutes: April 17, 2014

30  
31 **Motion was made by Commissioner Lucarelli to approve the minutes of the April**  
32 **17, 2014, meeting, seconded by Commissioner Brender and motion carried**  
33 **unanimously.**

34  
35 VI. Special Presentations

36  
37 A. Proclamation – Courtney Miller Day

38  
39 Mayor Mealor said this is a resident of our community who has distinguished herself in  
40 Florida collegiate athletics. She is not here today because her team is competing in the  
41 state tournament in Pensacola.

42  
43 The City Attorney read a proclamation proclaiming May 1, 2014, as “Courtney Miller  
44 Day”.

1 Mayor Mealor said this past Tuesday, Seminole State had their annual athletic banquet,  
2 and President McGee was gracious enough to ask him to present the proclamation on  
3 behalf of the Commission and the City. He said Coach Miller received a standing  
4 ovation. This is a Lake Mary resident who has distinguished herself and we wanted to  
5 recognize those accomplishments.  
6

7 Mayor Mealor acknowledged two seniors from Orangewood as part of a government  
8 class. We welcome any of those activities and if any member of the Commission or the  
9 City Manager may be of help do not hesitate to reach out to us.  
10

#### 11 B. FDOT/Metroplan SunRail Quiet Zone Concept Study 12

13 Mr. Schindler said tonight we have three people present who have been instrumental in  
14 the study. We have Mark Bertoncini who will be making the presentation. He is with  
15 VHB Consultants. We have Libetod Acosta-Anderson who is with FDOT and they were  
16 instrumental in the funding and bringing everything together. We have Virginia  
17 Whittington with Metroplan and she was the project manager. She was the go-between  
18 between the local governments, the state and ramrodded this together. He said he had  
19 been here since 2001 and can't count the number of times people have called to see if  
20 anything can be done about the train horns. We have looked into it previously and at  
21 that time there was nothing that could be done. Now that SunRail is a reality and a fact,  
22 a lot of the deficiencies that were very expensive improvements have been made.  
23

24 Mr. Schindler said tonight he wanted to put this into perspective. What has been done  
25 is a first step and it is a good first step. The product is something that local communities  
26 can build on and we are proposing to do that. He asked Mr. Bertoncini to make a  
27 presentation about the work that they have done.  
28

29 Mark Bertoncini of VHB Consultants came forward. He said this presentation was given  
30 to the Metroplan Board back in March so it is the same information he would be sharing  
31 with the Commission with some personalized items for Lake Mary. We will go through  
32 the project team, background, what the scope of methodology was, the estimates of  
33 construction costs and then the next steps. The project team is Ms. Whittington, Ms.  
34 Acosta-Anderson, himself and Ryan Verdell with VHB. We were in teaming with folks  
35 from GMB, FDOT and the SunRail folks.  
36

37 Mr. Bertoncini said along the SunRail corridor the first operating segment starts in  
38 Sanford and heads down to Edgewood. There are 92 crossings in the first operating  
39 segment and we looked at all 92.  
40

41 Mr. Bertoncini said this project was requested by the Municipal Advisory Committee.  
42 The board approval allocated \$500,000 from the XU funds to cover the costs of these  
43 concepts. The scope was developed in conjunction with Metroplan and FDOT. The  
44 basic scope was to develop grade crossing concept plans using supplemental safety  
45 measures and to develop an estimate of probable development costs that we could  
46 share with the community so they could determine how to proceed. The basis for our

1 development of the grade crossings was the quiet zone rule. It is a federal register and  
2 defines how quiet zones are implemented, what they consist of, what works and what  
3 doesn't. In 2011 Virginia spearheaded a diagnostic review in which local communities,  
4 fire, police, CXS, FDOT and consultants went out and walked every crossing within the  
5 corridor to come up with suggested improvements for quiet zones. A lot of work went  
6 into where we are today.

7  
8 Mr. Bertoncini said SSM is a supplemental safety measure. There are four particular  
9 improvements you can do to a crossing to allow you to get quiet zone status. One is a  
10 quadrant gate system which has four gates in every direction and completely seals off  
11 the crossing so nobody can go around it. The second is median channelization. It is  
12 called a non-traversable island. In lieu of putting four quad gates if you have the room  
13 and right-of-way and you have the standard gates, you put this median in and no one  
14 can jump over and try to get around it would also be an acceptable measure.  
15 Converting one-way streets to two-way streets in close proximity to the grade crossing  
16 and if you close the street completely off you will get credit for that.

17  
18 Mr. Bertoncini said that's not the only way to get a quiet zone and we didn't go down  
19 this road for obvious reasons. It is called alternative safety measures (ASMs) and is  
20 any improvement not considered in those four. Another tool that the FRA has online is  
21 the calculator that takes the level of improvements that you may put in as an SSM. If it  
22 is a partial improvement or in some instances you may not have to do anything to a  
23 crossing. The calculator takes into account how much traffic goes over the crossing,  
24 the history of crashes, the amount of trucks, is it an urban area, what type of crossing  
25 and then you add all this stuff into the calculator and it comes up with a statistical  
26 number called the quiet zone risk index. That number is measured against the national  
27 index and if it is at or below you possibly would not have to do any improvements. We  
28 did not go down that road for quite a few reasons. One is we looked at this as a regional  
29 project and it would be very subjective on where you would consider doing something,  
30 not doing something, and cross all the communities. It would be very hard to do. We  
31 felt in talking with Metroplan and FDOT the best information we could provide is looking  
32 at supplemental safety measures for every single crossing along the corridor and give  
33 that information to the communities that they could take and decide how to proceed with  
34 it.

35  
36 Mr. Bertoncini said what we did to get to this point was we obtained the most up to date  
37 SunRail plans. We walked each of the 92 crossings, conducted field reviews to see if  
38 there were any changes to the plans to see what modifications were done by the  
39 SunRail team, or if there were any other improvements from any other type of project.  
40 From there we looked at our own concept plans looking at what was constructed as part  
41 of SunRail. The whole impetus of this project was taking advantage of what SunRail  
42 was already installing with the additional equipment and the technology to run the gates.  
43 Once we developed our concept plans we coordinated with FDOT, we got their input  
44 from traffic ops, and made sure we had concurrence with what we were proposing as  
45 well as the SunRail team.

1 Mr. Bertoncini said we had two reviews: one from the design-build team that was doing  
2 SunRail and traffic ops itself. Once comments were received and everyone concurred  
3 on the design team side we had workshops with each of the municipalities at Virginia's  
4 office. We sat down and walked through each of the crossings with the representatives  
5 from the local municipalities. Once we got that input if there were any changes that we  
6 needed we developed our final concept plan and developed probable construction  
7 costs. We had to break it up by community as well as unincorporated Seminole and  
8 Orange Counties.

9  
10 Mr. Bertoncini said the cost we came up with for the entire corridor with 92 crossings  
11 was \$15.5 million. That included 25% contingencies and 20% design fee. There are six  
12 crossings in Lake Mary: Airport Road, Egret's Landing, Pedigo Point, Palmetto Street,  
13 Lake Mary Boulevard and Country Club Road. The locations with asterisks are  
14 considered Seminole County owned and are not included in the Lake Mary cost that is  
15 shown. He pointed out at Pedigo Point there is absolutely no improvements on that  
16 crossing. It is a private crossing. There are no gates or lights. In order to bring that up  
17 to quiet zone speed the biggest expense at that crossing is the traffic signal cabinet. It  
18 could be up to \$200,000 just for that technology piece and the rest would go to installing  
19 gates and flashing lights. Once a final design is moved forward, we may be able to  
20 connect to an abutting crossing and not have that cost. We tried to look at the worst-  
21 case scenarios in developing costs. The other two are fairly insignificant costs  
22 compared to what's already in place.

23  
24 Mr. Bertoncini said the entire corridor is \$15.5 million and the average cost per crossing  
25 is \$165,000. The cost would include contingency and design fee. This is planning level  
26 costs to give each community an idea of what the impact from costs will be. This is  
27 intended to be implemented as a regional quiet zone so we look at the 92 crossings as  
28 one quiet zone. Unit prices may have an impact on overall costs. Once SunRail is  
29 completely done and there can be a more in-depth inventory of technologies out there  
30 could decrease the costs. We tried to use the worst-case scenarios as far as the  
31 technology. Each crossing reflects supplemental safety measures. We are finalizing  
32 the report and will release that in a week or so which gives more detail than what is  
33 presented here. Virginia will continue to work to find funding to implement this.

34  
35 Commissioner Brender questioned the 25% contingency. On a \$15 million deal we are  
36 talking four million bucks. This is a matter of adding equipment and gates.

37  
38 Mr. Bertoncini said it was not just equipment and gates. It's technology and roadway  
39 improvements. If SunRail wasn't being implemented and the technologies weren't  
40 being put in as part of that project this would be much higher.

41  
42 Mayor Meador said these costs are significantly lower than what we had several years  
43 ago when we had some citizens and we asked Commissioner Lucarelli to monitor that  
44 for us.

1 Deputy Mayor Duryea said assuming we were able to implement this on Lake Mary  
2 Boulevard which is a very large road, he asked what would be the effect sound-wise.  
3 He asked if they would be allowed to blow the horn for 15 minutes before they get there.  
4  
5 Mr. Bertoncini answered negatively. If the quiet zone gets implemented the way the  
6 rule is written, the horn does not get sounded at all. The only way the horn would be  
7 sounded is if there was an emergency or the train engineer felt there was a car or  
8 someone close to the track. If he is continuously blowing that horn he could get in  
9 trouble. That is the whole purpose of the quiet zone.  
10  
11 Mayor Mealor asked if there were any in the SunRail system with the current stops. He  
12 asked if there were any communities that have implemented this.  
13  
14 Mr. Bertoncini said none were implemented yet but the Florida Hospital campus in  
15 Orlando runs across four crossings and they are currently working with the SunRail  
16 team to upgrade the crossings to a quiet zone.  
17  
18 Libetod Acosta-Anderson with the Department of Transportation, 133 South Semoran  
19 Boulevard, Orlando, Florida, came forward. She asked Mark to clarify that  
20 improvements can't be done on a single crossing. All crossings have to be done.  
21  
22 Mr. Bertoncini said there is a rule within a jurisdiction that you can't do one or two  
23 crossings then skip one and go to the next one. There has to be at least a half mile  
24 between crossings within a jurisdiction. Say if Altamonte wanted to implement a quiet  
25 zone and Maitland didn't you may hit a halt depending on how close that crossing is.  
26  
27 Mayor Mealor said that was a very important variable because one of the primary areas  
28 of concern would be impacted by the three in green whether it be Egret's, Pedigo or  
29 Airport.  
30  
31 Commissioner Brender said if Seminole County chooses not to do "their" intersections  
32 then we are stuck doing none of ours either.  
33  
34 Mr. Bertoncini said that would have to be worked out somehow. The three in green are  
35 continuous. Depending on how close to the other ones you may not get the benefit of a  
36 quiet zone if they are blowing the horn at the south or the north.  
37  
38 Mayor Mealor asked the direction of staff related to this presentation.  
39  
40 Mr. Schindler said this is a good foundation. It is looking at the big picture. Unless we  
41 get a sugar daddy he doubted we would get the funding to do all the improvements that  
42 would will be necessary. Staff is working with a consultant that does only quiet zones.  
43 We have a proposal, we sent out a RFP and we have a response. We are looking at  
44 the possibility of contracting with this person to come and do the calculator method for  
45 us. The one caveat of the calculator method is let's say we have a quiet zone  
46 established and then there be an accident with a train and automobile. We could lose

1 the quiet zone and we would have to do this exercise again and look at other  
2 improvements. He believed this was a good start. During the summer we should be  
3 coming back to the Commission with the results of the study.  
4

5 Mayor Meador said the most important message conveyed is the City continues to look  
6 at options and possibly alternatives. He thanked everyone for the presentation.  
7

8 C. Update from Bright House Networks – Michel Champagne, Vice President &  
9 General Manager

10  
11 Michel Champagne, Vice President of Operations for Bright House Networks, came  
12 forward. He said they were proud to be one of the top communications providers for the  
13 City of Lake Mary, Seminole County, and the Central Florida region. We just celebrated  
14 our tenth anniversary. Time Warner Cable was our predecessor and we have been  
15 Bright House Networks since 2003. He wanted to give an update on Bright House and  
16 what's going on with the company and the area.  
17

18 Mr. Champagne said first and foremost that's going to impact the City of Lake Mary is  
19 that we are converting our network to an all-digital network. You may not have seen  
20 any notifications to residents yet because the timeline for conversion for the City of Lake  
21 Mary is in July. We typically do 45-day, 30-day, 15-day, 3-day notification ahead of that  
22 conversion. All of our competitors are digital and we are the last provider to go to an all-  
23 digital network and it provides advantages to the consumers as far as additional HD  
24 channels, better picture quality, sound quality as well as an opportunity for us to grow  
25 the network and add more services to the residents who are Bright House customers.  
26 On that conversion if you happen to have a television that's plugged directly from the  
27 wall, the cable is plugged into the back of the TV directly. To a digital or analog  
28 television you will need a full-service cable box or an adaptor. He showed the adaptor  
29 box which is significantly smaller than the cable box and the price reflects that. We will  
30 provide two of these free to each customer through the end of this year. Currently the  
31 fee is \$2.00 for each digital adaptor so it is a much lower cost than a full-service cable  
32 box. The City of Lake Mary will go through the conversion in July. We are about 30%  
33 of the way converting the Central Florida area today. That is probably the biggest  
34 change that will affect all the residents.  
35

36 Mr. Champagne introduced Drew Gillan, Director of Public and Government Relations  
37 and Scott McClellan, Manager of Public and Government Relations.  
38

39 Mr. Champagne said another project they were working on with Seminole County Public  
40 Schools and Dr. Griffin is a program called Connect to Compete. It is a national  
41 program to ensure that residents of Central Florida have access to low-cost Internet  
42 services if they are a free lunch student at Seminole County Public Schools, Orange  
43 County Public Schools and most of the counties across Central Florida that we serve.  
44 We have all heard about the digital divide. We want to make sure everyone has access  
45 to the Internet. In today's school environment with Seminole County moving towards a  
46 requirement for students to take some of their classes at Florida virtual schools, much of

1 the schoolwork is required to be done online and it is important that all of our students  
2 have access. All free lunch students can get service for \$9.00 a month with Bright  
3 House Networks. We have been working with Dr. Griffin and getting this launched as a  
4 pilot in a couple of schools this year and in the fall we are going to roll out to the rest of  
5 the schools throughout Seminole County. We want to ensure that all children in  
6 Seminole County have access and equal ability to learn.

7  
8 Mr. Champagne said another product we recently launched is home security and  
9 automation. It offers traditional home security services, however, it is more feature rich  
10 automation services as well with things like being able to remotely control lights, door  
11 locks, garage door openers, air conditioning units and other appliances in the home  
12 using smart energy technology.

13  
14 Mr. Champagne said we are expanding our Bright House television application. It is an  
15 app you can download to any Android or Apple device that allows you to watch TV  
16 anywhere in your house, on your iPad or other wireless devices. That offering  
17 continues to expand. Our remote DVR manager allows you to manage your DVR  
18 anywhere you can access the Internet.

19  
20 Mr. Champagne said we are rapidly growing our business services. For about eight  
21 years we have been providing services to businesses across Central Florida and across  
22 the State of Florida. We recently won the contract to be the sole service provider for  
23 Orange County Public Schools. We have been awarded a contract from Seminole  
24 County Public Schools, Osceola County and a number of other counties across the  
25 state. We are partners with such institutions as the University of Central Florida, Florida  
26 Hospital and others. That is one of the fastest growing parts of our business.

27  
28 Mr. Champagne said lastly from a product standpoint is the Wi-Fi hot spots. Bright  
29 House Networks in partnership with other cable providers has a nationwide footprint of  
30 250,000 Wi-Fi hot spots. If you happen to be traveling you might see one pop up that  
31 says cable Wi-Fi. If you are a Bright House customer you have free access to these Wi-  
32 Fi hot spots throughout the country. They blanket New York City, Los Angeles,  
33 Chicago, Dallas, Atlanta and most major cities. We have about 20,000 of those hot  
34 spots across Central Florida with 580 around Lake Mary and the Seminole County area  
35 and it is growing every day. If you are a Bright House customer and you have a log-in  
36 account through Roadrunner e-mail or Easy Gadget, once you set it up one time it  
37 automatically recognizes and authenticates every time you hit one of those Wi-Fi hot  
38 spots so you don't have to re-log in if you are traveling. That network is expanding  
39 rapidly. We are partners with Comcast, Cox, Time Warner and others and expect by  
40 the end of the year to hit a million Wi-Fi hot spots nationwide. If you are traveling to  
41 most major cities and are a Bright House customer you can use the Wi-Fi and save your  
42 cellular minutes.

43  
44 Commissioner Brender said Bright House customer means getting Internet through  
45 Bright House but not just TV. He asked if that was correct.

1 Mr. Champagne said to use the Wi-Fi hot spots if you are an Internet customer that is  
2 correct.

3  
4 Commissioner Brender said service with Bright House and their ability to deliver  
5 information to his home during the entire hurricane season back in 2004 was admirable.  
6 Most of his neighbors had systems that were out and electricity was off. He said he  
7 lived in an underground power area and the cable and electricity stayed on and was  
8 impressed. He said the thing he was not impressed with is since then the bills have  
9 gotten progressively high. Generally the rates are going up 7, 8, 10, 12% per year.  
10 Now on top of that we are getting another \$2.50, \$5.00 or \$7.50 added to the bill  
11 because we have the extra boxes.

12  
13 Mr. Champagne said in 2013 our average customer rate increase was 1.8% and in  
14 2014 the average customer rate increase was 1.6%.

15  
16 Commissioner Brender said to quote what you want but that wasn't his bill. He said he  
17 hadn't changed his service but his bill has gone from around \$76.00 to over \$112.00 in  
18 eight years.

19  
20 Mr. Champagne said he didn't know what services Commissioner Brender has so it's  
21 hard to talk about rates because they are very individual.

22  
23 Commissioner Brender said in one year after the switch to digital video you are going to  
24 charge \$2.50 per box each month.

25  
26 Mr. Champagne said the current rate for each digital adaptor is \$2.00 per month.

27  
28 Commissioner Brender said it is \$2.00 per month for each one and the first two were  
29 free but only free this year. Next year everybody with three TVs will have an extra  
30 \$6.00 added to their bill.

31  
32 Mr. Champagne said a number of customers choose to have full service boxes on every  
33 television so these are only for people who don't have a box today. That price  
34 compared to our competitor's price is extremely favorable. Our competitor's minimum  
35 price is \$9.00 per box. They don't provide a low cost digital box like we do. But yes  
36 there will be a charge for each box going forward.

