



## **LAKE MARY CITY COMMISSION**

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

### **WORK SESSION**

**THURSDAY, JUNE 05, 2014 5:30 PM**

#### **1. Items for Consideration**

- A. Proposed Country Club Right-of-Way Improvements (Update) (John Omana, Community Development Director)**
- B. Survey of Downtown Businesses (Tom Tomerlin, Economic Development Manager)**
- C. Proposed Improvements to Central Park (Bryan Nipe, Parks & Recreation Director)**

#### **2. 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.**



## MEMORANDUM

DATE: June 5, 2014  
TO: City Commission  
VIA: Jackie Sova, City Manager  
FROM: John Omana, Community Development Director  
SUBJECT: Proposed Country Club Right-of-Way Improvements (Update)

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**DISCUSSION:** In February of this year, the City Commission directed staff to look into the costs of realigning Country Club Road as part of the proposed Traffic Circles at Crystal Lake Avenue and Wilbur Avenue on North County Club Road. The reason for this direction involved the fact that there are right-of-way encroachments by parking spaces and a building along North Country Club. In addition, there is an uneven alignment creating gaps between right-of-way lines.

Mr. Jeremy Owens, P.E., of CPH Engineers, Inc., has been working on the design which includes surveying of the design areas and the need for a special traffic signal system at Crystal Lake Avenue for emergency vehicle usage. Mr. Owens conducted a cost analysis and provided the following estimate:

Country Club Realignment	\$370,000
Special Traffic Signal	\$200,000
Wilbur Ave. Circle	\$165,600
Crystal Lake Ave. Circle	\$218,000
Total Project Cost	\$953,600

**OTHER TRAFFIC CONTROL OPTIONS ON COUNTRY CLUB RD.:** In April 2014, the City conducted traffic counts for Country Club Road and registered 43,000 trips over a four day period. In light of these traffic counts; the popularity of SunRail; the eventual completion of the Epoch's Station House Apts.; and the future development of the Station Pointe property with 31,000 square feet of office/restaurant uses, staff and Mr. Owens present the following options for the Commission's consideration:

- 1) Traffic signal on Country Club Road. Either at Crystal Lake Avenue or Wilbur Ave.;
- 2) Directional Signage.

Benefits of a signal on Country Club Road include the following:

- 1) City has more of a controlled access to the intersection versus traffic circle resulting in improved public safety;
- 2) Signal eliminates permanent structure in right-of-way;
- 3) Eliminates traffic circles at Wilbur Avenue & Crystal Lake Avenue;
- 4) Eliminates or minimizes right-of-way realignment due to use of existing laneage;
- 5) Creates potential cost savings of \$753,000 which can be used for beautification or other improvements.

**DISPOSITION:** The attached plan depicts the two traffic circles and will be used by staff and CPH during the presentation to specifically identify and expand the discussion on the items outlined in this memo. Overall, staff seeks direction on whether the Commission wishes to continue with the Traffic Circle project or pursue the feasibility of a Traffic Signal on Country Club Road. It is important to note that if the feasibility angle is pursued that the City will need to coordinate with Seminole County Traffic Engineering.

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## MEMORANDUM

DATE: June 5, 2014

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Tom Tomerlin, Economic Development Manager

SUBJECT: Survey of Downtown Businesses (Tom Tomerlin, Economic Development Manager)

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### **DISCUSSION:**

A survey instrument was developed by city staff in order to better assess concerns and opportunities for businesses operating in downtown Lake Mary. A copy of the survey is attached. The geographic target area for the survey was the area delimited as part of the Downtown Master Plan area.

The survey was administered in March 2014, with a total distribution of 70 surveys (n=70). The primary distribution method was via hand-delivery to businesses. Sixteen (16) completed surveys were returned, representing a response rate of 23%. It is important to note that no statistical validity is being recognized in the summary of results presented herein. Nonetheless, the cumulative results of the survey do represent feedback from 16 businesses that operate in downtown Lake Mary.

### **RECOMMENDATION:**

That the City Commission consider the results of the downtown survey.

### **ATTACHMENTS:**

- Downtown Lake Mary Business Survey
- Results of Downtown Business Survey



## City of Lake Mary – Downtown Business Survey

Dear City of Lake Mary Business Owner:

This is an exciting time for the City of Lake Mary’s downtown. The following survey provides an opportunity for you to tell us about your downtown business and your business needs. We want our downtown to flourish with your needs in mind. It is a confidential survey, so please feel free to be direct. We will have the survey results analyzed, and use the information as the cornerstone of our business retention program. We appreciate your time and look forward to your responses. Key findings will be reported to you as soon as they are available. If you have additional questions, feel free to call Tom Tomerlin, City of Lake Mary Economic Development Manager, at 407-585-1426 or [ttomerlin@lakemaryfl.com](mailto:ttomerlin@lakemaryfl.com) or FAX 407-585-1498

**Please return the survey to: Tom Tomerlin, City Hall, 100 N. Country Club Road, or  
contact Tom Tomerlin for pick-up**

### CONTACT INFORMATION

Business Name \_\_\_\_\_

Business Owner(s) \_\_\_\_\_ Contact: \_\_\_\_\_

Business Physical Address \_\_\_\_\_

Business Phone \_\_\_\_\_ Email \_\_\_\_\_ Web Site \_\_\_\_\_

1. Please rate the degree to which you are experiencing the following business challenges. (● mark ONE answer for each item)

	Major Challenge	Minor Challenge	Don't Know	No Challenge
Recruiting or retaining employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unavailable products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employee wages or benefits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shipping or transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In-town competition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Out-of-town competition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Language barriers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poor building condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restrictive business regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crime (shoplifting/theft/vandalism)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unskilled workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. How strongly do you agree or disagree with the following statements? (● mark ONE answer for each statement)**

	Strongly Agree	Somewhat Agree	Neutral	Somewhat Disagree	Strongly Disagree
Local police protection is outstanding.....	<input type="checkbox"/>				
I feel safe downtown, even at night.....	<input type="checkbox"/>				
Local fire protection is outstanding.....	<input type="checkbox"/>				
Local waste collection service is outstanding.....	<input type="checkbox"/>				
Local municipal services are well worth the level of local taxation.....	<input type="checkbox"/>				
I always try to buy products and services locally.....	<input type="checkbox"/>				
I always direct customers to other downtown businesses.....	<input type="checkbox"/>				
I seek ways to cooperate with complementary downtown businesses.....	<input type="checkbox"/>				
The existing downtown business mix helps my business.....	<input type="checkbox"/>				
The look and feel of downtown helps my business.....	<input type="checkbox"/>				
My building façade draws customers into my business.....	<input type="checkbox"/>				
My window and store displays help my business.....	<input type="checkbox"/>				
My advertising helps my business.....	<input type="checkbox"/>				
My business is open when customers want to shop.....	<input type="checkbox"/>				
Employees of my business show great customer service.....	<input type="checkbox"/>				
Housing for employees is readily available.....	<input type="checkbox"/>				
Childcare for employees and customers is readily available.....	<input type="checkbox"/>				
Downtown Lake Mary is an excellent place to have a business.....	<input type="checkbox"/>				

**3. How satisfied are you with the present location of your business? (● mark ONE)**

- Very Satisfied   
  Satisfied   
  Neutral   
  Unsatisfied   
  Very Unsatisfied   
  Plan to Move

Why? \_\_\_\_\_

**4. Do you have plans to expand or reduce operations for your business in the foreseeable future? (● mark ONE)**

- I plan to expand products/services or square footage downtown.  
 I plan to expand products/services or square footage at a location outside the downtown.  
 I plan to reduce products/services or square footage downtown.  
 I don't have any plans for changes.

