



**LAKE MARY CITY COMMISSION**

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

**Regular Meeting  
AGENDA  
THURSDAY, AUGUST 21, 2014 7:00 PM**

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes: August 7, 2014**
- 6. Special Presentations**
  - A. Establishing a SunRail "No Train Horn Zone" in Lake Mary - Tim Dietrich, Quiet Zone Consulting**
  - B. Changing the Disability Symbol - National Spinal Cord Injury Association**
- 7. Citizen Participation**
- 8. Unfinished Business**

- A. Ordinance No. 1509 - Comprehensive Plan Text Amendments to the Transportation Element - Second Reading (Public Hearing) (Steve Noto, Senior Planner)**

**9. New Business**

- A. Request from Woodbridge Lakes Subdivision for a Neighborhood Beautification Grant (Steve Noto, Senior Planner)**
- B. Resolution No. 943 - Corrective pedestrian access easement for Lot 1 of Pine Tree Terrace (Steve Noto, Senior Planner)**
- C. Resolution No. 944 - Establishing a fee for Parks and Recreation's Kickball Program (Radley Williams, Recreation Chief)**
- D. Resolution No. 945 - Repealing the Surplus Property Ordinance and adopting a new policy on Tangible Personal Property (Dianne Holloway, Finance Director)**

**10. Other Items for Commission Action**

**11. City Manager's Report**

- A. Items for Approval**
  - a. Donation of Fire Department Bunker Gear**
- B. Items for Information**
  - a. Monthly department reports**

**12. Mayor and Commissioners Report - 2**

**13. City Attorney's Report**

**14. 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: September 4, 2014**

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

4  
5 1. Call to Order

6  
7 The meeting was called to order by Mayor David Mealor at 7:00 P.M.

8  
9 2. Moment of Silence

10  
11 3. Pledge of Allegiance

12  
13 4. Roll Call

14  
15 Mayor David Mealor  
16 Commissioner Gary Brender  
17 Deputy Mayor George Duryea  
18 Commissioner Thom Greene  
19 Commissioner Jo Ann Lucarelli

Jackie Sova, City Manager  
Carol Foster, City Clerk  
Dianne Holloway, Finance Director  
John Omana, Community Development Dir.  
Steve Noto, Senior Planner  
Tom Tomerlin, Economic Development Mgr.  
Bryan Nipe, Parks & Recreation Director  
Bruce Paster, Public Works Director  
Wanda Broadway, HR Manager  
Mike Biles, Police Lieutenant  
Joe Laudreville, Deputy Fire Chief  
Katie Reischmann, City Attorney  
Mary Campbell, Deputy City Clerk

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21  
22  
23  
24  
25  
26  
27  
28  
29 5. Approval of Minutes: July 17, 2014

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

33  
34 6. Special Presentations

35  
36 There were no special presentations at this time.

37  
38 7. Citizen Participation

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

41  
42 8. Unfinished Business

- 43  
44 A. Ordinance No. 1511 – Rezone property at 3112 West Lake Mary Boulevard from  
45 RCE (Rural Country Estates) to PO (Professional Office); Linn Engineering/Chad  
46 Linn, applicant – Second Reading (Public Hearing) (Gary Schindler, City Planner)

47  
48 The City Attorney read Ordinance No. 1511 by title only on second reading.

49  
50 Mr. Noto stated staff had no additional comments.

1  
2 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1511. No one  
3 came forward and the public hearing was closed.  
4

5 **Motion was made by Commissioner Lucarelli to approve Ordinance No. 1511 on second**  
6 **reading, seconded by Commissioner Greene and motion carried by roll-call vote:**  
7 **Commissioner Brender, Yes; Deputy Mayor Duryea, Yes; Commissioner Greene, Yes;**  
8 **Commissioner Lucarelli, Yes; Mayor Mealor, Yes.**  
9

10 B. Ordinance No. 1512 – Rezone property at the north end of Century Point at St.  
11 Peters Church from A-1 (Agriculture) to M-1A (Light Industrial); Mark Harkins,  
12 applicant – Second Reading (Public Hearing) (Gary Schindler, City Planner)  
13

14 The City Attorney read Ordinance No. 1512 by title only on second reading.  
15

16 Mr. Noto stated staff had no additional comments.  
17

18 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1512. No one  
19 came forward and the public hearing was closed.  
20

21 **Motion was made by Commissioner Brender to approve Ordinance No. 1512 on second**  
22 **reading, seconded by Commissioner Lucarelli and motion carried by roll-call vote:**  
23 **Deputy Mayor Duryea, Yes; Commissioner Greene, Yes; Commissioner Lucarelli, Yes;**  
24 **Commissioner Brender, Yes; Mayor Mealor, Yes.**  
25

26 9. New Business  
27

28 A. Request for a Conditional Use approval to allow a K-8 school (Seminole Science  
29 Charter School), 3580 North U.S. Highway 17-92, Naeem Haider, MD/Mehmet  
30 Taskan, applicant (Public Hearing) (Steve Noto, Senior Planner)  
31

32 Mr. Noto showed an aerial photograph of the property on the overhead. The address of the  
33 subject property is 3580 North Highway 17-92. You will know this property as the Victoria  
34 Square Shopping Plaza that opened in 1990. The parcel is outlined in yellow. The Spirit of  
35 Truth Church was the most recent business to operate at this location. The site is also located  
36 within the 17-92 CRA. That is a very important point to mention and would get into that later in  
37 the presentation and would ask Dr. Tomerlin to join him at the podium with additional  
38 information.  
39

40 Mr. Noto said the applicant is proposing to operate a charter school at this location. The  
41 building is 34,000 S.F. +/- and it will be a STEM (Science, Technology, Engineering and Math)  
42 school. The grades will be K-8. Their first year they would be looking at K-5. There is a max of  
43 400 students. They would be looking to open in August of 2015. Hours of operation would be  
44 7:30 A.M. to 6:00 P.M. and they would have about 55 employees. They have been coordinating  
45 closely with not only City staff but the state and the Seminole County Public School District. To  
46 that end they have completed their Stage 2 proposal via the Florida Department of Education  
47 and have a current grant award of \$365,000. At the November 19, 2013, meeting, the Seminole  
48 County School District approved the charter school application.  
49

1 Mr. Noto said this is a conditional use within the C-1 General Commercial zoning district so we  
2 had to review it against the typical findings of fact. In the staff report there are additional  
3 provisions we had to review since this is a school application. He said before he got into that he  
4 would cover some of the findings that relate to the conditional use, the first being Provision No.  
5 2 having to do with traffic flow. What is on the overhead is what was given to us by the  
6 applicant's engineer. It is not in for site review. We have no site permits but one of the items  
7 we wanted to talk about through the conditional use process was traffic flow. If approved they  
8 are not going to open until next August so we have time to work out any kinks there may be.  
9 They have a proposed traffic flow map. If you are coming in off 17-92 southbound you will have  
10 the opportunity to turn into the property and stack to get to the pick-up/drop-off zone on the  
11 south side of the building and then you can exit to Weldon or can exit to 17-92. Something  
12 interesting about the traffic flow is 17-92 will go under construction for widening and such and a  
13 median cut is going to be closed. He pointed out the location of the median on the overhead.  
14 Access points into this property will be southbound from 17-92, and from Weldon the cross  
15 access from the other side of the project site. He emphasized this was just conceptual and if  
16 the Commission had any comments or concerns we can address those now and relay them to  
17 the applicant. They have carved out a playground area and they have plans to have buses as  
18 part of the operation.

19  
20 Mr. Noto said we are very pleased with this concept plan and like the idea of the median closing  
21 on 17-92. It is a complex area in that part of town and we think that will help the flow and make  
22 use of the cross access on the north side of the plaza.

23  
24 Mr. Noto said the business would be going into a plaza that is already developed so they have  
25 all the acceptable required utilities, landscaping, striping and things of that nature. On the point  
26 of landscaping and buffering, this site is within the 17-92 CRA and we have strongly encouraged  
27 the applicant--and they received this very well--to meet with the County to get funding from the  
28 CRA to do some improvements on the property: new plantings, site striping, whatever it may  
29 be. Whatever they need money for they have our backing. In the event the project is approved  
30 they would go before the County to try and get those funds. We are hoping they go with that  
31 because this site could use some rehab and we have indications they would be looking to do  
32 that.

33  
34 Mr. Noto said we have two conditions of approval tied into the conditional use:

- 35  
36 1. Prior to school expanding from K-5 to K-8 that the applicant coordinate with the City to  
37 review the traffic patterns.  
38 2. Applicant shall address any site deficiencies prior to opening the school.

39  
40 Mr. Noto said we had additional locational criteria. There were ten more provisions we had to  
41 review because it is a school locating in the C-1 General Commercial zoning and it had to deal  
42 with adjacent land uses, adjacent traffic flow patterns, environmental issues and things of that  
43 nature. Each provision is somewhat similar to the next. Finding of Fact No. 1 has to do with  
44 sufficient size of the building to make sure they can handle the proposed students. They have  
45 been coordinating with the Seminole County Public Schools and the state regarding this  
46 application. While we have reviewed this as we have needed to, a lot of the more intensive  
47 review has occurred through the public school district and they were able to meet a lot of the  
48 standards just through coordination with them. He pointed out Provision No. 7 having to do with  
49 the high-tech corridor. This site is not within the high tech corridor. We found the applicant met  
50 all ten provisions of the locational criteria.

1  
2 Mr. Noto said the Planning & Zoning Board heard this item at their regular July 8, 2014,  
3 meeting, and they voted unanimously 5 – 0 to recommend approval with staff's two conditions  
4

5 Mr. Noto asked Dr. Tomerlin to present some additional information regarding the application.  
6

7 Tom Tomerlin, Economic Development Manager, came forward. From the economic  
8 development perspective of this site, this particular plaza has suffered from slow traffic lately.  
9 We believe having a charter school with regular pick up and drop off times and that amount of  
10 traffic generating through the plaza that it will begin to ripple through the rest of the plaza. It  
11 does provide an education theme on Weldon with having a solid charter school, Seminole  
12 Science School, fully approved by the School Board of Seminole County and at the other end of  
13 Weldon having Seminole State College.  
14

15 Mr. Tomerlin said in the economic development catalyst effect that we believe this project would  
16 have in this plaza, we did encourage the applicant to apply for a redevelopment and  
17 construction grant through the 17-92 CRA program. That will help offset the costs of anything  
18 that would be street facing—all of the façade improvements and new façade construction. It  
19 should cover the majority of landscape costs. This is an application by a private group to the  
20 CRA and the decision on whether to fund that grant ultimately resides with the Board of County  
21 Commissioners sitting as the CRA Board. We have been working closely with County staff and  
22 we think the applicant has a solid proposal for taking that grant.  
23

24 Commissioner Greene asked what the original site plan back in 1990 required for landscaping.  
25

26 Mr. Noto said based on our review, the site meets code but the plantings and striping need help.  
27 We would like to see fresh plantings and bring everything back up to where it was when they  
28 first opened.  
29

30 Commissioner Greene asked what the City's position would be if they turned down the grant.  
31

32 Mr. Noto said it would be the same that they bring the site up to standards.  
33

34 Deputy Mayor Duryea asked if the wall continued behind.  
35

36 Mr. Noto said that was correct. Back in 2008 the Spirit of Truth Church folks came in with a  
37 minor site plan to improve the area in the red box as a playground. Those improvements never  
38 happened. What we would anticipate is if the current applicant was to use this area as a  
39 playground that it be fenced in well so the kids can't leave.  
40

41 Deputy Mayor Duryea said there is a wall in the back.  
42

43 Mr. Noto answered affirmatively.  
44

45 Ms. Sova said she and Mr. Omana looked at the distance from any homes. She recalled  
46 hearing about noise from children along this plaza. It was over 500 feet.  
47

48 Commissioner Brender said there is a lake behind the bridge.  
49

50 Mr. Noto said there is a wet area.

1  
2 Commissioner Brender said he had two concerns. The way the playground was initially drawn  
3 there are kids crossing a drop off/pick up area to get to the playground. From the looks of it  
4 that's essentially double parking spaces wide. It doesn't look like much of a playground.

5  
6 Commissioner Brender said his second comment is we have 400 students coming K-5. He  
7 asked the capacity of the school.

8  
9 Mr. Noto said the max capacity will be 400 for K-8. Their first phase would be K-5.

10  
11 Commissioner Brender asked if there was sufficient parking even though they will be dropping  
12 some spaces for the playground.

13  
14 Mr. Noto answered affirmatively.

15  
16 Deputy Mayor Duryea said they are not making any structural modifications to the building.

17  
18 Mr. Noto said at this point we have received no building permits. Our discussions haven't gone  
19 that far.

20  
21 Mayor Mealar asked if anyone wanted to speak in reference to the request for a conditional use.  
22 No one came forward and the public hearing was closed.

23  
24 **Motion was made by Deputy Mayor Duryea to approve the conditional use to allow a K-8**  
25 **school (Seminole Science Charter School) at 3580 North U.S. Highway 17-92, consistent**  
26 **with staff's Findings of Fact listed in the staff report and subject to the two conditions,**  
27 **seconded by Commissioner Lucarelli and motion carried by roll-call vote: Commissioner**  
28 **Greene, Yes; Commissioner Lucarelli, Yes; Commissioner Brender, Yes; Deputy Mayor**  
29 **Duryea, Yes; Mayor Mealar, Yes.**

30  
31 Mayor Mealar welcomed the applicant to the City. This is going to be a wonderful addition. It is  
32 one of our critical need areas and thought it was a wonderful opportunity.

33  
34 B. Resolution No. 942 – Annual Local Improvement and Essential Service Assessments  
35 for Lake Mary Woods Wastewater Improvement (Jackie Sova, City Manager)

36  
37 The City Attorney read Resolution No. 942 by title only.

38  
39 Ms. Sova said this will be the final time we submit an assessment roll to Seminole County for  
40 the tax bills in the amount of \$574.43 per property in the Lake Mary Woods subdivision for the  
41 wastewater improvements done ten years ago.

42  
43 Commissioner Greene said once they pay off these liens are we going to send them a letter or  
44 something.

45  
46 Ms. Sova said we can notify them that they have been paid off.

47  
48 Commissioner Greene said it might be nice to let them know.

1 **Motion was made by Commissioner Brender to approve Resolution No. 942, seconded by**  
2 **Commissioner Lucarelli and motion carried unanimously.**

3  
4 C. Jobs Growth Incentive Interlocal Funding Agreement between the City of Lake Mary  
5 and Seminole County for Deloitte Consulting LLP and Deloitte Services LP (Tom  
6 Tomerlin, Economic Development Manager)

7  
8 Mr. Tomerlin noted Pamela Lynch, Program Manager for Seminole County, was present.

9  
10 Mr. Tomerlin said for the Commission's consideration tonight is the interlocal agreement for a  
11 jobs growth incentive commonly referred to by its acronym JGI. The jobs growth incentive is a  
12 locally administrative incentive typically in partnership with Seminole County and the city's  
13 jurisdiction in which the project will locate.

14  
15 Mr. Tomerlin said for consideration tonight is an interlocal agreement between Seminole County  
16 and the City of Lake Mary and it addresses a job growth incentive for Deloitte Consulting, LLP.  
17 Deloitte Consulting is a unit of the larger umbrella organization commonly referred to as  
18 Deloitte. It is a global brand and globally employment is around the 200,000 mark. Deloitte, LLP  
19 has a footprint of about 17,500 employees located within the United States.

20  
21 Mr. Tomerlin said this particular project involves information technology. Deloitte is often thought  
22 of as an accounting/professional services company. This is their information technology  
23 consulting that will be housed within Lake Mary. They desire to open a technology delivery  
24 center in which these employees would be housed in one place. Some numbers associated  
25 with this project is 1,000 new jobs created over a span of four years. The average wage for  
26 these jobs would be \$60,250. They intend to occupy a space of 130,000 S.F. of Class A office  
27 space off International Parkway. Their capital expenditure is \$22.2 million which includes  
28 tangible personal property plus an additional \$13.7 million of new construction that will be done  
29 by the landlord. We are looking at a total capital investment of an estimated \$35.9 million.

30  
31 Mr. Tomerlin said the incentive that is outlined within the interlocal agreement for consideration  
32 tonight is \$1,700 per job. Multiplying that by the 1,000 jobs that will be created is a total  
33 incentive of \$1.7 million. That full incentive would be split evenly between Seminole County  
34 government and the City of Lake Mary so that puts Lake Mary's total at \$850,000. That  
35 \$850,000 will be paid out over the course of four calendar years so that breaks out to an annual  
36 disbursement of \$212,500. The first payment is due December 31, 2015.

37  
38 Mr. Tomerlin said the interlocal agreement addresses the City's participation within this job  
39 growth incentive. There will be a separate agreement between Seminole County government  
40 and the firm itself and that will outline some of the particulars with that. That agreement is being  
41 worked out between Seminole County and the firm but we have gotten sufficient feedback that  
42 they don't believe it will alter any aspect of this interlocal agreement between the County and  
43 the City.

44  
45 Mr. Tomerlin said this project has been in the works for 18 months. It has been negotiated quite  
46 a bit in the past. They have made contact with us as well as Seminole County 18 months ago.  
47 The preliminary proposal was put together back in October of 2013 and we had fierce out-of-  
48 state competition for this project. Some of the areas that we know we were in competition  
49 against were Nashville, Tennessee; Raleigh, North Carolina; McKenna, Texas; and Phoenix,  
50 Arizona.

1  
2 Mr. Tomerlin said the return on investment for this project is that in terms of getting back the  
3 incentive of \$850,000 in the form of additional tax revenues, the estimate is approximately 6.6  
4 years. A critical decision was clearly this incentive proposal. This incentive played a factor in  
5 Deloitte's decision to move here. Another very critical factor in them locating here was the  
6 talent pool in the larger metro area. They are keenly interested in tapping into University of  
7 Central Florida graduates out of the computer science program as well as tapping into Seminole  
8 State College graduates.

9  
10 Mayor Mealor said if done this will become a center of excellence for technology adjacent to  
11 Verizon center of excellence for finance.

12  
13 Deputy Mayor Duryea asked if this was doable.

14  
15 Ms. Sova answered affirmatively. It is incorporated into the five-year plan that we are working  
16 with adopting.

17  
18 Commissioner Brender asked Mr. Tomerlin if he had done a net economic benefit. We can look  
19 at tax dollars divided by investment and come up with six years but considering a thousand  
20 employees and paid benefits, he asked if there were any numbers out there.

21  
22 Mr. Tomerlin said he liked that question but didn't have an answer. Clearly when we talk about  
23 the timeframe in which we will get paid back in terms of additional property tax revenue, and  
24 that is in the form of property tax revenue, but also the tangible personal property. Clearly there  
25 is a much larger impact occurring in our community because of something like this, more than  
26 just the fiscal impact associated with the City and County budgets. That larger economic impact  
27 is saying we now have \$60 million of new wages being spent in our economy. Those folks are  
28 going to go the grocery store, are going to buy things, have kids in our schools. What is  
29 commonly referred to as multiplier impact is how this spending will recur throughout the  
30 economy as a result of this. He said he didn't have an estimate of what kind of multiplier or  
31 induced impacts would be a result of this but would suffice to say it is substantial and  
32 significantly more than the \$60 million of direct wage increase occurring in our community. It  
33 would take a little bit of study to find that out. It is a great point and is the strength of this  
34 project. What we are talking about here is a true halo effect occurring as a result of having this  
35 kind of project locate within our area.

36  
37 **Motion was made by Commissioner Lucarelli to approve the Jobs Growth Incentive**  
38 **Interlocal Agreement between the City of Lake Mary and Seminole County for Deloitte**  
39 **Consulting LLP and Deloitte Services LP in the amount of \$850,000 (50% of total award).**  
40 **Seconded by Commissioner Brender and motion carried by roll-call vote: Commissioner**  
41 **Lucarelli, Yes; Commissioner Brender, Yes; Deputy Mayor Duryea, Yes; Commissioner**  
42 **Greene, Yes; Mayor Mealor, Yes.**

43  
44 10. Other Items for Commission Action

45  
46 There were no items to discuss at this time.

47  
48 11. City Manager's Report

- 1 a. Expenditure from Law Enforcement Trust Fund for donation to Lake Mary High  
2 School's Challenge Day  
3

4 Ms. Sova said this is a request for expenditure of \$500 from the Law Enforcement Trust Fund  
5 for Lake Mary High School's Challenge Day. This is against bullying, drug abuse, and negative  
6 behaviors. She asked the Commission to approve the donation to Lake Mary High School.  
7

8 **Motion was made by Deputy Mayor Duryea to approve the expenditure of \$500 from the**  
9 **Law Enforcement Trust Fund for donation to Lake Mary High School's Challenge Day,**  
10 **seconded by Commissioner Lucarelli and motion carried unanimously.**

- 11 b. Reappoint Cora Rice to Historical Commission  
12

13  
14 Ms. Sova said this is a request to reappoint Cora Rice to the Historical Commission. Cora was  
15 notified in accordance with Ordinance No. 592 and amended by Ordinance No. 1118 that she  
16 had been removed for missing three consecutive meetings. She has expressed a desire to be  
17 reappointed. She had some problems with transportation and some medical reasons.  
18

19 **Motion was made by Commissioner Brender to reappoint Cora Rice to the Historical**  
20 **Commission, seconded by Commissioner Greene and motion carried unanimously.**

21  
22 Ms. Sova said she was pleased to congratulate Fire Chief Craig Haun who was recently  
23 recognized as a "Patriotic Employer" by the office of the Secretary of Defense for his  
24 contribution to national security and protecting liberty and freedom by supporting employee  
25 participation in America's National Guard and Reserve Force.  
26

27 Mayor Mealor asked Ms. Sova to send Chief Haun the Commission's best wishes and  
28 congratulations.  
29

30 Ms. Sova said Sgt. Kevin Pratt of the Police Department was selected by the City as Employee  
31 of the Second Quarter and we congratulate him.  
32

33 Ms. Sova said in the Police Department Bianca Gillett will be replacing Zach Hudson in  
34 Community Service.  
35

36 Ms. Sova said qualifying for Mayor and Commission Seats 1 and 3 will begin at noon on  
37 Monday, August 25<sup>th</sup> and run through noon Friday, August 29<sup>th</sup>. To be eligible you must be a  
38 qualified voter of Lake Mary and have resided here for at least one year prior to qualifying. For  
39 additional information, contact the City Clerk's office at 407-585-1423.  
40

41 Ms. Sova requested to schedule a work session for August 21<sup>st</sup> at 5:30 P.M. to discuss the  
42 "Compassionate Medical Cannabis Act" (medical marijuana). There were no objections from  
43 the Board.  
44

45 12. Mayor and Commissioners' Reports  
46

47 Mayor Mealor had no report at this time.  
48

49 Commissioner Brender thanked *Lake Mary Life* for sponsoring picture day to be on the cover of  
50 their September edition of *Lake Mary Life* magazine. They expected a few people to show up

1 and we got hundreds. In was in recognition of the City being recognized as one of the top ten  
2 family circle cities to live.

3  
4 Deputy Mayor Duryea congratulated staff and Mr. Tomerlin about Deloitte. This is the kind of  
5 thing we envisioned back when we had workshops about getting clean industry, high tech jobs  
6 in and around Lake Mary. He commended them for being successful.

7  
8 Commissioner Greene said to add to what Commissioner Brender said about the picture  
9 opportunity and the big turnout, he thought our citizens are proud of the City of Lake Mary and  
10 that was shown by the number that showed up. About 250 people showed up and was very  
11 impressive.

12  
13 Commissioner Lucarelli said at the Tri-County League of Cities we had a roundtable discussion  
14 with Senator Soto and one of the issues brought up was medical marijuana and where that is  
15 headed in the legislature. We discussed other issues that may or may not affect our  
16 community, specifically lakes and springs legislation, and police and firefighter pension that has  
17 been on the agenda for a couple of years. She will continue to keep the Commission apprised  
18 as they move forward with that.

19  
20 13. City Attorney's Report

21  
22 Ms. Reischmann said she was pleased to announce the circuit court upheld the City's decision  
23 and the Porgiani's appeal of the variance for Mr. Goldberg on the lot that he wanted to build on.  
24 They appealed the variance from the environmental standards. Judge Galluzzo found that the  
25 Commission was entitled to rely on the testimony of its three stellar employees: John Omana,  
26 Steve Noto and Bruce Paster who were specifically mentioned by name in the order, that the  
27 City made all the necessary findings, and the Commission was within its authority to grant the  
28 application and followed all the requirements of law in making its determination. That was a  
29 very good order; however, we have heard subsequently they are taking us to the Fifth District  
30 Court of Appeals. We may make history. We have throughout had an open door with them and  
31 there hasn't been any willingness to negotiate.

32  
33 Ms. Reischmann said she had been fortunate to handle a lot of real estate for the City and has  
34 received her Real Estate Certification from the Florida Bar.

35  
36 Mayor Mealor thanked the representatives of the Forest for being present. We stand ready to  
37 be of assistance if needed.

38  
39 14. Adjournment

40  
41 There being no further business, the meeting adjourned at 7:45 P.M.

42  
43  
44 \_\_\_\_\_  
45 David J. Mealor, Mayor

46 \_\_\_\_\_  
47 Mary Campbell, Deputy City Clerk

48 ATTEST:

49 \_\_\_\_\_  
50 Carol A. Foster, City Clerk



## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Gary Schindler, City Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Establishing a SunRail "No Train Horn Zone" in Lake Mary - Tim Dietrich, Quiet Zone Consulting

---

**BACKGROUND:** In 2013, MetroPlan and FDOT jointly retained a consultant to analyze all the SunRail crossings in Phase 1 for the purpose of creating one or more quiet zones. The crossings within the City of Lake Mary are as follows: Pedigo Point; Palmetto Street; Lake Mary Boulevard and South Country Club Road. This joint study emphasized a comprehensive safety approach at each crossing. For the four crossings in Lake Mary, the estimated cost for the infrastructure improvements was \$1,434,013.

In June of this year, the City contracted with Mr. Tim Dietrich of Quiet Zone Consulting (QZC) out of Sussex, Wisconsin to perform an analysis of the four SunRail Crossings within the City of Lake Mary. The QZC study did not recreate the wheel; rather, it built upon the results of the initial MetroPlan study. Whereas the FDOT/MetroPlan study was based upon a comprehensive safety analysis, the QZC study utilized the "Calculator Methodology", identified in the federal regulations, to determine if a quiet zone can be established and, if so, what infrastructure improvements will be necessary to support the implementation of such a zone. Mr. Tim Dietrich has progressed to a point in the analysis and will present his initial findings to the City Commission. Attached is a draft copy of the Quiet Zone Assessment Study for the City of Lake Mary.

On Thursday, August 14, 2014, City staff met in the field with representatives of FDOT, Seminole County and the Federal Railroad Administration to discuss quiet zone infrastructure improvements at both the Lake Mary Boulevard and S. Country Club Road SunRail crossings. Based upon this meeting, the proposed improvements for the

S. Country Club Road crossing are unchanged from those identified by Mr. Dietrich's report, copy attached. For the Lake Mary Boulevard crossing, Mr. Dietrich's report identified a center median barrier and landscaping. Rather than the landscaping and median barrier, Seminole County staff is more inclined to replace the existing mountable curbing around the median with "Type F" (unmountable) curbing. Mr. Tom Drake of the Federal Railroad Administration stated that "Type F" curbing effectively prevents vehicles from circumventing the train gates, therefore, it may be used in creating quiet zones. If "Type F" curbing is used, the associated costs could be less than those cited in Mr. Dietrich's report for the landscaping and median barrier. Also, the funding participation levels between Seminole County and the City for the infrastructure improvements at the two crossings have not been addressed.