37  
38 Mayor Mealor said last evening he and Commissioner Lucarelli had the pleasure of  
39 being at the school board district offices where each high school did the Character Key  
40 Video contest that was sponsored by Bright House. It was a beautiful evening and a  
41 great community outreach effort. It is an incentive to young people, particularly in TV  
42 production and other areas in our high schools. He commended Bright House for their  
43 sponsorship.

44  
45 VII. Citizen Participation

1 Clem Polidoro, 692 Longwood-Lake Mary Road, came forward. He said he never used  
2 garbage in the 30 years he has been in Lake Mary. His house sits about 200 feet from  
3 the road. He had a meeting with the City Manager last September. In January his  
4 brother gets a letter that if he doesn't pay the bill that he would be taken off. He said he  
5 called in and talked to Dianne (Holloway) and she said she was going to start billing him  
6 now. From February to April he got bills of almost \$600 for trash. He was told he could  
7 go to the governing body. He had a meeting with the City Manager on Monday  
8 afternoon and she said he had to pay or could talk to the Commissioners to see what  
9 they think.

10  
11 Mayor Mealor asked Mr. Polidoro what was his specific question.

12  
13 Mr. Polidoro said in three months almost \$600 was a little strong.

14  
15 Mayor Mealor said he didn't know the background and the particulars.

16  
17 Commissioner Brender asked if that was just for garbage.

18  
19 Mayor Mealor said they would listen to Mr. Polidoro's concern and then bring it back to  
20 the Board.

21  
22 Mr. Polidoro said his concern is \$600 in three months for services he doesn't use and  
23 never intends to use. He wanted to see what the Commissioners think about this.

24  
25 Ms. Sova said we have been dealing with Mr. Polidoro and his brother for close to 18  
26 months. We found in an audit situation we had two parcels along Longwood-Lake Mary  
27 Road that were within the city limits but abutting Seminole County and these parcels  
28 had not been billed for stormwater or garbage service. Both of those are mandatory  
29 fees and are required to be paid. We back billed for a one-year period. We worked  
30 very hard to get someone in and talk to us, to sign up for service, to acknowledge us at  
31 all. After 20 years of the stormwater fee being in place, we back billed for one year and  
32 have continued with the monthly amounts since then. It is stormwater and garbage and  
33 both are mandatory services.

34  
35 Mayor Mealor said by our ordinance we don't have an option, do we?

36  
37 Ms. Sova answered negatively.

38  
39 Ms. Reischmann said that was also by statute and sometimes bond covenants.

40  
41 Mr. Polidoro asked the Commission if they thought it was a fair deal for three months of  
42 \$600.

43  
44 Mayor Mealor said what our City Manager just said it is not just for three months. It was  
45 for the past year and currently through this year.

46

1 Mr. Polidoro said he was told he was going to continue to get billed.  
2  
3 Mayor Meador said he would continue to get billed.  
4  
5 Mr. Polidoro said this is a fair deal, huh?  
6  
7 Deputy Mayor Duryea said he didn't know if the City Manager and City Attorney made it  
8 clear. He told Mr. Polidoro when he met with him that certain bond covenants force us.  
9 In order for us to borrow money we have to prove a revenue stream. Anyone within 100  
10 feet of a water line has to hook up. In 1993 we passed a resolution to rectify some of  
11 the problems with drainage and stormwater runoff in the City. In order to fund these  
12 major improvements we had to make everybody get charged \$3.00 on their bill.  
13 Somehow or other Mr. Polidoro slipped through the cracks. Legally the City can go  
14 back to the beginning and say you never paid these things and need to pay them. He  
15 thought they did the right thing and said since we found out that particular situation has  
16 occurred, we are only going to charge for a year. He asked how much that would be.  
17  
18 Ms. Sova said currently the stormwater fee is \$4.00 so it would be \$48.00 of that  
19 amount. The garbage is \$15.22.  
20  
21 Deputy Mayor Duryea said Mr. Polidoro said he didn't use the trash pickup.  
22  
23 Mr. Polidoro said his house is 200 feet from the road and he has never used it. He said  
24 he didn't intend to use it in the future and has an open pit. He said he was not on a  
25 water line.  
26  
27 Deputy Mayor Duryea said we're not talking about water at this point. Given the fact  
28 that Mr. Polidoro thinks he has been treated unfairly, he asked him what he thinks he  
29 should pay.  
30  
31 Mr. Polidoro said in three months it should at least be mitigated. It is a little strong. It  
32 hasn't been 18 months.  
33  
34 Ms. Sova said we worked very hard to get in contact and get a conversation going and  
35 come to something before we back billed for the year. He doesn't like the way his bill  
36 has grown. The original bill was \$232.00 and then there are the current charges but  
37 when you don't pay it the late fees start happening. We back billed for the year and  
38 have been billing him for several months but no payments.  
39  
40 Mr. Polidoro asked how he could pay it if he never got a bill until February. You back  
41 charged me and my first bill was February.  
42  
43 Ms. Sova said that is because we worked so hard to create a dialogue with you and get  
44 you to come in and talk to us.  
45

1 Mayor Mealor said we have Mr. Polidoro's comments on public record. He thought it is  
2 the will of the Commission to direct the City Manager and Finance Director to sit down  
3 and work out how to mitigate your circumstance. We are bound by certain covenants  
4 and you are now aware of those.

5  
6 **SIDE 1B**  
7

8 We will direct our City Manager and Finance Director and they will work with Deputy  
9 Mayor Duryea and see if they can find a compromise or a way to mitigate your  
10 circumstance. He thought that was the best we could do right now and thought Mr.  
11 Polidoro should be thankful Deputy Mayor Duryea came up with that recommendation.  
12 He asked Mr. Polidoro to please respond when the City reaches out to him.

13  
14 Mr. Polidoro said he did respond. He said the first letter he got was in March and then  
15 called up and told them...

16  
17 Mayor Mealor said Mr. Polidoro had shared a letter with him that was prior to that time  
18 but out of respect we have his information, staff has direction from the Commission.  
19 Staff will find a way to work with you and your brother. He thanked Mr. Polidoro for  
20 bringing this to their attention.

21  
22 Mr. Polidoro said he brother didn't live there.

23  
24 Mayor Mealor said then we will work directly with you.

25  
26 No one else came forward and citizen participation was closed.

27  
28 **VIII. Unfinished Business**

29  
30 **A. Ordinance No. 1505 – Amending the Code of Ordinances to provide for**  
31 **merging the Board of Adjustment (BOA), Local Planning Agency (LPA) and**  
32 **the Planning & Zoning Board (P&Z) – Second Reading (Public Hearing)**  
33 **(Steve Noto, Senior Planner)**  
34

35 The City Attorney read Ordinance No. 1505 by title only on second reading.

36  
37 Mr. Noto stated staff had no additional comments.

38  
39 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1505. No  
40 one came forward and the public hearing was closed.

41  
42 **Motion was made by Commissioner Lucarelli to approve Ordinance No. 1505 on**  
43 **second reading, seconded by Commissioner Brender and motion carried by roll-**  
44 **call vote: Commissioner Brender, Yes; Deputy Mayor Duryea, Yes;**  
45 **Commissioner Lucarelli, Yes; Mayor Mealor, Yes.**  
46

1 B. Ordinance No. 1506 – Amending the Code of Ordinances to provide for  
2 clarifications to the sign code – Second Reading (Public Hearing) (Steve  
3 Noto, Senior Planner)  
4

5 The City Attorney read Ordinance No. 1506 by title only on second reading.  
6

7 Mr. Noto stated staff had no additional comments.  
8

9 Ms. Reischmann said in Section 1 the reference to Exhibit A got blocked off. “As shown  
10 in Exhibit A” should be added to Section 1.  
11

12 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1506. No  
13 one came forward and the public hearing was closed.  
14

15 **Motion was made by Commissioner Brender to approve Ordinance No. 1506 on**  
16 **second reading with the City Attorney’s note to add “as shown in Exhibit A” to**  
17 **Section 1, seconded by Commissioner Lucarelli and motion carried by roll-call**  
18 **vote: Deputy Mayor Duryea, Yes; Commissioner Lucarelli, Yes; Commissioner**  
19 **Brender, Yes; Mayor Mealor, Yes.**  
20

21 IX. New Business  
22

23 A. Resolution No. 936 – FY 2014 Mid-Year Budget Amendment (Dianne  
24 Holloway, Finance Director)  
25

26 The City Attorney read Resolution No. 936 by title only.  
27

28 Ms. Holloway said we have a few items to clean up for this current year’s budget. We  
29 have a couple of carry forwards for Fiscal Year 2013. We need to appropriate \$455,315  
30 from the Second Generation Sales Tax Fund. That is to cover \$157,988 for street  
31 resurfacing and \$297,327 for cold mix paving. We need to carry forward \$5,500 from  
32 the Capital Projects Fund for the replacement of the IVR server.  
33

34 Ms. Holloway said in the Public Works Impact Fees we budgeted \$18,000 for the  
35 purchase of the vibratory asphalt roller and the quote came in \$1,800 more.  
36

37 Ms. Holloway said we have a couple of items from the Capital Projects Fund. We had  
38 the SunRail enhancements with the Joint Participation Agreement with the Florida  
39 Department of Transportation. We need to budget a total of \$369,238. FDOT will  
40 reimburse \$276,928. The City budgeted \$73,848 but will need to budget a little more  
41 because our share is about \$92,000. We also have the traffic signal at the Verizon  
42 complex and that is \$200,000. We received \$100,000 from Verizon and \$5,000 from  
43 ACS developer. We have the Lakeview Avenue parking lot that has been completed for  
44 a total of \$111,737. We received contributions for the Community Center. From the  
45 CIA we received \$183,233.55 and \$20,000 from the Trailblazers. We are appropriating  
46 \$20,000 of that for additional items for the Community Center.

1  
2 **Motion was made by Deputy Mayor Duryea to approve Resolution No. 936,**  
3 **seconded by Commissioner Brender and motion carried by roll-call vote:**  
4 **Commissioner Lucarelli, Yes; Commissioner Brender, Yes; Deputy Mayor Duryea,**  
5 **Yes; Mayor Meador, Yes.**  
6

7 B. Resolution No. 937 – Authorizing the City Manager to execute the Traffic  
8 Signal Maintenance and Compensation Agreement between the City and the  
9 Florida Department of Transportation  
10

11 The City Attorney read Resolution No. 937 by title only.  
12

13 Mr. Paster said what is before the Commission is our agreement with FDOT. We have  
14 had an agreement with FDOT since 2002 to compensate the City to maintain a signal  
15 on a state road, the state road being 17-92 at the intersection of Weldon Boulevard.  
16 They have made a few changes in the agreement mainly benefiting the City. They are  
17 going to compensate us for the actual signals and also other amenities. One that we do  
18 have out there is the pedestrian beacon. Not this year but next year they are going to  
19 reimburse us for maintenance of that item. There are some language changes from the  
20 original agreement. He recommended approval.  
21

22 **Motion was made by Commissioner Lucarelli to approve Resolution No. 937,**  
23 **seconded by Commissioner Brender and motion carried unanimously.**  
24

25 X. Other Items for Commission Action  
26

27 There were no items to discuss at this time.  
28

29 XI. Reports:  
30

31 A. City Manager  
32

33 1. Appointment of citizen to serve the remainder of Commissioner Plank's term on  
34 the City Commission (Seat #3)  
35

36 Ms. Sova said this is a request for an appointment of a citizen to serve the remainder of  
37 Commissioner Plank's term on the City Commission which is Seat 3. Per direction of  
38 the Commission at their April 17<sup>th</sup> meeting we received expressions of interest in  
39 serving the rest of that term and the Commission has that roster. Thom Greene, Mike  
40 McLean, Sid Miller, Joe Rosier and Justin York have previously served. We have listed  
41 the dates of that service. There was an expression at that meeting that maybe we  
42 wanted to select someone who had previously served. We also received interest from  
43 Fran Masse and Karen Feldman.  
44

45 Mayor Meador said Ms. Masse is a resident of the Timacuan community and Ms.  
46 Feldman is a professor at Seminole State College.

1  
2 Mayor Mealar said there was some discussion as to whether we would fill this seat. By  
3 our Charter we technically don't have to and could go with an open seat until the  
4 November election. The City Attorney advised us based on some previous precedent  
5 that it would be in the City's best interest to do this. This will be treated as an open seat  
6 in the November election. He asked for nominations.

7  
8 Commissioner Brender nominated Thom Greene.

9  
10 Deputy Mayor Duryea said that was fine with him.

11  
12 Commissioner Lucarelli agreed.

13  
14 Mayor Mealar thanked everyone for their interest and willingness to serve.

15  
16 Commissioner Brender said as a point of order he was just informed we may need a  
17 vote on this.

18  
19 **Motion was made by Commissioner Lucarelli to appoint Thom Greene to serve**  
20 **the remainder of the term of Seat 3, seconded by Commissioner Brender and**  
21 **motion carried unanimously.**

22  
23 Mayor Mealar announced our next meeting would be May 15<sup>th</sup> and the swearing-in  
24 ceremony will take place at that time.

25  
26 Mayor Mealar said Commissioner Plank served with the public school system and some  
27 time ago there was a great deal of controversy about the potential of school closings.  
28 Dr. Griffin did a great thing where they put together a group of elected officials and it is  
29 the Seminole County Public Schools Facilities Task Force. He asked if any member of  
30 the Commission had a willingness to serve on that. They will be meeting in June to  
31 formalize the agreement and Mr. Omana will brief him on that.

32  
33 Commissioner Brender volunteered to serve.

34  
35 Mayor Mealar thanked Commissioner Brender. He said Mr. Omana would be getting  
36 together with him. He asked the City Manager to notify the school district of that  
37 appointment.

38  
39 2. Landscape maintenance contract

40  
41 Ms. Sova said this is the landscape maintenance contract that covers Lake Mary  
42 Boulevard, Rinehart Road and the trail, and 911 Wallace Court. Additionally we now  
43 have the SunRail parking lot and the parking lots on Seminole and Lakeview Avenues.  
44 We went out for bid and the lowest bid was from Luke Brothers, Inc. in an annual  
45 amount of \$160,480. Our current provider, Valley Crest, did not bid.

1 Ms. Sova asked the Commission to authorize her to enter into a contract with Luke  
2 Brothers, Inc. for landscape maintenance in an annual amount not to exceed \$160,480.  
3 The terms of the agreement would be for one 12-month period with the option to renew  
4 for two additional 12-month periods.

5  
6 **Motion was made by Commissioner Lucarelli to authorize the City Manager to**  
7 **enter into an agreement with Luke Brothers, Inc. for landscape maintenance in an**  
8 **annual amount not to exceed \$160,480 for one 12-month period with the option to**  
9 **renew for two additional 12-month periods. Seconded by Commissioner Brender**  
10 **and motion carried unanimously.**

11  
12 3. Employee Group Health, Dental, Vision, and Life Insurance  
13

14 Ms. Sova said this is the employee group health, dental, vision and life insurance  
15 renewals. July 1<sup>st</sup> that is our annual renewal period. We have just completed our  
16 second full year of being self-insured and having our employee wellness center at the  
17 same time. We have been operational about 18 months. Our insurance brokers have  
18 advised us the average claims experience in our area is 12% for medical inflation and  
19 that doesn't include about 2% for self-funded plans for the American Affordable  
20 Healthcare Act. They worked diligently on our behalf and thought they got us a good  
21 renewal.  
22

23 Ms. Sova said there were three components to the health plan, the largest being  
24 medical and prescription claims and then we have administrative and reinsurance fees.  
25 Our maximum insurance claim is at \$75,000 for our exposure and then we reinsure  
26 above that. Our experience this year has decreased 3.3%. Our overall plan costs have  
27 dropped 0.4%. It is small but we did manage a reduction. We have calculated that we  
28 can reduce the employee dependent coverage contribution by \$1.89 bi-weekly. It is not  
29 a lot but it is not upwards which is terrific. She thought it shows that the wellness clinic  
30 has worked for us and employees have taken well advantage of that. That has all  
31 worked to create a successful plan for the year.  
32

33 Ms. Sova asked the Commission to authorize her to execute contracts with Aetna for  
34 health and reinsurance benefits, Cigna for dental insurance, Lincoln Financial for basic  
35 life and AD&D and long-term disability, voluntary supplemental plans with Lincoln  
36 Financial for short-term disability and supplemental life, and EyeMed for vision. All the  
37 supplemental insurances stayed flat and there were no rate changes.  
38

39 **Motion was made by Commissioner Brender to authorize the City Manager to**  
40 **execute contracts with Aetna for health and reinsurance benefits, Cigna for dental**  
41 **insurance, Lincoln Financial for basic life and AD&D and long-term disability,**  
42 **voluntary supplemental plans with Lincoln Financial for short-term disability and**  
43 **supplemental life, and EyeMed for vision. Seconded by Commissioner Lucarelli.**  
44

45 Deputy Mayor Duryea said since we are closing in on two years with being self-insured,  
46 he asked the savings.

1  
2 Ms. Sova said we are saving enough to operate the clinic which is \$185,000 a year. We  
3 are able to operate the clinic at no additional cost and we're not funding a big insurance  
4 company.

5  
6 **Motion carried unanimously.**  
7

8 4. Agreement with the State of Florida to accept the award of the Recreational  
9 Trails Program Grant  
10

11 Ms. Sova said this is the agreement with the State of Florida to accept the award of the  
12 Recreation Trails Grant for a 50% match up to \$75,000. We were notified last June that  
13 we received the full amount of \$75,000. The work is out to bid at this time. She  
14 requested the Commission authorize her to execute the agreement with the State of  
15 Florida DEP to accept the Recreational Trails Program Grant in the amount of \$75,000.  
16

17 Deputy Mayor Duryea asked the hook.  
18

19 Ms. Sova said we had to match it 50%.  
20

21 Deputy Mayor Duryea asked if there were any other requirements.  
22

23 Ms. Sova answered negatively and thought this was pretty straight forward.  
24

25 **Motion was made by Commissioner Lucarelli to authorize the City Manager to**  
26 **execute the agreement with the State of Florida Department of Environmental**  
27 **Protection to accept the Recreational Trails Program Grant in the amount of**  
28 **\$75,000. Seconded by Commissioner Brender and motion carried unanimously.**  
29

30 5. Expenditures from Law Enforcement Trust Fund for Crime Prevention/D.A.R.E.  
31

32 Ms. Sova said this is a request to expend Law Enforcement Trust Fund monies for the  
33 D.A.R.E. Program for K-9 officers. They interact with our school kids and need tee  
34 shirts, D.A.R.E. and K-9 wristbands, trading cards, badge stickers, and pins in the  
35 amount of \$5,208.31. In Crime Prevention, the black light markers so people can write  
36 on their belongings. One thousand pens would be \$890.00. The total impact would be  
37 \$6,098.31.  
38

39 **Motion was made by Commissioner Lucarelli to approve the expenditures from**  
40 **the Law Enforcement Trust Fund for purchase of D.A.R.E./K-9 supplies and Crime**  
41 **Prevention pens in an amount not to exceed \$6,098.31, seconded by**  
42 **Commissioner Brender and motion carried unanimously.**  
43

44 Ms. Sova announced that registration is open for summer camp for children 6 – 11  
45 years old. Camp begins June 2<sup>nd</sup> and running through August 1<sup>st</sup>. The two-week

1 session is \$200 for residents and \$250 for non-residents. You can receive additional  
2 information at 407-585-1416.