**5. Are you, or the building owner, considering any building improvement projects?  Yes  No  Don't Know**

**6. How long has your business been in operation? (● mark ONE, include time at this & any previous locations)**

- under 1 year   
  1-5 years   
  6-10 years   
  11-20 years   
  over 20 years

**7. Does your business own or lease the space in which it is located?  Own  Lease  Lease, want to purchase**

**8. How many square feet does your business occupy? \_\_\_\_\_**

**9. Where do your customers typically park?**

(● mark ONE)

- On the street
- In a private parking lot
- In a public parking lot
- Other \_\_\_\_\_

**10. What percentage of employees of your business live here in the City of Lake Mary? \_\_\_\_\_ %**

**11. How many people, including owners, does your business employ in each of the following categories?**

(Full-time = 32 or more hours/week)

Full-time year-round \_\_\_\_\_ Part-time year-round \_\_\_\_\_ Seasonal \_\_\_\_\_

**12. What are the hours of operation for your business?**

Monday from \_\_\_\_\_ to \_\_\_\_\_

Tuesday from \_\_\_\_\_ to \_\_\_\_\_

Wednesday from \_\_\_\_\_ to \_\_\_\_\_

Thursday from \_\_\_\_\_ to \_\_\_\_\_

Friday from \_\_\_\_\_ to \_\_\_\_\_

Saturday from \_\_\_\_\_ to \_\_\_\_\_

Sunday from \_\_\_\_\_ to \_\_\_\_\_

**What are your thoughts on store hours?**

- I am open all the hours I need to be
- I can't be open more hours for personal reasons
- I should be open more hours, but can't afford the staff
- I should be open more hours, but can't find good staff
- I would be open more hours if I were sure of sales
- I would be open more hours if everyone else were

**13. During a typical week, what are the busiest times for your business?**

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**What are the three busiest months of the year for this business?**

(● mark up to THREE)

- |                                  |                                   |                                    |
|----------------------------------|-----------------------------------|------------------------------------|
| <input type="checkbox"/> January | <input type="checkbox"/> February | <input type="checkbox"/> March     |
| <input type="checkbox"/> April   | <input type="checkbox"/> May      | <input type="checkbox"/> June      |
| <input type="checkbox"/> July    | <input type="checkbox"/> August   | <input type="checkbox"/> September |
| <input type="checkbox"/> October | <input type="checkbox"/> November | <input type="checkbox"/> December  |

**14. Which of the following events increased foot traffic or sales volume for your business, either during the event or in the next few days or weeks? (● mark ALL that apply)**

- WineArt Wednesdays
- Saturday Farmers Market
- Holiday in the Park
- Other \_\_\_\_\_

**15. Please describe the target market of your business. (● mark ONE for each category)**

**Gender**  Male  Female | **Age**  under 18  18-24  25-44  45-54  55-64  Over 64

**16. What is the toughest competition for your business? (specify up to THREE competitors by name)**

a. \_\_\_\_\_ b. \_\_\_\_\_ c. \_\_\_\_\_

**17. To what degree do the following traits help make your business more competitive, versus your competitors?**

(● mark ONE answer for each item)

	A Lot	A Little	Not At All
Your Location.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Parking.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Hours.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Service.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Name Brands.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Quality.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Selection.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Your Price.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**18. Relative to other businesses in your trade, what price point do you target? (● mark ONE)**

low-end                       average                       high-end

**19. What three downtown businesses complement your business the most? (specify up to THREE businesses by name)**

a. \_\_\_\_\_ b. \_\_\_\_\_ c. \_\_\_\_\_

**20. What are the two biggest non-work reasons people stop downtown? (i.e., specific establishment, attraction or activity)**

a. \_\_\_\_\_ b. \_\_\_\_\_

**21. With your business in mind, what kind of business would you most like to see available downtown?**

1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_  
 4. \_\_\_\_\_

**22. Name two businesses (by name) you would most like to see come to downtown Lake Mary? (i.e., specific chain or franchise)**