Also, City Staff and QZC have looked into the feasibility of being part of a "countywide quiet zone" effort which would make it eligible for grant funds. After further review of the grant program, it was revealed that only \$10 million would be available statewide. In addition, concerns were raised about the possibility of the City's quiet zones being adversely impacted or eliminated due to an accident within the corridor.

**DISPOSITION:** This information is provided for your review and direction.

**ATTACHMENTS:**

- QZC Quiet Zone Assessment Study
- Lake Mary Boulevard Graphic
- S. Country Club Road Graphic
- Example of Kwikcurb

Quiet Zone Assessment Study  
Prepared by Quiet Zone Consulting  
August 11, 2014

Introduction:

Quiet Zone Consulting was retained by Lake Mary to do an assessment study of four crossings on the new Sun Rail Line that moves through the city. Sun Rail and Amtrak, both passenger trains, along with CSX currently operate 44 trains a day on this line.

When assessing a new quiet zone, each crossing (quadrant) is evaluated based on traffic count, safety features, driveways, streets, bike trails etc. that would increase risk in the quadrant.

There are two ways to make improvements to a crossing, Supplementary Safety Measures (**SSM's**) and Alternative Safety Measures (**ASM's**). The SSM's are the most effective providing the biggest benefit. They are the most difficult to attain do to the 100 feet needed on both sides of the gate arm, 75 feet if a business or intersection is in a quadrant.

ASM's are used when a crossing does not have the "perfect" conditions. A crossing with ASM's may have the safety number reduced by as much as 50% depending on the effectiveness of the improvements.

Assessment:

**South Country Club Road** on the south is currently owned and maintained by Seminole County. The crossing has an average traffic count (**AADT**) of 22,184 vehicles a day. Sun Rail has made improvements to this crossing by installing a new bunker with all the necessary switch gear required by the FRA along with new vehicle and pedestrian gates.

A 100 foot lane separator can be installed on the north side of the gate arm. On the south side of the crossing, Old Park Way intersects with South Country Club Road 80 feet from the gate arm. A 75 foot lane separator can be installed to meet the standards for SSM's at this crossing.

FRA Region 3 representative Tom Drake recommends rebar with a poured 9 inch by 9 inch concrete median painted yellow as a lane separator for this crossing. The Seminole County Engineering Department opposes the curbing in favor of using Quick Curb as a traffic separator.

**Lake Mary Blvd** is the next crossing to the north and is currently owned and maintained by Seminole County. The crossing has an average traffic count (**AADT**) of 65,433 vehicles a day. This crossing has a new bunker, gates, lights, pavement markings and overhead lights. There is more than 100 feet in both directions from the gate arm with a 10 foot wide grassy median. Lake Mary Blvd would require the installation of a permanent safety feature (barrier) that would prohibit a vehicle from crossing the median to the oncoming traffic lanes. Lake Mary Blvd meets the standards to use SSM's at this crossing. The speed limit is 45 mph and by FRA standards is unable to have vertical face curbing.

**Palmetto Street** and Old Lake Mary Road is the next crossing to the north and is currently owned and maintained by the City of Lake Mary. This crossing has an AADT of 6880 vehicles a day. The crossing has gates, flashing lights, new bunker, and street markings. The crossing has over 100 feet of room on the south side of the gate arm but is located too close to Old Lake Mary Road on the north to afford any type of channelization. This crossing, by itself, would require ASM's.

**Pedigo Point** is a private crossing located in the north portion of the quiet zone. The Federal Railroad Administration (FRA) does not have authority over private roads and cannot be included in the Lake Mary quiet zone.

#### Quiet Zone Calculator:

The Quiet Zone Calculator is a tool located on the FRA website for the purpose of creating different scenarios for new quiet zones. It is important that all the information entered into the calculator is accurate. Traffic counts, number of trains, road conditions etc. all have an impact on data in the calculator. Implementing SSM's at a crossing with the highest traffic count has the biggest effect on the calculations.

Refer to Example #1 and #2.

All public crossings that are to be a part of the new quiet zone are entered into the calculator. There are four numbers we look at when we read the calculator. A minimum of lights and gates are required before a crossing can be added to a new quiet zone.

Example #1 Column #1 shows the risk of a crossing without train horns and without ASM's and/or SSM's.

Example #1 Column #2 shows existing SSM's. Lake Mary has none.

Example #1 Box #3 shows the Risk Index with Horns (**RIWH**). This is the most important number in the calculator. It determines the level of safety in the quiet zone when the train is sounding its horn.

Example #1 Box #4 shows Quiet Zone Risk Index (**QZRI**) which is the number the calculator gives to a quiet zone after all the SSM's and ASM's have been factored in.

The goal is to add enough safety features (ASM's & SSM's) to lower the **QZRI** to a level below that of the **RIWH**. That gives you a quiet zone.

Compare Example #1 to Example #2.

Refer to Appendix C for the definition of numbers 12 and 13

You will see that we were able use a SSM number 12 for Lake Mary Blvd and a SSM number 13 for South Country Club Road. Because we were able to use SSM's to maximize the effectiveness of the improvements, the calculator averaged the risk over the number of crossings in the quiet zone, and we reduced the QZRI from 52158.43 to 23929.75, far below the RIWH of 31,270.04

There is no need to make any improvements at Palmetto.

Summary:

Based on the Calculator, Lake Mary would only have to improve two crossings to get a quiet zone. Seminole County is firm on the Quick Curb so there is no other option for South Country Club Road.

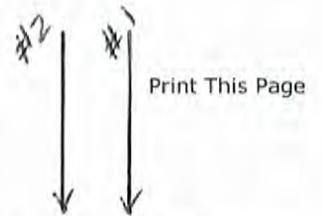
Option #1

|   |              |
|---|--------------|
| 175 feet of Quick Curb at South Country Club Road         | \$10,250     |
| 200 feet of concrete center barrier at Lake Mary Blvd     | 9,200        |
| Signage for Palmetto, South Country Club & Lake Mary Blvd | <u>2,000</u> |
|   | \$21,450     |

Option #2

|   |              |
|---|--------------|
| 175 feet of Quick Curb at South Country Club Road         | \$10,250     |
| Plantings with center barrier at Lake Mary Blvd           | 16,400       |
| Signage for Palmetto, South Country Club & Lake Mary Blvd | <u>2,000</u> |
|   | \$28,650     |

Example #1



Cancel

Change Scenario: LAKE MARY \_43095

Continue

**Create New Zone**  
**Manage Existing Zones**  
**Log Off**

| Crossing | Street            | Traffic | Warning Device | Pre-SSM | SSM | Risk      |        |
|----------|-------------------|---------|----------------|---------|-----|-----------|--------|
| 622064E  | NORTH PALMETTO ST | 6880    | Gates          | 0       | 0   | 46,603.60 | MODIFY |
| 622065L  | WEST LAKE MARY B. | 66433   | Gates          | 0       | 0   | 64,226.01 | MODIFY |
| 622066T  | S. COUNTRY CLUB   | 22184   | Gates          | 0       | 0   | 45,645.67 | MODIFY |

\* Only Public At Grade Crossings are listed.

Click for [Supplementary Safety Measures \[SSM\]](#)

Click for ASM spreadsheet:  **ASM** \* Note: The use of ASMs requires an application to and approval from the FRA.

**Step by Step Instructions:**

**Step 1:** To specify New Warning Device (For Pre-Rule Quiet Zone Only) and/or SSM, click the [MODIFY](#) Button

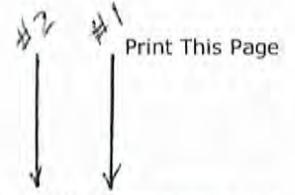
**Step 2:** Select proposed warning device or SSM. Then click the [UPDATE](#) button. To generate a spreadsheet of the values on this page, click on [ASM](#) button—This spreadsheet can then be used for ASM calculations.

**Step 3:** Repeat Step (2) until the SELECT button is shown at the bottom right side of this page. Note that the SELECT button is shown ONLY when the Quiet Zone Risk Index falls below the NSRT or the Risk Index with Horn.

**Step 4:** To save the scenario and continue, click the SELECT button

| Summary                                       |                  |
|---|------------------|
| <b>Proposed Quiet Zone:</b>                   | LAKE MARY FINAL  |
| <b>Type:</b>                                  | New 24-hour QZ   |
| <b>Scenario:</b>                              | LAKE MARY _43095 |
| <b>Estimated Total Cost:</b>                  | \$0.00           |
| <b>Nationwide Significant Risk Threshold:</b> | 14347 .00        |
| <b>Risk Index with Horns:</b>                 | 31270.04 #3      |
| <b>Quiet Zone Risk Index:</b>                 | 52158.43 #4      |

Example #2



Cancel Change Scenario: LAKE MARY \_43095 Continue

Create New Zone  
Manage Existing Zones  
Log Off

| Crossing | Street            | Traffic | Warning Device | Pre-SSM | SSM | Risk      |        |
|----------|-------------------|---------|----------------|---------|-----|-----------|--------|
| 622064E  | NORTH PALMETTO ST | 6880    | Gates          | 0       | 0   | 46,603.60 | MODIFY |
| 622065L  | WEST LAKE MARY B. | 66433   | Gates          | 0       | 12  | 16,056.50 | MODIFY |
| 622066T  | S. COUNTRY CLUB   | 22184   | Gates          | 0       | 13  | 9,129.13  | MODIFY |

\* Only Public At Grade Crossings are listed.

ALERT: Quiet Zone qualifies because QZRI is less than Risk Index with Horns.

Click for [Supplementary Safety Measures \[SSM\]](#)

Click for ASM spreadsheet:  \* Note: The use of ASMs requires an application to and approval from the FRA.

Step by Step Instructions:

Step 1: To specify New Warning Device (For Pre-Rule Quiet Zone Only) and/or SSM, click the [MODIFY](#) Button

Step 2: Select proposed warning device or SSM. Then click the [UPDATE](#) button. To generate a spreadsheet of the values on this page, click on [ASM](#) button—This spreadsheet can then be used for ASM calculations.

Step 3: Repeat Step (2) until the SELECT button is shown at the bottom right side of this page. Note that the SELECT button is shown ONLY when the Quiet Zone Risk Index falls below the NSRT or the Risk Index with Horn.

Step 4: To save the scenario and continue, click the SELECT button

| Summary                                |                  |
|--|------------------|
| Proposed Quiet Zone:                   | LAKE MARY FINAL  |
| Type:                                  | New 24-hour QZ   |
| Scenario:                              | LAKE MARY _43095 |
| Estimated Total Cost:                  | \$28,000.00      |
| Nationwide Significant Risk Threshold: | 14347 .00        |
| Risk Index with Horns:                 | 31270.04         |
| Quiet Zone Risk Index:                 | 23929.75         |
| Select                                 |                  |

#3  
#4

# APPENDIX C

## SSM CODES | other codes

- 1 Temporary Closure of a Public Highway-Rail Grade Crossing
- 2 Permanent Closure of a Public Highway-Rail Grade Crossing
- 3 Grade Separation of a Public Highway-Rail Grade Crossing
- 4 Four-Quadrant Gates Upgrade from Two Quadrant gates, No Vehicle Presence Detection
- 5 Four-Quadrant Gates Upgrade from Two Quadrant Gates, with medians and no Vehicle Presence Detection
- 6 Four-Quadrant Gates Upgrade from Two Quadrant Gates, with Vehicle Presence Detection
- 7 Four-Quadrant Gates Upgrade from Two Quadrant Gates, with medians and Vehicle Presence Detection
- 8 Four-Quadrant Gates New Installation, No Vehicle Presence Detection
- 9 Four-Quadrant Gates New Installation with medians and no Vehicle Presence Detection
- 10 Four-Quadrant Gates New Installation with Vehicle Presence Detection
- 11 Four-Quadrant Gates New Installation with medians and Vehicle Presence Detection
- 12 Mountable medians with Reflective Traffic Channelization Devices
- 13 Non-Traversable Curb Medians with or without Channelization Devices
- 14 One-Way Streets with Gates



Federal Railroad Administration

### Quiet Zone Designation Information

|  |                                |  |                          |
|--|--------------------------------|--|--------------------------|
| Name<br><b>Timothy Dietrich</b>                  | Job Title<br><b>Consultant</b> | Organization<br><b>Quiet Zone Consulting</b> |                          |
| Address<br><b>N62 W23469 Silver Spring Drive</b> | City<br><b>Sussex</b>          | State<br><b>WI</b>                           | Zip Code<br><b>53089</b> |
| Phone<br><b>262-246-4300</b>                     | Fax                            | Email<br><b>quietzoneconsulting@qzcm.com</b> |                          |

|  |   |                               |                                 |                                |
|--|---|-------------------------------|---------------------------------|--------------------------------|
| <b>622064E</b><br><b>NORTH PALMETTO ST</b> | Proposed Warning Device<br><b>Gates</b> | Estimated Cost<br><b>0.00</b> | Wayside Horn<br><b>No</b>       | Risk Index<br><b>46,603.60</b> |
| Crossing Type<br><b>Public</b>             | SSM<br><b>None</b>                      |                               | Pre-Existing SSM<br><b>None</b> |                                |

|  |  |                                    |                                 |                                |
|--|--|------------------------------------|---------------------------------|--------------------------------|
| <b>622065L</b><br><b>WEST LAKE MARY B.</b> | Proposed Warning Device<br><b>Gates</b>  | Estimated Cost<br><b>13,000.00</b> | Wayside Horn<br><b>No</b>       | Risk Index<br><b>16,056.50</b> |
| Crossing Type<br><b>Public</b>             | SSM<br><b>Mountable medians with Reflective Traffic Channelization Devices</b> |                                    | Pre-Existing SSM<br><b>None</b> |                                |

|  |   |                                    |                                 |                               |
|--|---|------------------------------------|---------------------------------|-------------------------------|
| <b>622066T</b><br><b>S. COUNTRY CLUB</b> | Proposed Warning Device<br><b>Gates</b>   | Estimated Cost<br><b>15,000.00</b> | Wayside Horn<br><b>No</b>       | Risk Index<br><b>9,129.13</b> |
| Crossing Type<br><b>Public</b>           | SSM<br><b>Non-Traversable Curb Medians with or without Channelization Devices</b> |                                    | Pre-Existing SSM<br><b>None</b> |                               |

Note: If zone is a partial new quiet zone, gates are not required if the crossing is to be closed during partial quiet zone period, permanently closed, or grade separated.

|  |   |                            |   |   |
|--|---|----------------------------|---|---|
| Zone ID : <b>33921</b>                     |   | Scenario ID : <b>43095</b> |   |   |
| Date : <b>8/12/2014 6:24:16 AM</b>         |   |                            |   |   |
| Railroad<br><b>CFCR</b>                    | Pre Rule?<br><b>NO</b>                                | Partial?<br><b>NO</b>      | Time of Partial Quiet Zone                | Total Traffic<br><b>95,497</b>            |
| Estimated Total Cost<br><b>\$28,000.00</b> | Nationwide Significant Risk Threshold<br><b>14347</b> |                            | Risk Index with Horns<br><b>31,270.04</b> | Quiet Zone Risk Index<br><b>23,929.75</b> |

### Basis for Establishment or Continuation of Quiet Zone

This quiet zone is being established in compliance with the following (check one)

- § 222.39(a)(1), implementation of SSMs at every public crossing in the New Quiet Zone or New Partial Quiet Zone;
- § 222.39(a)(2)(i), the QZRI is at or below the NSRT without installation of any SSMs at the New Quiet Zone or New Partial Quiet Zone;
- § 222.39(a)(2)(ii), SSMs were implemented at some crossings in the New Quiet Zone or New Partial Quiet Zone to bring the QZRI to a level at or below the NSRT;
- § 222.39(a)(3), SSMs were implemented at some crossings in the New Quiet Zone or New Partial Quiet Zone to bring the QZRI to a level at or below the RIWH; or
- § 222.39(b), public authority application to the FRA for a New Quiet Zone or New Partial Quiet Zone.
- § 222.41(a)(1)(i) Pre-Rule Quiet Zones that qualify for automatic approval because every crossing is equipped with an SSM,
- § 222.41(a)(1)(ii) Pre-Rule Quiet Zones that qualify for automatic approval because  $QZRI \leq NSRT$ ,
- § 222.41(a)(1)(iii) Pre-Rule Quiet Zones that qualify for automatic approval because  $NSRT < QZRI < 2 * NSRT$ , and there have been no relevant collisions within the 5 years preceding April 27, 2005
- § 222.41(a)(1)(iv) Pre-Rule Quiet Zones that qualify for automatic approval because  $NSRT < RIWH$ .
- § 222.41(b)(1)(i) Pre-Rule Partial Quiet Zones that qualify for automatic approval because every crossing is equipped with an SSM,
- § 222.41(b)(1)(ii) Pre-Rule Partial Quiet Zones that qualify for automatic approval because  $QZRI \leq NSRT$ ,
- § 222.41(b)(1)(iii) Pre-Rule Partial Quiet Zones that qualify for automatic approval because  $NSRT < QZRI < 2 * NSRT$ , and there have been no relevant collisions within the 5 years preceding April 27, 2005.
- § 222.41(b)(1)(iv) Pre-Rule Partial Quiet Zones that qualify for automatic approval because  $NSRT < RIWH$ .
- § 222.41(c) Pre-Rule Quiet Zones and Pre-Rule Partial Quiet Zones that do not qualify for automatic approval

- § 222.41(d) Pre-Rule Partial Quiet Zones that will be converted to 24-hour New Quiet Zones
- § 222.42(a) Intermediate Quiet Zones or Intermediate Partial Quiet Zones
- § 222.42(b) Intermediate Partial Quiet Zones that will be converted to 24-hour New Quiet Zones.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**Chief Executive Officer Statement.**

I hereby certify that the information submitted in this notification is accurate and complete to the best of my knowledge and belief.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Note: A copy of this report along with other required contents (see § 222.43(e)(2)) must be sent to all of the parties required in § 222.43(a)(4). FRA's notification should be mailed to:

Associate Administrator for Safety  
Federal Railroad Administration  
1200 New Jersey Avenue, SE, MS-25  
Washington, DC 20590



Federal Railroad Administration

## Quiet Zone Designation Information

### Public At-grade Open Crossing Information

---

|                     |         |                             |         |
|---------------------|---------|-----------------------------|---------|
| Crossing:           | 622064E | Urban(U)/Rural(R):          | R.Local |
| Warning Device:     | Gates   | Highway Paved:              | yes     |
| aadt:               | 6880    | Maximum Timetable Speed :   | 50      |
| Total Trains:       | 44      | Highway Lanes:              | 2       |
| Day Through Trains: | 4       | No. of Accident Data Years: | 5       |
| Main Tracks:        | 2       | No. of Accidents:           | 0       |
| Other Tracks:       | 0       | Total Switching Trains:     |         |

---

|                     |         |                             |                     |
|---------------------|---------|-----------------------------|---------------------|
| Crossing:           | 622065L | Urban(U)/Rural(R):          | U.Prin.<br>Arterial |
| Warning Device:     | Gates   | Highway Paved:              | yes                 |
| aadt:               | 66433   | Maximum Timetable Speed :   | 45                  |
| Total Trains:       | 44      | Highway Lanes:              | 4                   |
| Day Through Trains: | 4       | No. of Accident Data Years: | 5                   |
| Main Tracks:        | 2       | No. of Accidents:           | 0                   |
| Other Tracks:       | 0       | Total Switching Trains:     |                     |

---

|                     |         |                             |             |
|---------------------|---------|-----------------------------|-------------|
| Crossing:           | 622066T | Urban(U)/Rural(R):          | U.Collector |
| Warning Device:     | Gates   | Highway Paved:              | yes         |
| aadt:               | 22184   | Maximum Timetable Speed :   | 45          |
| Total Trains:       | 44      | Highway Lanes:              | 2           |
| Day Through Trains: | 4       | No. of Accident Data Years: | 5           |
| Main Tracks:        | 2       | No. of Accidents:           | 0           |
| Other Tracks:       | 0       | Total Switching Trains:     |             |

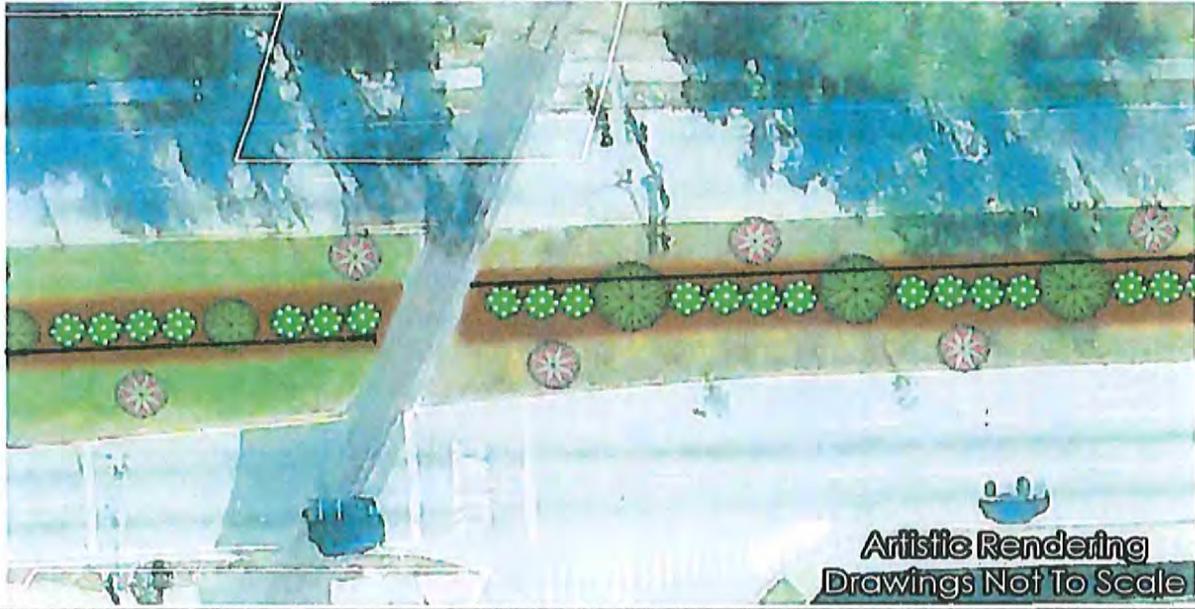
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# LAKE MARY BOULEVARD

## BEFORE



## AFTER



S. COUNTRY CLUB ROAD

#4

5' spacing

5' Intervals



8/5/2014

N State Road 434 & Sand Lake Rd - Google Maps

(EXAMPLE OF BOUNDARIES/CURBINS)

944 Sand Lake Rd  
Allamore Springs, FL 32714 - approximate address  
Sand Lake Rd

Street View - Jun 2013

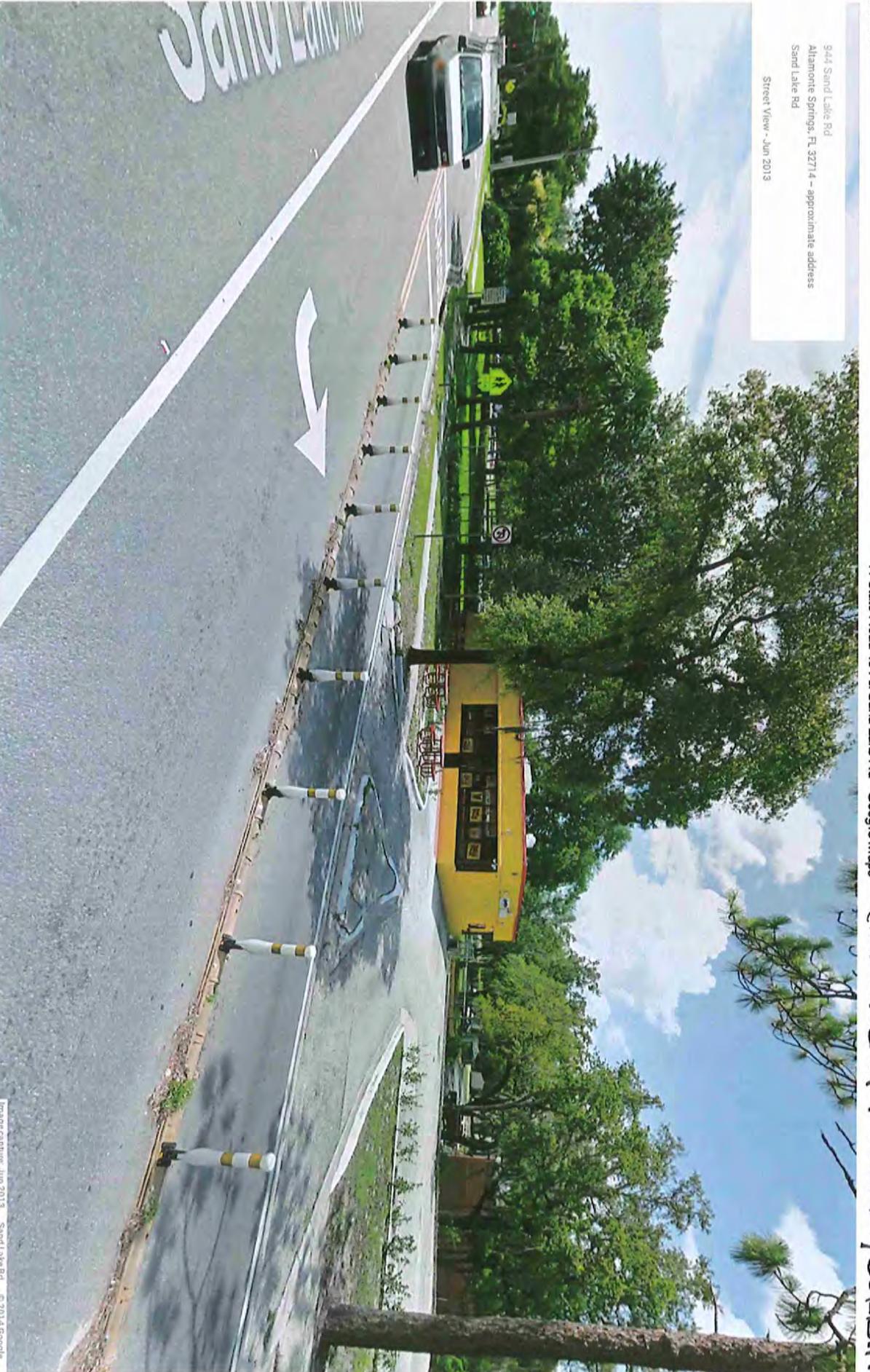


Image capture: Jun 2013 Sand Lake Rd © 2014 Google



## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Stephen Noto, Senior Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1509 - Comprehensive Plan Text Amendments to the Transportation Element - Second Reading (Public Hearing) (Steve Noto, Senior Planner)

---

**REFERENCES:** Florida Statutes, Chapter 163; City of Lake Mary Comprehensive Plan; Florida Department of Transportation

**ANALYSIS:** In April, City staff was contacted by FDOT staff regarding a PD&E (Project Development & Environmental) study for I-4 "Beyond the Ultimate" (BtU). The purpose of the PD&E study is to evaluate I-4 improvements outside of the boundaries of the Ultimate I-4 construction zone. That said, the BtU study area is segments of I-4 from Kirkman Road south to US 27 in Polk County and from SR 434 north to SR 472 in Volusia County.