3  
4 Ms. Sova said the Community Center opened today. Radley (Williams) and crew are  
5 working out of that building. They are busier than they expected. They are receiving  
6 referrals from our own Events Center. We have some classes lined up already. We  
7 have Zumba and are looking at martial arts and other types of classes. We have eight  
8 other events scheduled so they are off to a good start.

9  
10 Ms. Sova said this morning Tom Tomerlin took SunRail to a meeting in Winter Park and  
11 Steve Noto took SunRail to a Metroplan meeting. They both had a good ride to their  
12 meetings but coming home was a different story because there was significant success  
13 with the free rides today.

14  
15 B. Mayor

16  
17 Mayor Meador said the Sharing Center which serves all of Seminole County and is  
18 located in Longwood had an information-sharing breakfast this morning. This is a  
19 communitywide resource and does great work. What's of note is one of our own, Pastor  
20 Paul Hoyer of Holy Cross Lutheran Church, really was the Genesis for the formation of  
21 that. It is an amazing legacy project for him and they do great work. He thanked them  
22 for the invitation.

23  
24 Mayor Meador said Lake Mary Prep invited him and other City people to meet with  
25 students taking part in their summer camp. These are children from kindergarten to fifth  
26 grade. It is a wonderful opportunity for City staff to get out and tell our story and the role  
27 that we play.

28  
29 Mayor Meador said last Friday we had the ribbon cutting at Verizon. He had more  
30 compliments about the interaction with our staff on that project than anything else. It is  
31 a real credit to the City Manager and the direction she has set and if people want to  
32 invest in Lake Mary we will minimize costs and maximize the outcome of their efforts.

33  
34 Mayor Meador said this past Saturday was the Trailblazers 5K. We were very fortunate  
35 in that Stan Van Gundy, a Lake Mary resident, served as the MC for the awards  
36 ceremony. He thought that was remarkable seeing that the next day he had to be on  
37 the West Coast to cover a particular NBA game. He thanked the Trailblazers and Stan  
38 Van Gundy for their participation.

39  
40 C. Commissioners (4)

41  
42 Commissioner Lucarelli said aside from the Leadership Character Key Video contest  
43 and the Sharing Center Breakfast, this morning we had the RPA meeting. Seminole  
44 County is talking about sunsetting the whole CRA corridor up and down 17-92. There  
45 were some objections because cities still have things going on. One thing they did  
46 clarify was even if it does sunset the CRA will continue to manage and complete those

1 projects but there would be nothing new coming in. She spoke up and said Lake Mary  
2 has never gotten anything out of it after all these years and we have been putting in.  
3 She said Mr. Omana was there. It is not their fault so much as it is DOT has been  
4 delaying us with the improvements on 17-92. That is supposed to start next year some  
5 time and Virginia (Whittington) is going check on dates to see if it is spring or fall or  
6 whatever so we have a heads up. She said she and Mr. Omana would be keeping on  
7 top of that to make sure if they do decide to sunset that there is a set aside for our  
8 project so we can be sure we get that done. We have had previous talks in a joint  
9 project where 427 comes in on 17-92 just beyond the college entrance. We will keep  
10 our eyes on that and make sure we get our project.

11  
12 Commissioner Brender said on the CRA he had some misgivings about that because  
13 we are such a short space of that. It's best to be out of it and let it come back home.

14  
15 Commissioner Brender said he missed the Verizon opening as he was in Boulder,  
16 Colorado, visiting his grandson but it was all over the Internet. There was some terrific  
17 press on it. He complimented staff for working closely with them. He has received  
18 numerous comments about what a pleasure they have had working with our staff even  
19 months before they had announced they were coming.

20  
21 Commissioner Brender said he would be out of town next week and would not be able  
22 to attend CALNO at the City of Oviedo. He wondered if Commissioner Lucarelli could  
23 attend or the City Manager appoint a staff member.

24  
25 Commissioner Lucarelli said she wasn't sure she could make it because her daughter  
26 Jessica has Marionette tryouts and depended on how late that goes.

27  
28 Commissioner Brender asked Commissioner Lucarelli to keep in touch with the City  
29 Manager.

30  
31 Deputy Mayor Duryea confessed he missed the train. He wanted to ride the  
32 Whistlestop Tour but had a medical appointment. He heard that his morning there were  
33 lines at 5:00 in the morning in DeBary so they could be the first to ride the train.

#### 34 35 D. City Attorney

36  
37 Ms. Reischmann said we have a matter pending in court and is the variance appeal.  
38 That matter is fully briefed and is in front of Judge Rudisill. Generally there is no oral  
39 argument in those matters and the timeline for getting a decision is up in the air. It  
40 could be any day or infinity and beyond.

41  
42 Ms. Reischmann said she may not be able to make it to the next meeting or be late  
43 because she has an obligation in Tampa.

44  
45 Mayor Mealor asked the scheduled time for the swearing-in on the 15<sup>th</sup>.

46

1 Ms. Sova said it will do that at the beginning of the meeting. We will open the meeting,  
2 do the swearing-in, have our appointee sit down and keep going.

3  
4 Mayor Mealar thanked everyone who expressed interest in serving and looked forward  
5 to working with Thom Greene.

6  
7 XII. Adjournment

8  
9 There being no further business, the meeting adjourned at 8:25 P.M.

10  
11  
12  
13 \_\_\_\_\_  
14 David J. Mealar, Mayor

\_\_\_\_\_

Mary Campbell, Deputy City Clerk

15  
16  
17  
18 ATTEST:

19  
20  
21  
22 \_\_\_\_\_  
23 Carol A. Foster, City Clerk

DRAFT



## MEMORANDUM

DATE: May 15, 2014

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Stephen Noto, Senior Planner

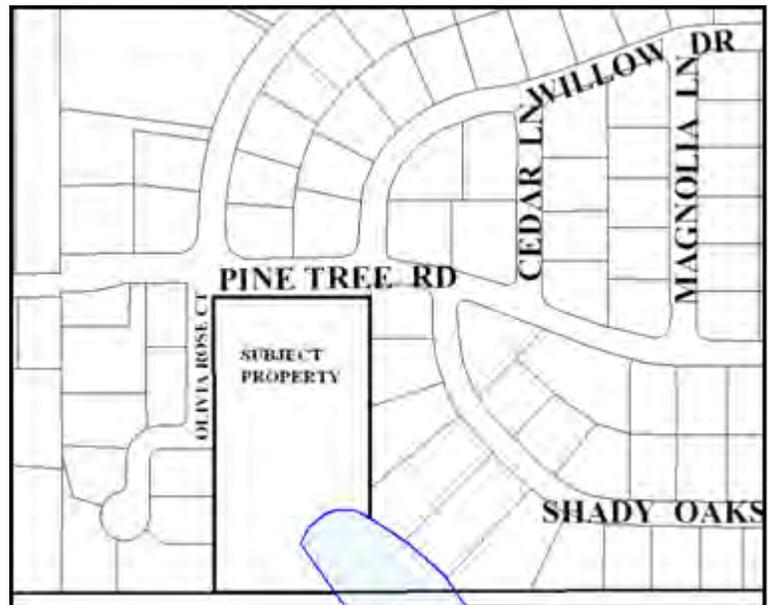
SUBJECT: Final Plat for Pine Tree Terrace, 385 Pine Tree Road (Steve Noto, Senior Planner) (Public Hearing)

**REFERENCE:** City Code of Ordinances, Comprehensive Plan, Florida Statutes Chapter 177.

**REQUEST:** The applicant proposes a Final Plat for the Pine Tree Terrace subdivision. When complete, the existing lot will be divided into 9 single-family residential lots.

### **DISCUSSION:**

**Location:** The subject property is located east of South Country Club Road, at the southeast corner of Pine Tree Road and Olivia Rose Court.



**Description:** The subject property is approximately 5.17 acres and is located at the southeast corner of Pine Tree Road and Olivia Rose Court. The Cardinal Oaks Cove and Whippoorwill Glen subdivisions are adjacent to the subject property. There was one single family home on the subject property that was built in 1971. It has been demolished as part of the subdivision infrastructure development.

The City Commission approved the Final Subdivision Plan, with conditions, on February 6, 2014.

**Zoning:**

NW R-1AA	N R-1AA	NE R-1AA
W R-1AA	<b>SITE</b> R-1AA	E R-1AA
SW Sem. St.	S Sem. St.	SE Sem. St.

**Future Land Use:**

NW LDR	N LDR	NE LDR
W LDR	<b>SITE</b> LDR	E LDR
SW Sem. St.	S Sem. St.	SE Sem. St.

**ANALYSIS:** The final plat has been reviewed by the City’s Surveyor Consultant and they have indicated that the plat has been revised to address all of their concerns.

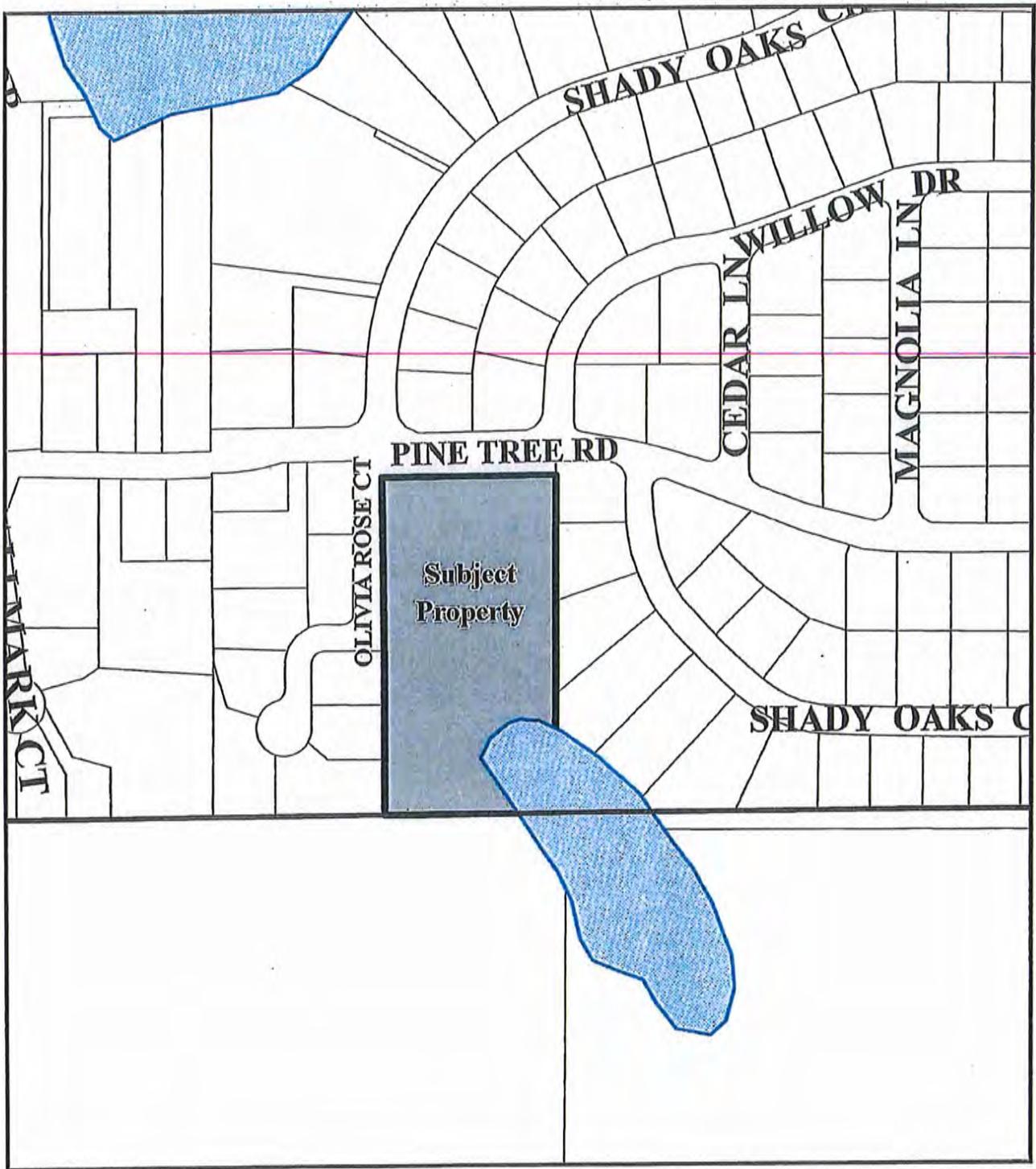
**FINDINGS OF FACT:** Staff finds that the final plat complies with the Code of Ordinances, Comprehensive Plan and Chapter 177, Florida Statutes, with the following conditions:

1. Prior to the recording of the plat, the applicant reimburses the City for the cost of the consultant review, legal review, and the cost of recording.

**PLANNING AND ZONING BOARD:** In an attempt to assist the applicant with time constraints, the Planning & Zoning Board heard this item at their regular May 13, 2014 meeting. Staff will provide the P&Z recommendation at the City Commission hearing, on May 15, 2014.

**ATTACHMENTS:**

- Location Map
- Aerial
- 8.5” x 11” Boundary Survey
- Plat



## Location Map Pine Tree Terrace





Pine Tree Rd.

Olivia Rose Ct.





# PINE TREE TERRACE

LYING IN SECTION 15, TOWNSHIP 20 SOUTH, RANGE 30 EAST  
CITY OF LAKE MARY, SEMINOLE COUNTY, FLORIDA

GRAPHIC SCALE



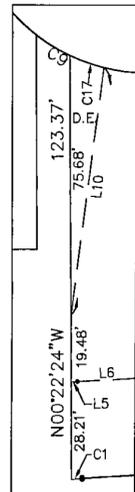
( IN FEET )  
1 inch = 50 ft.

DIAGONAL HATCHING DENOTES 10.00' X 70.00' DISTRIBUTION EASEMENT PER OFFICIAL RECORDS BOOK 1832, PAGE 985

LINE	LENGTH	BEARING
L1	30.80'	N89°44'51"E
L2	29.95'	N82°51'05"E
L3	25.35'	N82°51'05"E
L4	12.45'	S16°43'25"E
L5	1.84'	N86°01'31"E
L6	26.61'	N86°53'39"E
L7	1.66'	S89°18'18"E
L8	31.76'	S85°30'15"E
L9	39.05'	N84°10'32"E
L10	72.78'	S07°28'11"W

CURVE	LENGTH	RADIUS	DELTA ANGLE	BEARING	CHORD
C1	3.20'	25.00'	7°19'32"	S83°13'53"W	3.19'
C2	16.78'	25.00'	38°27'44"	S67°39'47"W	16.47'
C3	39.32'	25.00'	90°07'14"	S45°18'46"E	35.39'
C4	4.01'	25.00'	9°11'04"	N85°02'04"E	4.00'
C5	242.39'	53.00'	262°02'05"	N31°27'35"E	79.98'
C6	31.79'	25.00'	72°51'01"	N53°56'53"W	29.69'
C7	39.22'	25.00'	89°52'46"	S44°41'14"W	35.32'
C8	17.42'	53.00'	18°49'47"	S26°56'17"E	17.34'
C9	26.30'	53.00'	28°26'03"	S50°34'12"E	26.03'
C10	131.84'	53.00'	142°31'35"	N43°56'59"E	100.38'
C11	66.83'	53.00'	72°14'40"	N63°26'08"W	62.49'
C12	16.78'	25.00'	38°27'44"	S67°39'47"W	16.47'
C13	28.43'	25.00'	65°09'19"	S15°51'15"W	26.92'
C14	18.64'	25.00'	42°42'53"	S38°04'52"E	18.21'
C15	7.75'	25.00'	17°46'18"	S07°50'16"E	7.72'
C16	20.68'	25.00'	47°23'02"	S24°44'24"W	20.09'
C17	10.58'	53.00'	11°26'04"	S70°30'16"E	10.56'

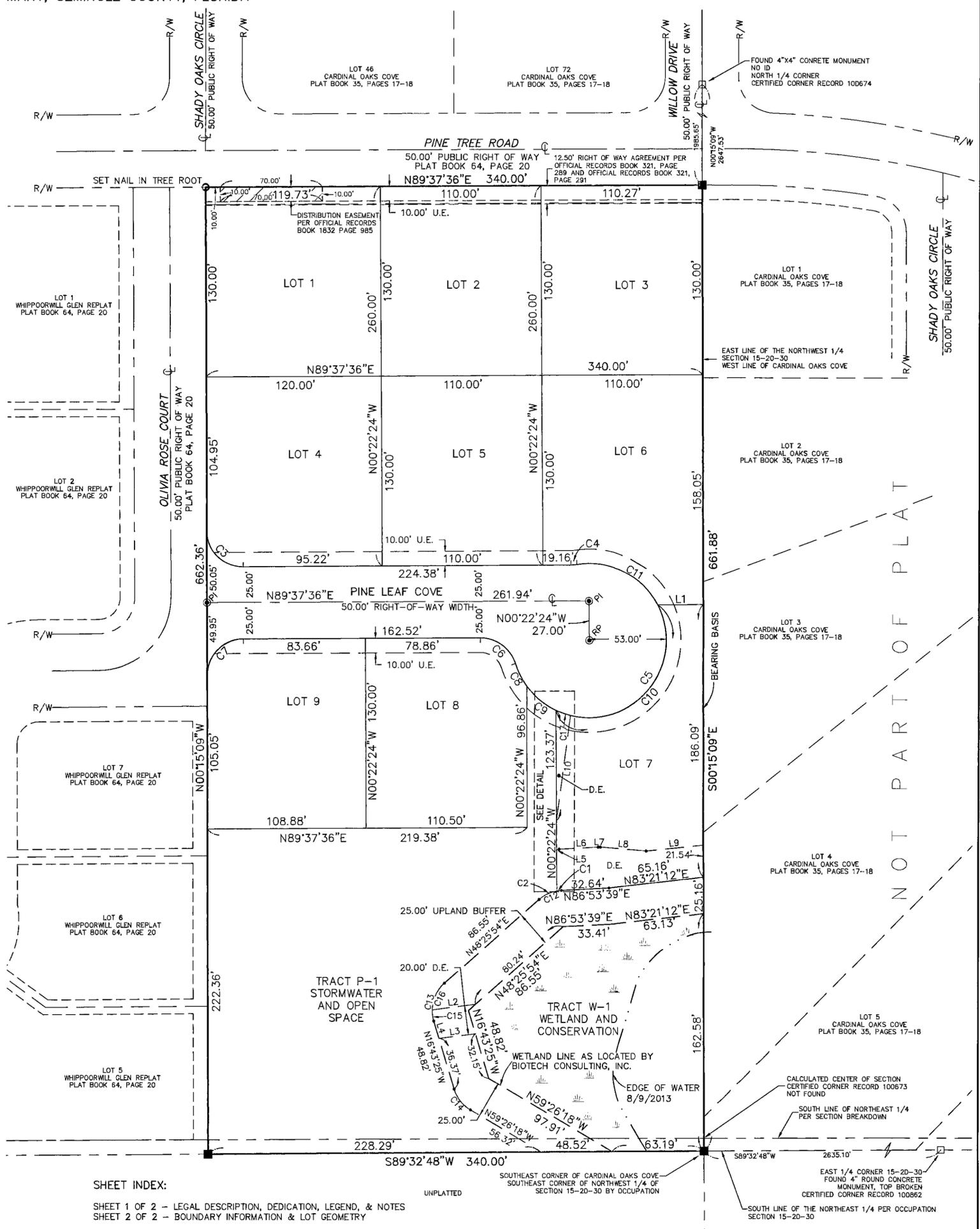
DETAIL NOT TO SCALE





**ALLEN COMPANY**  
Professional Surveyors & Mappers

16 EAST PLANT STREET  
WINTER GARDEN, FLORIDA 34787  
(407) 654-5355  
LB #6723



SHEET INDEX:  
SHEET 1 OF 2 - LEGAL DESCRIPTION, DEDICATION, LEGEND, & NOTES  
SHEET 2 OF 2 - BOUNDARY INFORMATION & LOT GEOMETRY

NOT PART OF PLAT

# PINE TREE TERRACE

LYING IN SECTION 15, TOWNSHIP 20 SOUTH, RANGE 30 EAST  
CITY OF LAKE MARY, SEMINOLE COUNTY, FLORIDA

**LEGAL DESCRIPTION:**

**PARCEL 1**

The East 330 feet of the Southeast 1/4 of the Southeast 1/4 of the Northwest 1/4 of Section 15, Township 20 South, Range 30 East, Seminole County, Florida.