a. \_\_\_\_\_ b. \_\_\_\_\_

**23. With your business in mind, what community assets would you most like to see developed?**

\_\_\_\_\_

**24. Do you expect to see more business activity as a result of the new SunRail Station?  Yes  No  Uncertain**

**25. Do you, or your employees, expect to use the new SunRail System?**

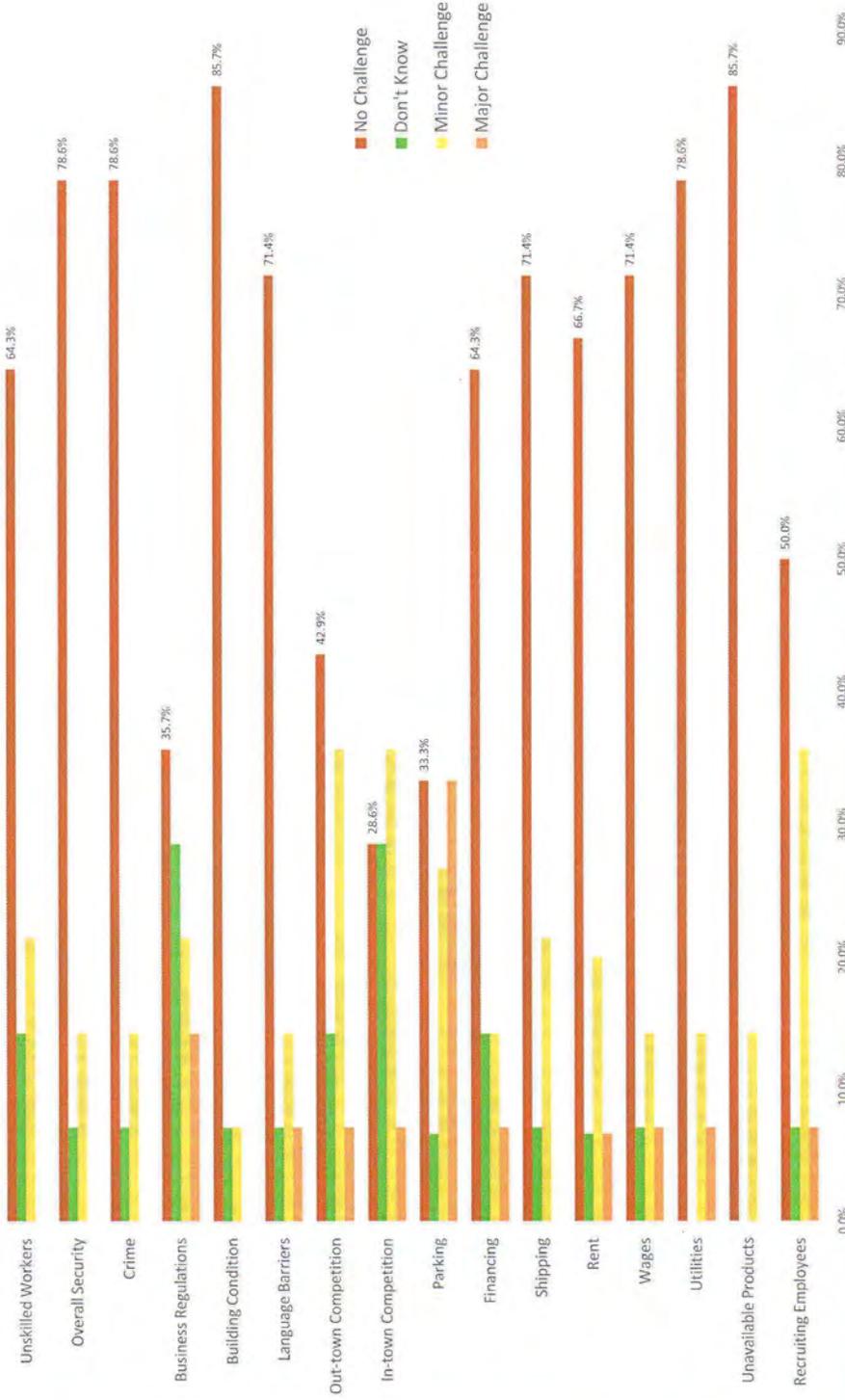
Yes, for Leisure Purposes     Yes, for Getting to Work     Rarely     Never

**26. Are there any additional comments you would like to share?**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**City of Lake Mary - Downtown Business Survey - Results Summary**

Please rate the degree to which you are experiencing the following business challenges

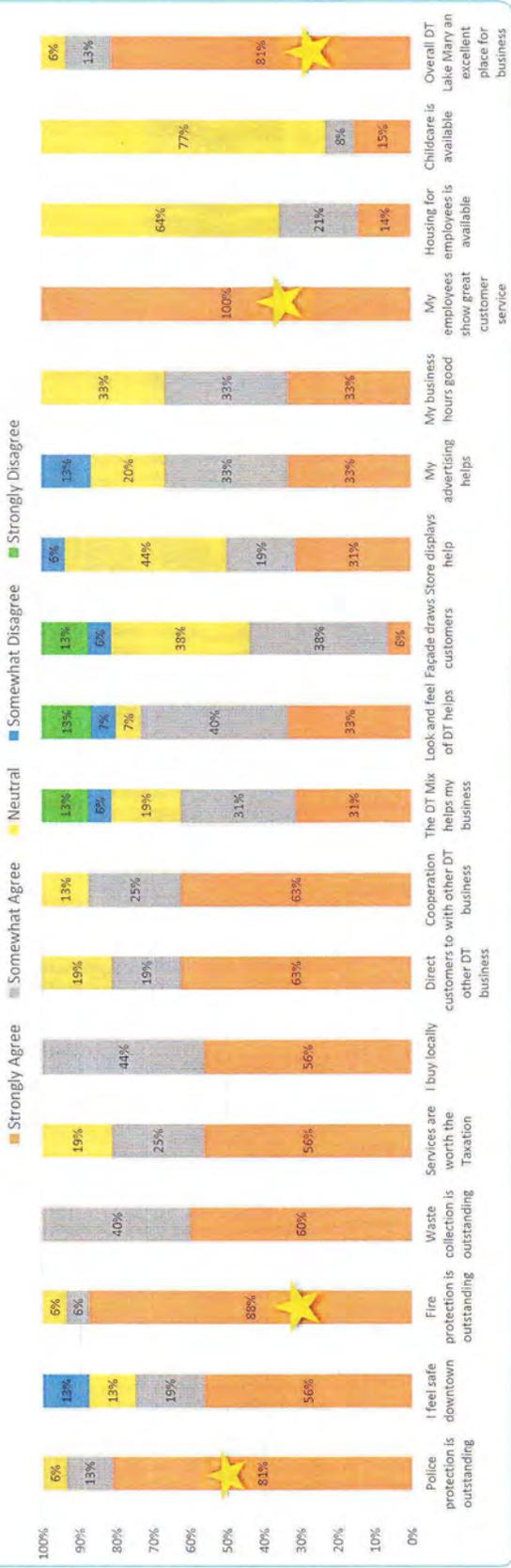


Percent of Responses (Highlight Challenge > 20%)

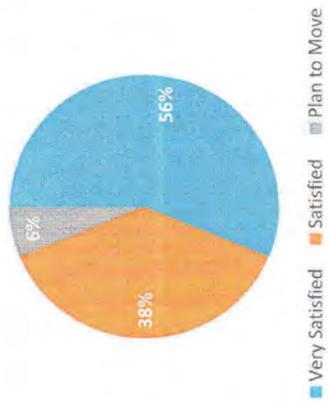
	Recruiting Employees	Unavailable Products	Utilities	Wages	Rent	Shipping	Financing	Parking	In-town Competition	Out-town Competition	Language Barriers	Building Condition	Business Regulations	Crime	Overall Security	Unskilled Workers
Major Challenge	7.1%	0.0%	7.1%	7.1%	6.7%	0.0%	7.1%	33.3%	7.1%	7.1%	0.0%	0.0%	14.3%	0.0%	0.0%	0.0%
Minor Challenge	35.7%	14.3%	14.3%	14.3%	20.0%	21.4%	14.3%	26.7%	35.7%	35.7%	14.3%	7.1%	21.4%	14.3%	14.3%	21.4%
Don't Know	7.1%	0.0%	0.0%	7.1%	6.7%	7.1%	14.3%	6.7%	28.6%	14.3%	7.1%	7.1%	28.6%	7.1%	7.1%	14.3%
No Challenge	50.0%	85.7%	78.6%	71.4%	66.7%	71.4%	64.3%	33.3%	28.6%	42.9%	71.4%	85.7%	35.7%	78.6%	78.6%	64.3%

## City of Lake Mary - Downtown Business Survey

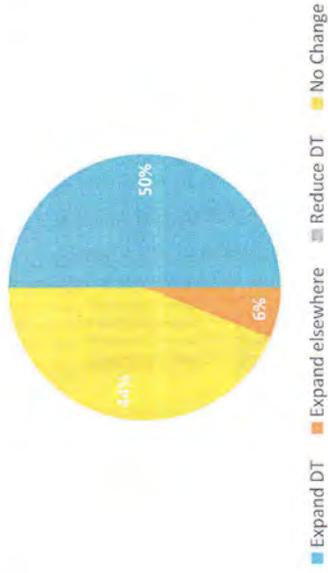
How strongly do you agree or disagree with the following statements?