In order for FDOT to receive Federal approval of the PD&E study, all County and City governments impacted are required to have certain language in their Comprehensive Plan's regarding the I-4 improvements. In this case, FDOT is requesting that the Comprehensive Plan clearly state the BtU project as six (6) general use lanes, plus four (4) Express Lanes.

In response to this request, City staff has prepared two small amendments to the Transportation Element of the Comprehensive Plan to assist with this regional transportation initiative.

On June 5, 2014, the City Commission approved the transmittal of staff's recommended amendments. On July 17, 2014, DEO issued their comments letter and had no comments. The City has 180 days from that date to hold the second public hearing and adopt the amendments.

**RECOMMENDATION:** Staff recommends approval and adoption of the proposed amendments.

**ATTACHMENTS:**

- Ordinance No. 1509
- Copy of FDOT request
- DEO Review Letter

**ORDINANCE NO. 1509**

**AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FOR THE CITY OF LAKE MARY, FLORIDA; AMENDING THE TRANSPORTATION ELEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Section 163.3161 et seq., Florida Statutes established the Community Planning Act; and

**WHEREAS**, Section 163.3167, Florida Statutes requires each municipality in the State of Florida to prepare and adopt a Comprehensive Plan as scheduled by the Department of Economic Opportunity; and

**WHEREAS**, Section 163.3167(1)(b), Florida Statutes, gives power and responsibility to municipalities to adopt and amend comprehensive plans, or elements or portions thereof, to guide their future development and growth; and

**WHEREAS**, The Florida Department of Transportation has requested that the City update portions of the Transportation Element of the Comprehensive Plan to accurately reflect the "I-4 'Beyond the Ultimate'" Project Development & Environmental study; and,

**WHEREAS**, The update would add language identifying Interstate Four as having Six (6) General Use Lane plus four (4) Express lanes, as well as amending Map 2-3 to show same, including changes to Rinehart Road, Timacuan Boulevard, Lake Way Road, and US Highway 17/92; and,

**WHEREAS**, The City of Lake Mary, as petitioner of the amendment, is desirous of amending the Transportation Element; and

**WHEREAS**, the Planning and Zoning Board of the City of Lake Mary held a public hearing on May 13, 2014, in accordance with the procedures of Chapter 163, Part II, Florida Statutes, to review the proposed Comprehensive Plan amendment and recommended approval of the proposed amendment to the City Commission of the City of Lake Mary; and

**WHEREAS**, the City Commission of the City of Lake Mary, Florida, upon holding a duly advertising public hearing, has determined that the proposed amendments are consistent with the Lake Mary Comprehensive Plan and City Code of Ordinances; and

**WHEREAS**, the Comprehensive Plan amendment adopted by this Ordinance complies with the requirements of the Community Planning Act and the amendment is in the best interest of the public health, safety, and welfare of the citizens of Lake Mary, Florida and serves a legitimate government interest.

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

**SECTION 1. Comprehensive Plan Amendments:** The City of Lake Mary Comprehensive Plan is hereby amended to include the information shown in Attachment “A” and Attachment “B”.

**SECTION 2: Severability.** If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason, held or declared to be unconstitutional, inoperative or void, such holding of invalidity shall not affect the remaining portions of this Ordinance and it shall be construed to have been the legislative intent to pass this Ordinance without such unconstitutional, invalid or inoperative parts therein, and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed

to be held valid as if this ordinance had been adopted without such unconstitutional, invalid and inoperative part therein and if this Ordinance or any provision thereof, shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the application thereof to any other person, property or circumstances.

**SECTION 3: Conflicts.** All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of any conflict.

**SECTION 4: Effective Date.** The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED AND ADOPTED this \_\_\_\_ day, of \_\_\_\_\_, 2014

FIRST READING: June 5, 2014

SECOND READING: \_\_\_\_\_, 2014

CITY OF LAKE MARY FLORIDA

\_\_\_\_\_

MAYOR, DAVID J. MEALOR

ATTEST:

\_\_\_\_\_

CITY CLERK, CAROL A. FOSTER

FOR THE USE AND RELIANCE OF THE CITY OF LAKE MARY ONLY  
APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_

CITY ATTORNEY, CATHERINE D. REISCHMANN

## ATTACHMENT "A"

### TRANSPORTATION ELEMENT Inventory and Analysis

Table of Contents

LIST OF MAPS

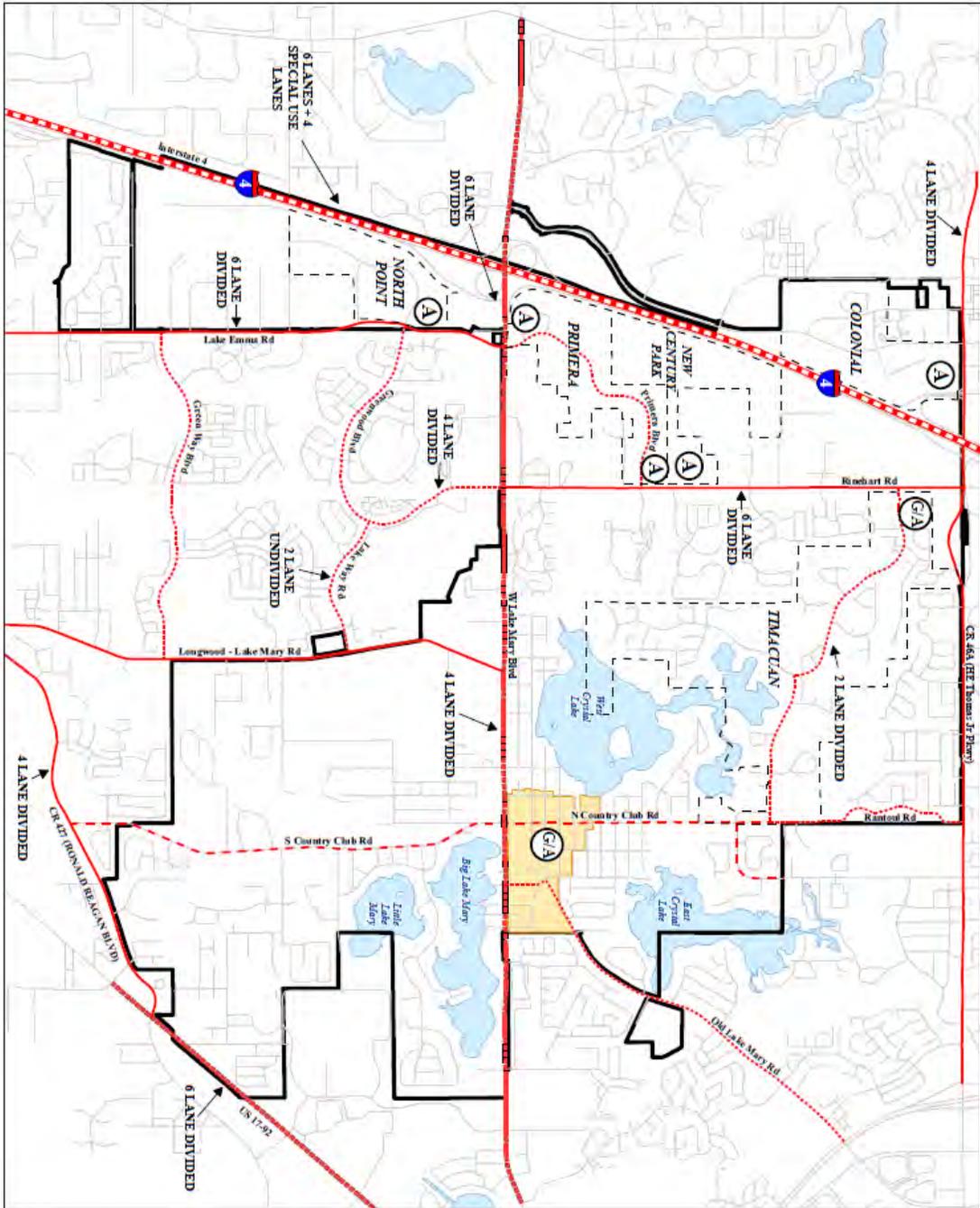
Map 2.3 Future Roadway System, ~~2010~~ 2020

Inventory and Analysis

Section VII. – Future Roadway Conditions and Analysis

In order to evaluate the projected 2010 roadway conditions, it is necessary to first take into account the roadway improvements programmed to occur between 1999 and 2010.

Map 2-3 graphically depicts the 2010 roadway system and includes all currently programmed improvements located within the City. This map was updated in 2014 to include I-4 improvements described as six (6) general use lanes, plus four (4) Express Lanes, as part of a FDOT PD&E study for "I-4, Beyond the Ultimate".





**Attachment B**

**City of Lake Mary  
 Future Roadway  
 System: 2020**

**Map 2-3**

*Legend*

- Interstate 4
- 6 lanes + 4 special use lanes
- Principal Arterial
- Urban Minor Arterial
- Major Collector
- Minor Collector
- DRI
- Downtown Development District
- A Trip Attractor
- CA Trip Generator

All others are local roadways

All roads are 2-lane unless otherwise noted

Date: 5/6/14





*Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

133 S. Semoran Boulevard,  
Orlando, FL 32807

ANANTH PRASAD, P.E.  
SECRETARY

April 1, 2014

Mr. John Omana  
Community Development Director  
City of Lake Mary  
911 Wallace Court  
Lake Mary, FL 32746

**SUBJECT:** PROPOSED I-4 "BEYOND THE ULTIMATE" (BTU)  
SHOWS NO IMPROVEMENTS FOR I-4

**LOCAL GOVERNMENT:** CITY OF LAKE MARY

Greetings!

As you know the Florida Department of Transportation is currently conducting the Project Development and Environment (PD&E) study for I-4, sometimes referred to as "Beyond the Ultimate" (BtU), which is looking at expanding I-4. The study is evaluating the addition of managed express lanes from US 27 in Polk County to SR 472 in Volusia County. The "BtU" PD&E is broken in to 5 sections, and excludes the 22 mile "Ultimate I-4" in metro Orlando that will start construction next year.

In order to receive Federal approval for the PD&E, your assistance is requested. Your comprehensive Plan Amendment needs to clearly describe the proposed I-4 (BtU) project as six (6) General Use Lanes plus four (4) Express Lanes. This language needs to be included in your transportation element by September, 2014.

Because this is such an important regional evaluation, we would appreciate your immediate attention to this request. We ask that you reply to this email as soon as possible providing us with a date when you anticipate this language will be added to your transportation element.

If we can be of any assistance, please don't hesitate to contact us.

Thank you for your help in ensuring forward progression on this important project.

If you have any questions, you may contact John Moore at 407-482-7782 or by e-mail at [john.moore@dot.state.fl.us](mailto:john.moore@dot.state.fl.us).

Sincerely,

Susan Sadighi, P.E.  
Intermodal Systems Development Manager

Rick Scott  
GOVERNOR



Jesse Panuccio  
EXECUTIVE DIRECTOR

July 17, 2014

The Honorable David Mealor  
Mayor, City of Lake Mary  
911 Wallace Court  
Lake Mary, Florida 32746

RECEIVED

JUL 18 2014

CITY OF LAKE MARY  
COMMUNITY DEVELOPMENT DEPT

Dear Mayor Mealor:

The Department of Economic Opportunity has completed its review of the proposed comprehensive plan amendment for Lake Mary (Amendment No. 14-1ESR), which we received on June 17, 2014. We reviewed the proposed amendment pursuant to Sections 163.3184(2) and (3), Florida Statutes (F.S.), and identified no comment related to important state resources and facilities within the Department of Economic Opportunity's authorized scope of review that will be adversely impacted by the amendment if adopted.

The City is reminded that pursuant to Section 163.3184(3)(b), F.S., other reviewing agencies have the authority to provide comments directly to the City. If other reviewing agencies provide comments, we recommend the City consider appropriate changes to the amendment based on those comments. If unresolved, such comments could form the basis for a challenge to the amendment after adoption.

The City should act by choosing to adopt, adopt with changes, or not adopt the proposed amendment. Also, please note that Section 163.3184(3)(c)1, F.S., provides that if the second public hearing is not held and the amendment adopted within 180 days of your receipt of agency comments, the amendment shall be deemed withdrawn unless extended by agreement with notice to the Department of Economic Opportunity and any affected party that provided comment on the amendment. For your assistance, we have enclosed the procedures for adoption and transmittal of the comprehensive plan amendment.

July 17, 2014

Page 2 of 2

If you have any questions concerning this review, please contact Ashley Porter at (850) 717-8502, or by email at [Ashley.Porter@deo.myflorida.com](mailto:Ashley.Porter@deo.myflorida.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Ana Richmond', with a long horizontal flourish extending to the right.

Ana Richmond, Chief  
Bureau of Community Planning

AR/ap

Enclosure(s): Procedures for Adoption

cc: John Omana, Community Development Director, City of Lake Mary  
Hugh Harling, Executive Director, East Central Florida Regional Planning Council



## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Stephen Noto, Senior Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Request from Woodbridge Lakes Subdivision for a Neighborhood Beautification Grant (Steve Noto, Senior Planner)

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**BACKGROUND:** The purpose of the Neighborhood Beautification Grant (NBG) Program is to promote the undertaking of activities by City neighborhoods to beautify their developments, and to avoid blighted areas. The City Commission has approved project funding in the amount of \$25,000.00 per fiscal year, which would allow for organized neighborhood associations to apply to the City for monies to be used in executing a neighborhood beautification program. Promotion of high quality neighborhoods shows commitment by the City and its citizens in the areas of economic stability, exceptional quality of life, and community security. There is currently \$15,019.30 remaining for projects in this fiscal year.

**DESCRIPTION OF PROJECT:** The applicant is requesting grant funds in order to install a professional, commercial grade, entry lighting system. The Home Owner's Association of Woodbridge Lakes has, for years, been unsuccessful in having a quality lighting system installed and maintained along and within their main entrance off of Rinehart Road. Per the applicant, previous attempts have been less than professional and more along the lines of a "do-it-yourself" type application.

The Board saw an opportunity with the neighborhood grant program to enter into a partnership with the City by way of splitting the project costs 50/50 to install a professional, commercial grade lighting system along their entrance. This project would not only provide enhanced lighting for the subdivision, but it may also provide some ambient lighting for the Rinehart Trail during the evening hours.

**Discussion:** This project qualifies within the NBG program as a Neighborhood Entry Beautification (NEB) Grant. Per the approved program, the maximum amount of funds that can be allotted for NEB requests is \$5,000.00 (The City Commission has the ability to approve funding above that amount on an as-requested basis). A minimum of 5% community contribution in the form of cash or in-kind services is required.

**Proposed Improvements:** The project will accomplish the following goals:

- Improve existing entry-way lighting with a commercial grade lighting system
- Potentially provide ambient lighting along the Rinehart Trail thereby increasing safety

The applicant's preferred vendor is Lighthouse. The project cost based upon Lighthouse's proposal is \$13,830. The applicant is proposing a 50/50 split of the project cost with the City in the amount of \$6,915.00. The last three requests have seen either in-kind matching, or the minimum 5%. This is the first time an applicant has exceeded the minimum match where a unique scenario did not exist. That said, if approved, the City and the applicant would both contribute \$6,915.00. In the event the City does not opt to provide the full amount requested, the applicant would then pay the additional costs.

Lighting improvements would be made approximately 250' north and south of the subdivision entrance, adjacent to the brick wall. There will also be improvements made within the medians west of the gates. A lifetime warranty on all fixtures and transformers is being provided throughout the course of normal operation. Additionally, the LED bulbs have a five year warranty.

**FINDING OF FACT:** Staff has found that the request for a Neighborhood Beautification Grant for the Woodbridge Lakes subdivision meets the requirements of the Neighborhood Beautification Program. Staff recommends approval of \$5,000 in grant funding. If the City Commission wishes to approve a higher funding amount, staff recommends the following:

- That the Commission find that a unique circumstance exists in that the applicant has proposed to provide an exact match of \$6,915.00, which exceeds the minimum 5% match by over \$6,000.

**PARKS AND RECREATION BOARD:** At their August 4, 2014 meeting, the Parks and Recreation Board voted unanimously, 6-0, to recommend approval of the \$6,915.00 Neighborhood Beautification Grant for the Woodbridge Lakes subdivision, with one condition:

1. The applicant provide a dollar-for-dollar match of \$6,915.00

## **ATTACHMENTS:**

- August 4, 2014 Parks & Recreation Board Meeting Synopsis
- Woodbridge Lakes Neighborhood Beautification Grant Application Package

VI. Director's Update

A. Woodbridge Lakes: Application for Neighborhood Beautification Grant

**MOTION:**

**Member Buck moved to recommend approval of the Neighborhood Beautification Grant, 2014-NBG-02, for Woodbridge Lakes in the amount of \$6,915 per the Staff Report with the condition the Applicant provide a dollar-for-dollar match of \$6,915. Member Lee seconded the motion.**

**Chairman Williamson requested a roll-call vote on the motion, which was taken as follows:**

**Vice Chairman Swinski - Yes**

**Member Lackey - Yes**

**Member Sebald - Yes**

**Member Buck - Yes**

**Member Lee - Yes**

**Chairman Williamson - Yes**

**The motion carried unanimously 6-0.**

# Woodbridge Lakes

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Application for Neighborhood  
Beautification Grants





## Index

1. Application
2. Project narrative
3. 3 quotes of all proposed work
4. A complete budget showing total cost of project
5. Photos of existing site conditions
6. A clean site plan showing the location of all improvements
7. Notarized minutes
8. Project Action Team (PAT) contact information
9. A completed GAP with Maintenance Agreement

## CITY OF LAKE MARY NEIGHBORHOOD BEAUTIFICATION GRANT APPLICATION

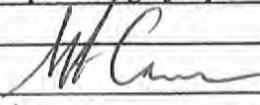
|   |  |
|---|--|
| Applicant Org. Name: <u>WOODBIDGE LAKES</u><br>Project Team Leader: <u>ALFRED 'SKIP' CANN</u><br>Address: <u>358 LAKE DAWSON PLACE</u><br>City/State/Zip: <u>LAKE MARY, FL 32746</u><br>E-Mail: <u>ACANN@CFL.RR.COM</u><br>Phone: <u>407 323 1878</u> Alt. Phone: <u>407 617 3076</u> | Alt. Contact: <u>ANDY GOODMAN</u><br>Address: <u>464 PICKFAIR TERRACE</u><br>City/State/Zip: <u>LAKE MARY, FL 32746</u><br>E-Mail: <u>AHGWOODBIDGE@AOL.COM</u><br>Phone: <u>407 221 9520</u> Alt. Phone: _____ |
|---|--|

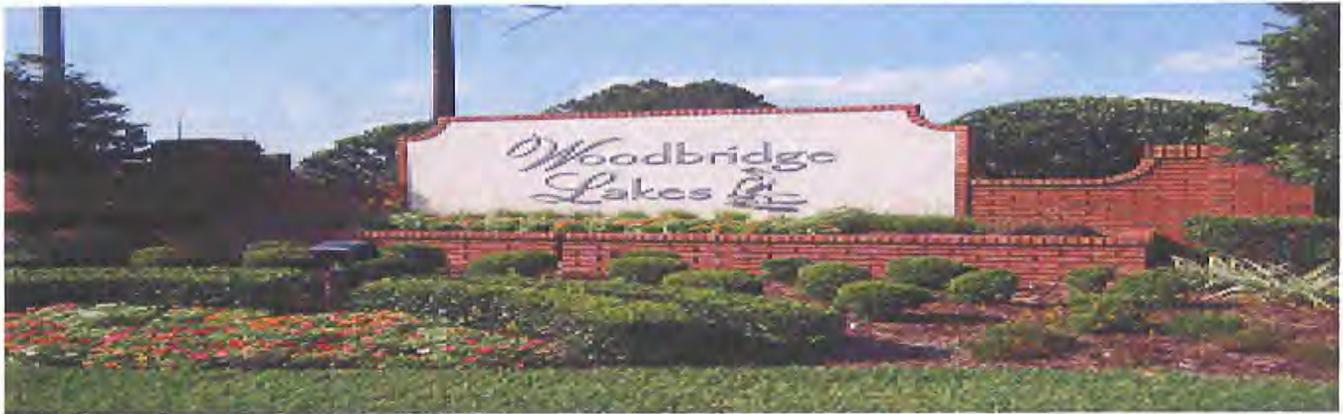
Grant Requested:  Neighborhood Entry Beautification     Community Beautification

|   |
|---|
| Name of Neighborhood: <u>WOODBIDGE LAKES OF LAKE MARY</u><br>Location of Neighborhood (Roadway Boundaries): <u>1/2 MILE "N" ON RINEHART FROM LAKE MARY BLVD</u><br>Project Location (Address Required for Permitting): _____<br>Has the Neighborhood Won Grant Funding in the Past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If Yes, When and How Much? _____ |
|---|

|  |   |
|--|---|
| Brief Description of Project:<br><u>IMPROVE EXISTING AND ADD ADDITIONAL COMMERCIAL GRADE LANDSCAPE LIGHTING FIXTURES AND LED BULBS AT GATED ENTRY AND ALONG NORTH AND SOUTH WALLS OF WOODBRIDGE LAKES OF LAKE MARY</u> |   |
| Grant Amount Requested: \$ <u>6,915<sup>00</sup></u>   | Neighborhood Match Amount: \$ <u>6,915<sup>00</sup></u><br><small>(min. 5% of Grant Amount)</small> |

- REQUIRED ATTACHMENTS**
- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Three (3) quotes of all proposed work</li> <li>• A complete budget showing total cost of project</li> <li>• Photos of existing site conditions</li> <li>• A clean site plan showing the location of all improvements</li> </ul> | <ul style="list-style-type: none"> <li>• Notarized meeting minutes</li> <li>• Project Action Team (PAT) contact information</li> <li>• A completed GAP with Maintenance Agreement</li> <li>• Other documentation specifically requested by staff</li> <li>• First Step Meeting Synopsis</li> </ul> |
|--|--|

|   |   |
|---|---|
| THE ABOVE INFORMATION IS SOLELY PROVIDED FOR PURPOSES OF APPLYING FOR THE NEIGHBORHOOD BEAUTIFICATION GRANT (NBG) AND UNDERSTAND IT DOES NOT IMPLY APPROVAL. I CERTIFY THE ABOVE INFORMATION TRUE. I HAVE RECEIVED, READ, AND AGREE WITH THE NBG PACKAGE. | Signed: <u></u><br>Print Name: <u>ALFRED CANN</u><br>Title: <u>PROJECT MANAGER</u><br>Date: <u>6-9-14</u> |
|---|---|



## Project Narrative

For several years the Board of Directors (BOD) of the Woodbridge Lakes (WBL) Of Lake Mary community adjacent to Rinehart Road, has wanted to showcase our entry way and our wall with high quality landscape lighting. Efforts in the past have been less than professional, more of a do-it-yourself attempt, and resulted in less than the desired results the residents could be proud of. Lacking was a comprehensive well designed site plan and the use of commercial grade equipment. As a consequence, the last couple of years has seen a noticeable decline in the lighting of the gated entry way area, and total abandonment of any lighting along our exterior walls both to the north and south.

When the BOD became aware of the Neighborhood Beautification Grant, we immediately saw this as an opportunity to pursue the guidance of a licensed landscape lighting contractor in hopes of achieving our goal after several years of frustration and disappointments. As an added bonus, we hope to gain a favorable decision from the city of Lake Mary grant monies to share equally in the cost of the project.

The Project Action Team (PAT) thinks we have met all the requirements of the Neighborhood Beautification Grant, and presents this application in hopes of vastly improving our existing entry lighting and expanding the lighting both to the north and south along our walls. If we are approved as requested, the final result will be approximately 500ft of landscape lighting adding to the night time ambiance of a longer portion of Rinehart Road as well as some increased safety along the public walking trail.

The Board of Directors are in unanimous agreement to pursue this application, and have taken a polling sample of the WBL residents, they too are in unanimous agreement.

Woodbridge Lakes requests a favorable decision from the city.....Help us make Lake Mary shine even after dark!

Respectfully submitted,  
Alfred "Skip" Cann  
PAT leader



### 3 quotes of all proposed work

As required by the Neighborhood Beautification Grant, three competing bids were obtained from licensed, bonded and insured contractors: 1) ILLUMINATIONS 2) ELEGANT CUSTOM IMAGES, and 3) LIGHTHOUSE LANDSCAPE LIGHTING. All bidders were given the same directions and goals regarding improving our gated entry way and extending lighting along the north and south walls about 100ft in both directions.

Bid analysis eliminated ILLUMINATIONS due to excessive cost estimates, but the remaining two companies were too similar to decide a clear winner. A decision was made to invite both companies on successive evenings to demonstrate their ideas and abilities. The WBL board of directors and 12 residents were in attendance each night. LIGHTHOUSE put on such an impressive demo that they were the obvious company to hire by an unanimous opinion of all in attendance, and LIGHTHOUSE was asked by the group of observers to do even more along the north and south walls by adding 21 additional fixtures, for approximately 125-150 more feet of wall at an additional cost.