**AND PARCEL 2**

The East 10 feet of the following described property:

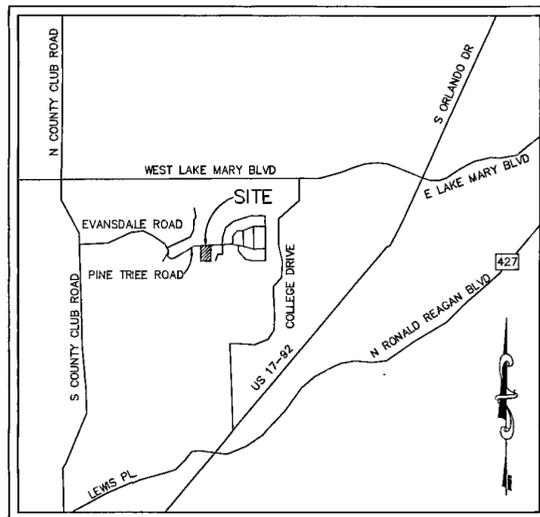
The West 330.5 feet of the East 660.5 feet of the South 1/2 of the Southeast 1/4 of the Northwest 1/4, Section 15, Township 20 South, Range 30 East, Seminole County, Florida, LESS road right of way for Pine Tree Road.

Containing 225,121 square feet, or 5.17 acres, more or less.

**SURVEYOR'S NOTES**

1. Bearings shown hereon are assumed and based on the East line of the Northwest 1/4 of Section 15-20-30 as having a bearing of South 00°15'09" East.
2. Tract P-1 (stormwater/open space) and Tract W-1 (wetland/conservation) are to be owned and maintained by the Pine Tree Terrace of Lake Mary Homeowners Association ("Association").
3. There is a drainage easement over all of Tract P-1 (stormwater/open space).
4. All platted utility easements shall also be easements for the construction, installation, maintenance, and operation of cable television and data services; provided, however, no such construction, installation, maintenance, and operation of cable television services shall interfere with the facilities and services of an electric, telephone, gas, or other public utility. In the event a cable television company damages the facilities of a public utility, it shall be solely responsible for the damages. This section shall not apply to those private easements granted to or obtained by a particular electric, telephone, gas, or other public utility. Such construction, installation, maintenance, and operation shall comply with the National Electrical Safety Code as adopted by the Florida Public Service Commission.
5. All lot lines are non-radial unless otherwise noted.
6. Tract W-1, Wetland and Conservation shall be owned and maintained by the Association.
7. The 25.00' Wetland Buffer shown hereon shall be owned and maintained by the Association.

VICINITY MAP  
not to scale



**LEGEND:**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>U.E. denotes utility easement</li> <li>D.E. denotes drainage easement</li> <li>O.R.B. denotes Official Records Book</li> <li>PG. denotes page</li> <li>PC denotes point of curvature</li> <li>PT denotes point of tangency</li> <li>PI denotes point of intersection</li> <li>RP denotes radius point</li> <li>NR denotes non-radial</li> <li>PSM denotes Professional Surveyor and Mapper</li> <li>15-20-30 denotes Section 15, Township 20 South, Range 30 East</li> <li>■ denotes set 4" x 4" concrete monument stamped "P.R.M."</li> <li>● denotes set 1/2" iron rod and cap stamped LB #6723 permanent reference monument</li> </ul> | <ul style="list-style-type: none"> <li>L.B. denotes licensed business</li> <li>LS denotes licensed surveyor</li> <li>CCR # denotes Certified Corner Record Number</li> <li>P.C.P. denotes Permanent Control Point</li> <li>R/W denotes right-of-way</li> <li>ID denotes identification</li> <li>⊙ denotes centerline</li> <li>● denotes change in direction</li> <li>P.R.M. denotes Permanent Reference Monument</li> <li>⌒ denotes change in direction along right-of-way lines</li> <li>⊙ denotes set nail &amp; disk stamped "P.C.P. LB# 6723" permanent control point to be set after road construction</li> <li>○ denotes set 1/2" iron rod and cap stamped LB # 6723, unless otherwise noted</li> </ul> |
|--|---|

**RECEIVED**  
**MAR 12 2014**  
CITY OF LAKE MARY  
COMMUNITY DEVELOPMENT DEPT.



**SHEET INDEX:**

- SHEET 1 OF 2 - LEGAL DESCRIPTION, DEDICATION, LEGEND, & NOTES
- SHEET 2 OF 2 - BOUNDARY INFORMATION & LOT GEOMETRY

**NOTICE:**

THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

PINE TREE TERRACE  
DEDICATION

KNOW ALL BY THESE PRESENTS, That M/I Homes of Orlando, LLC, a Florida Limited Liability Company, being the Owner in fee simple of the lands described in the foregoing caption to this plat, hereby dedicates said lands and plat for the uses and purposes therein expressed. Pine Tree Terrace and utility easements are dedicated to the City of Lake Mary.

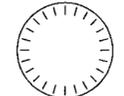
All drainage easements are dedicated to and maintained by the Pine Tree Terrace of Lake Mary Homeowners Association.

IN WITNESS THEREOF, has caused these presents to be signed and attested to by the officers named below and its seal affixed hereto on \_\_\_\_\_, 2014.

WITNESSES: M/I Homes of Orlando, LLC  
a Florida limited liability company

Print Name: \_\_\_\_\_ By: \_\_\_\_\_  
P. Brian Dalrymple  
Vice President

(CORPORATE SEAL)



STATE OF FLORIDA  
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014 by \_\_\_\_\_ of M/I Homes of Orlando, LLC a Florida company on behalf of said company. He is personally known to me or has produced \_\_\_\_\_ as identification.

Notary Public, State of Florida  
Print Name: \_\_\_\_\_  
Commission No.: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY MUNICIPALITY**

THIS IS TO CERTIFY, That on the \_\_\_\_\_ day of \_\_\_\_\_, 2014, the City of Lake Mary City Commission approved the foregoing plat.

\_\_\_\_\_, Mayor

PRINTED NAME: David J. Meador

ATTEST:

\_\_\_\_\_, City Clerk

PRINTED NAME: Carol Foster

**CERTIFICATE OF REVIEW BY CITY SURVEYOR**

I have reviewed this plat and find it to be in accordance with Chapter 177, Part 1, Florida Statutes.

For the firm:

CPH, Inc. LB 7143 Date \_\_\_\_\_  
By: Randall L. Roberts, Vice President, PSM # LS 3144

**CERTIFICATE OF CLERK OF THE CIRCUIT COURT**

I HEREBY CERTIFY That I have examined the foregoing plat and find that it complies in form with all the requirements of Chapter 177, Florida Statutes, and was filed for record on: \_\_\_\_\_ at: \_\_\_\_\_

File No: \_\_\_\_\_

CLERK OF THE CIRCUIT COURT in and for Seminole County, Florida  
BY: \_\_\_\_\_ D.C.

**CERTIFICATE OF SURVEYOR**

KNOW ALL BY THESE PRESENTS, That the undersigned, being a professional surveyor and mapper that has prepared the foregoing plat and was made under my direction and supervision and that the plat complies with all of the survey requirements of Chapter 177, Florida Statutes, and that said land is located in the City of Lake Mary, Seminole County, Florida.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
James L. Rickman, P.S.M. #5633  
Allen & Company  
16 East Plant Street  
Winter Garden, Florida 34787  
Licensed Business #6723



## MEMORANDUM

DATE: May 15, 2014

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Stephen Noto

SUBJECT: Ordinance No. 1508 - Request for installation of a 20' flag pole within the roundabout on Timacuan Blvd. and Mohegan Blvd. (Mr. Matt Cormia) (Public Hearing)

---

**DISCUSSION:** At the March 20, 2014 City Commission meeting, staff presented a conceptual plan for the installation of a flag pole, with American flag, and a veterans memorial within the roundabout at Timacuan Blvd. and Mohegan Blvd. At that time, staff requested direction from the Commission as to whether the Commission would be open to allow the construction of such improvements within City right-of-way (ROW). The direction given was to work with the applicant, Mr. Matt Cormia, and to come back at a later date with the necessary legal documents.

Staff has prepared an Ordinance to convey the property to Timacuan. The quit claim deed includes easement language in favor of the City for ROW/utility maintenance as well as access for the public.

**RECOMMENDATION:** Staff recommends approval of Ordinance No. 1508.

**ATTACHMENTS:**

- Ordinance No. 1508
- Quit claim deed
- Elevation
- Detail plan of flag pole

**THIS INSTRUMENT WAS PREPARED**

**BY AND RETURN TO:**

Stephen Noto, Senior Planner  
City of Lake Mary  
Community Development Department  
911 Wallace Court  
Lake Mary, Florida 32746

**QUIT CLAIM DEED**

THIS QUIT CLAIM DEED, executed the \_\_\_\_\_ day of \_\_\_\_\_, 2014 by the **CITY OF LAKE MARY**, Florida, a municipal corporation, whose mailing address is P.O. Box 958445, Lake Mary, FL 32795, first party or “City”, to **TIMACUAN COMMUNITY SERVICES ASSOCIATION, INC**, whose address is in care of Premier Association Management of Central Florida, Inc., 725 Primera Boulevard, Suite 115, Lake Mary, FL 32746, second party, or Grantee.

(Wherever used herein the terms “first party” and “second party” include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the context so admits or requires.)

WITNESSETH, That the first party, for and in consideration of the sum of Ten Dollars and No/100 (\$10.00), in hand paid by the second party, the receipt whereof is hereby acknowledged, does hereby remise, release, and quit claim unto the second party forever, all the right, title, interest, claim and demand which the said first party has in and to the lot, piece or parcel of land, situate, lying and being in the County of Seminole, State of Florida, as is more particularly described in the attached Exhibit “A”.

RESERVATION: City reserves unto itself, and its agents, and for the benefit of the public, a permanent easement for pedestrian access for purposes of viewing and visiting the improvements, and for the installation, maintenance of public utilities or other public improvements, or for rights-of-way, with full authority for the City to enter upon the herein described property for the purposes of clearing and removing from said easement any trees, undergrowth, and other obstructions that may interfere with location and operation of utilities or any structures installed thereon by the City and its assigns, provided, however, before clearing any areas, City shall notify Grantee.

To Have and to Hold the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity to the only proper use, benefit, and behoof of the said second party forever.

In Witness Whereof, the said first party has signed and sealed these presents the day and year first above written.

WITNESSES:

CITY OF LAKE MARY, FLORIDA

\_\_\_\_\_  
(signature)

By: \_\_\_\_\_  
David J. Mealor, Mayor

\_\_\_\_\_  
(print name)

ATTEST:

\_\_\_\_\_  
(signature)

By: \_\_\_\_\_  
Carol A. Foster, City Clerk

\_\_\_\_\_  
(print name)

Address: P.O. Box 958445  
Lake Mary, FL 32795-8445

STATE OF FLORIDA  
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by DAVID J. MEALOR, Mayor and CAROL A. FOSTER, City Clerk, of the City of Lake Mary, Florida, who are personally known to me.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My Commission expires:

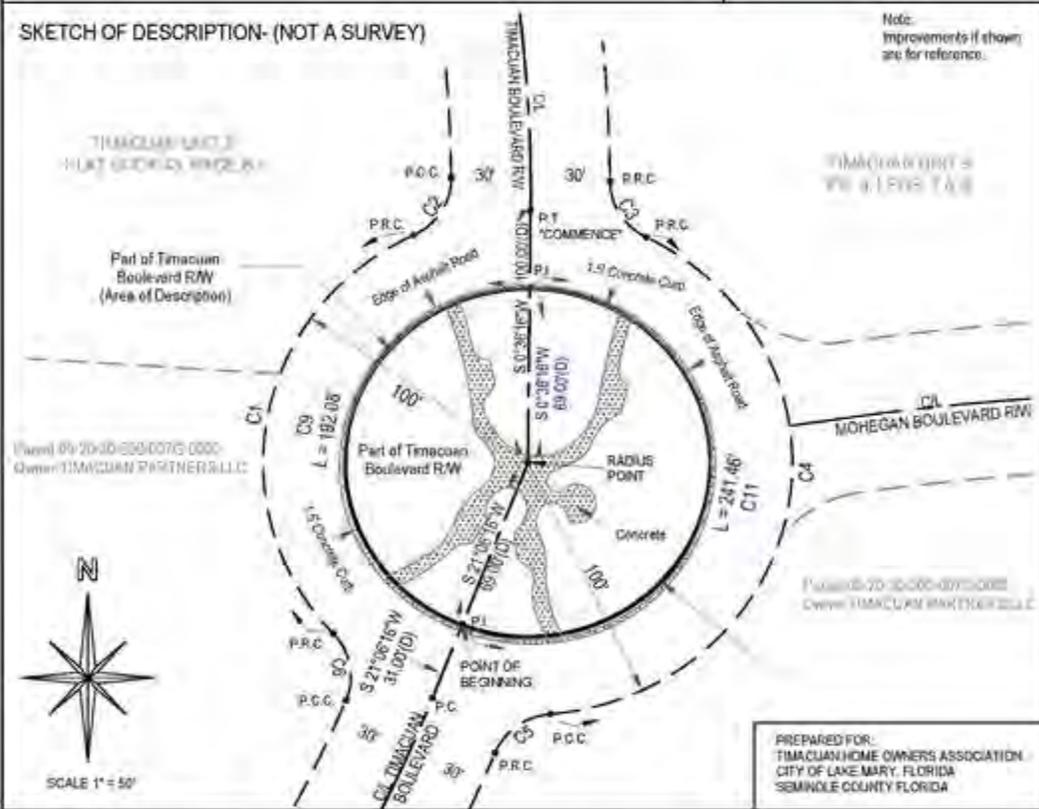
EXHIBIT "A"

- NOTES
1. THIS SKETCH OF DESCRIPTION WAS PREPARED FROM INFORMATION FURNISHED TO THIS SURVEYOR. THERE MAY BE OTHER RESTRICTIONS OR UNRECORDED EASEMENTS THAT AFFECT THIS PROPERTY. NO TITLE INFORMATION WAS PROVIDED FOR THIS SKETCH OF DESCRIPTION.
  2. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.
  3. THIS SKETCH IS PREPARED FOR THE SOLE BENEFIT OF THOSE CERTIFIED TO AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY.
  4. DIMENSIONS SHOWN FOR THE LOCATION OF IMPROVEMENTS HEREON SHOULD NOT BE USED TO RECONSTRUCT BOUNDARY LINES. SOME IMPROVEMENTS SHOWN FOR REFERENCE ONLY.
  5. BEARINGS ARE BASED ON RECORD PLAT DATUM AND ON THE LINE SHOWN AS BASE BEARING (BB).

Curve	Delta Angle	Radius	Arc	Tangent	Chord	Chord Bearing
1	10°08'59"	100.00	187.01	135.51	160.23	N10°51'32"E
2	65°10'42"	25.00	28.39	19.95	26.88	N31°54'17"E
3	67°44'46"	25.00	27.45	15.29	26.05	S31°53'03"E
4	148°24'46"	100.00	259.03	353.54	192.46	S10°51'28"W
5	67°48'18"	25.00	27.40	15.26	26.05	S53°38'42"W
6	65°12'48"	25.00	28.45	15.99	26.94	N10°56'33"W
7	0°00'00"	69.00	432.54	0.00	0.00	N10°50'00"W
8	159°30'00"	69.00	192.08	381.57	135.80	S10°51'16"W
9	159°30'00"	69.00	192.08	381.57	135.80	N10°51'16"E
11	200°30'00"	68.00	241.46	0.00	135.89	N10°51'16"E

**Boundary And Mapping Associates, Inc.**  
 LAND SURVEYORS  
 LB 4865

169 WEST ORANGE STREET  
 ALTAMONTE SPRINGS, FL 32714  
 PH (407) 996-1155



**DESCRIPTION**  
 That part of Timacuan Boulevard Right-of-Way, as shown in the recorded plat of Timacuan Phase I, and recorded in Plat Book 36, Pages 66-69, of the Public Records of Seminole County, Florida, and more particularly described as follows:

Commence at a Point of Tangency along the centerline of the aforesaid Timacuan Boulevard Right-of-Way and being the Northern most point of an arc having a 100 foot radius and shown in the aforesaid recorded Plat of Timacuan Phase I, Plat Book 36, Pages 66-69. Thence run S00°36'16"W along the said centerline a distance of 100.00 feet to the Radius Point of said arc, thence continue S21°06'16"W along the said centerline a distance of 69.00 feet to a point intersecting with an arc having a radius of 69.00 feet and for the purposes of this description, the Point of Beginning. Thence run Northerly along said arc concave Easterly, and through a Central Angle of 159°30'00", an arc distance of 192.08 to a point on said arc intersecting with the aforesaid centerline of Timacuan Boulevard; thence continue Southerly along said arc, now concave to the West, through a central angle of 200°30'00", an arc distance of 135.80 feet and returning to the aforesaid Point of Beginning.