How satisfied are you with the present location of your business?



Do you have plans to expand or reduce operations for your business in the foreseeable future?



## City of Lake Mary - Downtown Business Survey

70 Surveys Administered
23% Response

Do you expect to use SunRail?			
Yes, Leisure	Yes, Work	Rarely	Never
8	0	7	0

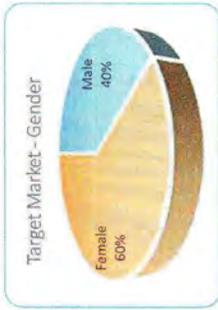
How long has your business been in operation?			
<1 Yr	1 to 5 Yrs	6 to 10 Yrs	>20 Yrs
0.0%	25.0%	12.5%	18.8%
			43.8%

% of employees living in City	
Average =	29%

Do you expect to see more activity because of SunRail?		
Yes	No	Uncertain
7	2	6

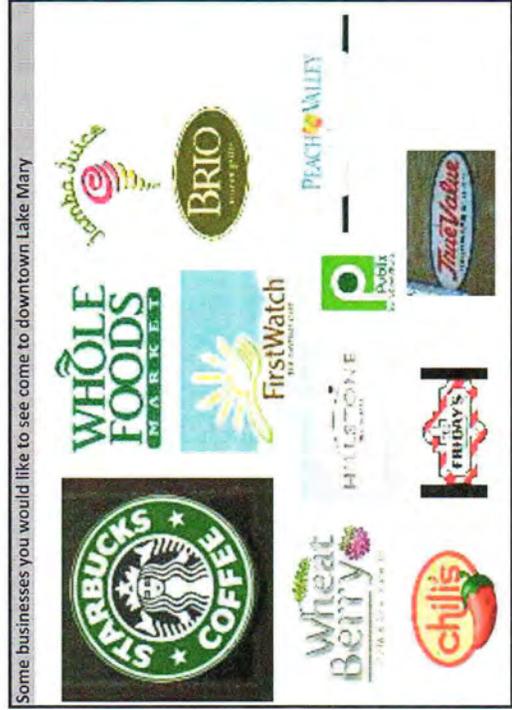
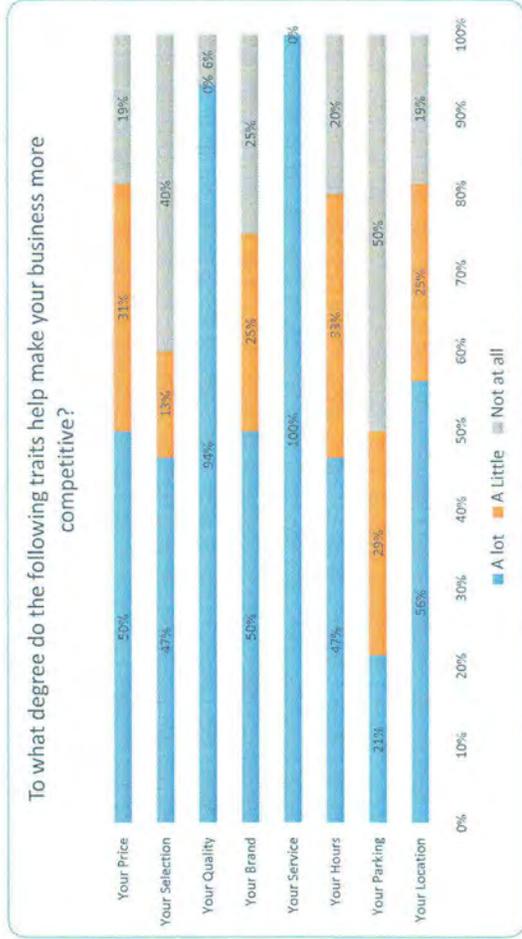
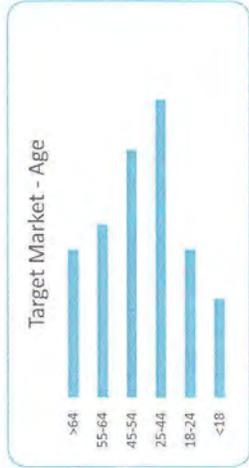
Does your business own or lease the space in which it is located?		
Own	Lease	Lease, want to purchase
25%	69%	6%

Number of Employees		
Full time	Part time	Seasonal
73	16	3
Total =		92



How many square feet does your business occupy?	
Average	1,644
Maximum	2,730
Minimum	1,000

Where do your customers Park?		
Street	Public Lot	Other
29%	12%	59%
		0%





## MEMORANDUM

DATE: June 5, 2014

TO: City Commission

VIA: Jackie Sova, City Manager

FROM: Bryan Nipe, Parks and Recreation Director

SUBJECT: Proposed Improvements to Central Park (Bryan Nipe, Parks & Recreation Director)

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On February 20, 2014, during a work session to discuss entry features for Downtown Lake Mary, staff presented an alternative concept. The concept focused in a broad manner to encompass improvements to the frontage of Central Park along Lake Mary Blvd. The improvements proposed focus on improved aesthetics of the park around the pond and clock tower, creating a more active space for events and addressing erosion control issues. Staff was directed to come back with a refined concept for the project. The landscape architecture firm Bellomo Herbert was selected to develop 3 design options as well as a colored elevation to illustrate what the park could look like. The intent is to proceed with a Commission approved option with design in 2015 and construction in 2016.

An attempt to beautify the area and address erosion control along the shoreline was made in 2004. This was a native planting project that incorporated wetland plants. Unfortunately, the rise and fall of the water levels proved to be too great to sustain the plants. The cost for the planting project was \$13,286.25.

### Recommendation:

Staff recommends that the Mayor and Commission approve one of the 3 options presented and authorize the City Manager to budget for construction documents in fiscal year 2015 and construction in 2016 for the preferred design option.