#### BIDDING HIGHLIGHTS

1) ILLUMINATIONS...\$12,066.43 49 fixtures 1yr warranty 3 days to complete job

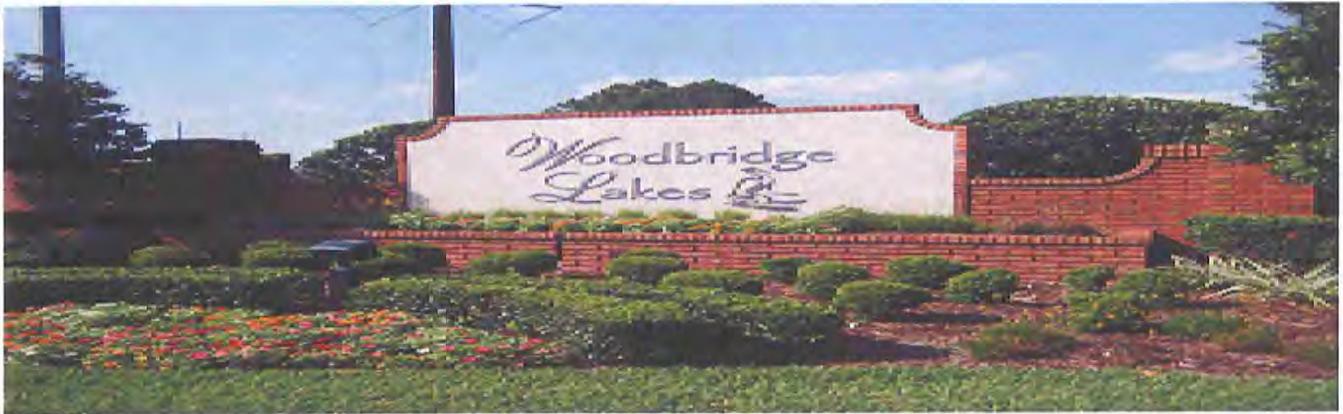
2) ELEGANT CUSTOM IMAGES....\$10,500 62 fixtures 1yr warranty (4 additional years warranty at cost of \$2,000)  
3 days to complete job

3) LIGHTHOUSE LANDSCAPE LIGHTING.....\$10,590 58 fixtures 5yr warranty 3 days to complete job

addendum.....\$3,240 21 fixtures same warranty and completion time 125-150ft of additional wall illumination

Total cost of - \$13,830 (\$10,590+\$3,240)

\*\*\*Itemized breakdown of bids and all site plans in addendum to this application

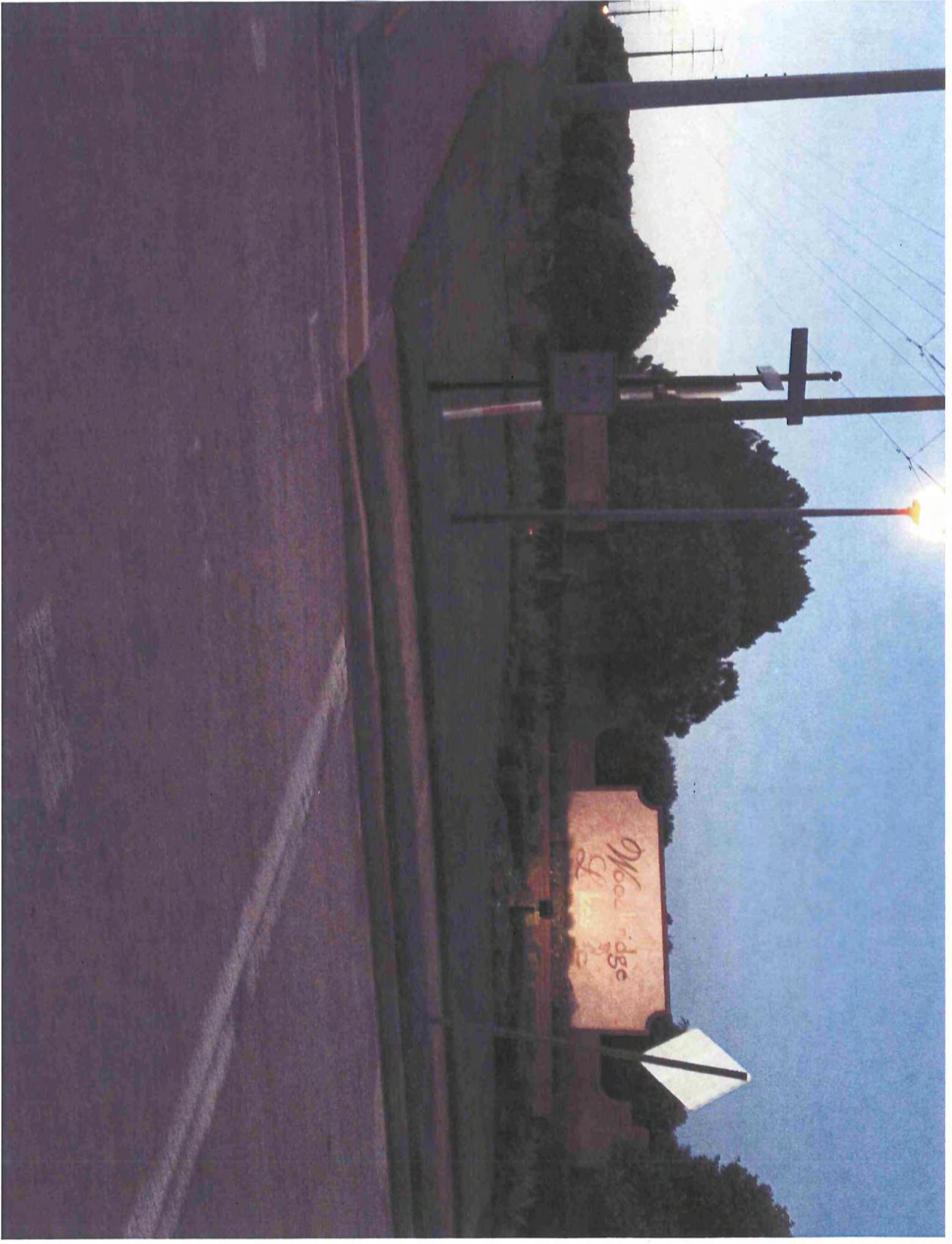


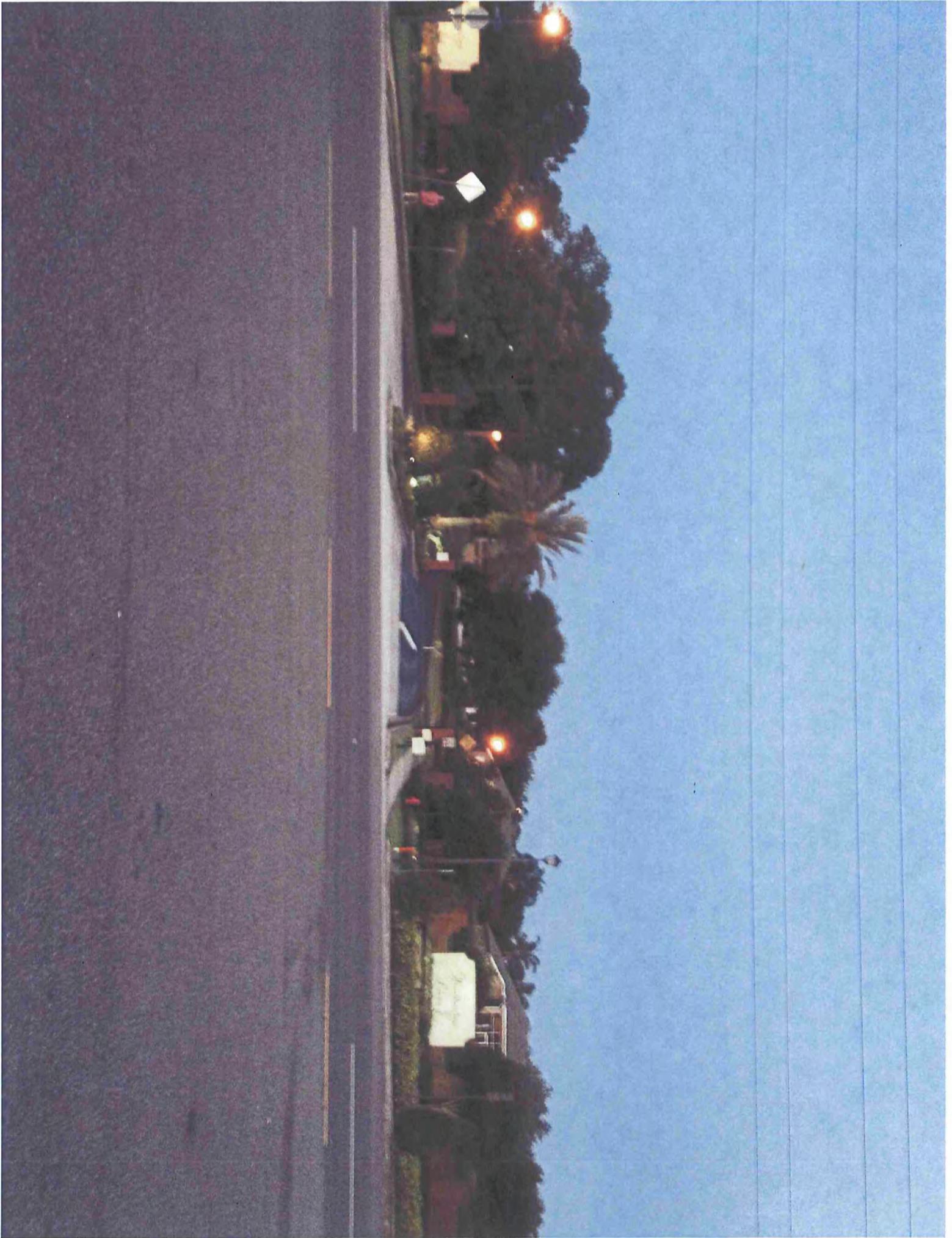
## **A complete budget showing total cost of project**

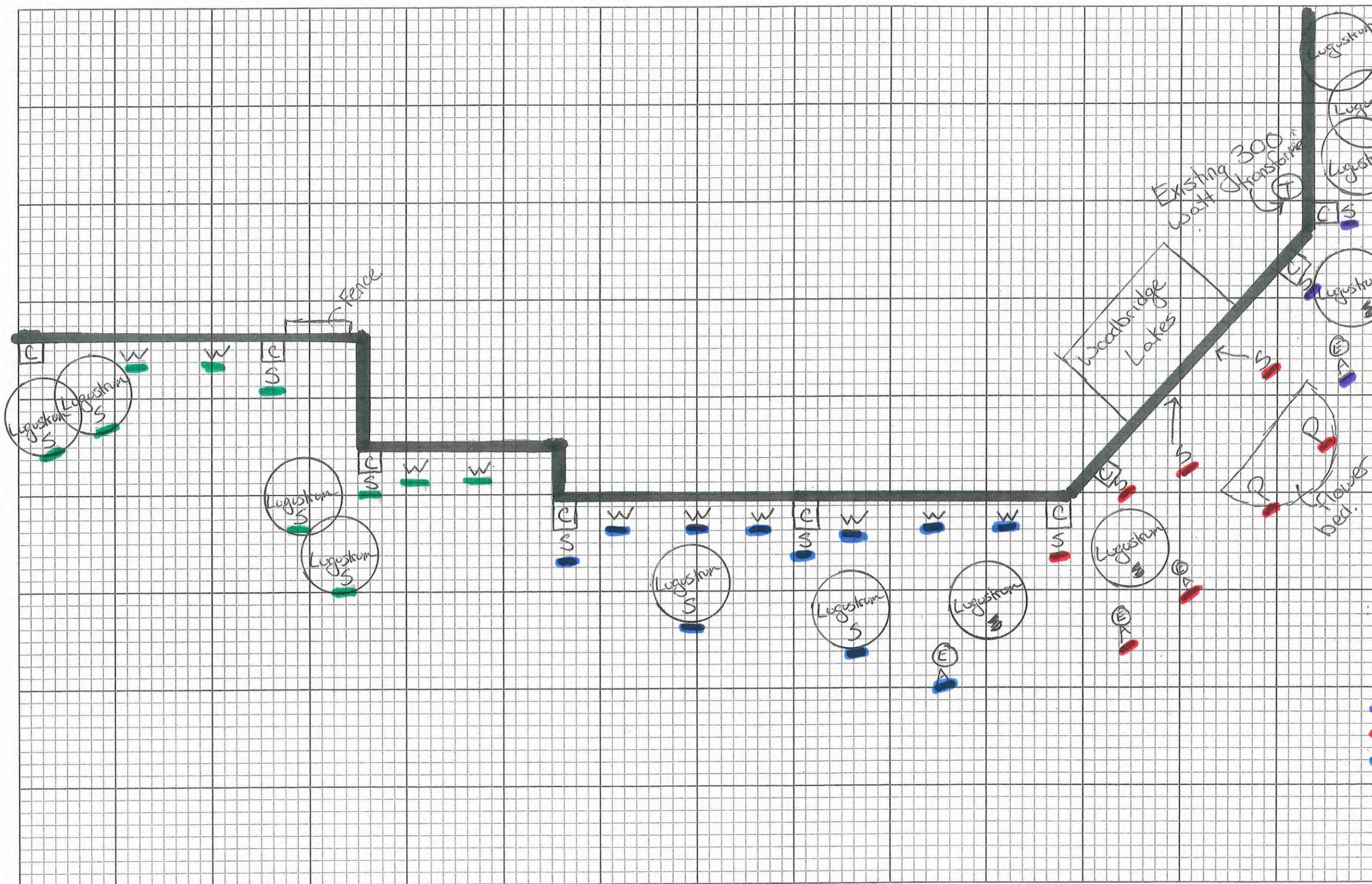
The total costs to install the landscape lighting system as bid, and accepted by the BOD of Woodbridge, by LIGHTHOUSE is \$13,830. The WBL HOA hopes to share the costs equally with the city: \$6,915 awarded grant money, and an equal amount from the HOA assets. The HOA board, and a sampling of residents, is aware that any monies granted by the city will not be sufficient to totally fund the project.

WBL's initial costs will come from drawing money from our money market account with BB&T, the balance of which is approximately \$18,250 as of June 1st, 2014. If necessary, the upcoming 2015 HOA budget can be adjusted to increase line items 5270 and/or 5965 (see enclosed 2014 budget) to fund any ongoing costs not covered by the 5 year warranty such as: vandalism, cut lines from landscapers, acts of God etc.) If deemed necessary, HOA dues could also be raised.









- I = INGROUND WELL
- A = ABOVE GROUND WELL
- P = PATH LIGHT
- W = WASH LIGHT
- S = SPOT LIGHT
- D = DECK LIGHT
- WL = WATER LIGHT
- MW = MINI WASH
- GL = GRILL LIGHT
- SL = STEP LIGHT
- GM = GUTTER MOUNT
- SM = SURFACE MOUNT
- AT = ASTRO TIMER
- PC = PHOTO CELL
- LS = LIGHT SWITCH
- Ⓣ = POWER SOURCE
- DT = DRILL THRU
- = = CONDUIT
- Ⓜ = HUB
- 6 = 6" RISER
- 12 = 12" RISER
- 18 = 18" RISER
- 24 = 24" RISER
- PL = POST LAMP
- CL = COACH LAMP
- X = CAN LIGHT
- R = RECESSED LIGHTS
- DL = DOWN LIGHT
- L = LIP LIGHT
- T = TIKI TORCH

Ⓜ = Existing fixture to be used

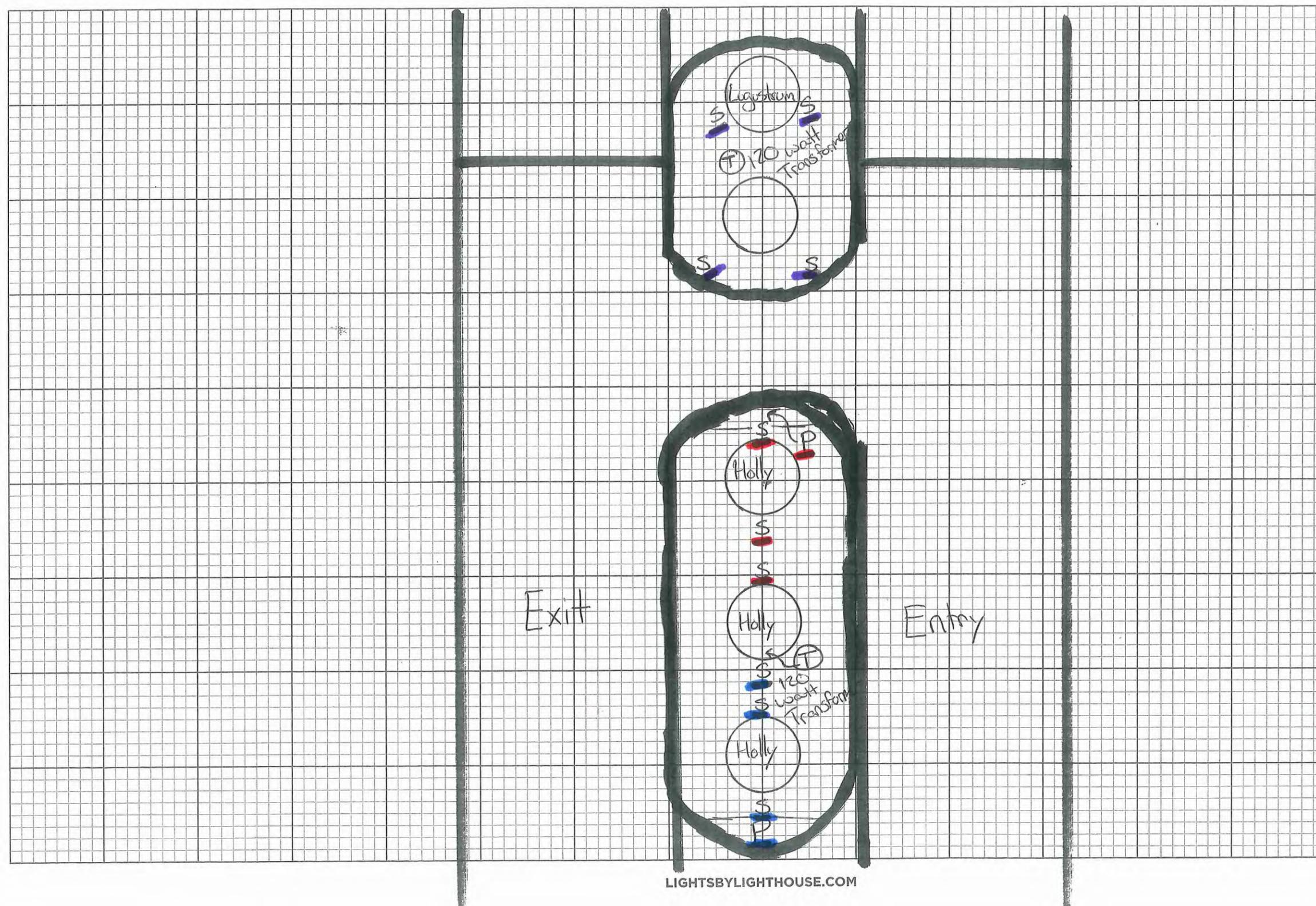
TOTAL FIXTURES 31 (36)

TOTAL WATTS 198

- WIRE 1 43 watts
- WIRE 2 43 watts
- WIRE 3 58 watts
- WIRE 4 54 watts
- WIRE 5 \_\_\_\_\_
- WIRE 6 \_\_\_\_\_

DESIGNED FOR Woodbridge Lakes HOA (Skip Conn)  
 ADDRESS Woodbridge Lakes Way Lake Mary, FL 32746  
 EMAIL acann@fl.rr.com DATE 6-4-14  
 DESIGNED BY Susha Alan VanderVeen, UP ES12000757

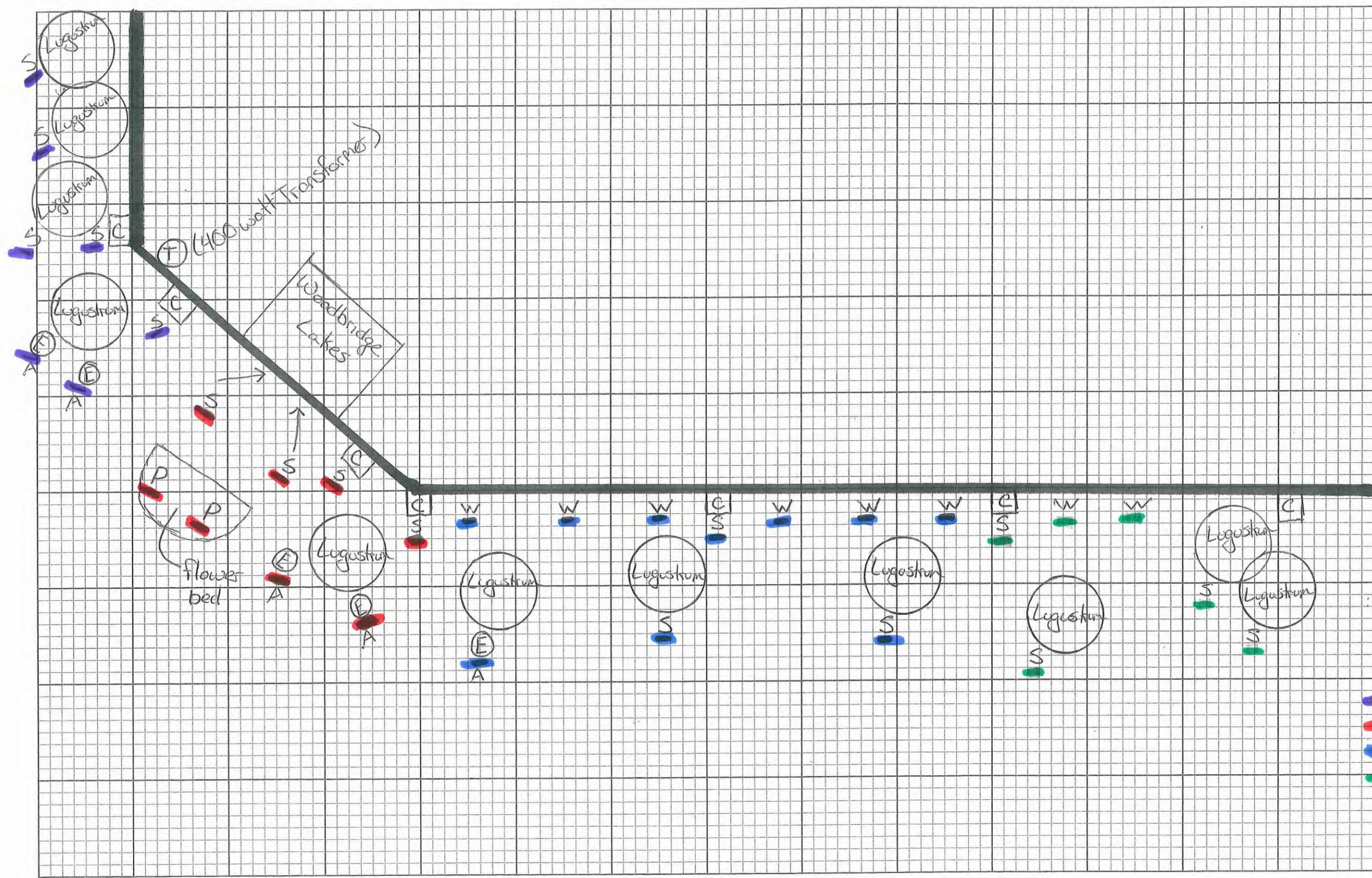
Center Isle



- I = INGROUND WELL
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- AT = ASTRO TIMER
- PC = PHOTO CELL
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- (T) = POWER SOURCE
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- = = CONDUIT
- (H) = HUB
- 6 = 6" RISER
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- CL = COACH LAMP
- X = CAN LIGHT
- R = RECESSED LIGHTS
- DL = DOWN LIGHT
- L = LIP LIGHT
- T = TIKI TORCH

|                |             |
|----------------|-------------|
| TOTAL FIXTURES | <u>12</u>   |
| TOTAL WATTS    | <u>65</u>   |
| WIRE 1         | <u>28</u>   |
| WIRE 2         | <u>18.5</u> |
| WIRE 3         | <u>18.5</u> |
| WIRE 4         | _____       |
| WIRE 5         | _____       |
| WIRE 6         | _____       |

(2 transformers -  
4 fixtures / 8 fixtures)



- I = INGROUND WELL
  - A = ABOVE GROUND WELL
  - P = PATH LIGHT
  - W = WASH LIGHT
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  - X = CAN LIGHT
  - R = RECESSED LIGHTS
  - DL = DOWN LIGHT
  - L = LIP LIGHT
  - T = TIKI TORCH
  - (E) = Existing fixture to be used.
- TOTAL FIXTURES 26 (31)  
 TOTAL WATTS 172
- WIRE 1 43 watts
  - WIRE 2 43 watts
  - WIRE 3 53 watts
  - WIRE 4 33 watts
  - WIRE 5 \_\_\_\_\_
  - WIRE 6 \_\_\_\_\_

## **APPROVED MINUTES**

### **WOODBIDGE LAKES OF LAKE MARY HOMEOWNERS ASSOCIATION, INC.**

Board of Directors Meeting

April 23<sup>th</sup>, 2014

#### **Quorum**

Meeting called to order at 7:06pm.

In attendance: Andy Goodman, Casandra Garrett, Skip Cann, Butch Devlin and John Santiago. Also in attendance were Marilyn Vince, and Gasner Guerrier from TNMS. A quorum was present.

#### **Minutes**

Cassandra read the Minutes from the March 26, 2014 Meeting, Skip motioned to approve; Andy seconded, all in favor, motion carried.

#### **Financials**

Financials were read by Skip. Andy motioned to approve the Financials; Cassandra seconded, all in favor, motion carried.

#### **Committee Report**

Spring Fling was wonderful. Home Depot came and gave classes to the kids and was a huge success. Home Depot will come again next year.

Beautification – Cassandra report that they are working on replacing dead plants at the front entrance.

#### **Managers' Report**

The Board wants TN to only give Friendly Reminders for trash cans.

Delinquencies – The atty sent the stipulation for 628PF. Terms are \$1500 down now and \$350 per month, Skip motioned to approve, Andy seconded, all in favor, motion carried.

#### **Unfinished Business**

WBL owns 1/3 of Lake Dawson, Timicaun owns 1/3 and Manderley owns the other 1/3. Butch will get with Timicuan to allow WBL to stock the lake with Carp.

Home Depot has a "Homer Fund". The fund helps out Home Depot employees that have fallen on hard times. Cassandra motioned to donate \$200 to the fund, Skip seconded, all in favor, motion carried.

Street Signs – Eric presented a proposal to replace one street sign post and repair two others. Total cost \$670.47. Skip motioned to approve the expenditure, Andy seconded, all in favor, motion carried.

**New Business**

Skip presented a plan to beautify the front entrance by adding new lights along the wall.

Skip moved to create a Project Action Team (PAT) for the purpose of submitting an application to the City of Lake Mary, Florida for Grant monies available from The Neighborhood Beautification Fund. The PAT to include Skip (Alfred) Cann as chairman and Members: Andy Goodman, Eric Garcia, Kristie Devlin, and Milind Pathak. The goal is to improve, and add to, the landscape lighting of the Gated Entry and significant footage along the front brick wall of the Woodbridge Lakes Subdivision. The name of the application to be known as the Woodbridge Lakes Beautification Project. Casandra seconded, all in favor, motion carried.

Email address of committee

S. Cann – [Acann@cfl.rr.com](mailto:Acann@cfl.rr.com)

A. Goodman – [ahgwoodbridge@aol.com](mailto:ahgwoodbridge@aol.com)

E. Garcia – [ericbmw74@hotmail.com](mailto:ericbmw74@hotmail.com)

K. Devlin – [kristied@earthlink.net](mailto:kristied@earthlink.net)

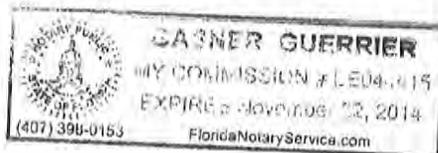
M. Pathak – [milindtp@hotmail.com](mailto:milindtp@hotmail.com)

**Good & Welfare**

Several homeowners were present to discuss violations. They would like to see the no basketball hoops in the front yards to be changed. The board explained that this was in the documents and could not be changed without a majority vote of the entire community.

Several other homeowners expressed concerns about other violations such as trash cans, and pressure washing driveways.

Butch motioned to adjourn the Meeting at 8:50pm; Andy seconded, all in favor, motion carried.



A handwritten signature in black ink, appearing to be "Casner Guerrier".

### **New Business**

Skip presented a plan to beautify the front entrance by adding new lights along the wall.

Skip moved to create a **Project Action Team (PAT)** for the purpose of submitting an application to the City of Lake Mary, Florida for Grant monies available from The Neighborhood Beautification Fund. The PAT to include Skip (Alfred) Cann as chairman and Members: Andy Goodman, Eric Garcia, Kristie Devlin, and Milind Pathak. The goal is to improve, and add to, the landscape lighting of the Gated Entry and significant footage along the front brick wall of the Woodbridge Lakes Subdivision. The name of the application to be known as the Woodbridge Lakes Beautification Project. Casandra seconded, all in favor, motion carried.