Parcel Containing 14,957.1234± Square Feet and 5,9434± Acres  
 Subject to any Easements and Restrictions of Record.

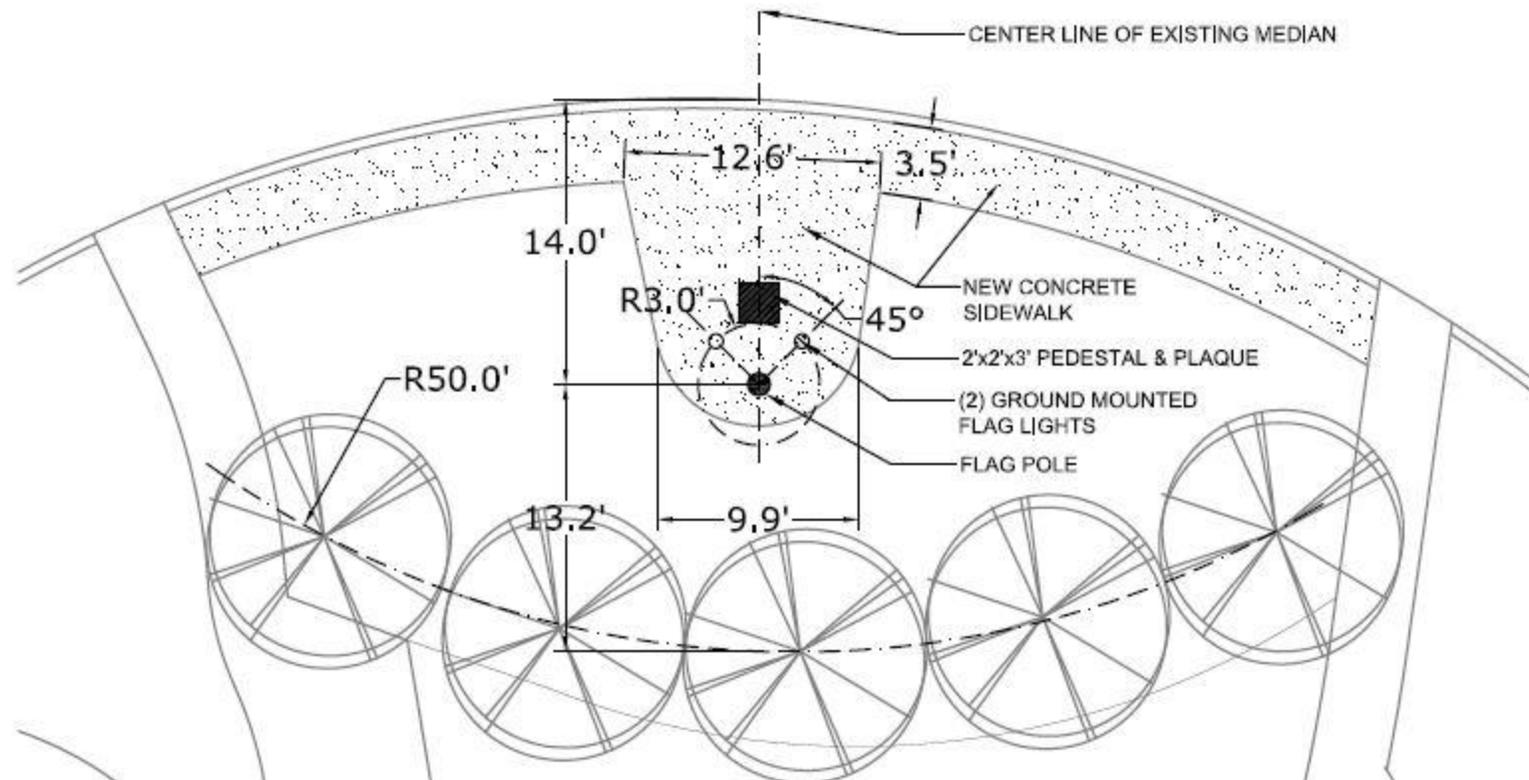
**JOB NO:** 14-493  
**DATE FIELD:** 04-13-14  
**SIGNED:** 04-23-14  
**DRAWN BY:** RWJ  
**P.C.:** RP

**LEGEND**

THIS IS A SURVEY AND DOES NOT CONSTITUTE A GUARANTEE OF ACCURACY. THE SURVEYOR'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED. THE SURVEYOR IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY OR FOR ANY DAMAGE TO ANY PERSON OR PROPERTY CAUSED BY THE USE OF THIS SURVEY OR FOR ANY OTHER REASON.

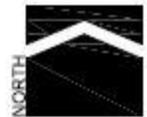
**RODNEY W. JACKSON, PSM 6281**





# Detail Plan of Flag Pole

SCALE: NTS



**ORDINANCE NO. 1508**

**AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, PURSUANT TO ARTICLE XII, SECTION 12.01 OF THE CITY'S CHARTER, AUTHORIZING THE CONVEYANCE OF CERTAIN SURPLUS PROPERTY KNOWN AS THE TIMACUAN ROUNDABOUT, MORE PARTICULARLY DESCRIBED HEREIN, SAID PROPERTY TO BE USED FOR A FLAG POLE, AMERICAN FLAG, AND VETERANS MEMORIAL SUBJECT TO A BLANKET EASEMENT IN FAVOR OF THE CITY; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.**

WHEREAS, the Timacuan Community Services Association, Inc. (herein after referred to as "Timacuan") has agreed to install a flag pole with American flag, and veterans memorial, within the roundabout in Timacuan, located and more particularly described in Attachment "A" (hereinafter referred to as the "Subject Property"); and

WHEREAS, Timacuan currently maintains the Subject Property as part of its overall maintenance of the Timacuan subdivision; and

WHEREAS, the City of Lake Mary finds that the Subject Property is surplus, and that the best use of the Subject Property is for a Veterans' memorial, to be maintained by those within Timacuan due to its location within the Timacuan community; and

WHEREAS, the City of Lake Mary has determined that conveyance of the Subject Property to Timacuan is in the best interest of the residents of the City of Lake Mary for the purposes of installation of a flag pole with American flag, and veteran's memorial; and

WHEREAS, Timacuan has offered to own and maintain the Subject Property; and

WHEREAS, the City will retain an easement over the Subject Property for governmental purposes, including pedestrian access for viewing and visiting the improvements, for utilities, and right-of-way purposes.

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

Section 1. That the City of Lake Mary, Florida be and it is hereby authorized to convey the Subject Property located within the City of Lake Mary, Seminole County, Florida, and further described in Attachment "A".

Section 2. Upon approval of the ordinance, the City Manager of the City of Lake Mary, Florida, be and she is hereby authorized to execute a Quit Claim Deed for the conveyance of title in and to the Subject Property described in Attachment "A" to Timacuan Community Services Association, Inc.

Section 3. Timacuan Community Services Association, Inc. shall pay such recording fees and other sums as may be required by the Clerk of the Circuit Court and the laws of the State of Florida for the recording of such instruments including but not limited to payment for documentary tax stamps as same may be required pursuant to Fla. Stat. 201.02.

Section 4. If any section, sentence, phrase, word or portion of this ordinance is determined to be invalid, unlawful or unconstitutional, said determinations shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

Section 5. This Ordinance shall be effective immediately upon passage and adoption.

FIRST READING: May 15, 2014

SECOND READING: June 5, 2014

CITY OF LAKE MARY, FLORIDA

\_\_\_\_\_  
MAYOR, DAVID J. MEALOR

ATTEST:

\_\_\_\_\_  
CITY CLERK, CAROL A. FOSTER

Approved as to form and legality:

\_\_\_\_\_  
CITY ATTORNEY, Catherine Reischmann

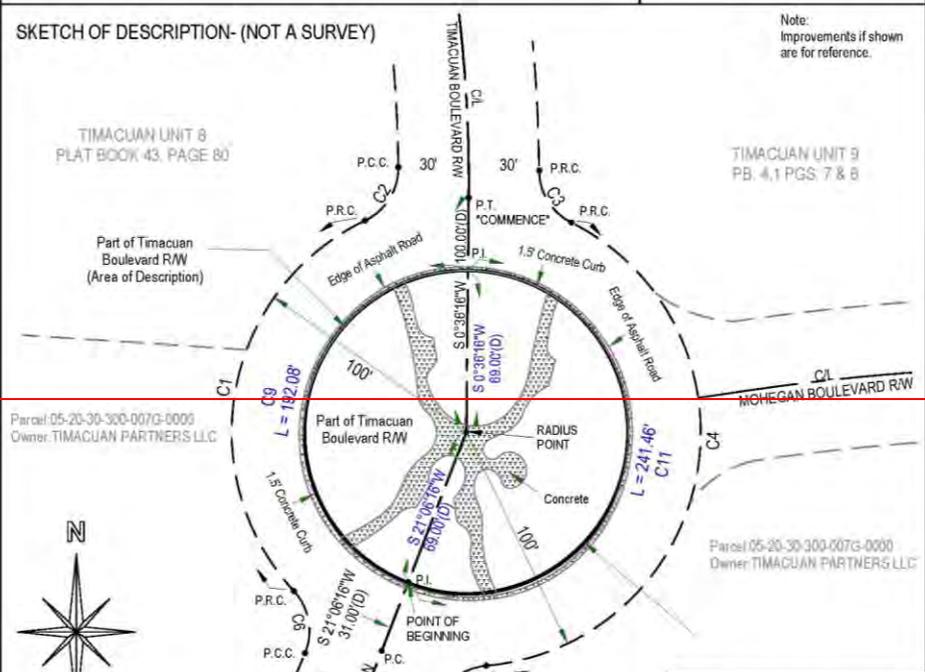
# ATTACHMENT "A"

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7	0°00'00"	69.00	433.54	0.00	0.00	N 90°00'00"W
8	159°30'00"	69.00	192.08	381.57	135.80	S 10°51'16"W
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**Boundary And Mapping Associates, Inc.**  
 LAND SURVEYORS  
 LB 4565  
 109 WEST ORANGE STREET  
 ALTAMONTE SPRINGS, FL 32714  
 PH. (407) 696-1155



PREPARED FOR:  
 TIMACUAN HOME OWNERS ASSOCIATION  
 CITY OF LAKE MARY, FLORIDA  
 SEMINOLE COUNTY FLORIDA

**DESCRIPTION**  
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Parcel Containing 14,957.123+- Square Feet and 0.343+- Acres.  
 Subject to any Easements and Restrictions of Record.

JOB NO.: 14-493 DATE: FIELD: 04-13-14 SIGNED: 04-21-14 DRAWN BY: RWJ P.C.: RP	<b>LEGEND</b> REC - RECOVERED IR - IRON PIPE U.C. - UNLACED CAP S.M. - CONCRETE MONUMENT RB - REBAR RAD - RADIAL N.R. - NOT RADIAL NAD - NAIL & DISK EP - PER-PLAT IM - AS REQUIRED ID - PER DESCRIPTION O.L. - ON LINE P.T. - POINT OF TANGENCY P.C. - POINT OF CURVATURE P.T. - POINT OF TANGENCY	CONCRETE P.T. - POINT OF TANGENCY P.C. - POINT OF CURVATURE P.I. - POINT OF INTERSECTION R.P. - RADIUS POINT R - RADIUS L - LENGTH OF ARC CA - CENTRAL ANGLE O.E. - UTILITY EASEMENT D.E. - DRAINAGE EASEMENT L.E. - LANDSCAPE EASEMENT C - CURVE	This is a digitally signed and sealed drawing of a Sketch of Description performed under the supervision of the undersigned. Six copies are authorized on or about the date of the survey shown hereon and certified only to those persons and/or entities listed hereon. The sketch meets the minimum technical standards as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5, Part 1, F.S.C. pursuant to section 472.027 Florida Statute.  RODNEY W. JACKSON, PSM 6281	
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## MEMORANDUM

DATE: May 15, 2014

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Tom Tomerlin, Economic Development Manager

SUBJECT: Resolution No. 938 - Supporting the continued operation of the Orlando VA Medical Center located in Baldwin Park (Tom Tomerlin, Economic Development Manager)

---

### **DISCUSSION:**

As the new Veterans Administration (VA) hospital nears completion at Lake Nona, there is concern about retention of the Orlando VA Medical Center currently operating in the Baldwin Park Community, Orlando, Florida. In order to maximize healthcare options for our veterans, this resolution recommends that the Baldwin Park VA Center remain in operation to serve our growing veteran community.

### **RECOMMENDATION:**

That the City Commission adopt Resolution No. 938 recommending the current Orlando VA Medical Center, at Baldwin Park, remain in operation to serve veterans.

### **ATTACHMENTS:**

- Resolution
- Letter from Congressman John L. Mica (dated April 11, 2014)

## RESOLUTION NO. 938

### **A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA, SUPPORTING VETERAN'S HEALTHCARE IN CENTRAL FLORIDA AND SUPPORTING THE CONTINUED OPERATION OF THE ORLANDO VA MEDICAL CENTER LOCATED IN BALDWIN PARK, ORLANDO, FLORIDA.**

**WHEREAS**, the City of Lake Mary, Florida, supports the mandate and mission of the U.S. Department of Veterans Affairs (VA); and

**WHEREAS**, the City of Lake Mary, Florida, recognizes that our Nation's Veterans should be provided healthcare options; and

**WHEREAS**, the greater Central Florida Region is home to a large veteran population that is expected to grow into the foreseeable future; and

**WHEREAS**, the City of Lake Mary, Florida, fully endorses the new Veterans Hospital being completed at Lake Nona, Orlando, Florida; and

**WHEREAS**, the City of Lake Mary, Florida, believes that the Orlando VA Medical Center in Baldwin Park, Orlando, Florida, should remain operating in a capacity that serves our valued veteran population.

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

1. The City recommends that the Orlando VA Medical Center located in the Baldwin Park Community, Orlando, Florida, continue to operate in the service of our Nation's Veterans.

**EFFECTIVE DATE:** This Resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 15<sup>th</sup> day of May 2014.

CITY OF LAKE MARY, FLORIDA

---

MAYOR, DAVID J. MEALOR

ATTEST:

---

CITY CLERK, CAROL A. FOSTER

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

---

CATHERINE REISCHMANN, CITY ATTORNEY

Congress of the United States  
House of Representatives  
Washington, DC 20515-0907

April 11, 2014

Dear Community Leader:

This year as we approach the completion of construction of the new veterans' hospital and medical complex at Lake Nona, I have also been working to keep the existing clinic at Baldwin Park in service to our veterans. This facility is a valuable federal asset that must not sit idle once the new medical center opens.

As you may know, I have in the past written to VA Secretary Eric Shinseki to keep this medical care facility open. Most recently, I have initiated a joint letter from the Florida Congressional Delegation to request the VA's consideration of this issue. For your information, enclosed is a copy of this correspondence.

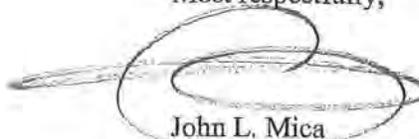
**With the consideration of input from not only Members of Congress but also from local leaders and members of the Central Florida veterans' community, we expect the VA to decide on this matter soon.** These men and women who have faithfully served our nation deserve the very best medical care.

The recently opened Lake Nona veterans' 120-bed nursing facility and 60-bed domiciliary care unit are already at capacity further proving the need to maintain the clinic at Baldwin Park. With a growing veteran population that is already the second largest in the nation, including those service men and women now returning from overseas conflicts, it is important that we plan now for their future medical care.

I look forward to working with you on this important veterans matter. Should you need any additional information, please do not hesitate to contact me or my Military / Veterans Legislative Assistant, Casey Brinck at (202) 225-4035.

With my regards and best wishes, I remain

Most respectfully,



John L. Mica  
Member of Congress



## **CITY MANAGER'S REPORT**

DATE: May 15, 2014  
TO: City Commission  
FROM: Jackie Sova, City Manager  
SUBJECT: City Manager's Report

---

### **ITEMS FOR COMMISSION ACTION:**

1. Reappointment to Police Pension Board. **(ATTACHMENT #1)**

### **ITEMS FOR COMMISSION INFORMATION:**

1. Monthly department reports. **(ATTACHMENT #2)**



## **CITY MANAGER'S REPORT**

DATE: May 15, 2014  
TO: City Commission  
FROM: Carol A. Foster, City Clerk  
SUBJECT: Reappointment to Police Pension Board

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The terms of Sgt. Steve Towler and Dick Fess on the Police Pension Board expire June 28, 2014. As you will recall, the Police Pension Board consists of 2 police officers elected by the officers, 2 residents appointed by you, and a 5<sup>th</sup> member who is appointed by the previously mentioned 4 members.

Mr. Fess, your appointee, has been contacted and would like to continue serving if you so desire. The police department is scheduling an election to select their representative but that does not require any action by you.

### **RECOMMENDATION:**

The Commission reappoint Mr. Fess to the Police Pension Board for a 2-year term.



## MEMORANDUM

DATE: May 15, 2014  
TO: Mayor & City Commission  
FROM: Bryan Nipe, Parks and Recreation Director  
THRU: Jackie Sova, City Manager *JS*  
SUBJECT: April 2014 Parks and Recreation Report Summary

---

### Recreation:

- A NEW Recreation Guide is being developed to highlight all Parks and Recreation opportunities for residents and visitors. Completely underwritten through sponsors, the guide will be complete and ready for distribution to residents in May 2014.

### Events Center:

- 8% increase in revenue over this point in FY 2013.

### Community Center

- Opening date - May 1<sup>st</sup>. At the end of April, the center had 9 reservations, various planned instructor led programs and the return of summer camp filling gradually and beginning June 2nd.
- Grand Opening event in honor of Commissioner Plank – May 22nd

### Tennis Center:

- 152 Members – up from 140 in April 2013

### Community Events:

- WineART Wednesdays – First Wednesday of the month

### Grounds and Facilities:

- Staff is working with a local designer to bring conceptals and probable costs for the City Hall waterfront improvements to Commission for direction. Concepts to be completed in early June.

### Parks and Recreation Accreditation:

- The National Accreditation team is scheduled to visit for a 3 day review of the City's standards in May 2014.