1 **NOTE: AT 11:30 A.M., EVERYONE MET AT CITY HALL FOR A TOUR OF CITY**  
2 **HALL AND A TOUR OF THE CITY HALL RETENTION POND.**

3  
4  
5 MINUTES OF THE "SPECIAL CALLED" LAKE MARY CITY COMMISSION MEETING  
6 held June 1, 2004, 12:00 P.M., Lake Mary Police Department Training Room, 165 East  
7 Crystal Lake Avenue.  
8

9  
10 I. Call to Order

11  
12 The meeting was called to order by Mayor Thomas Greene at 12:35 P.M.  
13

14 II. Moment of Silence

15  
16 III. Pledge of Allegiance

17  
18 IV. Roll Call

19  
20 Mayor Thomas Greene  
21 Commissioner Gary Brender  
22 Commissioner George Duryea  
23 Deputy Mayor Michael McLean  
Commissioner Janet Jernigan

John Litton, City Manager  
Carol Foster, City Clerk  
Jackie Sova, Finance Director/  
Assistant City Manager  
Bill Carrico, Parks & Recreation Director  
Kathy Gehr, Asst. Parks & Recreation Director  
Kathryn Zink, Human Resources Coordinator  
Mary Campbell, Deputy City Clerk

24  
25  
26  
27  
28  
29 Also in attendance were Bob DeBoard of ZHA and Carl Lotspeich of Lotspeich &  
30 Associates, Inc.  
31

32 V. Items for Discussion

33  
34 A. Final Recommendation on Landscaping of City Hall Pond  
35

36 Mr. Litton said this item is to hopefully decide on the landscaping for the pond in front of  
37 city hall. One of our biggest challenges has been the elevation and in the rainy season  
38 it goes up 14 feet. Now that the amphitheater is gone, we're ready to put something  
39 back in.  
40

41 Mr. Carrico said he had worked with Carl Lotspeich on other projects. He said he and  
42 Kathy Gehr have reviewed what he has done, and we think it is a great idea.  
43

44 Carl Lotspeich of Lotspeich & Associates, Inc. came forward. He said it is important to  
45 understand that this is encroaching more into landscape architecture as opposed to  
ecological, side slope plantings and native habitat creations, so this is a plan that is

1 meant to be flexible at this point in time. We'll touch on some issues to consider as we  
2 nail down some final direction towards the end.

3  
4 Mr. Lotspeich stated his task assignment was to evaluate various side slope treatment  
5 and planting alternatives to address both short term and long term functions of that side  
6 slope, primarily erosion control and visuals, while promoting and establishing the most  
7 visually appealing vista across the re-configured retention pond in front of the newly  
8 renovated city hall facility, from both the facility side and the Lake Mary Boulevard  
9 direction.

10  
11 Mr. Lotspeich showed the previous configuration and the current configuration of the  
12 pond. The concept is applicable to the entire pond but the direction I received was to  
13 emphasize and work with the areas where the amphitheater and walls have been  
14 removed and are graded and ready to go. Depending on the success and how  
15 everybody likes it, we can always continue these concepts to the remainder of the areas  
16 but that would involve getting the existing grass out.

17  
18 Mr. Lotspeich said the implementation of the program would start at the top of the bank  
19 as it goes around and represents the high water elevations that would be developed by  
20 the engineer. If this pond functioned more like a regular stormwater pond, we could  
21 approach this differently and in a simplistic manner. He said Rockett & Associates (the  
22 engineer that designed the facility) said the design elevation was about 44 feet. The  
23 design high goes up 4 feet and design low goes down almost 4 feet, which is a broad  
24 fluctuation in water levels. We have the extreme high of plus 6 feet and extreme low of  
25 minus 8 feet. Right now we think it is sitting at the 41 to 42 range; we are pretty close to  
26 the design low and there is already a barren strip.

27  
28 Mr. Lotspeich showed renderings of different options. One of the options was to leave it  
29 as turf grass. One of the reasons I was told not to look that way is mowers have a  
30 tendency to fall in the water. Another alternative is to use stone or other form of  
31 hardscape. It wouldn't be reactive to the water levels but would have a short-term  
32 visual issue after it has been under the water for a while and would be a slimy green,  
33 but as it dries up the stones will go clean again. This is not very attractive but is  
34 resistant to change and resistant to water levels. Another alternative is ornamental  
35 plantings and are used by the Department of Transportation for side slope treatments  
36 along the highway. The problem is those species would not be tolerant of the water  
37 level fluctuations. We could explore using these typical landscape plants at the upper  
38 regions to give more variation, texture and contrast. We could explore using native and  
39 aquatic tolerant and appropriate species. We are not dealing with a natural system.  
40 This is stormwater pond and has extreme fluctuations. When there are systems that  
41 don't have that fluctuation, they are able to maintain a fairly nice border and transitional  
42 zone.

43  
44 Mr. Lotspeich showed a typical cross section of the project that was designed in three  
45 different slope zones. In the upper slope, we could be confident if we plant that zone  
today, it's going to be irrigated and would remain that way once we get it established

1 and has virtually no opportunity to change. When that water goes to extreme high  
2 levels, these plants are tolerant of those levels of inundation, but when the water is  
3 down to normal, they are going to sit up and be very happy. Once established, even  
4 irrigation will be supplementary at best.  
5

6 Mr. Lotspeich said the lower zone is virtually always submerged. In the extreme low  
7 levels, that does come out of the water but for the most part that area is submerged and  
8 are very few alternatives for that zone. It is more difficult from a design standpoint  
9 because when you get something at the extreme high, you are 3 to 4 feet under water  
10 which is a tough zone for a lot of species and they could then potentially be 8 or 10 feet  
11 out of water at another time of year. We tried to utilize plants that can withstand those  
12 tolerances and with supplementary irrigation, they should be able to sustain and tie in to  
13 the landscape concept of it. Sand cordgrass is probably what we would use on the  
14 upper slopes and would recommended planting tighter than is shown on the rendering  
15 for the ease and quickness of getting a complete blanket of coverage. Right now we  
16 have barren slopes and are concerned about rainwater causing erosion. We could  
17 solve that by putting some erosion control netting up that will virtually disappear in time  
18 because it will degrade and decompose and you can plant right through it. We lay that  
19 mat down first, put the plants on top then use some type of mulch to disguise it and give  
20 a finished landscape feel to it.  
21

22 Mr. Lotspeich showed a solid bed of cordgrass that becomes a lush, dense blanket and  
23 gets a dark gray-green and doesn't change much throughout the year. It is extremely  
24 hardy and very tolerant. Another is hatchet grass that is a good one and is nicely native  
25 and puts up ornamental flumes at certain times of the year. It can be pruned down if it  
26 gets oversized. Some combination of these plants in the upper zone will do extremely  
27 well for a good strong cover that will be resistant to the water levels and will give a good  
28 visual effect as well. The species chosen for the middle and lower-slope plantings are  
29 pretty common aquatic species (Giant Bulrush, Button Bush, Maidencane,  
30 Pickerelweed, water lilies). We think with their ability to tolerate extreme water level  
31 changes that they will be very effective. The Giant Bulrush will be planted further down  
32 the slope and even though it can get 6 to 8 feet in height, it would never overgrow any  
33 of the vistas across the lake. Maidencane we would interject throughout the whole zone  
34 and these two plants cohabitate very nicely. You get a nice contrast in colors with  
35 strong cover and you won't have any barren grounds in the long run. By the water  
36 would be Pickerelweed or a variety similar and water lilies would be very effective.  
37 There are a couple of different varieties of water lilies we can use that have different  
38 coloring, fluorescence, and character to them. The ultimate vision is to have it look at  
39 little more natural versus it being a pond. These are some plants that would help us do  
40 that.  
41