Email address of committee

S. Cann – [Acann@cfl.rr.com](mailto:Acann@cfl.rr.com)

A. Goodman – [ahgwoodbridge@aol.com](mailto:ahgwoodbridge@aol.com)

E. Garcia – [ericbmw74@hotmail.com](mailto:ericbmw74@hotmail.com)

K. Devlin – [kristied@earthlink.net](mailto:kristied@earthlink.net)

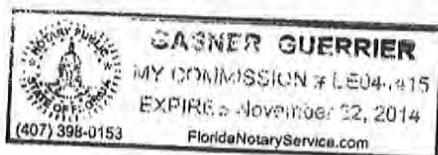
M. Pathak – [milindtp@hotmail.com](mailto:milindtp@hotmail.com)

### **Good & Welfare**

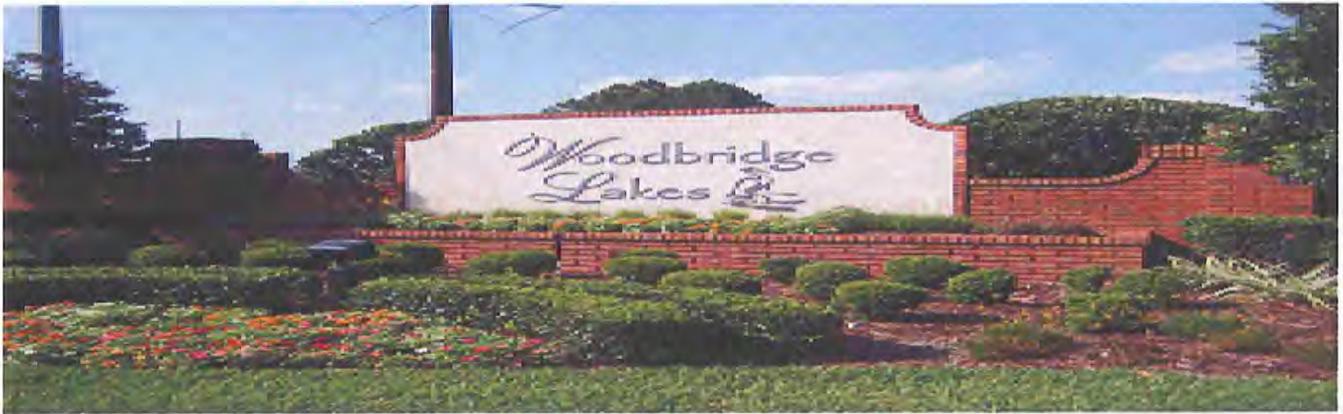
Several homeowners were present to discuss violations. They would like to see the no basketball hoops in the front yards to be changed. The board explained that this was in the documents and could not be changed without a majority vote of the entire community.

Several other homeowners expressed concerns about other violations such as trash cans, and pressure washing driveways.

Butch motioned to adjourn the Meeting at 8:50pm; Andy seconded, all in favor, motion carried.



A handwritten signature in black ink, appearing to be "Gasner Guerrier".



## GRANT ACTION PLAN

The total costs to install the landscape lighting system as bid, and accepted by the BOD of Woodbridge, by LIGHTHOUSE is \$13,830. The WBL HOA hopes to share the costs equally with the city: \$6,915 awarded grant money, and an equal amount from the HOA assets. The HOA board, and a sampling of residents, is aware that any monies granted by the city will not be sufficient to totally fund the project.

WBL's initial costs will come from drawing money from our money market account with BB&T, the balance of which is approximately \$18,250 as of June 1st, 2014. If necessary, the upcoming 2015 HOA budget can be adjusted to increase line items 5270 and/or 5965 (see enclosed 2014 budget) to fund any ongoing costs not covered by the 5 year warranty such as: vandalism, cut lines from landscapers, acts of God etc.) If deemed necessary, HOA dues could also be raised.

Once a funding decision has been made by the city, the installation is projected to be three days after a deposit has been paid by the HOA and ordered materials have been received by LIGHTHOUSE.

Lighthouse Outdoor Living, Inc.  
 DBA Lighthouse Landscape Lighting  
 P. O. Box 410594  
 Melbourne, FL 32941-0594

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 3/25/2014 | 1601       |

Woodbridge Lakes HOA  
 Skip Cann  
 Woodbridge Lakes Way  
 Lake Mary, FL 32746



# LIGHTHOUSE

|         |
|---------|
| Project |
|         |

| Item         | Description   | Qty | Cost   | Total             |
|--------------|---|-----|--------|-------------------|
| LH1001       | Bullet Light with 5 watt LED- uplighting columns of wall on North side  | 3   | 185.00 | 555.00            |
| LH2005       | Wall Washer with 4 watt LED- uplighting brick wall on North side (3 lights per section)   | 6   | 185.00 | 1,110.00          |
| LH1020       | Well Light with 6 watt LED Par 36 and glass cover- uplighting ligustrum trees within 100 ft of signage on North side that are not currently lit | 4   | 220.00 | 880.00            |
| LH7030       | LED Par 36 Bulb, 6 watt (replacement of current halogen bulbs in current ligustrum fixtures)  | 5   | 65.00  | 325.00            |
| LH1001       | Bullet Light with 7 watt LED- uplighting signage on North side  | 2   | 185.00 | 370.00            |
| LH1001       | Bullet Light with 7 watt LED- additional uplighting for landscape around signage and wall   | 5   | 185.00 | 925.00            |
| <b>Total</b> |   |     |        | <b>\$4,165.00</b> |

FLORIDA LICENSE # ES 12000757  
 LICENSED & INSURED

|              |       |                        |                                    |
|--------------|-------|------------------------|------------------------------------|
| Phone #      | Fax # | E-mail                 | Web Site                           |
| 888-720-5483 |       | seethelight@cfl.rr.com | www.lightsbylighthouse.com/florida |

Lighthouse Outdoor Living, Inc.  
 DBA Lighthouse Landscape Lighting  
 P. O. Box 410594  
 Melbourne, FL 32941-0594

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 3/25/2014 | 1602       |

Woodbridge Lakes HOA  
 Skip Cann  
 Woodbridge Lakes Way  
 Lake Mary, FL 32746



## LIGHTHOUSE

|         |
|---------|
| Project |
|         |

| Item         | Description   | Qty | Cost   | Total             |
|--------------|---|-----|--------|-------------------|
| LH1001       | Bullet Light with 5 watt LED- uplighting columns of brick wall on South side  | 3   | 185.00 | 555.00            |
| LH2005       | Wall Washer with 4 watt LED- uplighting brick wall on South side (3) lights per section   | 6   | 185.00 | 1,110.00          |
| LH1020       | Well Light with 6 watt LED Par 36 and glass cover- uplighting ligustrum trees within 100 ft of signage on South side that are not currently lit | 2   | 220.00 | 440.00            |
| LH7030       | LED Par 36, 6 watt (replacement of current halogen bulbs in current ligustrum fixtures)   | 5   | 65.00  | 325.00            |
| LH1001       | Bullet Light with 7 watt LED- uplighting signage on South side  | 2   | 185.00 | 370.00            |
| 400          | LED 400 Watt SS Transformer- replacement transformer for South side   | 1   | 350.00 | 350.00            |
| LH1001       | Bullet Light with 7 watt LED- additional uplights for landscape around signage and wall   | 5   | 185.00 | 925.00            |
| <b>Total</b> |   |     |        | <b>\$4,075.00</b> |

FLORIDA LICENSE # ES 12000757  
 LICENSED & INSURED

|              |       |                        |                                    |
|--------------|-------|------------------------|------------------------------------|
| Phone #      | Fax # | E-mail                 | Web Site                           |
| 888-720-5483 |       | seethelight@cfl.rr.com | www.lightsbylighthouse.com/florida |

Lighthouse Outdoor Living, Inc.  
 DBA Lighthouse Landscape Lighting  
 P. O. Box 410594  
 Melbourne, FL 32941-0594

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 3/25/2014 | 1603       |

|  |
|--|
| Woodbridge Lakes HOA<br>Skip Cann<br>Woodbridge Lakes Way<br>Lake Mary, FL 32746 |
|--|



# LIGHTHOUSE

|         |
|---------|
| Project |
|         |

| Item   | Description  | Qty | Cost         | Total             |
|--------|--|-----|--------------|-------------------|
| LH1001 | Bullet Light with 5 watt LED- uplighting holly trees in center isle (one fixture front, one rear                   | 6   | 185.00       | 1,110.00          |
| 120    | LED 120 SS Pro Transformer   | 1   | 250.00       | 250.00            |
| LH1001 | Bullet Light with 5 watt LED- uplighting lugustrum tree in center isle behind gate (lit from left and right sides) | 2   | 185.00       | 370.00            |
| LH1001 | Bullet Light with 7 watt LED- uplighting palm tree in center isle by gate (lit from front left and front right)    | 2   | 185.00       | 370.00            |
| 120    | LED 120 SS Pro Transformer   | 1   | 250.00       | 250.00            |
|        |  |     | <b>Total</b> | <b>\$2,350.00</b> |

FLORIDA LICENSE # ES 12000757  
 LICENSED & INSURED

|              |       |                        |                                    |
|--------------|-------|------------------------|------------------------------------|
| Phone #      | Fax # | E-mail                 | Web Site                           |
| 888-720-5483 |       | seethelight@cfl.rr.com | www.lightsbylighthouse.com/florida |

Lighthouse Outdoor Living, Inc.  
 DBA Lighthouse Landscape Lighting  
 P. O. Box 410594  
 Melbourne, FL 32941-0594

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 5/28/2014 | 1633       |

Woodbridge Lakes HOA  
 Skip Cann  
 Woodbridge Lakes Way  
 Lake Mary, FL 32746



# LIGHTHOUSE

|         |
|---------|
| Project |
|         |

| Item            | Description  | Qty | Cost    | Total   |
|-----------------|--|-----|---------|---------|
| LH1020          | Well Light with 6 watt LED Par 36 and glass cover- uplighting additional 4 lugustrums on South side        | 4   | 220.00  | 880.00  |
| LH2005          | Wall Washer with 5.5 watt LED- uplighting additional wall section on South side                            | 2   | 185.00  | 370.00  |
| LH3001          | Pathlight with 6" top and 3 watt LED- area lighting for front of signage area flowers on South side        | 2   | 200.00  | 400.00  |
| LH1020          | Well Light with 6 watt LED Par 36 and glass cover- uplighting additional lugustrum tree on North side      | 2   | 220.00  | 440.00  |
| LH1001          | Bullet Light with 5 watt LED- uplighting additional columns on North and South side                        | 3   | 185.00  | 555.00  |
| LH2005          | Wall Washer with 5.5 watt LED- uplighting additional wall area on North side                               | 4   | 185.00  | 740.00  |
| LH3001          | Pathlight with 6" top and 3 watt LED- area lighting for front of signage area flowers on North side        | 2   | 200.00  | 400.00  |
| LH3001          | Pathlight with 6" top and 3 watt LED- area lighting for flower area on East and West side of center island | 2   | 200.00  | 400.00  |
| Volume Discount | Volume Discount- 15%   |     | -945.00 | -945.00 |

|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>\$3,240.00</b> |
|--------------|-------------------|

FLORIDA LICENSE # ES 12000757  
 LICENSED & INSURED

|              |       |                        |                                    |
|--------------|-------|------------------------|------------------------------------|
| Phone #      | Fax # | E-mail                 | Web Site                           |
| 888-720-5483 |       | seethelight@cfl.rr.com | www.lightsbylighthouse.com/florida |



Woodbridge Lakes HOA Board Members,

This letter is to confirm the warranty information for the LED lighting project to be installed at the front entrance and along the North and South walls of Woodbridge Lakes. Currently, the project is planned for installation in the Summer of 2014.

All of the fixtures and transformers in the quotes for this project have a lifetime warranty which covers all components of both fixtures and transformers through the course of normal operation (some fixtures (10) and one (1) transformer will be used from the current system and are not part of the Lighthouse warranty). The LED bulbs that Lighthouse will install in the new and existing fixtures have a five (5) year warranty. **If at any time during the first five years of operation (from date of final invoice) there is an LED failure, Lighthouse will provide replacement and labor for replacement at no charge.**

After the five (5) year warranty has expired, Lighthouse will provide a relamping service quote in order to keep the system under an ongoing warranty.

Lighthouse will not be responsible for any cut wires due to new plantings being installed. However, we will provide a wiring locate and flagging service at no charge. The HOA will also be supplied with a detailed "as built" drawing that will designate fixture and wire locations.

Regards,

Justin Vander Veen, Vice President  
Lighthouse Outdoor Living, Inc  
DBA Lighthouse Landscape Lighting  
888-720-5483  
[seethelight@cfl.rr.com](mailto:seethelight@cfl.rr.com)  
[www.lightsbylighthouse.com](http://www.lightsbylighthouse.com)  
FL Lic # ES 12000757

[seethelight@cfl.rr.com](mailto:seethelight@cfl.rr.com)

P. O. Box 410594  
407-521-4508  
1-888-720-LITE (5483)

[www.lightsbylighthouse.com](http://www.lightsbylighthouse.com)

Melbourne, FL 32941-0594  
407-299-8729 FAX  
321-600-0861 FAX



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/5/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|  |  |   |  |
|--|--|---|--|
| <b>PRODUCER</b><br>NuVantage Insurance Corp<br>1542 S Wickham Rd<br><br>West Melbourne FL 32904                                    |  | <b>CONTACT NAME:</b> Susan Teodoro<br><b>PHONE (A/C No. Ext.):</b> (321) 253-9000 <b>FAX (A/C No.):</b> (321) 726-6350<br><b>E-MAIL ADDRESS:</b> STeodoro@NuVantageInsurance.com  |  |
| <b>INSURED</b><br>Lighthouse Outdoor Living, Inc, DBA<br>Lighthouse Landscape Lighting<br>PO BOX 410594<br>Melbourne FL 32941-0594 |  | <b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> Federated National Insurance<br><b>INSURER B:</b> Progressive Express Ins Co<br><b>INSURER C:</b> Markel Insurance Company<br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> |  |

**COVERAGES**

CERTIFICATE NUMBER: CL146501253

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE   | ADDL SUBR INSR WVD              | POLICY NUMBER        | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|---|---------------------------------|----------------------|-------------------------|-------------------------|---|
| A        | <b>GENERAL LIABILITY</b><br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  |                                 | GL-0000005857-03     | 11/15/2013              | 11/15/2014              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ INCLUDED |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC   |                                 |                      |                         |                         |   |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS |                                 | 03647085-7           | 2/8/2014                | 8/8/2014                | COMBINED SINGLE LIMIT (Ea accident) \$ 100,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>PIP-Basic \$ 10,000  |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$   |                                 |                      |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$  |
| C        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                               | Y/N<br><input type="checkbox"/> | N/A<br>MWC0009270-03 | 8/2/2013                | 8/2/2014                | <input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 100,000<br>E.L. DISEASE - EA EMPLOYEE \$ 100,000<br>E.L. DISEASE - POLICY LIMIT \$ 500,000                            |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

|  |   |
|--|---|
| acann@cfl.rr.com<br><br>Woodbridge Lakes HOA<br>Attn: Mr. Skip Cann<br>Woodbridge Lakes Way<br>Lake Mary, FL 32746 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br><br>Paul Weber/STEOD  |
|--|---|

ACORD 25 (2010/05)

INS025 (2010/05) 04

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# *Elegant Custom Images, Inc.*

*License ES 12000618*

*321 217 7822*

## **Outdoor Lighting Proposal**

Date of Proposal:

Name: Woodbridge Lakes HOA

Address:

Phone No:

Materials List: marine grade wire, bulbs, labor, hub and spoke installation and labor, all hubs and connectors, design, tools, machinery, equipment rental, transportation, insurance, with all work completed in a timely manner, per as built.

(62) Heavy brass, 25 year fixtures with 30,000 hr. rated LEDS - **\$10,500.00**

Notes:

1. The LED chips are manufactured by Cree manufacturing, a U.S. company. The fixtures are made by Coppermoon, one of the best in the business, known for high quality and extremely durable. Coppermoon is as U.S. manufacturer as well.
2. Once you get everything collected, we can value engineer the as built plan as well as well. The plan is a wow for your entry in terms of curb appeal.
3. The LEDS are warm white, no blue. They are 7 watts, equivalent to a 50 watt halogen bulb. Cree is the most efficient led manufacturer in the world and definitely the world leader relative to making chips
4. Fixtures are heavy brass, not aluminum.
5. At some point in this process we can value engineer as well. The as built plan is to give you an idea of placement and numbers, so you can use for target practice!
6. Total estimated power sot to run this is \$275.00 per year.

Includes: One year warranty on parts, labor, and installation

25 year complete pass through warranty from manufacturer on Heavy Brass,

A 25-year warranty on marine grade wire and stainless steel transformer.

The project must be completed in a professional manner.

(Above ground installation for design approval and customer satisfaction)

Does not include: Cut lines or fixtures from yard maintenance crews or acts of God.

The home-owner is responsible for providing electricity to area where transformers are to be located, unless otherwise agreed to by contractor. We are able to handle this most of the time at no cost to the homeowner.

- (Return check policy - \$35.00 return check charge + amount of check, must be paid within 5 days or will be turned over to proper authorities.)
- Payment terms: 70% down, with balance due on completion of project.

I, the undersigned, agree to all said conditions in the outdoor lighting proposal.

Customer signature: \_\_\_\_\_

Date: \_\_\_\_\_

Elegant Custom Images, Inc. \_\_\_\_\_

Date: \_\_\_\_\_

Please visit our web site at [www.elegantcustomimages.com](http://www.elegantcustomimages.com)

We appreciate the chance to do business with you. We are very proud of our work and all of our product lines. Our Landscape Lighting package explains the design, installation, documentation and maintenance information.

The Cast lighting booklet has product information. Page 36 explains the warranty information on all components. Page 34 – 35, the photometrics, are a very key ingredient because of flexibility in fine-tuning the lighting portrait.

The rest of the booklet gives you general information about the fixtures, transformers, and marine grade wire. To our knowledge, Cast is the only company providing marine grade tin-coated wire. This is extremely important due to it being corrosive resistant. This is an absolute necessity for low voltage lighting, especially in this climate.

The entire system is designed to be rebuilt at a minimum of cost, should anyone of the components fail.

The entire concept of a lighting portrait is to enhance the architectural design of the home and expand your outdoor living and entertainment areas. We strive to work with the client to get the exact concept they are looking for.



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Help Protect What's Important To You

Inbox (26)

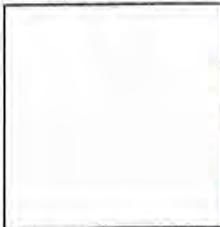
Drafts

Sent Mail

Deleted Items (117)

Junk Mail (13)

Manage Folders



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LifeLock® Official Site  
Help Protect What's Important To You

### Read Message

Usage 23% of 100.0 MB

Compose Get Mail Search Mail Address Book Settings Log Out

Reply Reply All Forward View Header Delete Report SPAM

Printable View

<< Prev | Next >>

From: Bob Kelly <bkelly@elegantcustomimages.com>

To: acann@cfl.rr.com

Cc:

Subject: RE: estimate for Woodbridge Lakes subdivision in Lake Mary

Priority: Normal Date: Sunday, April 20, 2014 7:24 AM Size: 3 KB

1. 62 heavy cast brass, 25 year fixtures
2. 2 rolls of heavy gage wire
3. 62 7 watt LED bulbs, rated at 30,000 hours.
4. 2 new stainless steel 400 watt, 25 year transformers to add to what you currently have on site.
5. Estimate 3-4 working days to complete project, including preparation work

If you need any other information, just give me a call.

Please remember that we are using BRASS fixtures, not aluminum. Our experience says you never use aluminum in Florida, no matter who the manufacturer is!

-----Original Message-----

From: acann@cfl.rr.com [acann@cfl.rr.com]  
 Sent: Saturday, April 19, 2014 10:26 AM  
 To: bkelly@elegantcustomimages.com  
 Subject: estimate for Woodbridge Lakes subdivision in Lake Mary

Good morning,

Am putting together a presentation to submit to my HOA board for their consideration. Can you please break down the bid with itemization of all materials used so that we may better compare your bid to others. Our HOA board will be meeting this Wed the 23rd. I anticipate questions from the board such that I will be contacting you soon after we meet. Thank you for your interest in our project...Happy Easter.

Thanks,  
Skip Cann

[Previous Message](#) | [Next Message](#)

ApplianceDirect.com

## **Elegant Custom Images – Extended Warranty Proposal**

(1/3) As a norm, we give one year annual maintenance with all projects. Covers everything from bulbs, equipment, or cut lines. After that, we have annual

(2/3) extended maint programs. Yours would be 5-600/yr. We are the strongest customer service driven company out here. We are solid, been here and done that,

(3/3) and try very hard to keep folks happy. We care that what we install stays up and running

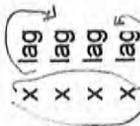
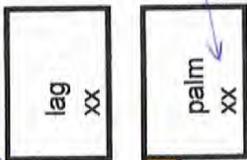
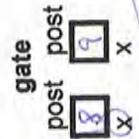
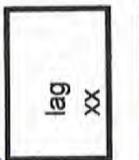
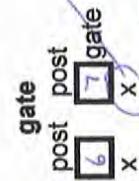
# ELEGANT CUSTOM IMAGES, INC

TRANSFORMERS FOR T1, T2, T3, T4  
(TOTAL OF 4)  
W/HT WITHTAGG/VOLT REG SECTION

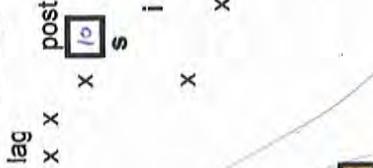
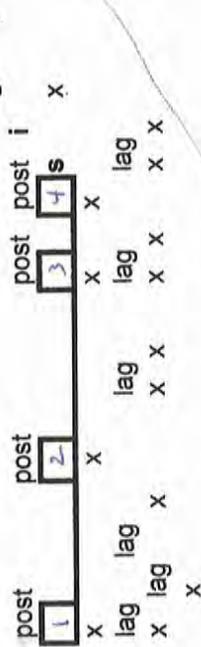
## WOODBRI DGE LAKES SUB

ILLUMINATE  
7+8 IN GRASS

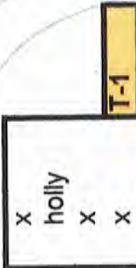
6+9 IN T3  
SECTION



22



25



6

62 FITTING - 10,500

- 1 IN CURRENTEE
- (ADDITIONAL 5-600 YR)
- 2 TRANS FORMERS

# INBOX.COM

**Subject:** Fwd: RE: ILLUMINATE Your Home's Value and Curb Appeal with Award-Winning Landscape Lighting  
**Date:** Monday, 24 March 2014 17:15  
**From:** "Bright House Acct" <acann@cfl.rr.com>  
**To:** "Steve Cann" <steve.cann@inbox.com>

Thanks. Skip

Begin forwarded message:

**From:** "Steve Rigs" <steve@illuminationsusa.com>  
**Date:** March 24, 2014, 2:32:35 PM CDT  
**To:** <acann@cfl.rr.com>  
**Subject:** RE: ILLUMINATE Your Home's Value and Curb Appeal with Award-Winning Landscape Lighting



<!--[if vml]-->

<!--[endif]-->



Skip,

It was a pleasure meeting with you and this will give you a good idea of what we can do for you. If, I can answer any questions please ask or E-Mail. We can do this project in phases.

ILLUMINATION'S has 20 years of serving customers in the Orlando Metro area and has installed over 5,000 outdoor lighting landscaping custom designs to satisfied clients. Our custom lighting adds elegance and distinction; your home will shine in the community. Importantly, market studies show that it also increases the value of your residence up to 15% while ensuring a safer more enjoyable place to live.

Many of our "ILLUMINATIONS CREATIONS" have won nationwide acclaim for outdoor landscape lighting designs. We are proud to have won many awards and just last year, we were named for the 7<sup>th</sup> time as "Contractor of the Year" by Kichler Lighting, the worldwide leader in outdoor landscape lighting. This is even more impressive when considering that we outperformed mega-cities like Los Angeles, New York, Dallas, Miami, Chicago and Washington D.C.

We are installing commercial grade LED fixtures that have a 15-year warranty and use 80% less energy than halogen lighting with a true return on investment within five-years. There are no bulbs to replace and very little maintenance and Kichler's Stainless Steel Transformer carry a Lifetime Warranty.

Print

Date: Wednesday, April 23, 2014 2:55 PM  
From: Steve Riggs <steve@illuminationsusa.com>  
To: acann@cl.rr.com  
Subject:

Skip,

South and North wall for your review!

Steve

ILLUMINATIONS USA, INC



file:

South Wall & North Wall  
FL

**PROPOSAL**

**North Wall**

| Qty   | ITEM  | LIST   |
|-------|---|--------|
| 8.0   | Large Rectangular Wide Accent Beam 15 Year Limited Warranty         | 270.00 |
| 115.0 | Low Voltage Commerical Grade Cable                                  | 2.00   |
| 25.0  | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   |
| 2.5   | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 |

8.0 fixtures 2865.00

**South Wall**

| Qty   | ITEM  | LIST   |
|-------|---|--------|
| 8.0   | Large Rectangular Wide Accent Beam 15 Year Limited Warranty         | 270.00 |
| 115.0 | Low Voltage Commerical Grade Cable                                  | 2.00   |
| 25.0  | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   |
| 2.5   | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 |

8.0 fixtures 2865.00

List Total: 5730.00 Fuel Surcharge: 0.00 Discount (30.12%): 1726.16

\*Sales tax is applicable to all sales (except for approved tax ID number).

**TOTAL 4003.84**

***"For Those Who Expect Quality and Service"***

Professionally yours,

Steven S. Riggs President  
Fl. License #ES12000629

ILLUMINATIONS USA, INC



file:///C:/Users/Barry W. Lanier/Docu

Gate Center Island East & Gate Center Island West  
FL

3/21/2014

PO#  
PROP# d232114

**PROPOSAL**

**Gate Center Island East**

| Qty  | ITEM  | LIST   | UNIT   | EXT.   |
|------|---|--------|--------|--------|
| 2.0  | LED Wide Flood Accent Light 008 Bronze 15 Year Limited Warranty     | 244.57 | 161.34 | 322.68 |
| 2.0  | LED Medium Flood Accent Light 0010 Bronze 15 Year Limited Warranty  | 296.96 | 204.25 | 408.50 |
| 60.0 | Low Voltage Commercial Grade Cable                                  | 2.00   | 1.00   | 60.00  |
| 25.0 | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   | 1.00   | 25.00  |
| 2.5  | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 | 100.00 | 250.00 |

4.0 fixtures

1678.06

**Gate Center Island West**

| Qty   | ITEM  | LIST   | UNIT   | EXT.    |
|-------|---|--------|--------|---------|
| 1.0   | 200 Watt Transformer, Stainless Steel Life Time Limited Warranty    | 527.50 | 297.50 | 297.50  |
| 7.0   | LED Wide Flood Accent Light 008 Bronze 15 Year Limited Warranty     | 244.57 | 161.34 | 1129.38 |
| 4.0   | LED Wide Flood Accent Light 005 Bronze 15 Year Limited Warranty     | 204.64 | 133.88 | 535.52  |
| 160.0 | Low Voltage Commercial Grade Cable                                  | 2.00   | 1.00   | 160.00  |
| 25.0  | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   | 1.00   | 25.00   |
| 4.0   | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 | 100.00 | 400.00  |

11.0 fixtures

4108.05

2547.40

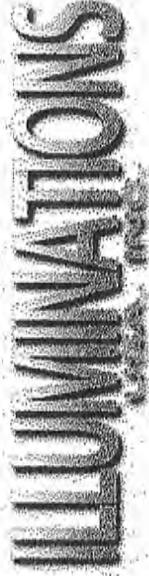
List Total: 5786.11 Fuel Surcharge: 0.00 Discount (37.55%): 2172.53

**\*Total: 3613.58**

\*Sales tax is applicable to all sales (except for approved tax ID number).