# MEMO



TO: Bryan Nipe, Director of Parks & Recreation

FROM: Sean Cabrera, Recreation Specialist

DATE: May 8, 2014

**PARKS AND RECREATION MONTHLY REVENUE AND EXPENSE REPORT  
FOR THE MONTH OF: April 2014**

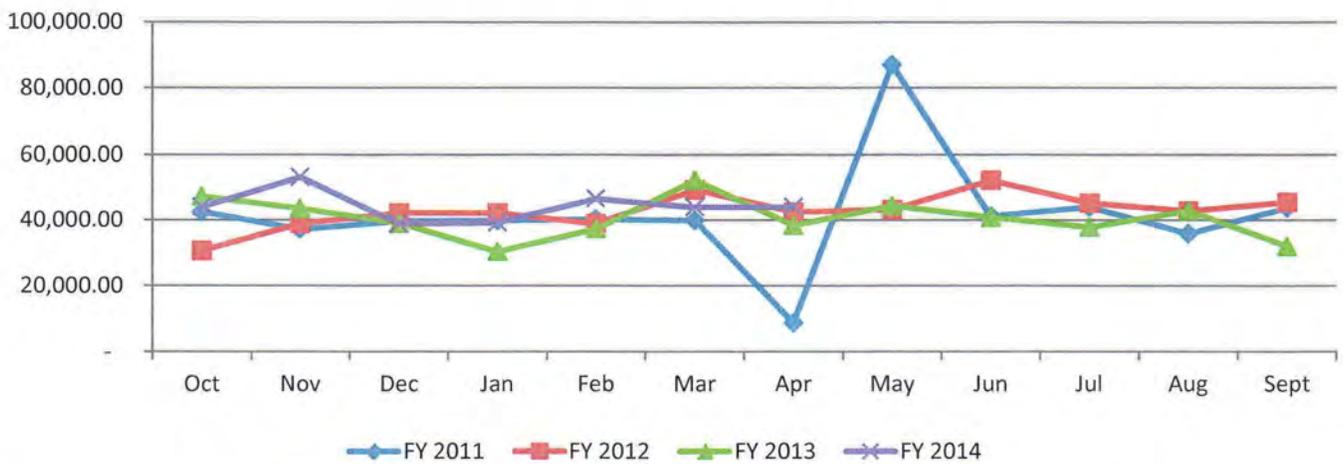
ACTIVITY	CURRENT MONTH	THIS MONTH LAST YEAR	CURRENT YTD	PREVIOUS YTD
<b>EVENTS CENTER</b>				
non-revenue uses	9	10	70	75
rentals	25	23	171	161
revenue	\$ 44,070.25	\$ 38,368.11	\$ 309,911.99	\$ 288,001.66
expenses	\$ 30,604.45	\$ 27,325.44	\$ 202,682.19	\$ 181,856.47

<b>SENIOR CENTER</b>				
classes	132	82	820	755
individual participants	2388	1151	15015	11400
revenue	\$ 1,515.58	\$ 509.47	\$ 20,866.27	\$ 14,713.22
expenses	\$ 7,848.51	\$ 8,240.77	\$ 55,536.56	\$ 58,450.26

<b>TENNIS CENTER</b>				
memberships	152	140		
revenue	\$ 1,577.45	\$ 334.22	\$ 9,138.80	\$ 25,056.24
expenses	\$ 2,421.01	\$ 4,165.60	\$ 26,541.44	\$ 41,252.95

<b>OTHER REVENUES</b>				
Farmers Market	\$ 1,251.89	\$ 5,740.29	\$ 14,934.93	\$ 18,180.57
Skate Park	\$ 333.94	\$ 362.29	\$ 2,158.52	\$ 2,344.81
Splash Park	\$ 1,581.15	\$ 1,040.56	\$ 3,184.91	\$ 1,113.20
Park Rentals	\$ 230.00	\$ 50.00	\$ 657.83	\$ 675.00
Sports Complex	\$ 1,519.99	\$ 1,328.08	\$ 20,752.57	\$ 16,913.66
Leagues	\$ 1,625.00	\$ 1,300.00	\$ 9,750.00	\$ 11,050.00
Concession (Trailhead & Sports Comp.)	\$ 675.00	\$ 1,070.02	\$ 4,516.24	\$ 1,302.54
<b>TOTAL OTHER REVENUES</b>	\$ 7,216.97	\$ 10,891.24	\$ 55,955.00	\$ 51,579.78

## Events Center Revenue Trends



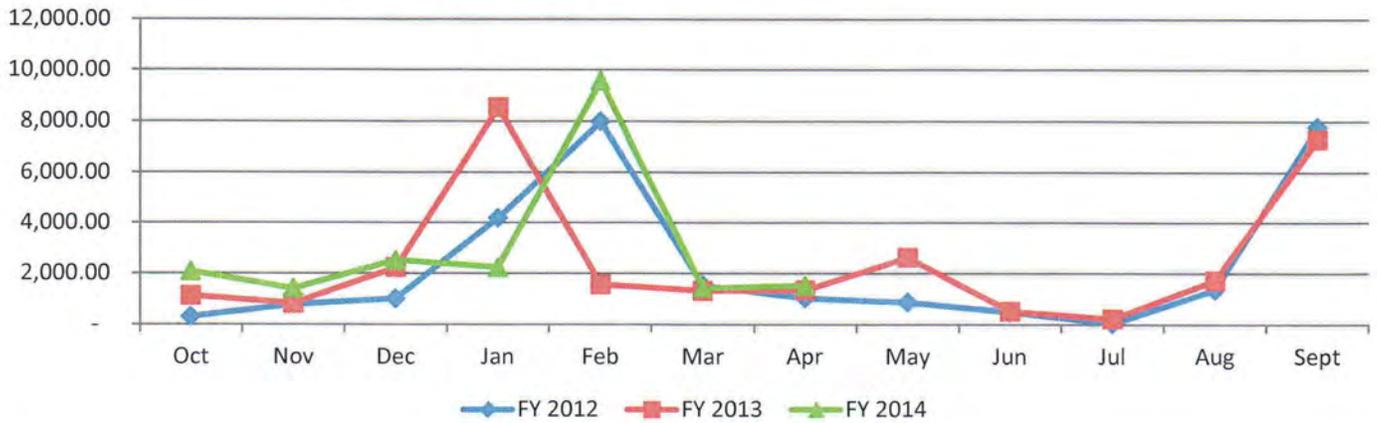
	Revenue				Expenses			
	FY 2011	FY 2012	FY 2013	FY 2014	FY 2011	FY 2012	FY 2013	FY 2014
Oct	42,516.89	30,627.71	47,245.73	44,065.58	-	36,241.32	31,837.02	33,735.16
Nov	37,193.51	38,877.40	43,518.38	53,192.78	-	25,134.01	30,195.88	33,869.05
Dec	39,694.57	42,152.14	38,953.78	38,834.05	-	32,478.58	22,787.78	27,701.90
Jan	39,878.79	42,192.04	30,396.63	39,204.69	-	30,551.40	26,904.66	28,567.82
Feb	40,275.19	38,834.23	37,286.87	46,647.89	-	24,109.15	21,878.20	24,903.08
Mar	39,915.11	49,320.02	52,232.16	43,896.75	-	23,711.04	20,927.49	23,300.73
Apr	8,756.25	42,489.96	38,368.11	44,070.25	-	26,928.96	27,325.44	30,604.45
May	86,980.61	43,240.91	44,423.25		-	30,217.31	34,664.38	
Jun	41,165.60	52,182.65	40,785.13		-	29,033.61	24,094.37	
Jul	44,035.28	45,224.94	37,826.02		-	28,925.29	28,765.21	
Aug	35,849.93	42,809.63	42,872.75		-	24,572.88	23,947.40	
Sept	43,711.11	45,496.78	31,954.27		-	35,644.27	24,560.40	
<b>Total</b>	<b>499,972.84</b>	<b>513,448.41</b>	<b>485,863.08</b>	<b>309,911.99</b>	<b>-</b>	<b>347,547.82</b>	<b>317,888.23</b>	<b>202,682.19</b>

Profit/Loss Estimate		
FY 2012	FY 2013	FY 2014
499,972.84	513,448.41	309,911.99
(347,547.82)	(317,888.23)	(202,682.19)
(32,430.60)	(36,139.21)	(22,019.41)
119,994.42	159,420.97	85,210.39

Revenues YTD  
 minus Operating Costs YTD  
 minus Maintenance Staff Costs YTD  
**Profit/Loss Estimate\***

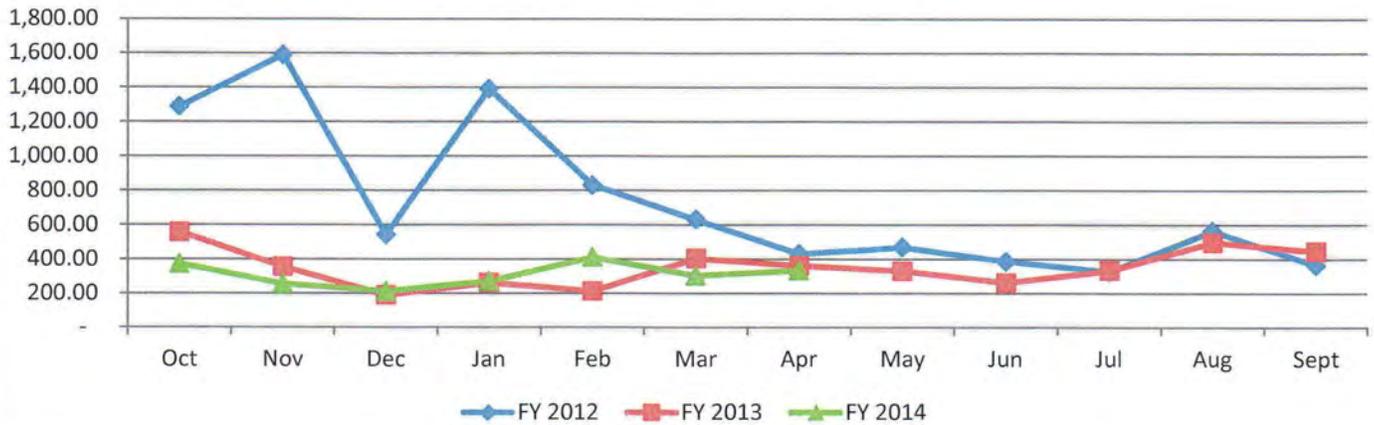
\* Estimated Profit/Loss does not include repayment of bond.

## Sports Complex Rental Revenue Trends



	Revenue							
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Oct	297.97	1,120.49	2,078.79					
Nov	787.50	828.07	1,413.64					
Dec	1,004.58	2,225.58	2,510.00					
Jan	4,193.17	8,543.01	2,229.88					
Feb	7,995.06	1,557.09	9,577.77					
Mar	1,527.08	1,311.34	1,422.50					
Apr	1,020.23	1,328.08	1,519.99					
May	869.86	2,625.66						
Jun	475.00	510.00						
Jul	30.00	216.10						
Aug	1,347.59	1,721.25						
Sept	7,781.94	7,307.26						
	27,329.98	29,293.93	20,752.57	-	-	-	-	-

## Skate Park Revenue Trends



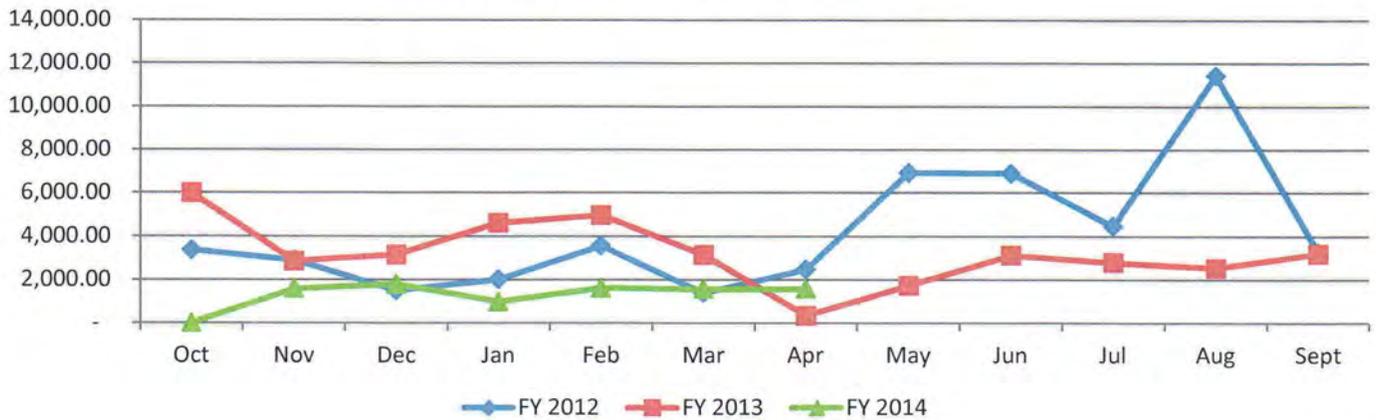
Revenue								
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Oct	1,288.54	557.51	372.62					
Nov	1,589.61	355.41	254.70					
Dec	542.99	189.70	211.47					
Jan	1,392.54	263.19	271.68					
Feb	830.14	212.25	411.30					
Mar	631.83	404.46	302.81					
Apr	430.87	362.29	333.94					
May	469.22	330.92						
Jun	386.77	262.25						
Jul	328.28	332.76						
Aug	563.57	498.08						
Sept	365.07	446.91						
	8,819.43	4,215.73	2,158.52	-	-	-	-	-

Profit/Loss Estimate			
FY 2012	FY 2013	FY 2014	FY 2015
8,819.43	4,215.73	2,158.52	-
(27,825.71)	(26,540.22)	(12,635.59)	-
(19,006.28)	(22,324.49)	(10,477.07)	-

FY Revenues  
 minus Operating Costs YTD\*  
**Profit/Loss Estimate**

\*Costs are estimated

## Tennis Center Revenue Trends



	Revenue				Expenses			
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2012	FY 2013	FY 2014	FY 2015
Oct	3,375.69	5,981.39	-		4,475.29	6,432.02	2,865.60	
Nov	2,899.54	2,848.98	1,589.00		4,319.82	3,484.87	5,795.89	
Dec	1,513.79	3,152.74	1,793.00		5,081.00	4,758.23	2,482.87	
Jan	2,011.99	4,615.52	985.25		4,468.32	5,950.04	3,142.24	
Feb	3,564.81	4,966.32	1,619.45		3,926.30	4,910.27	2,126.22	
Mar	1,395.36	3,157.07	1,574.65		10,603.54	11,551.92	7,707.61	
Apr	2,473.11	334.22	1,577.45		5,568.57	4,165.60	2,421.01	
May	6,926.87	1,733.60			6,389.06	1,811.63		
Jun	6,902.53	3,123.40			8,047.27	2,178.60		
Jul	4,462.91	2,788.10			6,039.08	2,456.01		
Aug	11,447.28	2,534.35			5,347.52	1,927.63		
Sept	3,256.81	3,199.35			16,550.52	8,625.19		
	50,230.69	38,435.04	9,138.80		80,816.29	58,252.01	26,541.44	

Profit/Loss Estimate			
FY 2012	FY 2013	FY 2014	FY 2015
50,230.69	38,435.04	9,138.80	-
(80,816.29)	(58,252.01)	(26,541.44)	-
(8,107.68)	(8,357.26)	(7,165.03)	-
(38,693.28)	(28,174.23)	(24,567.67)	-

Revenues YTD  
 minus Operating Costs YTD  
 minus Maintenance Staff Costs YTD  
**Profit/Loss Estimate**

**WORK ORDER EXPENSES**

TYPE	Mar-14	YTD	Mar-13	YTD	Mar-14	YTD	Mar-13	YTD
LABOR	47%	40%	45%	27%	\$ 6,090.51	\$ 22,519.21	\$ 4,344.81	\$ 27,922.74
MATERIALS	33%	25%	35%	17%	\$ 4,288.54	\$ 22,508.72	\$ 3,323.78	\$ 19,691.81
CONTRACTOR	20%	35%	20%	56%	\$ 2,449.00	\$ 26,313.28	\$ 1,941.50	\$ 44,074.04
<b>TOTALS</b>	100%	100%	100%	100%	\$12,828.05	\$ 71,341.21	\$ 9,610.09	\$ 91,688.59

**WORK ORDERS BY BUILDING**

FACILITY	Mar-14	YTD	Mar-13	YTD
CITY HALL	8	79	7	62
COMMUNITY CENTER	9	9	0	0
EVENTS CENTER	7	44	5	37
EMPLOYEE HEALTH CLINIC	1	4	0	5
FLEET	1	7	1	8
FRANK EVANS MUSEUM	0	7	1	11
LIBERTY PARK	1	1	0	2
MUNICIPAL COMPLEX	12	51	9	38
PARKS BUILDING	3	22	3	15
POLICE DEPARTMENT	6	37	6	38
PUBLIC WORKS BUILDING	3	25	1	23
SPORTS COMPLEX	1	19	1	11
STATION #33	1	20	2	18
STATION #37	1	14	2	12
TENNIS CENTER	0	18	1	10
TRAILHEAD PARK	1	4	2	8
WATER TREATMENT PLANT	2	10	1	11
<b>TOTALS</b>	57	371	42	309

**WORK ORDERS BY CATEGORY**

FACILITY	Mar-14	YTD	Mar-13	YTD
APPLIANCES	3	16	6	16
DOORS - INT, EXT, & HARDWARE	3	22	3	18
ELECTRICAL	20	130	11	93
FIRE ALARM SYSTEMS	2	9	1	4
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	6	26	0	22
JANITORIAL	1	15	1	5
MISCELLANEOUS	9	50	6	25
PAINT - INTERIOR & EXTERIOR	0	2	0	7
PEST CONTROL	2	5	2	6
PLUMBING	4	32	3	23
PREVENTATIVE MAINTENANCE	7	63	8	87
SECURITY SYSTEMS	0	1	1	2
SEPTIC TANKS	0	0	0	0
VENDING	0	0	0	1
<b>TOTALS</b>	57	371	42	309

# Building Division Monthly Report March 2014

## Community Development Department

TO: City Commission  
 FROM: Joe Lancaster, Building Official *SJL/150*  
 Dagmarie Segarra, Permit/Building Specialist *DS*  
 VIA: Jackie Sova, City Manager  
 DATE: May 8, 2014