42 Mr. Lotspeich said the transition to the surrounding landscape areas was something I  
43 kept hearing. He showed some examples of a straight transition. The cordgrass will do  
44 well in both shade and full sun. They could use a smaller grass that ties into the  
45 surrounding landscapes. You would have this native zone and then start to step down  
in height and maintenance level. It will bring you from more of the wild and natural to

1 the more landscaped areas. It is a distinct transition between those zones. People are  
concerned with snakes and unwanted wildlife and they would be centrally located. We  
3 don't have a normal source of critters. Just because we plant a few plants doesn't  
4 mean it's going to be beyond what you already have. If you keep a transition zone,  
5 people won't be quite as concerned with that. That's where you can incorporate  
6 flowering plants and non-native material that is going to give some color but would  
7 require more maintenance and fertilizer. Everything I am proposing, even the transition  
8 zones, once they are installed and established, no fertilizer, no pesticides, and virtually  
9 no water. Having them irrigated would allow them to stay more lush and green.

10  
11 Mr. Lotspeich said the issues he thought were important was visual appeal with mass  
12 planting and that kind of zonation to give us a good landscape appeal and  
13 appropriateness for the site conditions that would be tolerant to the water level  
14 fluctuations. The cycle of that fluctuation for the engineer's perspective is every 3 to 4  
15 years you're probably going to start to venture from one extreme to the other. The  
16 concept today would be to plant to where we think the normal water level is or where it  
17 is today. We have prepared for the high extremes in the plans. As we reach the lower  
18 extremes we can supplement in those barren zones with some of this plant material that  
19 would be hardy and maintain itself as the water level fluctuates. I don't know the cost of  
20 seeding or sodding the turf grass but I know the rock is extremely expensive. Using  
21 more native plants is more of a middle of the road cost as far as the initial installation.  
22 There are long-range maintenance issues and costs. The lawnmower sliding into the  
23 water has a cost to it in the long range, mowing and fertilizing grass costs money. Most  
24 plant material here is mostly maintenance free once it is there. Every couple of years  
25 you may give the grasses and haircut and in about six or eight weeks would start getting  
26 lush growth out of it. We can set an example for others. The St. Johns permit does not  
27 require these plantings. It is an example to show that native and less demanding plants  
28 can be used in the urban landscapes, so there might be an opportunity to make some  
29 educational and community benefit out of that. The expansion of current re-grading and  
30 planting areas is how we use the success of these test areas pursuant to the shoreline  
31 and the future expansion of those plantings all the way around the water.

32  
33 Mayor Greene asked how much they had in the budget for this particular project. Ms.  
34 Sova said the \$290,000 was for the whole pond project; part of that money has been  
35 spent on demolition and re-grading. Our basic estimate just for this planting is just under  
36 \$12,000.

37  
38 Commissioner Brender asked Mr. Lotspeich if his 3-tiered idea fit into \$12,000. Mr.  
39 Lotspeich said he thought that was the number he used. One of the questions I didn't  
40 touch on was the use of a lava rock and what type of mulching surface do we put down  
41 to give it a more finished landscape feel. I have no idea the cost of implementing lava  
42 rock. It is a more permanent solution but the cost would be significantly more than  
43 mulch and in a relatively short period of time is going to get overgrown and covered with  
44 plant material anyhow. The only area where it would retain any visual of that mulch  
45 product is the uppermost slopes where you start doing a transition through any  
ornamental plantings up to your cordgrass.

1  
2  
3 Mr. DeBoard said what is in the permit is about \$6,000 worth of sod. He pointed out the  
4 areas that would include. Our directive a few weeks ago was no sod. With Carl's plan,  
5 depending on whether or not we use rock in the upper portions as a ground cover, if we  
6 put the webbing in, put cordgrass in and in that upper area put lava rock in, plus the  
7 curbing that goes all the way around the top of this whole area, we're looking at  
8 \$40,000. It's a big swing doing this but it is a much more finished look.

9 Mr. DeBoard suggested to do the part that has been torn up and see if we like it and at  
10 some other point we can decide how much more we want to do. We want to limit the  
11 work at this time to only the areas we have disturbed plus the other 140 feet that is  
12 currently grassed. From a dollar standpoint, it is a bit of a swing.

13  
14 Mayor Greene said looking across to Lake Mary Boulevard, we would be putting some  
15 stuff at the bottom and basically that would stay grass. Mr. DeBoard said from the staff  
16 side, we are not recommending we do that at this time. Mayor Greene asked about the  
17 dirt that is there. Mr. DeBoard said when the pond starts coming back up there wouldn't  
18 be dirt there.

19  
20 Commissioner Jernigan said the native plants are a good thing and agreed with using  
21 that. This water doesn't just stay in this pond, it comes and goes across the  
22 neighborhood so whatever we plant here can go to the other lakes and is something we  
23 need to be careful of. I like the native growth but don't want it to be a hodgepodge. I  
24 think it would look much better with a more structured type of landscape rather than wild  
25 growth.

26  
27 Mr. Lotspeich said the pictures show sloping zones with mass plantings and limiting  
28 each zone to one species.

29  
30 Commissioner Jernigan said she had seen flat rocks that look like shale that they put on  
31 banks. Mr. Lotspeich said that's what he was referring to when he said other  
32 hardscape.

33  
34 Mayor Greene said what Commissioner Jernigan is saying is make it look manicured  
35 and not just some hodgepodge—something that has a finished look. Mr. Lotspeich said  
36 we could give it a finished look but these are native plants. It's going to be mass  
37 plantings. If you were on the Lake Mary Boulevard side looking across, you would see  
38 arching bands of that plant with one of the other species following that arch or doing  
39 some kind of contrasting arching so it would almost architectural. How that transition  
40 occurs down to the landscaped areas is what's going to give us the most important  
41 visual. From a highway perspective, that is very good slope treatment; they don't have  
42 to mow it. Most of those plants once they are in, there's no maintenance necessary.  
43 We're just using a slightly different variety of plant based on the water level fluctuations.  
44 We can add interest to it by adding one or two different species and do a couple of  
45 different zonations.

1 Commissioner Brender asked if they could get enough color variations so when people  
3 look they think we obviously designed that and not just a bunch of plants. Mr. Lotspeich  
4 said he thought so.

5 Commissioner Brender asked about weed control. Mr. Lotspeich said they could put  
6 some weed killer across those banks to control what weed sources may be there now.  
7 We get that webbing in, plant aggressively, and mulch. The mulch would keep down the  
8 weeds.