*"For Those Who Expect Quality and Service"*

ILLUMINATIONS USA, INC



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Mr. Skip Cann

388 Lake Dawson Place - Lake Mary - FL - 32746 (Woodbridge Lakes Entry)

407-617-3076 #3 - acann@cfl.rr.com

Entryway Sign North & South

3/21/2014

PO#

PROP# d032114

**PROPOSAL**

**North Entryway & Sign**

| Qty   | ITEM  | LIST   | UNIT   | EXT.    |
|-------|---|--------|--------|---------|
| 5.0   | Large Rectangular Wide Accent Beam 15 Year Limited Warranty         | 270.00 | 201.49 | 1007.45 |
| 2.0   | LED Wide Flood Accent Light 008 Bronze 15 Year Limited Warranty     | 244.57 | 161.34 | 322.68  |
| 2.0   | LED Wide Flood Accent Light 0011 Bronze 15 Year Limited Warranty    | 296.96 | 204.25 | 408.50  |
| 115.0 | Low Voltage Commercial Grade Cable                                  | 2.00   | 1.00   | 115.00  |
| 25.0  | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   | 1.00   | 25.00   |
| 3.0   | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 | 100.00 | 300.00  |

9.0 fixtures

3223.06

**South Entryway & Sign**

| Qty   | ITEM  | LIST   | UNIT   | EXT.    |
|-------|---|--------|--------|---------|
| 2.0   | LED Wide Flood Accent Light 008 Bronze 15 Year Limited Warranty     | 244.57 | 161.34 | 322.68  |
| 5.0   | Large Rectangular Wide Accent Beam 15 Year Limited Warranty         | 270.00 | 201.49 | 1007.45 |
| 2.0   | LED Wide Flood Accent Light 0011 Bronze 15 Year Limited Warranty    | 296.96 | 204.25 | 408.50  |
| 25.0  | Fuel Surcharge  | 3.49   | 3.67   | 91.75   |
| 115.0 | Low Voltage Commercial Grade Cable                                  | 2.00   | 1.00   | 115.00  |
| 25.0  | Miscellaneous Materials Includes All Supplies For New Installations | 2.00   | 1.00   | 25.00   |
| 3.0   | Labor includes install, transformer, L/V Wire, Fitures, Etc.        | 170.00 | 100.00 | 300.00  |

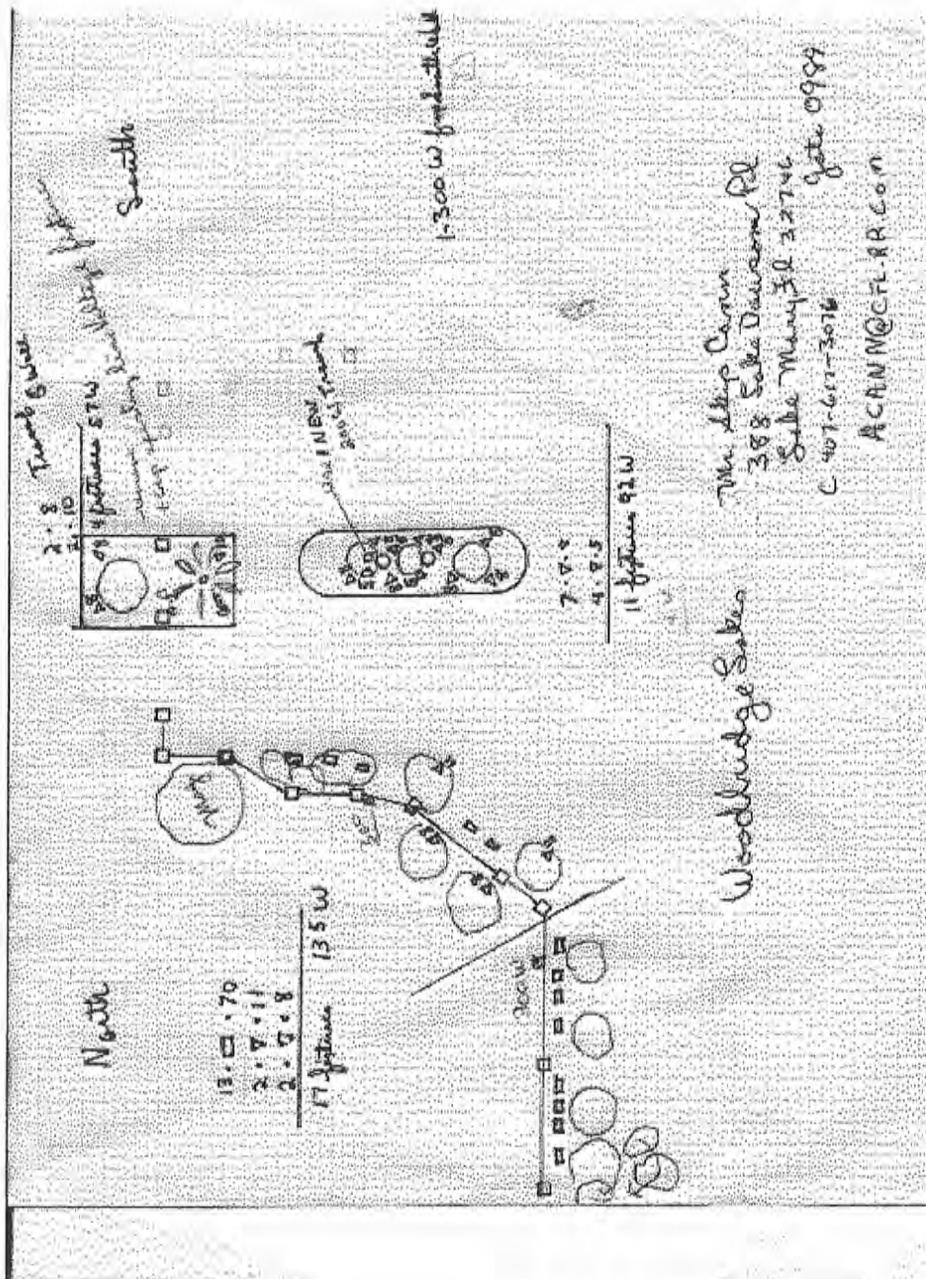
9.0 fixtures

3310.31

List Total: 6533.37 Fuel Surcharge: 0.00 Discount (31.90%): 2084.36

**\*Total: 4449.01**

\*Sales tax is applicable to all sales (except for approved tax ID number).





## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Stephen Noto, Senior Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Resolution No. 943 - Corrective pedestrian access easement for Lot 1 of Pine Tree Terrace (Steve Noto, Senior Planner)

---

**APPLICANT:** M/I Homes of Orlando

**REQUEST:** The applicant is requesting a Corrective Pedestrian Access Easement for Lot 1 of the Pine Tree Terrace Subdivision. When the building permit for the model home to be built on this lot was submitted, it was discovered that a portion of the sidewalk that is adjacent to Pine Tree Road encroached onto the lot. Because of this, staff wanted to ensure that the public could continue to legally traverse the sidewalk based on its location.

The applicant was made aware of the issue, and as a result, recorded a 'Grant of Easement'. However, the recordation was done without any staff review or City Commission approval. Therefore, a 'Corrective Pedestrian Access Easement' was drawn up and reviewed by staff. The resulting documents, including Resolution No. 943, are attached to this staff report. If approved, this will allow for the public to traverse the portion of the sidewalk that encroaches onto Lot 1.

**RECOMMENDATION:** Staff recommends approval of Resolution No. 943.

**ATTACHMENTS:**

- Resolution No. 943

z:\commdev\staff reports\miscellaneous\2014-misc-03 pine tree terrace easement.doc

**RESOLUTION NO. 943**

**A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA,  
ADOPTING A CORRECTIVE PEDESTRIAN ACCESS  
EASEMENT FOR LOT 1 OF THE PINE TREE TERRACE  
SUBDIVISION; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, M/I Homes of Orlando, Owner of Lots 1 of Pine Tree Terrace, wishes to develop said Lot in accordance with the City of Lake Mary Land Development Code; and

**WHEREAS**, A portion of the proposed sidewalk along Pine Tree Road falls within the boundaries of Lot 1; and

**WHEREAS**, To ensure the public's ability to traverse the sidewalk adjacent to Pine Tree Road, the City has requested an access easement be provided; and

**WHEREAS**, M/I Homes of Orlando conveyed to the City a Grant of Easement recorded on June 20, 2014, in O.R. Book 8283, Page 622, of the Public Records of Seminole County, Florida;

**WHEREAS**, the parties wish to correct and replace the Grant of Easement previously conveyed.

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

1. Adopt the document entitled, "CORRECTIVE PEDESTRIAN ACCESS EASEMENT", included as Attachment "A".
2. EFFECTIVE DATE: This Resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 21<sup>st</sup> day of August, 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

ATTACHMENT "A"

Prepared by:  
Catherine D. Reischmann, Esq.  
Brown, Garganese, Weiss & D'Agresta, P.A.  
P.O. Box 2873  
Orlando, FL 32802-2873

Return to:  
City Clerk  
City of Lake Mary  
P.O. Box 958445  
Lake Mary, FL 32795-8445

**CORRECTIVE PEDESTRIAN ACCESS EASEMENT**

THIS CORRECTIVE PEDESTRIAN ACCESS EASEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between **M/I HOMES OF ORLANDO, LLC**, a Florida limited liability company, with a mailing address of 400 International Parkway, Suite 470, Lake Mary, FL 32746, GRANTOR, and the **CITY OF LAKE MARY**, a Florida municipal corporation, whose address is 100 North Country Club Road, Lake Mary, FL 32746, as GRANTEE.

WITNESSETH:

GRANTOR is the owner of the real property located in Seminole County, Florida, ( Parcel A ), as more particularly described as follows:

Lot 1, PINE TREE TERRACE, according to the plat thereof recorded in Plat Book 78, Page 40-41, Public Records of Seminole County, Florida.

GRANTOR desires to grant the portion of GRANTOR=s property contained in the following described parcel ( Easement Area ) as an easement to the GRANTEE:

SEE EXHIBIT "A" ATTACHED HERETO.

Subject to easements and restrictions, if any, of record.

WHEREAS, GRANTOR conveyed to GRANTEE a Grant of Easement recorded on June 20, 2014, in O.R. Book 8283, Page 622, of the Public Records of Seminole County, Florida;

WHEREAS, the parties wish to correct and replace the Grant of Easement previously conveyed.

NOW, THEREFORE, in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the parties agree as follows:

1. GRANTOR and GRANTEE wish to correct and replace the Grant of Easement previously recorded on June 20, 2014, in O.R. Book 8283, Page 622, with this Corrective Pedestrian Access Easement.

2. GRANTOR does hereby designate, declare, and grant a non-exclusive easement over and across the Easement Area for pedestrian access, including the right to allow the proper authorities to enter upon the said easement at any time necessary in order to construct, lay, reconstruct, operate, maintain, and repair a sidewalk, which easement shall be for the benefit of the GRANTEE. Any subsequent easements traversing, intersecting, transecting or otherwise lying within or beneath the surface of the Easement Area, shall not materially interfere with the continuing use of the easement granted herein.

3. GRANTOR shall not be responsible or liable for and is released from any liability related to the use by GRANTEE of the easement granted herein. This shall in no way be considered a waiver of the GRANTEE's sovereign immunity rights.

4. GRANTEE, its successors and assigns, agrees that it shall be solely responsible for any costs of installation, maintenance and upkeep of any and all improvements constructed or located by GRANTEE within the Easement Area, to the extent such is not the responsibility of any other public authority. GRANTEE may temporarily use such portion of the property along and adjacent to said Easement Area as may be reasonably necessary in connection with the maintenance, repair, removal or replacement of the sidewalk.

IN WITNESS WHEREOF, the parties have hereby set their hands and seals the day and year first above written.

*[SIGNATURES TO FOLLOW]*

Signed, sealed and delivered  
in the presence of:

Andrea Hoffman  
Andrea Hoffman  
(Print name)

Katherine Hancki  
Katherine Hancki  
(Print name)

M/I HOMES OF ORLANDO, LLC,  
a limited liability company

By: [Signature]

Print name: David G. Byrnes

Title: Vice President

STATE OF FLORIDA  
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this 7<sup>th</sup> day of JULY, 2014, by DAVID BYRNES the VICE PRESIDENT of M/I HOMES OF ORLANDO, LLC, a Florida limited liability company, (check one)  who is personally known to me or  who produced a Florida Driver's license as identification.



Patricia A. Smith  
Notary Public  
Print Name: PATRICIA A SMITH  
My Commission expires: 9/2/16

WITNESSES:

\_\_\_\_\_

(print)

\_\_\_\_\_

(print)

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

ATTEST:

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

Approved as to form and legality.  
For the use and reliance on the City of  
Lake Mary, Florida only.

By: \_\_\_\_\_  
Catherine D. Reischmann  
City Attorney

STATE OF FLORIDA  
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by David J. Mealor, Mayor of the City of Lake Mary, Florida, who is personally known to me.

\_\_\_\_\_  
Notary Public – State of Florida  
Print Name: \_\_\_\_\_  
My Commission expires:

EXHIBIT "A"  
[Easement Area]

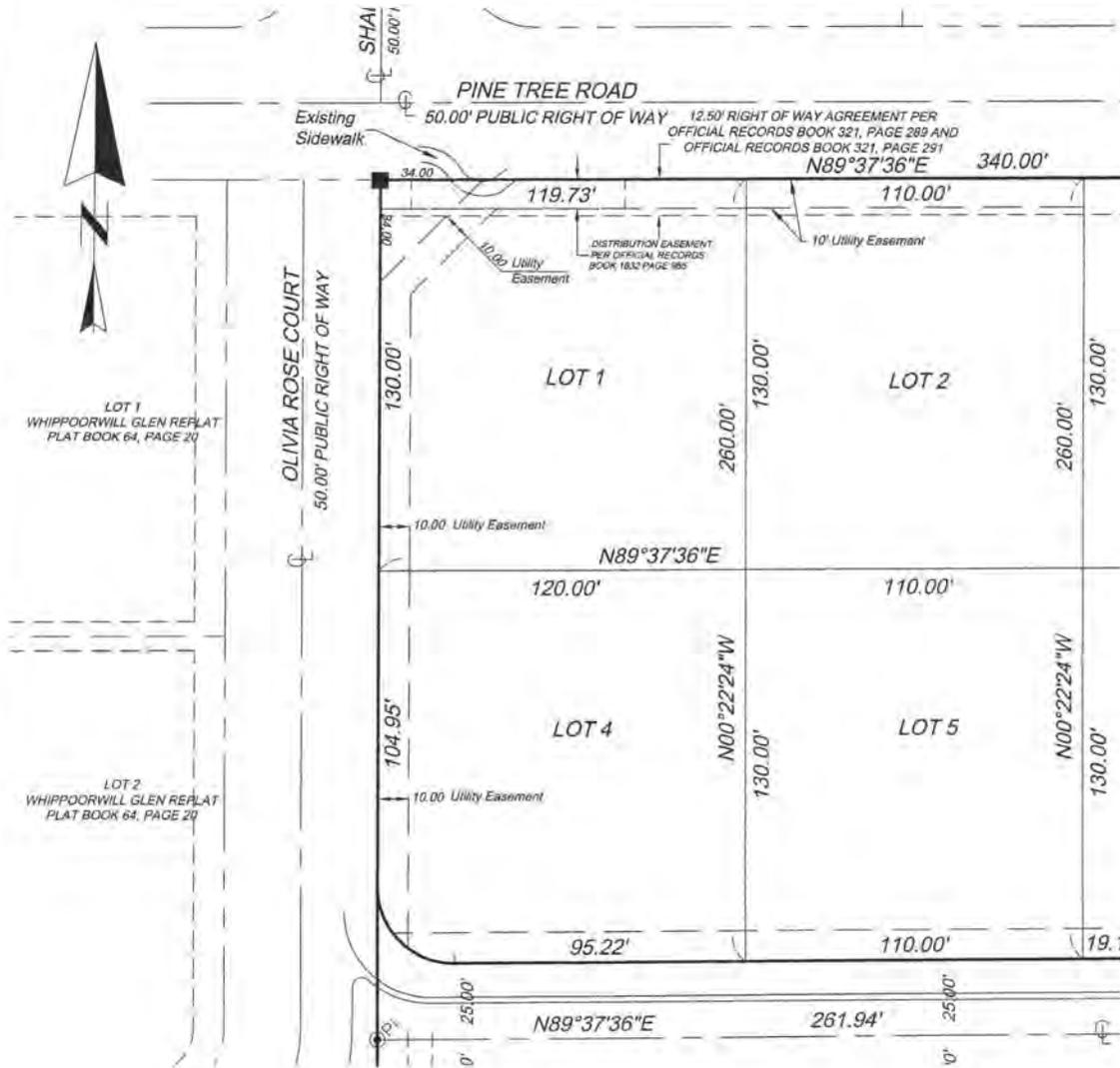
# Herx & Associates Inc.

Land Surveyors

769 Douglas Avenue, Altamonte Springs, Florida. 32714 (407)788-8808

Member of the Florida Surveying and Mapping Society and American Congress on Surveying and Mapping

## Map of Survey



### General Notes:

1. This is a BOUNDARY Survey performed in the field on PROPOSED.
2. No aerial, surface or subsurface utility installations, underground improvements or subsurface/aerial encroachments, if any, were located.
3. Building ties shown are to the exterior unfinished foundation surface or formboard.
4. Elevations shown hereon, if any, are assumed and were obtained from approved Construction plans provided by the Client unless otherwise noted, and are shown only to depict the proposed or actual difference in elevation relative to the assumed temporary Benchmark shown hereon.
5. The parcel shown hereon is subject to all easements, reservations, restrictions, and Rights-of-way of record whether depicted or not on this document. No search of the Public Records has been made by this office.
6. The legal description shown hereon is as furnished by client.
7. Platted and measured distances and directions are the same unless otherwise noted.
8. Copies of this Survey may be made for the original transaction only.
- Denotes 1/4" iron rod with plastic cap marked LB4937, or 1/4" iron rod with red plastic cap marked "Witness Corner", unless otherwise noted.
- Denotes P.C.P. (Permanent control point)
- Denotes Permanent Reference Monument
- © 2014 Herx & Associates Inc. All rights reserved

### Legend

|              |                                     |        |                              |
|--------------|-------------------------------------|--------|------------------------------|
| ⊕            | Temporary Benchmark (assumed datum) | O/S    | Offset                       |
| B/C/W        | Back of sidewalk                    | O.R.B. | Official Records Book        |
| C.L.         | Centerline                          | P.B.   | Plat Book                    |
| J            | Central or (Delta) Angle            | P.C.   | Point of Curvature           |
| CALC         | Calculated                          | P.C.C. | Point of Compound Curvature  |
| CB           | Chord Bearing                       | P.C.P. | Permanent Control Point      |
| CD           | Chord                               | P.G.   | Page                         |
| C.M.         | Concrete Monument                   | P.R.M. | Permanent Reference Monument |
| EL or ELEV   | Elevation (Proposed)                | P.L.   | Property Line                |
| FINAL EL.    | Elevation (Measured)                | P.O.B. | Point of Beginning           |
| FD           | Found                               | P.O.C. | Point of Commencement        |
| Fin.F. Elev. | Finished Floor Elevation            | P.I.   | Point of Intersection        |
| I.P.         | Iron Pipe                           | PRC    | Point of Reverse Curvature   |
| I.R.         | Iron Rod                            | PT     | Point of Tangency            |
| L            | Arc Length                          | R      | Radius                       |
| LB           | Licensed Business                   | RAD    | Radial Line                  |
| LS           | Land Surveyor                       | RES    | Residence                    |
| Mea          | Measured                            | R/W    | Right-of-Way                 |
| N/D(NAD)     | Nail and Disk                       | TBM    | Temporary Benchmark          |
| N.R.         | Nail Radial                         | TYP.   | Typical                      |
|              |                                     | -H-H-  | Fence symbol (see drawing)   |
|              |                                     | -X-X-  | Fence symbol (see drawing)   |

Certification: Not valid without the signature and the original raised seal of a Florida licensed Surveyor and Mapper.  
THIS Survey meets the requirements of the Florida Minimum Technical Standards as contained in Chapter 6J-17 Florida Administrative Code.

William A. Herx, P.L.S. Florida Registered Land Surveyor No. 3182  
Darae L. Przemieniecki, P.S.M. Registered Surveyor and Mapper No. 6030  
Herx & Associates Inc., State of Florida LB 4997

## Pine Tree Terrace Easement Exhibit

Sketch of Legal Description  
This is Not a Survey

Drawn by: CM  
Checked by: DLP  
Prepared for: M/I Homes  
Job Number: 14-005-02  
Scale: 1" = 50'

Easement Exhibit: 06-06-14  
Plot Plan Performed:  
Formboard Survey:  
Final Survey:



## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Radley Williams, Recreation Chief

THRU: Bryan Nipe, Director of Parks and Recreation

VIA: Jackie Sova, City Manager

SUBJECT: Resolution No. 944 - Establishing a fee for Parks and Recreation's Kickball Program (Radley Williams, Recreation Chief)

---

Staff has researched and planned a new adult kickball program that would diversify the City's current recreational offerings. Kickball requires far less equipment to be provided by participants and is a fun and safe co-ed sport. Leagues are growing in the Central Florida area, with leagues forming in cities such as Winter Garden and DeBary. Both cities charge \$300 per team, per season.

The proposed fee structure calls for a \$200 per team, per season registration fee. The proposed fee will cover all costs associated with running the league including staffing, equipment and end-of-season awards. Officiating and scorekeeping will be handled by current part-time, hourly recreation staff. The cost of this staffing has been factored into the estimated program costs.

### **RECOMMENDATION:**

Request Commission adopt Resolution No. 944 amending Chapter 92: Parks and Playgrounds establishing a fee for adult kickball.

Attached:

1. Adult Kickball Program Plan
2. League By-Laws

## RESOLUTION NO. 944

A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA, AMENDING CHAPTER 92 OF THE CODE OF ORDINANCES ENTITLED "PARKS AND PLAYGROUNDS"; ESTABLISHING A FEE FOR ADULT KICKBALL; PROVIDING FOR CODIFICATION AND AN EFFECTIVE DATE.

WHEREAS, the Parks and Recreation Department has researched and planned a new adult kickball program that would diversify the City's current recreational offerings; and

WHEREAS, the City Commission desires to establish a fee for adult kickball to cover the costs associated with running the program; and

WHEREAS, Chapter 92 provides that fees may be amended by Resolution.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COMMISSION:

SECTION I. Chapter 92 of the Code of Ordinances is hereby amended as follows:

### **§ 92.12 ADULT SOFTBALL PROGRAM/BASEBALL FIELDS/MULTI-PURPOSE FIELD/KICKBALL.**

- (A) If an adult softball league(s) is established by the city it will be sanctioned by the Amateur Softball Association and administrated by rules as set forth by the city and the Amateur Softball Association.
- (B) Each team participating in the city recreation adult softball league program will pay a fee of \$300 per season. All fees will be due and paid in advance of league play.
- (C) A \$15 per hour/per field fee for the rental of the softball field and baseball fields before 7:00 p.m. and an additional \$10 per hour/per field fee after 7:00 p.m. will be charged to all users other than for city recreation and other city sponsored games. A \$20 fee per hour for the rental of multi-purpose field before 7:00 p.m. and an additional \$10 per hour after 7:00 p.m. will be charged to all users other than for the city recreation and other city sponsored games. This section shall not apply to Lake Mary Little League. AAU/USSSA Leagues can rent the field for 5 hours on Sundays between 8 a.m. and 6 p.m. for \$75 plus tax and get the sixth hour free. Applicable sales tax shall also be charged. Full-time employees shall be entitled to a 50% discount of rental rates.

- (D) Lake Mary Little League shall pay the city two payments of \$6,250 each for two distinct blocks of time during each year, spring season and fall season. These blocks will apply to Fields 1, 2 and 3, Monday through Saturdays and Field 4 on Saturdays only and on Tuesdays and Thursdays if needed for a girls softball program. The dates for each season shall be provided to the Parks and Recreation Director at least 30 days prior to each season and if acceptable, will be approved by the Director.
- (E) Rental of half the multi-purpose field will be \$10 per hour before 7:00 p.m. and \$15 per hour after 7:00 p.m.
- (F) Teams will be required to register all players prior to commencement of adult softball league play and will be required to maintain a valid team roster with the city. No more than two games may be played during the same time frame on the multi-use field and no more than four teams may simultaneously use said field. No tents, chairs, benches, etc. may be located or placed on the field without written permission from the Parks and Recreation Director.

**(G) Adult Kickball Program: \$200 per team, per season.**

**SECTION II.** Codification – It is the intention of the City Commission that the provisions of this Resolution shall become and be made part of the Code of Ordinances of the City of Lake Mary, Florida and the word “resolution” may be changed to “section”, “article”, or other appropriate word or phrase and the sections of this resolution may be renumbered or relettered to accomplish such intention.

**SECTION III.** Effective Date – This Resolution shall take effect upon adoption.

Passed and adopted this 21<sup>st</sup> day of August, 2014.

CITY OF LAKE MARY, FLORIDA

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

ATTEST:

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



## 2014 Adult Kickball Program

- Dates:** Fall Season (Fridays-co-ed) – anticipated start date either end of September or early October
- Time:** 6:00pm-9:30pm (Games @ 6:00pm, 7:00pm, 8:00pm)
- Location:** Lake Mary Sports Complex – Field #4 (Softball)
- Coordinators:** Radley Williams, Recreation Chief  
Corey Johnston, Lead Recreation Assistant
- Description:** The Adult Kickball Program targets both men and women who are interested in playing organized kickball for recreation. The league is co-ed and will be initially offered in the fall. The program provides a 9-game regular season, along with an additional playoff night for the top four teams in the standings at the completion of the regular season. The league is organized under Lake Mary Parks & Recreation League Rules. Registration fee is \$200 per season, per team.
- Objectives:**
1. **Parks & Recreation Objectives**
    - a. Organize a fun and competitive recreational kickball program for adults
    - b. Run a full program on league night
    - c. Provide a program that creates an opportunity for exercise and physical activity for adults
    - d. Provide a new opportunity for adults to build new social relationships with other adults in the community
- Schedule:**
- 30 Days Prior**
- Announce registration for the new program through marketing channels
    - Post flyer on City's website
    - Facebook post
    - Post flyer on Parks & Recreation facility bulletin boards
  - Email flyer to Lake Mary Little League to distribute to parents
  - Register teams
- Two Weeks Prior**
- Final marketing blast to fill remaining spots in the leagues
  - Prepare game schedules
  - Register teams
- Nightly (During Season)**
- Recreation Assistant will be responsible for umpiring and scorekeeping for the games
  - Recreation staff supervise facility and games
- Contingencies:**
- Weather**
- **Inclement weather forecast-** a decision will be made by Recreation staff as early as possible on game days as to whether or not games will need to be cancelled.
  - **Inclement weather during the event-** during games, the on-site Recreation staff will be responsible for calling rainouts due to inclement weather, lightning, or unplayable field conditions. Umpires can be consulted prior to making a final decision.
- Marketing Plan:** **Multiple marketing channels will be used:**
- Program Flyers
    - Hung on Parks & Recreation bulletin boards
    - Distributed to local businesses and organizations

- Facebook postings
- City's website – Adult Softball page

**Risk Assessment:** The program is low risk. The City requires that all participants sign up on a team roster which includes a liability waiver statement. In addition, the nature and game-play involved with kickball is low impact.