### FY2014-2015 WORKLOAD DATA

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Apr-14	YTD	Apr-13	YTD	Apr-14	YTD	Apr-13	YTD
COMMERCIAL - NEW	0	3	1	1	\$ -	\$ 725,099	\$19,771,104	\$ 19,771,104
COMMERCIAL - ALTERATION	9	75	4	22	\$ 1,232,512	\$ 4,424,405	\$ 1,106,167	\$ 2,169,113
RESIDENTIAL - NEW	12	25	6	25	\$ 2,638,800	\$ 2,979,398	\$ 1,301,988	\$ 5,072,570
RESIDENTIAL - ALTERATION	11	58	25	46	\$ 37,330	\$ 553,419	\$ 2,024,665	\$ 2,137,113
ELECTRICAL - NEW/ALTERATION	14	122	15	53	\$ 195,774	\$ 2,323,219	\$ 259,651	\$ 4,101,080
ELECTRICAL - TEMP/PREPOWER	9	58	3	8	\$ 700	\$ 2,600	\$ 300	\$ 800
MECHANICAL - NEW/ALTERATION	33	175	29	62	\$ 317,054	\$ 1,168,416	\$ 816,478	\$ 1,116,137
PLUMBING - NEW/ALTERATION	9	81	25	49	\$ 99,222	\$ 1,191,957	\$ 158,761	\$ 222,079
ROOFING - TILE, METAL & FLAT	13	57	0	7	\$ 88,224	\$ 1,111,689	\$ -	\$ 41,090
RE-ROOFING	18	76	19	37	\$ 206,395	\$ 1,139,018	\$ 481,375	\$ 929,707
SWIMMING POOL	3	38	2	4	\$ 106,020	\$ 352,245	\$ 42,000	\$ 75,500
SCREEN ENCLOSURE	1	13	1	1	\$ 15,422	\$ 44,535	\$ 3,800	\$ 3,800
FENCE	14	38	7	19	\$ 39,103	\$ 99,265	\$ 21,976	\$ 45,286
SIGN	2	24	1	13	\$ 8,100	\$ 29,369	\$ 180	\$ 40,273
FOUNDATION ONLY	0	0	0	1	\$ -	\$ -	\$ -	\$ 186,180
DEMOLITION	0	0	3	3	\$ -	\$ -	\$ 75,000	\$ 75,000
<b>TOTALS</b>	<b>148</b>	<b>695</b>	<b>141</b>	<b>351</b>	<b>\$ 4,984,656</b>	<b>\$ 13,765,513</b>	<b>\$ 26,063,445</b>	<b>\$ 25,418,873</b>

BUILDING INSPECTIONS PERFORMED				
TYPE	Apr-14	YTD	Apr-13	YTD
BUILDING	422	1502	192	587
ELECTRICAL	171	589	81	248
MECHANICAL	80	344	21	98
PLUMBING	109	340	59	145
<b>TOTALS</b>	<b>782</b>	<b>2464</b>	<b>353</b>	<b>1277</b>

### MAJOR PROJECTS

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



# Lake Mary Police Department

## MONTHLY REPORT - APRIL 2014

	FY 2014 APR	FY 2014 YTD	FY 2013 APR	FY 2013 YTD
<b>Monthly Call Volume</b>	4,842	34,179	4,279	30,202
<b>Response Times (in minutes)</b>				
Priority 1	4.60		4.00	
Priority 2	2.82		5.56	
Priority 3	7.33		9.46	

### UCR Crimes

Murders	0	0	0	0
Sex Offenses, Forcible	0	2	0	2
Robbery	0	2	0	0
Assault/Battery	8	50	9	62
Burglary	5	33	6	39
Theft, all other	21	114	22	148
Motor Vehicle Theft	1	5	1	6
Theft of Motor Vehicle Parts	1	10	3	19
Arson	0	0	0	0
D.U.I.	5	20	3	20

### Total Arrests

Adults	41	237	37	260
Juveniles	2	19	6	40

### Traffic Calls

Crashes	50	358	58	397
Criminal Citations	20	104	17	121
Citations- non criminal	392	2,197	307	2,269
Parking citations	2	66	4	32
K9 Deployments	12	65	4	31
Agency Assist; outside Jurisdiction	38	356	39	265

### Alarms

Total	89	636	104	716
Business	50	402	71	491
Residential	39	234	33	225

### Total Responses to City Ordinance Violations

21	185	42	292
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# Lake Mary Police Department

## IMPORTANT EVENTS

### Patrol Division

Active Shooter: We are in the process of integrating FD and police response during the case of an Active Shooter. Sgt. Gowen & FD's Battalion Chief Palmer participated in Active Shooter simulation and study; Pfc. Komives was trained in Active Shooter Victim Rescue.

Took part in SunRail walk thru training which included safety systems and potential hazards.

A Drug Take Back day was successfully concluded April 26th with the DEA.

Ofc. Doug Wheeler and K-9 Urs completed K-9 Patrol and Drug Certification.

Security and traffic control was provided by Patrol at the Verizon building opening with Governor Rick Scott in attendance.

Police presence was provided for a successful Lake Mary Fun Day April 5th and for the Trailblazer Run April 26th, with 250+ runners.

### Criminal Investigations Division

Several members of the Investigative team, along with members of the Patrol Division, participated in the Law Enforcement Torch Run for Special Olympics. Det. Hernandez, Agt. Rodwick and Lt. Wallace completed a 13 mile run; with all other runners completing a six mile run. Motors Division participated with an escort.

Five arrests were made for burglaries in the Reserve, Tuscany and Sports Complex.

One death investigation appearing to have been of natural causes, pending autopsy results.

Det. Umana and Ofc. Hudson taught a class for juveniles in self defense.

All members of the Investigative team had FDLE training in evidence handling.

### Honor Guard

Participated in Seminole State College graduation ceremonies.

Provided Honor Guard for Deputy Sheriff German's and for Deputy Sheriff Pine's funerals.

Participated in ceremonies for the Honor Flight at Sanford Airport, honoring military veterans.

### Community Relations Division

Ofc. Hudson gave a presentation to the Senior Resource Alliance about SIG and how they provide low income seniors with assistance in Seminole County.

During weekends in April SIG rebuilt a home for a family with three handicapped children in our City. Holy Cross led the effort and financial support, with two other church groups.

A class was given to ABB (a local company) on Workplace Violence.

Three crime prevention classes were given on Active Shooter and Domestic Violence.

Ofc. Hudson attended a school lock down drill at Red Bug Lake Elementary as Lake Mary schools are considering having a drill as well.

Ofc. Hudson attended a School Board Advisory debrief.

Two tours of the Police Department were conducted for cub scouts.

A Crime Prevention presentation was given to first graders at Lake Mary Prep.

Over 100 meals, and various other services, were provided to seniors in need throughout April.

A Women's Self Defense class was given at LMPD with 12+ attendees.

### Support Services Division

Our Telecommunicators were honored during Telecommunications week April 13 - 19.

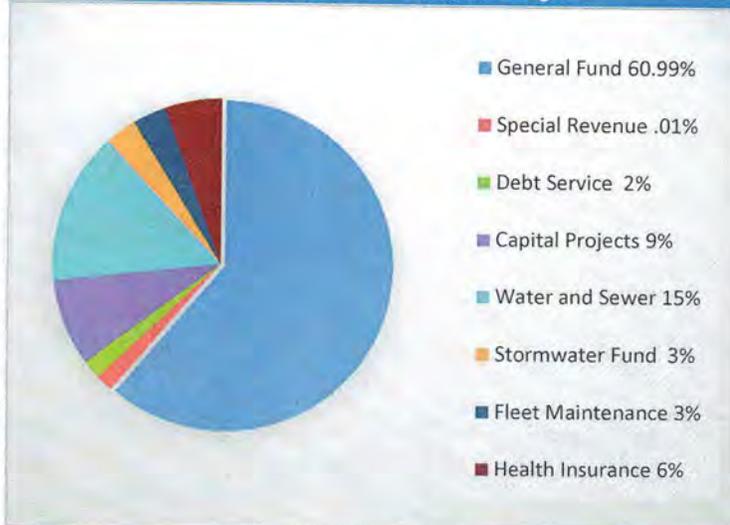
For their diligence and high performance, ECO Yarimar Woods received the Administrative Excellence Award, and ECO Marc Perez received the Civilian of the 1st Quarter Award.

# City of Lake Mary

## Budget Snapshot as of April 30, 2014

(58.33% of fiscal year elapsed)

### Fiscal Year 2013 - 2014 Adopted Budget



### General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,083,271	\$ 5,923,447	97.4%
Franchise & Utility Taxes	6,072,270	2,872,959	47.3%
Business Tax Receipts	119,500	114,673	96.0%
Permits	997,577	654,205	65.6%
Fines & Forfeitures	68,933	67,445	97.8%
Intergovernmental	1,425,105	735,847	51.6%
Charges for Services	1,288,150	778,233	60.4%
Investment Income/Other	287,000	143,105	49.9%
Operating Transfers In	985,000	574,583	58.3%
<b>Total Revenues</b>	<b>\$ 17,326,806</b>	<b>\$ 11,864,497</b>	<b>68.5%</b>

### General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	\$ 96,147	\$ 50,514	52.5%
City Manager	586,465	257,790	44.0%
City Attorney	95,000	40,928	43.1%
City Clerk	226,596	119,003	52.5%
General Government	698,269	377,556	54.1%
Risk Management	15,550	10,791	69.4%
Finance	496,993	278,630	56.1%
Information Systems	213,454	129,992	60.9%
Community Development	612,329	319,676	52.2%
Building	488,410	252,572	51.7%
Facilities Maintenance	369,481	145,446	39.4%
Police Operations	4,906,162	2,658,018	54.2%
Fire Combat	4,516,235	2,350,841	52.1%
Fire Prevention	342,023	175,805	51.4%
Support Services	951,630	464,464	48.8%
PW Admin & Engineering	226,636	121,618	53.7%
Streets/Sidewalks	505,822	224,082	44.3%
Parks & Recreation	1,725,552	816,795	47.3%
Events Center	373,035	202,682	54.3%
Community Center	100,431	45,022	44.8%
Senior Center	114,354	55,537	48.6%
Tennis Center	49,166	26,541	54.0%
Transfers Out	3,019,921	1,761,621	58.3%
<b>Total Expenditures</b>	<b>\$ 20,729,661</b>	<b>\$ 10,885,924</b>	<b>52.5%</b>
<i>Fund Balance Forward</i>	15,527,056	17,541,260	113.0%
<b>Current Fund Balance</b>	<b>\$ 12,124,201</b>	<b>\$ 18,519,833</b>	<b>152.8%</b>

### Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	\$ 631,921	\$ 368,621	58.3%
<b>Expenditures</b>			
PIRRB Series 2007	\$ 287,438	\$ 287,438	100.0%
PIRRN Series 2012	\$ 330,472	\$ 330,472	100.0%

### Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 35,810	20,755	58.0%
Cemetery Sales	4,000	1,500	37.5%
Fines & Forfeitures	12,000	12,613	105.1%
Investment Income/Other	5,650	3,283	58.1%
<b>Total</b>	<b>\$ 57,460</b>	<b>\$ 38,151</b>	<b>66.4%</b>

### Expenditures

	Budget	Year-to-Date	%
Training	\$ 18,000	\$ 13,116	72.9%
Operating & DARE	12,500	7,276	58.2%
Contributions	13,000	13,600	104.6%
Capital	297,005	82,249	27.7%
Heritage Park	220,000	3,500	1.6%
Cemetery Operations	9,175	1,617	17.6%
<b>Total</b>	<b>\$ 569,680</b>	<b>\$ 121,358</b>	<b>21.3%</b>
<i>Fund Balance Forward</i>	1,118,062	1,004,102	89.8%
<b>Current Fund Balance</b>	<b>\$ 605,842</b>	<b>\$ 920,895</b>	<b>152.0%</b>

### Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 6	\$ 1,333	22216.7%
Grants	-	-	0.0%
Intergovernmental/Other	255,600	493,634	193.1%
Transfers In	2,130,000	1,242,500	58.3%
<b>Total</b>	<b>\$ 2,385,606</b>	<b>\$ 1,737,467</b>	<b>72.8%</b>

### Expenditures

	Budget	Year-to-Date	%
Capital Projects	2,891,822	1,364,472	47.2%
<b>Total</b>	<b>\$ 2,891,822</b>	<b>\$ 1,364,472</b>	<b>47.2%</b>
<i>Fund Balance Forward</i>	510,495	801,493	157.0%
<b>Current Fund Balance</b>	<b>\$ 4,279</b>	<b>\$ 1,174,488</b>	<b>27447.7%</b>

### Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 2,100,000	\$ 1,041,993	49.6%
Sewer Revenue	1,850,000	1,090,361	58.9%
Reclaimed Water	200,000	128,157	64.1%
Water Impact Fees	40,400	37,293	92.3%
Sewer Impact Fees	17,400	1,050	6.0%
Investment Income/Other	180,500	118,090	65.4%
<b>Total</b>	<b>\$ 4,388,300</b>	<b>\$ 2,416,944</b>	<b>55.1%</b>

### Expenditures

	Budget	Year-to-Date	%
Operating Expenses	1,581,184	735,266	46.5%
Capital Projects	1,125,000	444,693	39.5%
Wholesale swr/reclaimed	1,325,000	656,107	49.5%
Transfers Out	1,027,000	599,083	58.3%
<b>Total</b>	<b>\$ 5,058,184</b>	<b>\$ 2,435,149</b>	<b>48.1%</b>
<i>Beg Unrestrict Net Assets</i>	14,029,242	14,264,472	101.7%
<b>Available Net Assets</b>	<b>\$ 13,359,358</b>	<b>\$ 14,246,267</b>	<b>106.6%</b>

### Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 382,103	\$ 221,009	57.8%
Interest/Other	4,000	3,356	83.9%
<b>Total</b>	<b>\$ 386,103</b>	<b>\$ 224,365</b>	<b>58.1%</b>

### Expenditures

	Budget	Year-to-Date	%
Operating Expenses	239,889	108,993	45.4%
Capital Projects	807,500	78,438	9.7%
<b>Total</b>	<b>\$ 1,047,389</b>	<b>\$ 187,431</b>	<b>17.9%</b>
<i>Unrestricted Net Assets</i>	847,712	929,878	109.7%
<b>Available Net Assets</b>	<b>\$ 186,426</b>	<b>\$ 966,812</b>	<b>518.6%</b>

### Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 990,619	\$ 433,401	43.8%
<b>Expenditures</b>			
Operating Costs	\$ 282,656	\$ 153,310	54.2%
Vehicle Purchases	\$ 792,700	\$ 592,119	74.7%

### Health Insurance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Charges for Service/Other	\$ 1,864,998	\$ 1,007,059	54.0%
<b>Expenditures</b>			
Health Insurance Expense	\$ 1,629,600	\$ 892,937	54.8%
Health Clinic Expense	\$ 247,694	\$ 123,985	50.1%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of April 30, 2014**

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
	Millage Rate	3.6355	3.6355	3.6355	3.6355	3.5895	3.5895	
311-10	Ad valorem tax	\$ 6,470,685	6,072,711	5,943,112	6,029,358	6,083,271	5,923,447	97.37%
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,283,358	1,224,950	1,219,190	1,128,047	1,150,078	423,927	36.86%
313-11	FP&L - Franchise	586,291	545,433	576,381	535,600	525,181	222,671	42.40%
313-40	Propane - Franchise	7,090	10,010	7,700	5,864	8,240	4,471	54.26%
313-70	Solid Waste - Franchise	402,902	419,745	420,000	428,368	428,033	252,316	58.95%
	Total Franchise	2,279,641	2,200,138	2,223,271	2,097,879	2,111,532	903,385	42.78%
314-10	Duke Energy - Utility	1,348,464	1,249,357	1,281,040	1,288,610	1,273,877	682,464	53.57%
314-11	FP&L - Utility	607,667	601,224	586,393	648,297	618,847	337,981	54.61%
314-20	Telecommunications	2,025,484	2,011,704	1,970,830	2,093,587	2,030,020	922,290	45.43%
314-80	Propane Gas - Utility	45,535	47,512	45,080	40,838	37,994	26,839	70.64%
	Total Utility	4,027,150	3,909,797	3,883,343	4,071,332	3,960,738	1,969,574	49.73%
	Total Franchise & Utility	6,306,791	6,109,935	6,106,614	6,169,211	6,072,270	2,872,959	47.31%
	Licenses and Permits:							
321-60	Business Tax Receipts	119,026	115,373	119,000	118,964	119,500	114,673	95.96%
322-10	Building Permits	501,449	851,192	755,000	1,543,828	915,000	536,299	58.61%
322-20	Electrical Permits	31,702	63,819	50,040	45,976	37,017	60,822	164.31%
322-30	Plumbing Permits	12,861	43,687	31,625	30,639	20,069	24,197	120.57%
322-40	Mechanical Permits	23,054	25,243	18,750	32,685	25,491	32,887	129.01%
	Total Licenses & Permits	688,092	1,099,314	974,415	1,772,092	1,117,077	768,878	68.83%
	Fines & Forfeitures:							
351-10	Court Fines	66,172	59,132	38,670	69,858	51,083	32,794	64.20%
351-30	False Alarm Fees	1,850	4,225	2,016	3,950	2,850	400	14.04%
351-50	Violation of Local Ordin.	12,901	7,810	7,000	33,586	15,000	34,251	228.34%
	Total Fines & Forfeitures	80,923	71,167	47,686	107,394	68,933	67,445	97.84%
	Intergovernmental:							
312-41	Local Option Gas Tax	204,746	224,965	244,939	249,978	241,466	123,471	51.13%
334-00	Grants	18,575	3,241	2,096	2,096	-	-	
335-12	State Rev. Share/Gas Tax	268,887	275,591	282,494	293,595	301,344	165,805	55.02%
335-14	Mobile Home License	35	108	50	114	80	12	15.00%
335-15	Alcoholic Beverage Lic.	20,566	9,829	9,500	5,572	13,000	10,285	79.12%
335-18	1/2 Cent Sales Tax	795,364	800,439	824,124	834,141	857,575	432,814	50.47%
	Firefighter Supplement	10,580	11,200	10,320	11,740	11,640	3,460	29.73%
	Total Intergovernmental	1,318,753	1,325,373	1,373,523	1,397,236	1,425,105	735,847	51.63%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of April 30, 2014**