9  
10 Deputy Mayor McLean thought a natural, low maintenance approach is prudent and is  
11 something we need to do. We talked about the hardscape idea and the associated  
12 costs and it is obvious the cost would be more. We talked about dealing with just the  
13 increases in the retention pond then later we'll deal with the rest if we like what we see.  
14 If the cost is a concern, you're now going into two separate projects with two separate  
15 innate costs. It would seem to make sense if we could come to a conclusion about what  
16 we're doing as a whole and that we tackle this from a total project standpoint if cost is a  
17 consideration.

18  
19 Mr. DeBoard said we have two seriously different steep slopes around the lake and we  
20 tried not to have to deal with those. On the Lake Mary Boulevard side, the slopes are  
21 so severe we couldn't plant most of this. We would have to change the slope so we  
22 tried to stay away from that. He didn't think doing it under Mr. McCree versus another  
23 company would be much difference in cost.

24  
25 Mr. Carrico said they have to realize that to keep it the way you want it is going to cost  
26 some money. He emphasized that \$13,000 is on the very low side of what we want to  
27 do here.

28  
29 Ms. Sova said she heard this morning that it cost about \$37,000 to remove the wall and  
30 amphitheater and the reconstruction and re-grading was \$57,000. Mr. DeBoard  
31 interjected we are in an argument about all of that. Ms. Sova said we are trying to  
32 negotiate where we stand with those costs.

33  
34 Mr. DeBoard said when we came to you in January and told you what our budgets were  
35 for all three jobs, we had the \$290,000 for whatever we were going to do here. We did  
36 not do what that \$290,000 was budgeted for; we're doing something different but you  
37 approved an expenditure up to that amount. The gazebo cost is part of that \$290,000.  
38 This lake situation and what we are presently doing and have done is different than the  
39 original \$290,000 and it's because of the permitting and what we have decided to do.  
40 You approved something that was considerably more than what we think we are doing  
41 now. The difference between sod and what we're talking about here is a good \$40,000  
42 swing.

43  
44 Mayor Greene said we could go back to sodding and leave it as a large retention pond  
45 or we could go with what Carl is suggesting. It could cost more but has the benefit of  
improving the looks and potentially making it another example of an environmental

1 showpiece and the kids from Lake Mary Elementary could take four. We could do all of  
that but it is going to cost more.

3  
4 Mr. DeBoard asked the Commission if they would prefer going the way Carl has  
5 discussed. He asked if that was the recommendation.

6  
7 Mr. Carrico said they have to remember if we put sod down, when the water comes up it  
8 kills the sod.

9  
10 Ms. Sova said our life cycle cost was based on this plan.

11  
12 Mr. DeBoard said they would have to change the chemical treatment of the water.

13  
14 **It was the consensus of the Commission to proceed with the Lotspeich &**  
15 **Associates proposal.**

16  
17 B. Confirm appointment of Public Works Director

18  
19 Mr. Litton asked the Commission to confirm Bruce Paster as the Public Works Director  
20 to replace John Deamud who will be retiring at the end of the month. He said Mr.  
21 Paster comes very highly recommended and spent time with Seminole County and is  
22 currently employed with TEI. Having someone qualified and knowledgeable in water  
23 and wastewater is very important. He recommended that the Commission confirm the  
appointment of Bruce Paster at an annual salary of \$82,000.

24  
25  
26 **Motion was made by Deputy Mayor McLean to approve, seconded by**  
27 **Commissioner Brender and motion carried unanimously.**

28  
29 C. Approval of insurance benefits for employees

30  
31 Mr. Litton said this item is the health, vision, dental, long term disability and life  
32 insurance. Our existing plan expires on June 30, 2004. There are some changes and  
33 is just the way it works. We looked at several other companies and alternatives. There  
34 are some changes in costs and the co-pay will go from \$10 to \$15 but the co-pays to  
35 hospital admissions, emergency room treatment, outpatient surgery, and prescriptions  
36 have decreased. Ameritas offers an increased calendar year maximum benefit from  
37 \$1,000 to \$1,500, with the same network of providers. United Healthcare continues to  
38 provide an extensive list of participating hospitals, physicians and specialists.

39  
40 Mayor Greene relinquished the gavel to Deputy Mayor McLean and left the meeting at  
41 this time (1:20 P.M.).

42  
43 Mr. Litton said the increase would cost the City about \$80,000.

44  
45 **SIDE 1B**

1 Ms. Zink went over the insurance plan coverages and costs.

3 Mr. Litton recommended the Commission authorize him to execute the contract with  
4 United Healthcare for group health insurance, Ameritas for dental, and GE Financial for  
5 life and long term disability.

7 Deputy Mayor McLean said he noticed they received bids from Cigna and Aetna and  
8 asked what their bids were relative to what we have in front of us. Ms. Zink said Cigna  
9 came back at an increase of roughly 20%, Aetna was 17.25%, and the plans were  
10 similar.

12 Deputy Mayor McLean said being in this business and knowing the environment out  
13 there is difficult, he complimented staff for fighting a good fight and getting the initial  
14 24% increase down to 12%. That speaks well of them and is very competitive with our  
15 sister municipalities.

17 Commissioner Duryea said when they talk about maximums for a year, he asked if that  
18 was the plan year or calendar year. Ms. Zink said she specifically asked on the dental  
19 side and that is calendar year so that means you have the opportunity of spending  
20 \$1,500 from July 1 to December 31 and would begin again in January. She said she  
21 would have to clarify for medical.

23 **Motion was made by Commissioner Brender to approve, seconded by  
Commissioner Duryea and motion carried unanimously.**

26 VI. Citizen Participation

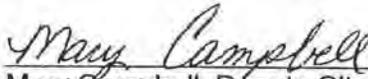
28 No one came forward at this time and citizen participation was closed.

30 VII. Adjournment

32 There being no further business, the meeting adjourned at 1:35 P.M.

33  
34  
35  
36  


37 Thomas C. Greene, Mayor

33  
34  
35  
36  


37 Mary Campbell, Deputy City Clerk

41 ATTEST:

42  
43  
44  
45  


Carol A. Foster, City Clerk

POND ELEMENT VALUES AS ESTIMATED BY ZHA 9/29/04

ITEM

GEORGE TOWN	REQUESTED AMOUNT	ZHA OFFER	REMARKS
MOBILIZATION	\$3,000.00	\$1,500.00	We have no justification for this but realize they had to have a truck & tractor
TRAFFIC MAINT	\$4,961.00	\$0.00	We cannot see any being needed
SITE LAYOUT	\$4,500.00	\$500.00	There is not layout to our knowledge and no explanation provided
SILT FENCE	\$625.00	\$625.00	
TURBIDITY BARRIER	\$3,937.00	\$2,500.00	The amount requested is to include the full price to buy it, we did not.
DEMO REMOVE TREES	\$6,000.00	\$1,550.00	We counted 11 total, no back up provided
DEMO SIDEWALKS	\$637.00	\$637.00	
DEMO RETAINING WALLS	\$10,625.00	\$3,750.00	ZHA estimate included this and 15, we split it into
DEMO AMPHATHEATRE	\$12,400.00	\$3,750.00	
GRADE SLOPE	\$13,795.00	\$3,700.00	ZHA QUANTITY/EST. , NO BACKUP PROVIDED
FILL/GRADE GAZEBO	\$3,495.00	\$0.00	WE GET \$1400 BUT IT IS PART OF THE GAZEBO \$47K
CONC CURB	\$6,600.00	\$2,950.00	ZHA ESTIMATED THIS, NO BACKUP PROVIDED
TRENCH DRAIN	\$2,112.00	\$1,750.00	ZHA ESTIMATED THIS, NO BACKUP PROVIDED
GRAVEL LOT	\$8,618.00	\$6,000.00	ZHA ESTIMATE BASED ON AS-BUILT QUANTITY @6" DEEP
	<b>\$81,305.00</b>	<b>\$29,212.00</b>	