**By-Laws:** League By-Laws attached.

## Estimated Cost/Revenue Breakdown

### Costs:

| Supplies | Item                                       | Cost         |
|----------|--|--------------|
|          | • Scorecards - printed on copy machine     | \$10         |
|          | • Line-up Cards - \$10 x 2 packs (24/pack) | \$20         |
|          | • Awards- champion shirts & plaques        | \$500        |
|          | • Kickballs (2/season)                     | \$20         |
|          | <b>Subtotal</b>                            | <b>\$550</b> |

| Staffing | Staff Needed   | Cost     |
|----------|--|----------|
|          | • Recreation Assistant (ump/scorekeeper) - \$10.06/game x 30 games | \$301.80 |
|          | • 10% Administrative Fee   | \$85.18  |
|          | <b>Subtotal</b>  |          |

**Total Program Cost:** \$936.98

### Revenue:

| Team Registrations |  |        |
|--------------------|--|--------|
|                    | • Friday Night League – 6 teams @ \$200 each | \$1200 |

**Total Program Revenue:** \$1200

### Net Gain/Loss:

| Program Revenues | minus | Program Costs | Gain/Loss         |
|------------------|-------|---------------|-------------------|
| \$1200           | -     | \$936.98      | <b>+ \$263.02</b> |

**City of Lake Mary  
Parks & Recreation Department**

**Co-ed A d u l t    Kickball**

**League Rules**

*(These rules and guidelines supersede any rules listed in the WAKA Kickball: Official Rules of the Game rule book along with any previous League Rules)*

**August 1, 2014**



All league records will be kept at the Lake Mary Community Center, 140 E Wilbur Avenue, Lake Mary, FL 32746. Questions should be directed to the office at (407) 585-1456 or (407) 585-1497.

**The Lake Mary Parks & Recreation Co-ed Adult Kickball League will abide by the WAKA Kickball: Official Rules of the Game rule book except for the following amendments:**

**BEHAVIOR**

1. All players, coaches and spectators are required to follow all City of Lake Mary rules and regulations for park activities. These include, but are not limited to, the prohibition of alcohol and unsportsmanlike or obscene language or behavior. City Recreation Staff will be present at all games and has authority to ask anyone not behaving in a proper manner to leave the premises. **Coaches are expected to be, and are, held responsible for the actions of their players and spectators.**
2. During the entire period of time the program is in progress, the umpire(s) has full control and may eject a player for unsportsmanlike conduct or rules violations. Players are expected to be aware of all rules; **warnings will not be given for the use of profanity or rules violations.** Any player ejected from the game has two (2) minutes to leave the park or the umpire may forfeit the game. Ejected players face the possibility of further suspension and/or probation, depending upon the severity of the offense. **Managers are responsible for contacting the Parks Building office to learn the penalty for an ejected player.**

**INSURANCE**

1. Insurance is **not** provided and participants of this program participate at their own risk.

**ROSTERS**

1. Twenty (20) is the maximum number of players on a roster. The minimum age for all players shall be eighteen (18).
2. **Additions to the roster can be made through the 5<sup>th</sup> week of played games; the player must have actually played (minimum of one game) to be considered a legal addition.** A player may transfer to another team **one** time at **any time** during the regular season. A player may not be added to the roster or transfer to another team for play-off games.
3. No roster will be accepted without all the proper fees.

**PLAYER ELIGIBILITY**

1. Players must be on the team roster and must have signed a waiver form, provided by the City, before playing. Roster changes may be done at the field as long as the waivers are completed. Any player added at the field must also present a driver's license for identification.
2. ID's may be requested of any player at any point during the season. Any player who cannot present proper ID will not be allowed to play.
3. All players must be 18 years of age or older.
4. Managers are responsible for making sure all players meet eligibility requirements.

**LINE-UPS**

1. Line-ups will include players' first initials and last names, as well as uniform numbers.
2. Line-ups must be turned in to the scorekeeper at least five (5) minutes before the **scheduled start time of the game.** In other words, the line-up for the 6:00 game is due by 5:55 or as soon as the eighth (8<sup>th</sup>) player arrives (**See FORFEITS**). The line-up for the 7:00 game must be turned in by 6:55 and the line-up for the 8:00 game must be turned in by 7:55. Once the game has begun, changes will be made by substitution only. **If you do not use the line-up cards provided, please copy your line-up; line-ups turned in to scorekeeper will not be returned.**

3. Teams may start the game with an eight (8)-player line-up. Additional players may be added to the kicking lineup after the start of the game, up to the fifteen (15) player lineup maximum. Players who arrive after the game has begun must be added to the bottom of the kicking lineup in the order in which they arrive to play.
4. A team shall consist of a minimum of three (3) female players with the following positioning requirements: one (1) in the infield, one (1) in the outfield, and one (1) as pitcher or catcher (pitcher and catcher positions do not count as an "infield" position). Female players will kick alternately with male players.
5. Play may begin with eight (8) players, including two (2) females. One (1) female must either pitch or catch and the other must play the outfield. The kicking position of the missing female will be an automatic out. The ninth position added to the roster after play has begun must be female, and the tenth position may then be added.
4. Up to fifteen (15) players may be placed on the kicking line-up. Ten (10) of those players on the kicking line-up may play in the field. Players who are on the kicking line-up may freely substitute into a fielding position at any point during the game. Players sixteen (16) through twenty (20) may be placed on the lineup as substitutes. In order for a substitute to enter the game, they must replace a player who is in the kicking lineup. The player the substitute replaces will be out of the game at that point. Substitutions must be announced to the umpire/scorekeeper prior to making the substitution.
5. A team may play with eight (8) players. In the case of an **ejection**, or for any reason other than an injury, a team left with less than eight (8) players shall **forfeit**.

#### **EQUIPMENT**

1. No metal cleats will be allowed.
2. All team members must have matching shirts of a similar color **by the third week in the schedule**, with a number clearly visible on the back. The numbers must be a minimum of six (6) inches in height and must be of a color that contrasts with the shirt. Shirts must be presentable; for example, sleeves may not be torn off, or, if one uniform has cut and hemmed sleeves, all uniforms for that team must have identical cut and hemmed sleeves. Each player that does not have a matching uniform/color and number will result in an out. If a team has a player that does not have a matching color shirt with number on the back, the team will be assessed an out at the beginning of their team's at bats, for the first three innings. Only one penalty out will be assessed per inning, regardless of how many players are out of uniform.
4. Kickballs used during the games will be provided by the Lake Mary Parks & Recreation Department.

#### **FORFEITS**

1. Teams must have eight (8) eligible players **PRESENT** in order to start a game.
2. Forfeit time for the **first game** is **five (5) minutes after the scheduled start time**. Forfeit time for **all other games** is **game time**. The score keeper will have the official time and will determine forfeits. In the absence of a score keeper, the home plate umpire will be the official time keeper.
3. Returning teams have priority for registration for the next season. Any team that forfeits more than one (1) game in a season will not be considered a returning team for registration purposes the following season.
4. Any team that forfeits two (2) or more games in a season will be disqualified from playoff night.

## **GAME SPECIFICS**

1. Games will be five (5) innings unless interrupted by rain, time, run rule or slaughter rule. Tie games will be continued until the time limit is reached. A game that ends in a tie will be replayed at the end of the season if it has an impact on first or second place in the league.
2. The **run rule** will be fifteen (15) runs in the fifth inning (home team kicks if they are losing).  
  
The **slaughter rule** will be twenty (20) runs **any time** after three (3) complete innings of play (if the visiting team goes ahead of the home team by fifteen (15) runs in the top of the fourth inning, the game is over; the home team does not get another turn kicking).
3. **Rain-outs** will not be called early in the day, except for extremely severe weather or field conditions. For light to moderate rain, someone from the Recreation Department will check the field between 3:30 and 4:00 p.m. If it is determined that the field will be unplayable, all coaches will be called between 4:00 and 5:00 p.m. After that, rain-outs will be determined by the City Recreation Staff at the field. An attempt will be made to notify all coaches of the rain-out at that time.
4. A time limit of **fifty (50) minutes** will be in effect for all regular scheduled games. The time limit rule **will not end an inning in progress**, except at 10:00 p.m. Lights at the Sports Complex must be turned off at 10:00 p.m., **no exceptions.**
5. The three (3) ball, two (2) strike count will be used. The City of Lake Mary reserves the right to switch to a "one-pitch" game at any time. Normally, this will only be done if it is deemed necessary to complete a game or games within a specific time frame.
6. Any walk to a male player batting before a female player will result in a one (1) base award and the female player has the option to bat or take the walk.
7. A "pitch" from the pitcher must be rolled on the ground. A pitch deemed by the umpire to have too much bounce during the pitch will be called a "Ball."
8. Bases will remain at sixty-five (65) feet and base stealing is not allowed.
9. A 200-foot painted arc will be used in the outfield. All outfielders must be behind this painted arc while a female is batting. All infielders must be on the clay while a female is batting.

## **PROTESTS**

1. A team manager may protest a **rule interpretation** by informing the umpire before the next pitch. If the opposing manager does not concede, the umpire will then inform the scorekeeper that the game is being played under protest.
2. The protesting manager must file his/her protest **in writing** to the Parks and Recreation Department on the next business day. The Parks and Recreation Department will then review the protest and make a final decision.

KICKBALL: Official Rules of the Game  
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Here's a sample of what you need to keep on all or any part of the Rules:

KICKBALL: Official Rules of the Game  
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So, what does this all mean? Basically, we want you to do what you love, play and promote kickball, and have fun using our work. We don't care that you are not paying for the rules, but just let people know we wrote them, and don't blame us for what happens when you use them, that's all.

Happy kicking!

**Revision 9/2012**  
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**KICKBALL AT A GLANCE**

WAKA Kickball - The World Adult Kickball Association is the preeminent adult kickball organization and the world governing body of kickball. Kickball is a simple game consisting of two teams, bases, and a big red ball. Played like baseball, the object is to score more runs than the opposing team. In short, games are played with 11 fielders, 5 innings, 2 base coaches, bouncies, no head shots, one base on an overthrow, forced outs, no ghost men, and bunting is allowed so get a good catcher on your team. The following rules will govern all kickball games. For the enjoyment of all, proper respect and civility is required of all participants toward one another. Fighting is not allowed or tolerated.

**PLAYING FIELD AND EQUIPMENT**

**1. THE PLAYING FIELD**

1.01 The field shall be established on any safe terrain suitable for play in accordance with the following provisions which equal the dimensions of a softball field (see Diagram 2):

- a. the kickball diamond is a square with equal sides of 60 feet or about 20 paces with a base at each corner;
- b. the distance from home plate to second base and from first base to third base is 84 feet 10 1/4 inches or about 28 paces. The distance between any base and home plate shall be measured from the back corner of each;
- c. the pitching strip is in the center of the diamond, 42 feet 5 1/8 inches or about 14 paces from home plate, and directly aligned with the 1st-3rd base diagonal;
- d. the pitching mound extends 12 feet from the center of the pitching strip (see Rule 8.02);
- e. the sidelines are lines 10 feet on the outside of and parallel to the foul lines, the area between the foul lines and the sidelines is the sideline area (see Rule 1.07);
- f. when available, cones are placed: at the outside corner of first, second, and third base, and not touching the base; on the foul lines 30 feet or about 10 paces behind first and third base; and on the sidelines 10' from home plate;
- g. the kicking box is a rectangle with the front of the box aligned with the front of home plate and the back of the box aligned with the sideline cones behind home plate. Lines extending forward from the sideline cones perpendicular to the front of home plate make up the sides of the kicking box. The area directly forward the kicking box is fair territory (see Diagram 2B). The kicker is not required to start in the kicking box, however the kick must occur within the kicking box (see Rule 9.02b).
- h. the foul lines are fair territory.

1.02 The strike zone is a three-dimensional irregular pentagon based on the shape of home plate and is one (1) foot in height. The front of the zone aligns with the front of home plate. The sides of the zone extend one (1) foot to either side of the plate. The back edges of the zone are one (1) foot from the back sides of the plate (see Diagram 4). The strike zone may not be marked by cones or other raised objects.

1.03 All participants must respect and obey all rules and regulations pertaining to the field used for games.

1.04 Any player or Referee wholly or partly in fair territory is an extension of fair territory. Any live base runner

outside the kicking box is fair, even when wholly in foul territory. A player jumping from fair territory is in fair territory while in the air. A player in foul territory does not extend foul territory by jumping or reaching into fair territory.

1.05 Upon notification to the Head Referee of any improper field set up, the field layout shall be corrected before the beginning of the next play. Protest based on field set up will not be considered.

1.06 - Optional Extra Base: When available, an additional base may be set up adjacent to First Base to provide more room for the runner (see Diagram 5). If an Extra Base is used:

- a. The Extra Base is only available for runners traveling from home plate (see Rule 10.06);
- b. Fielders trying to make an out on first base must touch the base in fair territory (the First Base). Runners hindered by a fielder touching the base in foul territory (the Extra Base), will be safe;
- c. When a play is attempted at first base, a runner who touches the First Base prior to being called safe at the Extra Base shall be called out, except under the exception in Rules 1.06f and 1.06g;
- d. Once a runner has reached first base safely the runner must start the next play on the First Base. Any runner standing on or touching the Extra Base at the beginning of the next play will be out;
- e. No additional base may be used at any other base;
- f. The Runner is permitted to use the First Base if avoiding collision with a fielder in foul territory. In this event, the fielder in foul territory is permitted to tag the Extra Base (see Rule 14.02o);
- g. The runner may use First Base if attempting to advance to Second Base, or if there is no fielder on First Base. A runner (see Rule 1.06a) using or touching First Base in any other circumstance is out.

1.07 Sideline area. Prior to the kick, no participants (or spectators) may be in the sideline area (see Rule 1.01e and Diagram 2) except for the kicker, the catcher, Referees and designated base coaches (see Rule 6.01). After the kick, fielders and base runners in the process of playing the game may also occupy the sideline area. The first infraction of this rule will result in a warning to the team that caused the infraction. The second and each subsequent infraction will result in an out for the next kicker in the written kicking order on the team that caused the infraction.

### Diagram 1

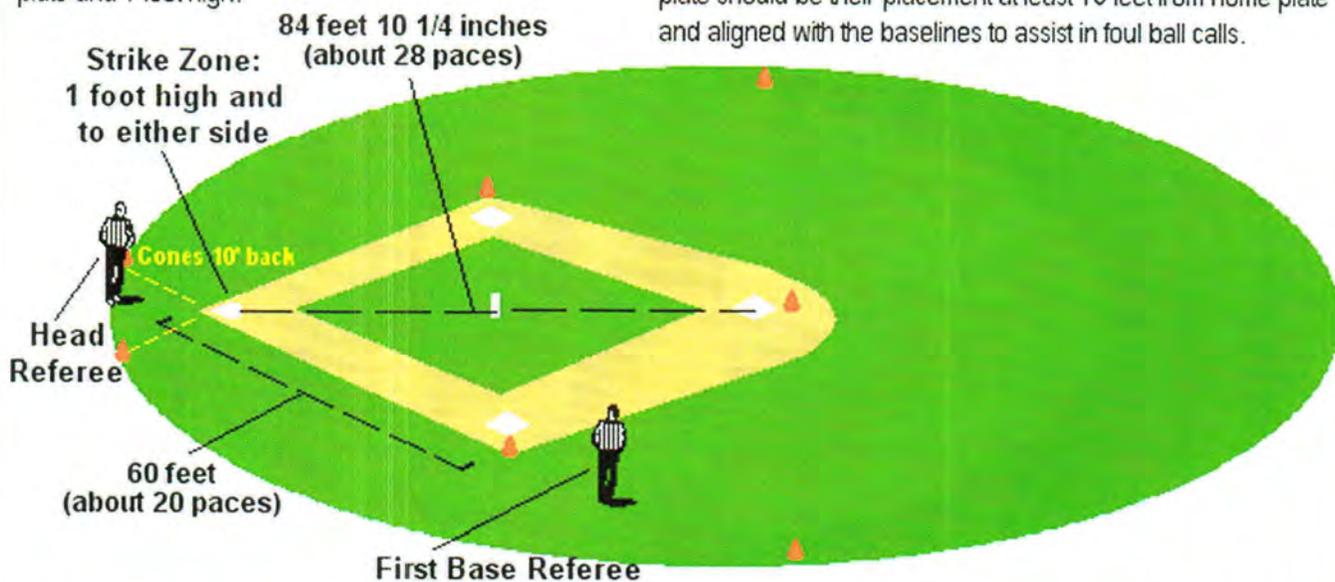
## World Adult Kickball Association - Adult Kickball Field

### THE FIELD

Kickball is played on a square field with equal sides of 60 feet. The pitching mound is 42 feet 5 1/8 inches from home plate in the center of the diamond. Corner to corner measurement through the pitching mound is 84 feet 10 1/4 inches. The strike zone measures 1 foot to either side of home plate and 1 foot high.

### REFEREES & CONES

The Head Referee stands by home plate and calls all pitches, third-baseline fouls, and plays at third and home. The First Base Referee stands on the foul line past first base and calls first-baseline fouls, and plays at first and second. The Head Referee makes all final rulings. **DO NOT** place cones next to home plate as a strike zone. The only use for cones near home plate should be their placement at least 10 feet from home plate and aligned with the baselines to assist in foul ball calls.



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## **2. EQUIPMENT**

- 2.01 While participating, players must properly wear the official athletic clothing designated for their use.
- 2.02 Athletic shoes are required. Metal cleats are not allowed.
- 2.03 Players may wear protective equipment providing it does not offer the wearer an unfair performance advantage. Any equipment deemed by the Head Referee (see Rule 3.01) as a performance enhancement must be removed or the player will be removed from play.
- 2.04 The official kickball is the red WAKA Logo Kickball, measuring 10 inches in diameter when properly inflated to a pressure of 1.5 pounds per square inch.
- 2.05 All player attire is an extension of the player.

## **OFFICIALS**

### **3. REFEREES**

- 3.01 Games must be officiated by at least one authorized official, the Head Referee. When available, at least two officials referee each game: a Head Referee, and a First Base Referee. The Head Referee governs all game play and issues all final rulings, and has final authority on equipment issues. Other Referees may assist these officials when available.
- 3.02 Prior to each game, the Head Referee must conduct a meeting with the Captains of each team, to address any ground rules in effect, to ensure the exchange of team lineups (see Rule 4.01), and to identify the designated Captains who will be authorized to discuss calls with the Referees during the game (see Rule 5.03).
- 3.03 Referees have jurisdiction over play and may:
  - a. call a time out;
  - b. call off a game due to darkness, rain or other cause at the Referee's discretion;
  - c. penalize a player, including game ejection, for any reason. This includes but is not limited to un-sportsman like conduct, fighting, delay of game and excessive verbal abuse. Ejected participants must leave the field area and may not return to the game.
- 3.04 Referees have jurisdiction over play and must:
  - a. cancel the game if lightning is seen, or delay it until safe to continue;
  - b. keep a record of the final game score.
- 3.05 Referees may make rulings on any points not specifically covered in the rules (at the time of occurrence), but the ruling shall not be deemed as a precedent for future rulings.

## **PARTICIPANTS**

### **4. PLAYER ELIGIBILITY**

- 4.01 All participating players must appear on written lineups, reflecting that game's kicking order, to be exchanged between the captains of each team before play begins.
- 4.02 A claim of improper kicking order must be made to the Head Referee who will make the final determination. Such a claim must contain two parts: 1) that the written kicking order was exchanged in accordance with 5.05a; 2) that the claim is made on the field no sooner than the first pitch thrown to the accused "wrong" kicker, and no later than the first pitch thrown to the subsequent kicker. The burden of proof rests with the accused team. Any resulting play is nullified by a finding of improper kicking order, with an out recorded for the "wrong" kicker (see Rule 14.02i).

### **5. TEAMS**

- 5.01 Each game shall have two (2) participating teams: the Away team, which kicks first each inning, and the Home team, which kicks last each inning.
- 5.02 While fielding, each team must field at least eight (8) and no more than eleven (11) players, which must include one pitcher and one catcher at any time during the game.
- 5.03 For a given game, each team shall have one Captain and one Co-Captain (collectively "the Captains") who are jointly responsible for the team. The Captains may discuss calls with the Head Referee, but must accept the Head Referee's final ruling. Other players besides the Captains that dispute calls with the Referees are subject to ejection from the game (see Rule 3.03c).

## 6. BASE COACHES

6.01 Two members of the team at kick may coach first and third base, switching as needed with other team members to remain in the proper written kicking order.

6.02 Base coaches may not physically assist runners while the ball is in play (see Rule 14.02h).

## GAME PLAY

## 7. REGULATION GAMES

7.01 Regulation games last five (5) innings.

a. In the event of a tie score at the end of the game, the game shall be marked as a tie.

b. If the Home team (see Rule 5.01) already leads the game when the bottom of the final inning is reached, that team wins the game instantly and the game is over.

c. If the Home team (see Rule 5.01) takes the lead during the bottom of the final inning, that team wins instantly and the game is over.

7.02 A game that is called off by the Referee (see Rules 3.03, 3.04) after three (3) full innings of play shall be considered a regulation game. The game score at the end of the last full inning shall determine the winner. Regulation games called off that end in a tie shall be marked as a tie.

7.03 A game that is called off by the Referee for any reason before three (3) full innings of play shall not be considered a regulation game and a new game may be rescheduled.

## 8. PITCHING, CATCHING AND FIELDING

8.01 Balls must be pitched by hand. There are no restrictions on pitching style.

8.02 Proper Field Position must be maintained by all fielders while a pitch is in progress, and until the pitched ball reaches the kicker. Failure to be properly positioned will result in a Position Warning to the team that caused the infraction. The team's second and each subsequent Position infraction by that team that game will result in the kicker being awarded first base regardless of the outcome of the kick.

Proper Field Position is --

a. for Fielders: All fielders besides the catcher must remain in fair territory behind the 1st-3rd base diagonal;

b. for Pitchers:

- The pitcher must start the act of pitching with at least one foot within the pitching mound (see Rule 1.01d);
- The pitcher must have at least one foot on or directly behind the pitching strip (see Rule 1.01c) when releasing the ball;
- No part of the pitcher's front foot may be in front of or across the front edge of the pitching strip.

c. for Catchers:

- The catcher must be positioned within or directly behind the kicking box and behind the horizontal plane of the kicker, parallel to the front edge of home plate.
- The catcher may not make contact with the kicker, nor position so closely to the kicker as to restrict the kicking motion.
- The kicker may not trigger a position violation through maneuvers judged by the Ref to be deliberately tricky or unsportsmanlike.

## 9. KICKING

9.01 All kicks must be made by foot or leg, below the knee (see Rule 13.02e). Any ball touched by the foot or leg below the knee is a kick.

9.02 All kicks must occur:

a. at or behind home plate. The kicker may step on home plate to kick, however no part of the planted foot may be in front of or cross the front edge of the home plate (see Rule 13.02g).

b. within the kicking box (see Rule 1.01g). The kicker must have at least a portion of the plant foot within the kicking box during the kick (see Rule 13.02g). The kicker may line up outside of the kicking box.

## 10. RUNNING AND SCORING

10.01 Runners must stay within the baseline. Any runner outside the baseline is out (see Rule 14.02k):

- a. Runners may choose their path from one base to the next, and may follow a natural running arc;
- b. Runners are free to change course to avoid interference with a fielder making a play;
- c. When attempting to avoid a ball tag, runners may move no more than 4 feet out of their established path.

10.02 Obstruction. Fielders must stay out of the baseline. Fielders trying to make an out on base may have their foot on base, but must lean out of the baseline. Runners hindered by any fielder within the baseline, not making an active play for the ball, shall be safe at the base to which they were running. Runners may choose to advance beyond this base while the ball is still in play.

10.03 Neither leading off base, nor stealing a base is allowed. A runner may advance once the ball is kicked. A runner off base when the ball is kicked is out (see Rule 14.02g).

10.04 Hitting a runner's neck or head with the ball is not allowed, except when the runner is sliding. Any runner hit in the neck or head shall be considered safe at the base they were running toward when the ball hits the runner. If the runner intentionally uses the head or neck to block the ball, and is so called by the Referee, the runner is out.

10.05 A tag-up is a requirement to retouch or stay on a base until a kicked then caught ball is first touched by a fielder. After a tag-up a runner may advance. A runner failing to tag-up as required is out (see Rule 14.02f).

10.06 All ties will go to the runner. Runners traveling from home plate may overrun first base, and may only be tagged out if actively attempting to advance to second base.

10.07 Base Running on Overthrows;

- a. an overthrow is a ball thrown, kicked, or deflected into foul territory while making a defensive play toward a player or base;
- b. a runner may advance only one base beyond the base the runner is on or running toward when the ball travels into foul territory;
- c. one base on an overthrow is a restriction on the runner – not an automatic right for the runner to advance;
- d. if any fielder attempts to make an out prior to returning the ball to the pitcher, runners may commence base running.

10.08 Running past another runner is not allowed. The passing runner is out (see Rule 14.02j).

10.09 A run scores when a runner touches home plate before the third out is made, EXCEPT that no run can score when the third out is made during a force play situation, or when the kicker is put out before touching first base. At the end of a game the team with the most runs wins.

10.10 When a base is displaced during play, any runner is safe while in contact with the base's original and correct location. All displaced bases should be restored at the end of each play (see Rule 1.01b).

## 11. STRIKES

11.01 A count of three (3) strikes is an out.

11.02 A strike is:

- a. a pitch that is not kicked and is not called a ball per Rule 12.02, that enters any part of the strike zone (see Rule 1.02);
- b. an attempted kick missed by the kicker inside or outside of the strike zone (see Rule 1.02).

11.03 Foul balls never count as strikes.

## 12. BALLS

12.01 A count of four (4) balls advances the kicker to first base.

12.02 A ball is:

- a. a pitch outside of the strike zone as judged by the Referee where a kick is not attempted (see Rule 1.02);
- b. a pitched ball that does not touch the ground at least twice or roll before reaching the kicking box;
- c. a pitched ball that exceeds one foot in height from the bottom of the ball as it enters the kicking box;
- d. a pitched ball that exceeds one foot in height from the bottom of the ball at any time while passing through the kicking box, prior to reaching the kicker;
- e. a pitched ball that is higher than one foot at the plate.

### 13. FAIRS AND FOULS

13.01 A count of four (4) fouls is an out. Foul balls never count as strikes.

13.02 A foul ball is:

- a. a kicked ball first touching the ground in foul territory (see Rule 1.01h, Diagram 3G, 3H, 3J);
- b. a kicked ball first touching a fielder or Referee wholly in foul territory, while the ball is over foul territory (see Rule 1.04);
- c. a kicked ball landing in fair territory, but touching the ground in foul territory on its own at any time before crossing the 1st-3rd base diagonal (see Rule 1.01h, Diagram 3I, 3K);
- d. a kicked ball landing in fair territory, then entering foul territory before crossing the 1st-3rd base diagonal, and touching a fielder or Referee wholly in foul territory (see Rule 1.01h, Rule 1.04);
- e. a kick made on or above the knee (see Rule 9.01);
- f. a kicked ball touched more than once or stopped in the kicking box by the kicker;
- g. a kicked ball first kicked outside of the kicking box (see Rule 9.02) (see Diagram 3L, 3M);
- h. a kicked ball first touching a permanent object, such as a batting cage or fence.