Account Code	Description	2011 Actual	2012 Actual	2013 Budget	2013 Y-T-D	2014 Budget	2014 Y-T-D	% FYTD
<b>Charges for Services:</b>								
341-80	County Business License	12,665	10,715	11,000	10,836	11,500	8,692	75.58%
341-21	Zoning Fees	25,615	21,798	15,000	22,074	19,000	9,878	51.99%
341-22	Site Plan Fees	6,400	3,200	3,200	10,200	8,000	8,000	100.00%
341-22	Developer Bonus	-	-	-	-	-	-	-
342-10	Police Services	71,190	63,085	45,000	57,744	53,000	20,732	39.12%
342-60	Rescue Transport Fees	657,144	609,044	465,000	597,065	495,000	351,975	71.11%
347-10	Community/Events Center Rent	499,973	513,448	495,000	489,532	500,000	309,912	61.98%
347-15	Community Center	-	-	-	-	15,000	-	-
347-20	Summer Camp Fees	-	-	-	-	55,000	3,950	7.18%
347-30	Farmers Market	36,838	31,379	35,000	29,719	31,000	14,935	48.18%
347-40	Skate Park Fees	16,296	8,819	13,500	4,221	4,000	2,158	53.95%
347-45	Splash Park Fees	23,504	24,274	25,000	22,811	25,000	3,185	12.74%
347-50	Park Rentals	675	630	800	1,082	850	658	77.41%
347-60	Sports Complex Rentals	24,658	27,330	25,000	29,288	27,500	20,753	75.47%
347-70	Softball Leagues	16,875	13,930	17,000	16,575	17,500	9,750	55.71%
347-80	Concession Revenues	5,444	679	1,750	2,435	1,800	4,516	250.89%
347-90	Tennis Center Revenues	52,204	50,231	54,000	40,729	24,000	9,139	38.08%
	<b>Total Charges for Services</b>	<b>1,449,481</b>	<b>1,378,562</b>	<b>1,206,250</b>	<b>1,334,311</b>	<b>1,288,150</b>	<b>778,233</b>	<b>60.41%</b>
<b>Other:</b>								
361-10	Interest	229,730	192,570	132,000	(1,038)	135,000	72,897	54.00%
363-10	Streetlighting	32,802	32,780	32,000	32,484	32,000	18,245	57.02%
364-00	Sale of Capital Assets	15815	51,917	-	388	-	136	-
369-00	Other Miscellaneous Rev.	113,923	160,060	133,400	126,900	120,000	51,827	43.19%
	<b>Total Other Revenue</b>	<b>392,270</b>	<b>437,327</b>	<b>297,400</b>	<b>158,734</b>	<b>287,000</b>	<b>143,105</b>	<b>49.86%</b>
<b>Transfers In:</b>								
381-00	Transfers from W&S	850,000	850,000	900,000	900,000	985,000	574,583	58.33%
381-00	Transfers from Cemetery FD	-	125,000	-	-	-	-	-
	<b>Total Transfers In</b>	<b>850,000</b>	<b>125,000</b>	<b>900,000</b>	<b>900,000</b>	<b>985,000</b>	<b>574,583</b>	<b>58.33%</b>
	<b>Total General Fund Revenue</b>	<b>17,556,995</b>	<b>16,494,389</b>	<b>16,849,000</b>	<b>17,868,336</b>	<b>17,326,806</b>	<b>11,864,497</b>	<b>68.47%</b>
	<b>Carry-forward Fund Balance</b>	<b>15,145,583</b>	<b>15,066,183</b>	<b>16,369,093</b>	<b>16,369,093</b>	<b>15,527,056</b>	<b>17,541,260</b>	<b>112.97%</b>
	<b>Total Available</b>	<b>\$ 32,702,578</b>	<b>\$ 31,560,572</b>	<b>\$ 33,218,093</b>	<b>\$ 34,237,429</b>	<b>\$ 32,853,862</b>	<b>\$ 29,405,757</b>	<b>89.50%</b>

FINANCE DEPARTMENT  
MONTHLY REPORT  
April 2014

Purchasing/AP Activity	Apr-14	FYTD	Apr-13	FYTD
Purchase Orders Encumbered	48	340	17	281
Bids/RFPs Processed	0	4	1	4
Express Purchase Orders Processed	7	79	9	72
Express P.O. - Average \$ Value	\$124		\$210	
Checks Issued to Vendors	247	1,512	218	1,573
P-Card Transactions	325	2,057	253	1,794
P-Card Average \$ Value	\$155		\$190	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	39	290	43	257
Items Deposited	2,983	19,596	2,875	21,065
Deposited Items Returned	4	18	4	30
Credit/Debit Card transactions	415	3,077	336	2,367
Credit/Debit Card Sales	\$72,112	\$468,733	\$43,355	\$310,846
Employees Paid	379	2,906	384	3,010

Utilities Activity				
Utility Refund Checks	1	106	0	143
Utility Turn-offs for Non-payment	16	119	15	138
Door Hangers for Non-pay prepared	105	898	74	846
Delinquent Letters Mailed Out	256	2,368	374	2,651
Utility Service Complaints Handled	23	137	27	151
Garbage Service Complaints Handled	18	89	12	78
Existing Utility Accounts Closed	47	405	86	469
New Utility Accounts Opened	37	420	69	453
Utility Bank Draft Customers	1,118		1,034	
Electronic Utility Payments	1,100		1,028	
Paperless Billing Customers	714		568	
Current Residential Water Customers	4,726		4,703	
Current Residential Sewer Customers	2,588		2,553	
Current Residential Garbage Customers	4,897		4,818	
Current Commercial Water Customers	451		443	
Current Commercial Sewer Customers	384		379	
Current Commercial Garbage Customers	240		242	

IT Activity				
Helpdesk tickets logged	147	825		
Computer/Server/Network tickets	148	795		
Cell Phone tickets	4	30		
Helpdesk tickets resolved	152	827		
Average resolution time (days)	1			
Intranet/Website Updates	6	61		
Unique Website Visitors	24,089	113,917		

Items of Interest During Reporting Period

**CITY CLERK'S OFFICE MONTHLY REPORT  
APRIL 2014**

	FY 2014		FY 2013	
	APRIL 14	YTD	APRIL 13	YTD
MINUTES PREPARED (SETS)	2	11	1	12
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	1	4	0	2
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	1	1	0	3
PROCLAMATIONS PREPARED	7	14	6	20
PUBLIC HEARING NOTICES PUBLISHED	0	3	3	5
OCCUPATIONAL LICENSES				
NEW	18	123	15	176
RENEWALS	10	198	6	379
TRANSFERS	4	35	4	24
REVENUE GENERATED	\$1,672.50	\$25,983.50	1,105.00	\$34,668.00
FOOD TRUCKS LICENSED (WineART Wednesday)	3	19	4	34
REVENUE GENERATED	\$150.00	\$820.00 (\$100 CREDIT FROM 9/14/13)	\$200.00	\$1,700.00
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	4	18	4	22
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0



**City of Lake Mary**  
**Fire Department**  
911 Wallace Court, Lake Mary, Florida 32746



## **Monthly Report**

### **March 2014**

#### **Administration and Emergency Operations**

We responded to 327 emergency alarms, had 161 transports, and logged over 1081 hours of training during the month of March.

Emergency Operations personnel had an additional 59 public contacts for sharps boxes, blood pressures, child car seat installations, public relations, etc.

Administration continued worked on data and statistics for transport fees along with budget preparation.

#### **Fire Prevention**

Fire Prevention conducted 279 combined inspections and 69 plan reviews.

Activities included - follow up on fire sprinkler and false alarm issues at several buildings, fire alarm inspections with UL Auditor, worked on inspection software, ordering material for National Fire Safety Council.

#### Public Education Events –

Conducted training for Boy Scouts for merit badge.

Station Tour – Lake Mary Montessori Academy – 100 persons

Fire Extinguisher Training – UCP School – 23 persons

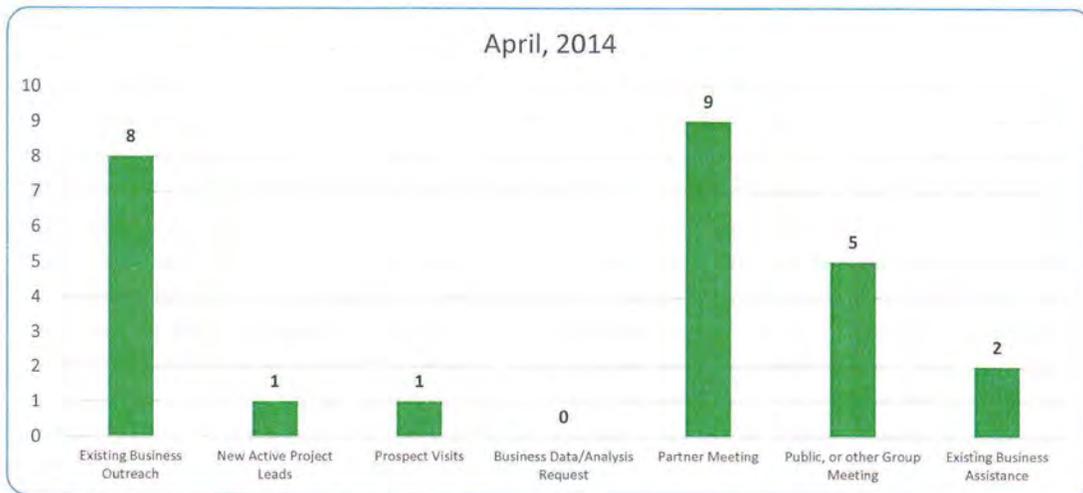
Attended Lake Mary Elementary Arts Festival with table display – 300 in attendance

Conducted 10 – 911 Tests at local businesses.

City of Lake Mary -  
Economic Development Activity Report  
**Activity Summary**

City of Lake Mary, Economic Development Activity Summary April, 2014	
Activity Code	Explanation
Existing Business Outreach	Existing business outreach meeting or interview
New Active Project Leads	Meetings associated with new projects that develop into follow-up action or incentive
Prospect Visits	Meeting with business potentially interested in relocating or expanding in Lake Mary
Business Data/Analysis Request	Data and analysis request processed
Partner Meeting	Meeting with Economic Development partners
Public, or other Group Meeting	Public Meetings, or other group meeting
Existing Business Assistance	Existing business assistance with problem, and follow-up

Activity Count	April, 2014
Existing Business Outreach	8
New Active Project Leads	1
Prospect Visits	1
Business Data/Analysis Request	0
Partner Meeting	9
Public, or other Group Meeting	5
Existing Business Assistance	2
<b>Total Count</b>	<b>26</b>



**Milestones:**

Final acceptance of Vanpool Grant Program. Initiated marketing the program to businesses. Developed collateral material.
Series of meetings/negotiations to develop incentive proposals for two 'confidential' economic development projects. (1) Project Valens - Life Sciences firm considering moving operations to Lake Mary, from NY State. (2) Project BlueSky - Corporate Headquarter relocation and expansion to Lake Mary
Administered 75 surveys in the downtown area of the City. The results of these suveys will be tabulated and shared with the City Commission. These results will help inform future downtown development and identify business needs in the area.
Review and purchase of a new grant database and management system for the City called ECivis. Five users authorized for the City.

City of Lake Mary -  
Economic Development Activity Report

<b>Activity Detail</b>			
<b>City of Lake Mary, Economic Development Activity Log</b>			
<b>April, 2014</b>			
<b>Name</b>	<b>Date</b>	<b>Activity Code</b>	<b>Explanation</b>
Tom	4/1/14	Existing Business Outreach	Meeting with Seaside Bank Representatives to discuss local lending and potential client prospects.
Tom	4/1/14	Partner Meeting	Meeting of SunRail working group at County Services Building. Shared new Vanpool grant program with partners.
Tom	4/2/14	Prospect Visits	Contact with local company considering expansion in the community. Shared Lake Mary attributes and connected them with MOEDC regarding potential incentives.
Tom	4/2/14	Existing Business Assistance	Met with business owner that is distributing new vehicle in Central Florida. Expressed interest in showcasing his product at Family Fun Day as a way to connect with SunRail
Tom	4/3/14	Public, or other Group Meeting	City Commission Workshop and Meeting. Vanpool Grant Program approved.
Tom	4/4/14	Existing Business Outreach	Meeting with insurance company rep located in Lake Mary
Tom	4/4/14	Partner Meeting	Meeting with County Economic Development to prepare economic development priorities for 2014, for presentation at MOEDC - RED team meeting
Tom	4/7/14	Partner Meeting	Breakfast meeting with Florida High Tech Corridor Council
Tom	4/7/14	Partner Meeting	Meeting with ECFRPC led effort exploring SunRail and affordable housing
Tom	4/8/14	Existing Business Outreach	Business outreach via Seminole Chamber Coffee Club meeting
Tom	4/11/14	Existing Business Outreach	Meeting with Verizon Directors (Judy Jenkins et al.) to discuss Vanpool and other items
Tom	4/11/14	Partner Meeting	RED team meeting at MOEDC to discuss local and regional economic development priorities
Tom	4/14/14	Partner Meeting	Meeting with Leadership Seminole Staff
Tom	4/14/14	Existing Business Assistance	Discussion with SSC staff regarding SunRail usage by faculty and staff
Tom	4/15/14	New Active Project Leads	Discussed incentives with potential project interested in relocating to Lake Mary from NY State. This project has 'confidential' status.
Tom	4/15/14	Partner Meeting	Economic Development presentation to Mayors-Managers meeting.
Tom	4/16/14	Existing Business Outreach	Participated in DRC meeting for Lakeside at Primera
Tom	4/16/14	Public, or other Group Meeting	Meeting Regional Parks Director Luncheon, presentation on economic impact of parks and recreation facilities.
Tom	4/17/14	Partner Meeting	Strategy meeting regarding incentives for ED projects.
Tom	4/18/14	Partner Meeting	Brainstorm target uses for East Village of downtown Lake Mary with Planning Staff.
Tom	4/22/14	Public, or other Group Meeting	Group meeting arranged by Enterprise Florida providing training on programs and incentives.
Tom	4/23/14	Existing Business Outreach	Meeting with developer to discuss development opportunities in the City.
Tom	4/25/14	Public, or other Group Meeting	Verizon Grand Opening Event. Produced a series of quotes for the press release associated with this event.
Tom	4/30/14	Existing Business Outreach	Attended Aerosim open house and announcement of partnership with SSC.
Tom	4/30/14	Public, or other Group Meeting	SSC accounting advisory board meeting.
Tom	4/30/14	Existing Business Outreach	Meeting to discuss potential townhome project in downtown Lake Mary.

# PUBLIC WORKS UPDATE

**April 2014**

## Streets/Sidewalks – 432

1. Station House area parking, utility and road improvements underway; expected completion August 2014.
2. Design of parking lot for Community Building underway.

## Water Treatment – 434

1. 12-month average daily water demand 2.93 million gallons (5% less than previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 4.84, plant capacity 9.99 MGD.
2. Painting of elevated storage tank by Spensieri Diversified complete.
3. Air stripper media replacement complete.

## Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – ongoing.
2. Large meter replacements being scheduled for June and July.
3. Continuing decommission of galvanized water mains downtown.
4. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
5. New lift station SCADA system, Santis Engineering, installation to begin in May.
6. Lake Mary Blvd/TOD sewer design complete, working on permitting.

	Apr-14	FYTD	Apr-13	FYTD
Work Orders Completed	29	188	35	176
Sidewalks Repaired (Feet)	100	1,960	20	535
Street Signs Installed	7	90	11	92
Streets Paved (Miles)	0	3	0	0
Paved Streets Maintained (Asphalt - Tons)	4.50	24.00	2.50	42
Millions Gallons Treated	95	612	96.50	642
New Water Meters Installed	3	25	1	22
Waterlines Installed (Feet)	0	230	0	0
Waterline Breaks Repaired	22	138	23	94
Meters Exchanged	21	202	19	343
Turn-On/Turn-Off (Customer Request)	84	825	155	922
Turn-Offs/Non-Payment	16	119	15	138
Water System Dist. Valves Exercised	20	180	30	110
Vehicle Preventative Maint. Inspections	49	339	48	325
Vehicles/Equipment Serviced	86	568	87	623

# Human Resources

## April 2014 Report

<b>Employment</b>	<b>04/14</b>	<b>YTD</b>	<b>04/13</b>	<b>YTD</b>
Applications received/acknowledged	101	235	21	493
New Hire Orientations	1	7	1	21
Resignations/Terminations	3	9	1	15
Current Vacancies (FT/PT Employment Opportunities)	7	20	2	20
Positions filled in house	1	6	0	3
Positions filled outside	0	6	1	21
Surveys Conducted/Completed	12	53	3	18
Employee Evaluations	46	135	45	123
Employee Verifications	6	35	10	31
Personnel Actions Initiated	42	221	17	215
Grievances Filed	0	1	0	0
Employee Insurance Assistance	5	29	3	27
Current Full Time Employees	177		175	
Current Part Time Employees	15		20	
<b>Special Projects</b>				
Insurance renewal				
<b>Insurance</b>	<b>04/14</b>	<b>YTD</b>	<b>04/13</b>	<b>YTD</b>
On the Job Injuries - Medical Attention Required	1	4	0	0
On the Job Injuries - No Medical Attention Required	0	1	0	2
City Vehicle Accidents Reported - Under \$500	0	7	0	5
City Vehicle Accidents Reported - Over \$500	0	2	0	2
Loss/Damage Reports - Under \$500	0	6	0	6
Loss/Damage Reports - Over \$500	0	1	0	2
Damage to City Property by Others - Under \$500	0	0	0	0
Damage to City Property by Others - Over \$500	0	0	0	2
Liability/Claimant Incident Reports - Under \$500	0	4	0	0
Liability/Claimant Incident Reports - Over \$500	1	3	0	2
Special Hearings/Mediations	0	0	0	1

# Monthly Report – APRIL 2014

## Community Development Department



TO: Mayor and City Commission

FROM: Gary Schindler, City Planner *[Signature]*

VIA: Jackie Sova, City Manager *[Signature]*

DATE: May 15, 2014

RE: Planning and Development Activity

### FY2013-2014 WORKLOAD DATA

	FY2013		FY2014	
	APRIL	Total YTD	APRIL	Total YTD
Land Use Amendments	0	2	0	0
Rezoning	0	3	0	4
Conditional Use	0	4	0	1
Subdivisions/Plat	1	2	0	4
Site Plans	1	2	2	7
Variances	0	0	0	1
Vacates	0	1	0	0
Annexations	0	0	0	0
DRI Development Agreement & Amendments	0	0	0	0
PUD Development Agreement & Amendments	0	1	0	1
Development Agreements, New	0	0	0	0
DRC Reviews	2	4	1	4
Home Occupation Review	2	25	4	31
Business License Review	12	178	17	76
Arbor Permits (non-development related)	15	100	24	102
Zoning Verification Letters	3	8	0	3
Site Permits Issued	2	8	0	5
Building Permits Review	53	322	54	246
Number of Pages Scanned	0	0	0	0

#### Significant Meetings & Issues:

April 1 – SunRail punch list site inspection; SunRail Working Group (Seminole County)

April 3 – MetroPlan Municipal Advisory Committee; 17/92 Properties Mtg

April 4 – Meeting with potential developer in Colonial Center DRI; MetroPlan Bike/Ped App Preview Mtg

April 7 – Woodbridge Lakes Neighborhood Grant Pre-app Meeting

April 8 – Sanford Airport Noise Abatement Committee

April 9 – MetroPlan Brd Mtg

April 18 – Staff discussion regarding a possible location for a Downtown grocery store

**April 22 – Meeting regarding proposed 7-11 Store at Goat Island**

**April 23 – Easements Seminar**

**April 25 – Verizon Grand Opening**

**April 29 – Meeting with Fountain Park regarding additional parking**

**April 30 – SunRail Kickoff; National Pain Clinic Parking Lot Expansion DRC; DRC for My Neighborhood Storage**