KELLER IRRIGATION	REQUESTED AMOUNT	ZHA OFFER	REMARKS
IRRIG CURB ABOVE CURB	\$11,346.00	\$4,500.00	ZHA QUANTITY AND EST, NO BACKUP PROVIDED
IRRIG E. PARK, DESTROY	\$3,010.00	\$3,010.00	Progress energy cutting this amount all new in the total area
GAZEBO MODS	\$954.00	\$954.00	Assumes it was after the price of \$47k was established
S. OF GAZEBO	\$1,170.00	\$1,170.00	Proposal requested but none offered, just did the work.
KATHY SYSTEM MODS	\$5,568.00	\$0.00	In depth conv. W/ Kathy nothing was asked for that is extra SEE NOTE 1 @ FOOT NOTES
	<b>\$22,048.00</b>	<b>\$9,634.00</b>	

KELLER LANDSCAPE	REQUESTED AMOUNT	ZHA OFFER	REMARKS
RELOCATE TREES	\$3,960.00	\$300.00	2 TREES OF SMALL CALIPER. BOTH DIED
GRADE CURB TO WALK	\$2,200.00	\$500.00	THIS IS LESS THAN 7000SF ZHA EST, NO BACKUP PROVIDED
PIPE RIP WRAP	\$4,698.00	\$500.00	ZHA EST. NO BACKUP PROVIDED
MITIGATION FAB @ POND	\$10,371.00	\$2,527.00	ZHA EST. NO BACKUP PROVIDED. IS THIS IN Lotspleich?
ADD TREE TRIMMING	\$4,000.00	\$0.00	IT IS IN THE BASE AS AN ALLOWANCE
DEMO SIDEWALK W&S	\$2,280.00	\$2,280.00	
NW AREA FILL, GRADE	\$12,993.00	\$2,800.00	THIS IS ONLY 22,000 SF. AT THE MOST
CLEAN E. PARKING	\$2,516.00	\$500.00	THE NET AREA IS ONLY 11,000 SF. City staff did it except mulch in the island
PREP SW OF GAZEBO	\$6,900.00	\$1,985.00	This is 10,500sf with 60 cast iron plants/ impatiens/pinestraw cover
75K+ 96K SOD	\$29,347.00	\$18,000.00	This is all sod NW, South, West and that SE of City hall that Litton requested
LOTSPEICH ORIG.	\$13,286.00	\$13,286.00	The original area approved
LOTSPEICH ADD	\$8,389.00	\$8,389.00	Expanded area--Did you backcharge Keller for Karl doing most of the installation?
LOTSPEICH CONSULTING	\$4,500.00	\$4,500.00	
	<b>\$105,440.00</b>	<b>\$55,567.00</b>	

WEBER & TUCKER	REQUESTED AMOUNT	ZHA OFFER	REMARKS
CONCRETE WALKS	\$35,610.00	\$33,930.00	This is the total of multiple areas

GAZEBO	REQUESTED AMOUNT	ZHA OFFER	REMARKS
CONCRETE	\$0.00		In the line above for concrete
WATAGUA	\$18,200.00	\$18,000.00	
SUNSHINE ROOFING	\$1,900.00	\$1,900.00	
SAND, CAULK	\$3,039.00	\$1,200.00	
BAY PAINTING	\$3,840.00	\$1,200.00	
ELECTRICAL	\$5,810.00	\$2,650.00	
PLUMBING	\$680.00	\$125.00	
	\$33,469.00	\$25,075.00	We have agreed that the gazebo was reviewed and the price to McCree is \$30,000 including assembly ( \$47k total with city @ \$17,000 for the kit). It is important to make sure the other items do not have gazebo costs in them for the city to accept this item. The offer therefore is \$30,000 for this.
		\$30,000.00	We agree to this and used it in the total, not the \$25,075
	<b>\$277,872.00</b>	<b>\$158,343.00</b>	

**Table 2. Summary of Plant Quantities and Estimated Costs**  
**City of Lake Mary - City Hall Renovation, Retention Pond Replanting**

Prepared by Lotspeich and Associates, Inc.

13 May 2004

L&A Doc. No. R/2004-060-planspec-E1304.xls

Common Name	Scientific Name	Size	Quantity	Cost (per plant)	Cost
<b>Phase I - Within Recently Re-Graded Areas Only</b>					
Sand Cordgrass	<i>Spartina bakeri</i>	1 gal.	4000	\$ 2.75	\$ 11,000.00
Giant Bulrush	<i>Scirpus validus</i>	br.	425	\$ 0.75	\$ 318.75
Sawgrass	<i>Cladium jamaicense</i>	br.	100	\$ 0.75	\$ 75.00
Maindencane	<i>Panicum hemitomon</i>	br.	500	\$ 0.75	\$ 375.00
Buttonbush	<i>Cephalanthus occidentalis</i>	3 gal.	25	\$ 4.75	\$ 118.75
Pickerelweed	<i>Pontederia cordata</i>	br.	300	\$ 0.75	\$ 225.00
Duck Potato	<i>Sagittaria lacifolia</i>	br.	125	\$ 0.75	\$ 93.75
Fragrant Water Lily	<i>Nymphaea odorata</i>	br.	75	\$ 1.65	\$ 123.75
Total Phase I Plant Costs =					\$ 12,330.00
<b>Phase II - Along All Other Barren Shoreline Areas (± current waterline)</b>					
Pickerelweed	<i>Pontederia cordata</i>	br.	800	\$ 0.75	\$ 600.00
Duck Potato	<i>Sagittaria lacifolia</i>	br.	200	\$ 0.75	\$ 150.00
Fragrant Water Lily	<i>Nymphaea odorata</i>	br.	125	\$ 1.65	\$ 206.25

Total Phase II Plant Costs = \$ 956.25

Total Project Costs = \$ 13,286.25

**note: The plant costs provided are generally available wholesale prices and includes installation.**  
**Substitutions can be made at the discretion of owner and landscape installer**