13.03 A fair ball is:

- a. a kicked ball landing and remaining in fair territory (see Rule 1.04) (see Diagram 3C, 3D, 3E);
- b. a kicked ball landing in fair territory then traveling into foul territory beyond the 1<sup>st</sup>-3<sup>rd</sup> base diagonal (see Diagram 3A, 3B, 3F);
- c. a kicked ball first touching a player or Referee in fair territory (see Rule 1.04);
- d. a kicked ball landing in fair territory, then touched by a participant in fair territory before touching the ground in foul territory (see Rule 1.04);
- e. a kicked ball that touches a runner before touching the ground in foul territory (see Rule 1.04);
- f. a kicked ball that touches the kicker once outside the kicking box before touching the ground in foul territory (see Rule 1.04);

### 14. OUTS

14.01 A count of three (3) outs by a team completes the team's half of the inning.

14.02 An out is:

- a. a count of three (3) strikes or four (4) fouls;
- b. any kicked ball (fair or foul) that is caught by a fielder. Any part of the ball may incidentally touch the ground during the act of catching and still be ruled an out if the fielder first displays full control of the ball and maintains control after touching the ground;
- c. a Force Out, being the tag by any part of a fielder's body of a base to which a runner is forced to run, before the runner arrives at the base, while the fielder has control of the ball. The ball may be touching the ground if the fielder displays full control of the ball while simultaneously tagging the base;
- d. a runner touched by the ball or who touches the ball at any time while not on base while the ball is in play;
- e. a kicker or runner that interferes with the ball (see Rules 15.02b and c);
- f. a tag of a base by any part of a fielder's body, while the fielder has control of the ball (see Rule 14.02c), before the runner originating at that base can tag-up as required due to a caught ball (see Rule 10.05);
- g. a runner off base when the ball is kicked (see Rule 10.03);
- h. a runner physically assisted by a team member during play (see Rule 6.02);
- i. any kicker that does not kick in the proper kicking line up (see Rule 4.02);
- j. a runner that passes another runner (see Rule 10.08);
- k. a runner outside of the baseline (see Rule 10.01);
- l. a runner who misses a base, as called by a Referee upon the conclusion of the play;
- m. a runner who fails to properly tag up on a caught ball, as called by a Referee upon the conclusion of the play;
- n. a runner touched by the ball while on a base they are forced to vacate by the kicker becoming a runner;
- o. a runner coming from home plate who steps on First Base when required to use the Extra Base (while an Extra Base is in use - see Rule 1.06);
- p. a player improperly occupying the sideline area after their team has been issued a warning (see Rule 1.07).

## **15. BALL IN PLAY**

15.01 Once the pitcher has the ball in control and retains possession on the mound, the play ends. Runners who are off base at this time and in forward motion may advance only one base. Runners who are off base at this time and not in forward motion must return to the base from which they were running.

15.02 Interference is:

- a. when any non fielder or non permanent object except a Referee or a runner, touches or is touched by a ball in play in fair territory. This interference causes the play to end, and runners shall proceed to the base to which they were headed;
- b. when any runner on or off base intentionally touches a ball, or hinders a fielder. This interference causes the play to end, the runner to be out, and any other runners shall return to the base from which they came, unless forced to advance (see Rule 14.02e);
- c. when any kicker intentionally touches a pitched ball by hand or arm before the pitch is called a Ball or Strike, or intentionally touches a kicked ball to render it foul. This interference causes the play to end, the kicker to be out, and any runners shall return to the base from which they came (see Rule 14.02e).

15.03 During any play where a ball is popped or deflates significantly, that play shall be replayed with a properly inflated ball.

## **16. INJURY AND SUBSTITUTIONS**

16.01 In cases of injury or illness, a time-out may be requested for participant removal and replacement with a teammate as a substitute. If the participant later returns to play, the participant must be inserted in the same written kicking order position previously held.

16.02 If a player is ejected, injured, or becomes ill and cannot continue, the written kicking order will continue in the same formation, less the removed player. There is no "automatic out" when the removed player's spot in the order is reached.

16.03 Injured players who do not kick shall not play in the game.

16.04 Any player removed from the game for injury or illness must be noted on both team written kicking orders and mentioned to the Head Referee.

16.05 The pitcher and the catcher positions may only be replaced once per inning each, unless injury forces another substitution.

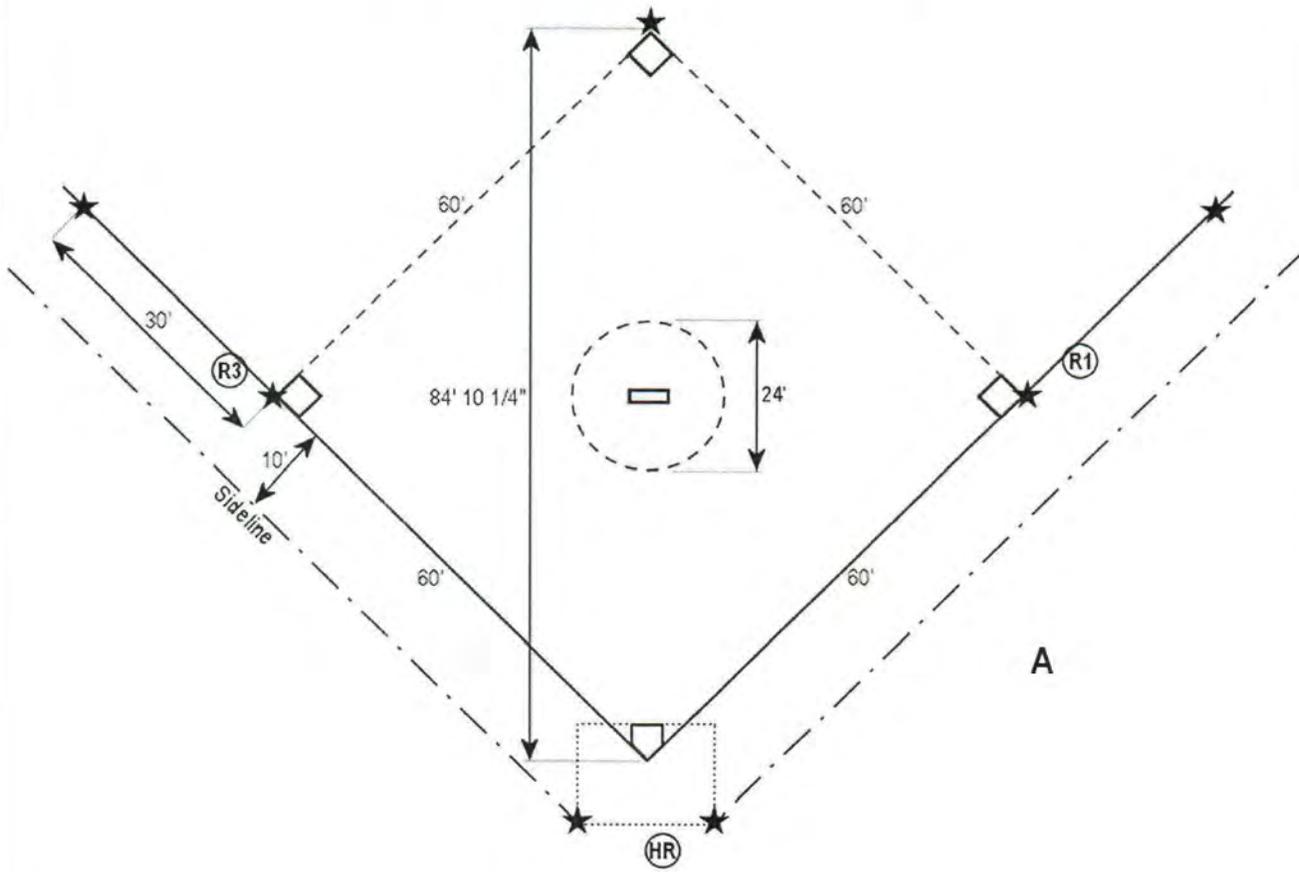
16.06 Only runners who are injured while traveling to a base, and who successfully make it to a base, may be substituted. There are no other allowable runner substitutions. A runner may be substituted no more than twice during the game. Upon the second substitution, the player will be removed from the game and no longer be allowed to participate.

## **OTHER**

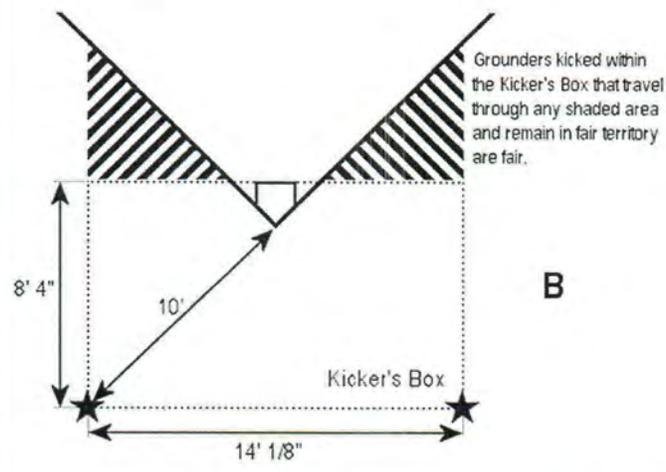
### **17. OTHER**

17.01 The spirit of these rules is to ensure a fun environment and participant enjoyment. All games are to be played in a sportsmanlike manner. If necessary, the World Adult Kickball Association (WAKA) will address any inconsistencies, discrepancies, and misunderstandings in accordance with the spirit of these rules. These rules are maintained at [kickball.com](http://kickball.com) and are subject to change without notice.

## Diagram 2 WAKA Kickball Field Dimensions



A



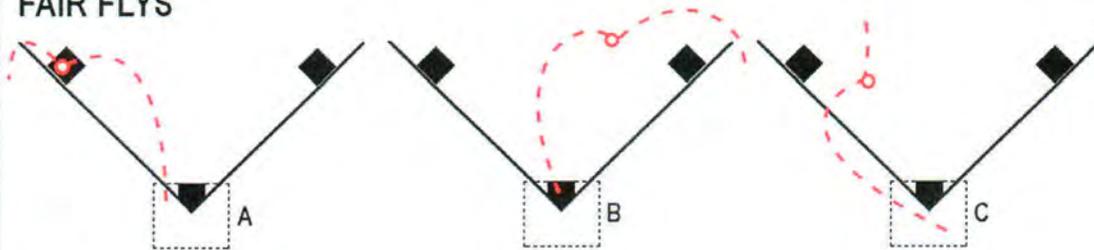
B

|               |                                      |
|---------------|--------------------------------------|
| ★             | Cone location                        |
| (HR)          | Head Referee location                |
| (R1)          | 1st Base Referee location            |
| (R3)          | 3rd Base Referee location (optional) |
| <b>LEGEND</b> |                                      |

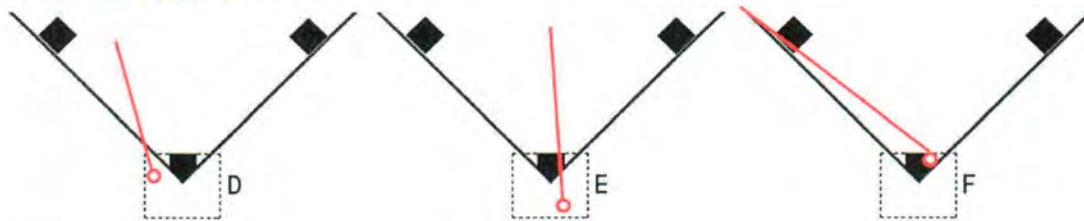
**KICKBALL.COM**  
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**Diagram 3**  
**WAKA Kickball Fair and Foul Examples**

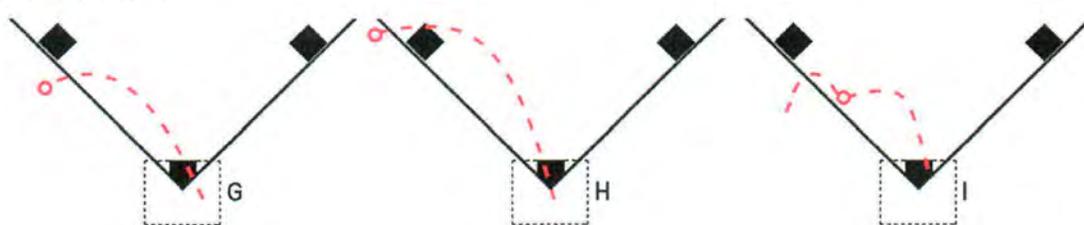
**FAIR FLYS**



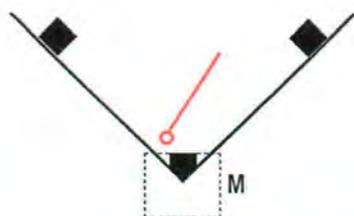
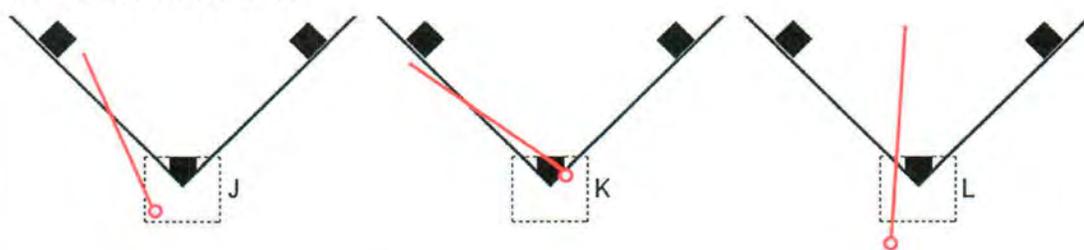
**FAIR GROUNDERS**



**FOUL FLYS**



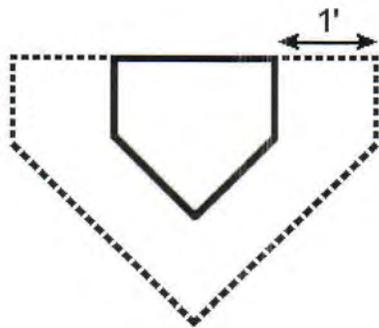
**FOUL GROUNDERS**



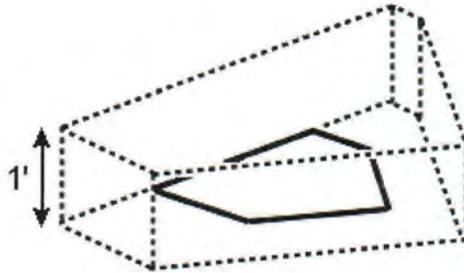
|                            |       |
|----------------------------|-------|
| Path of ball in the air    | - - - |
| Path of ball on the ground | — — — |
| First ground contact point | ○     |
| <b>LEGEND</b>              |       |

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Diagram 4  
WAKA Kickball Strike Zone



TOP VIEW  
(not to scale)

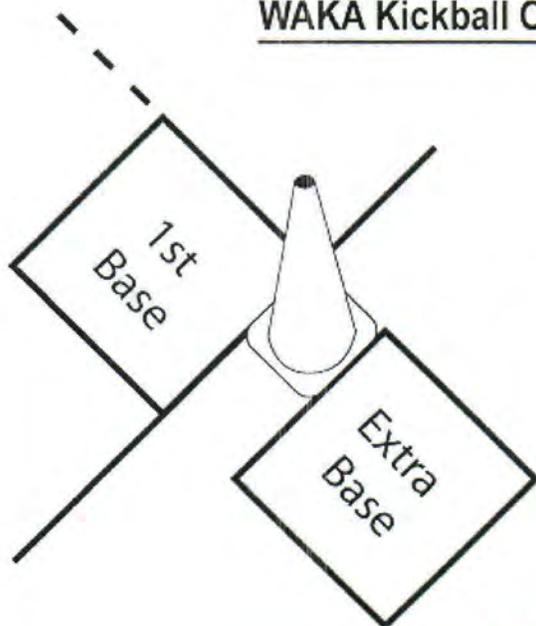


3-D VIEW  
(not to scale)

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Diagram 5  
WAKA Kickball Optional Extra Base



\*Optional extra base may only be used in accordance with Rule 1.06

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## MEMORANDUM

DATE: August 21, 2014

TO: Mayor and City Commission

FROM: Dianne Holloway, Finance Director

VIA: Jackie Sova, City Manager

SUBJECT: Resolution No. 945 - Repealing the Surplus Property Ordinance and adopting a new policy on Tangible Personal Property (Dianne Holloway, Finance Director)

---

**DISCUSSION:** The Disposal of Surplus Property ordinance was last amended in July of 1988, over 26 years ago. Staff has reviewed this ordinance and has determined that the intent is to manage all aspects of tangible personal property. Tangible personal property is currently defined as “Fixtures and other tangible personal property of a non-consumable nature, the normal expected life of which is one year or more as determined by the custodian of the property, as hereinafter provided, which is owned by the city”. Staff is of the opinion that it is more appropriate to manage tangible personal property including the disposal of surplus property, in the form of a city policy that would provide guidance for the overall management of tangible personal property and to reflect more current practices.

**RECOMMENDATION:** The City Commission adopt Resolution No. 945 repealing Chapter 36: Disposal of Surplus Property and establishing a policy to provide guidance for the overall management of tangible personal property.

**RESOLUTION NO. 945**

**A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA, REPEALING CHAPTER 36 OF THE CODE OF ORDINANCES ENTITLED “DISPOSAL OF SURPLUS PROPERTY”; ADOPTING A POLICY TO PROVIDE GUIDANCE FOR THE OVERALL MANAGEMENT OF TANGIBLE PERSONAL PROPERTY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 36 of the Code of Ordinances entitled “Disposal of Surplus Property” is outdated; and

**WHEREAS**, the City Commission desires to repeal that Chapter and adopt a new policy which provides guidance for overall management of tangible personal.

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

**Section 1.** Chapter 36 of the Code of Ordinances entitled “Disposal of Surplus Property” is hereby repealed:

**Section 2.** The following Tangible Personal Property policy is hereby adopted:

**TANGIBLE PERSONAL PROPERTY**

- I. Definition
- II. Identification; Records Management; Inventory
- III. City Manager to Supervise
- IV. Disposal of Surplus Property
- V. Adoption of Additional Regulations

**I. DEFINITION.**

For the purpose of this chapter the following definition shall apply unless the context clearly indicates or requires a different meaning.

**PROPERTY.** Fixtures and other tangible personal property which is owned by the city of a non-consumable nature, with a useful life of one year or more and meets the value or cost threshold criteria as defined in F.A.C. 69I-73.002.

**II. IDENTIFICATION; RECORDS MANAGEMENT; INVENTORY.**

- (A) Identification. As practicable, each item of property shall be marked with an identification label containing a unique sequence of numbers to establish its identity and ownership by the city.
- (B) Records Management. The City Manager or designee shall maintain, on behalf of the city, a master property control list identifying all tangible personal property owned by the city to include a minimum of the identification number, the item description, manufacturer’s serial number as available, date of acquisition, and

physical location. The city may include any other information on the property records as deemed necessary.

- (C) Inventory. A complete physical inventory of all property shall be taken annually and the date inventoried shall be entered on the property record. The inventory shall be compared with the property record and all discrepancies shall be traced and reconciled.

### **III. CITY MANAGER TO SUPERVISE.**

The City Manager shall be primarily responsible for the supervision and control of property, but may delegate to a custodian its use and immediate control and may require custody receipts. The City Manager may assign to or withdraw from a custodian the custody of any of the property at any time. Each custodian shall be responsible to the City Manager for the safekeeping and the proper use of the property entrusted to the custodian's care. The City Manager or designee shall take an inventory when there is a change in the custodian of property.

### **IV. DISPOSAL OF SURPLUS PROPERTY.**

Property of the city that is obsolete, or the continued use of which is uneconomical or inefficient, or for which there is no useful function, and which is not otherwise lawfully disposed of, may be disposed of for value to any person, except those forbidden by other statutes to receive said property, or may be disposed of for value without bids to the state, to any governmental unit or to any political subdivision of the state, or if the property is without commercial value, it may be donated, destroyed, or abandoned at the discretion of the City Manager. Tangible personal property recorded on the master property control list must be deemed surplus by the City Commission at a public meeting and recorded in the meetings minutes. Upon receiving authorization, the City Manager may arrange for the destruction, storage or transfer of all surplus equipment by public auction or disposal in a manner that is most beneficial to the city. Once disposed, items will be removed from the property records.

### **V. ADOPTION OF ADDITIONAL REGULATIONS.**

The City Commission may, by resolution, adopt additional regulations.

**Section 3. Effective date:** This Ordinance shall be effective immediately upon passage and adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

ATTEST:

CITY OF LAKE MARY, FLORIDA

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

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



## CITY MANAGER'S REPORT

DATE: August 21, 2014  
TO: Mayor and City Commission  
FROM: Jackie Sova, City Manager  
SUBJECT: City Manager's Report

---

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

1. Donation of Fire Department Bunker Gear.

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

1. Monthly department reports.



## CITY MANAGER'S REPORT

DATE: August 21, 2014  
TO: Mayor and City Commission  
FROM: Joe Landreville, Deputy Fire Chief  
VIA: Jackie Sova, City Manager  
SUBJECT: Donation of Fire Department Bunker Gear

---

My team was recently approached by a local firefighter, Eduardo Idrogo, about donating our used firefighting bunker gear to less fortunate firefighters in Peru. These individuals have very little in the way of basic protective equipment and our used gear would be a great enhancement to their overall safety. Eduardo vacations in Peru and while down there, he assist the locals with the improvement of their fire service delivery.

After performing and audit of our gear, we have come up with nine sets of pants and coats that fit the criteria for being taken out of service. This gear has been replaced with newer equipment which meets the newest safety standards. We would like to donate our decommissioned gear to this cause. Eduardo will arrange for its delivery to Peru and will ensure our logo is removed from the back of the coats. We have also required him to sign a hold harmless agreement making our city not responsible for the performance of this equipment.

**RECOMMENDATION:**

Request Commission authorize donation of above-referenced bunker gear to firefighters in Peru.



## **MEMORANDUM**

DATE: August 21, 2014  
TO: Mayor and City Commission  
FROM: Bryan Nipe, Parks and Recreation Director  
VIA: Jackie Sova, City Manager  
SUBJECT: Parks and Recreation Update for July 2014

---

### **Grounds and Facilities:**

- Central Park – Staff is researching the structural feasibility of the proposed seawall around the lakefront. Report from Engineer to be received in August.
- Soccer fields closed for maintenance during July.
- New janitorial and landscape maintenance contractors started in July.
- Lightning strikes in July damaged equipment at the Events Center and Sports Complex. Insurance claims reported.

### **Museum:**

- Nearly 20 artists at the Local Artists exhibit through September 9<sup>th</sup>.
- Halloween Costume displays begin in late September with the Ghost walk on October 18<sup>th</sup> and 25<sup>th</sup>.
- 276 people visited the June/July Military exhibit. Increase of over 100 visits to the exhibit last year.
- Hosted 1 session of Lake Mary Summer Camp during Military Exhibit.

### **Recreation:**

- Adult Softball - 8 team leagues on Monday Men's and Wednesday Co-Ed – Championships completed in July.
- Splash Pad – Incredibly popular during sunny days, but the rainy weather this season has brought a slight decrease in participation from 2013.
- 65 visitors to the Skatepark in July. Down from 101 in July 2013.
- Soccer Shots - Fall soccer clinic program begins September 13<sup>th</sup>.

**Events Center:**

- 9% increase in revenue over this point in FY 2013.
- Photo op in recognition of Family Circle Top Ten Towns held on Events Center lawn.

**Community Center:**

- Fifty (50) private rentals booked.
  - Includes weddings, wedding rehearsals, birthday parties and baby showers.
- Twenty-Seven (27) completed rentals.
- 8 Zumba classes per week.
- Summer Camp over 100% of maximum occupancy for the summer. Very well received by parents based on comments. Awaiting survey monkey results for official feedback.

**Tennis Center:**

- 153 Members – up from 141 in July 2014. Most member renewals expected to come through in August and September to show an increase in revenue.
- Youth Summer Camp—66 Participants.
- Events: July 12<sup>th</sup> Mixer had 12 team participants.

**Community Events:**

- WineART Wednesdays – First Wednesday of the month. The partnership with DailyCity.com Food Truck Bazaar has proven to be successful with increased visitors each month.
- Farmers Market – Vendor participation down in July 2014 from the prior year. Staff is looking into changes and improved marketing to increase participation.

# MEMO



## PARKS & RECREATION DEPARTMENT

TO: Bryan Nipe, Director of Parks & Recreation

FROM: Sean Cabrera, Recreation Specialist

DATE: August 8, 2014

### PARKS AND RECREATION MONTHLY ACTIVITY REPORT FOR THE MONTH OF: July 2014

| EVENTS CENTER    | Current Month | This Month Last YR | Current YTD   | Previous YTD  |
|------------------|---------------|--------------------|---------------|---------------|
| non-revenue uses | 0             | 16                 | 75            | 111           |
| rentals          | 17            | 25                 | 251           | 230           |
| revenue          | \$ 38,837.70  | \$ 37,826.02       | \$ 452,126.09 | \$ 411,036.06 |
| expenses         | \$ 32,721.69  | \$ 28,765.21       | \$ 293,771.22 | \$ 269,380.43 |

| SENIOR CENTER           | Current Month | This Month Last YR | Current YTD  | Previous YTD |
|-------------------------|---------------|--------------------|--------------|--------------|
| classes                 | 132           | 127                | 1,250        | 1118         |
| individual participants | 2,337         | 2214               | 19,516       | 17179        |
| revenue                 | \$ 488.66     | \$ 1,185.07        | \$ 22,208.14 | \$ 17,967.05 |
| expenses                | \$ 7,545.42   | \$ 8,615.44        | \$ 79,468.72 | \$ 87,882.77 |

| COMMUNITY CENTER | Current Month | This Month Last YR | Current YTD  | Previous YTD |
|------------------|---------------|--------------------|--------------|--------------|
| classes          | 34            | -                  | 105          | -            |
| non-revenue uses | 11            | -                  | 37           | -            |
| rentals          | 11            | -                  | 27           | -            |
| rental revenue   | \$ 3,320.00   | -                  | \$ 9,165.00  | -            |
| expenses         | \$ 6,878.44   | -                  | \$ 77,585.18 | -            |

| TENNIS CENTER | Current Month | This Month Last YR | Current YTD  | Previous YTD |
|---------------|---------------|--------------------|--------------|--------------|
| memberships   | 153           | 141                |              |              |
| revenue       | \$ 2,593.50   | \$ 2,788.10        | \$ 16,111.50 | \$ 32,701.34 |
| expenses      | \$ 5,848.64   | \$ 2,456.01        | \$ 39,483.33 | \$ 47,699.19 |

| OTHER REVENUES                        | Current Month       | This Month Last YR | Current YTD          | Previous YTD        |
|---------------------------------------|---------------------|--------------------|----------------------|---------------------|
| Farmers Market                        | \$ 828.30           | \$ 2,046.19        | \$ 19,123.61         | \$ 24,715.31        |
| Skate Park                            | \$ 178.22           | \$ 332.76          | \$ 2,599.01          | \$ 3,270.74         |
| Splash Park                           | \$ 6,737.21         | \$ 6,562.02        | \$ 21,008.89         | \$ 17,907.13        |
| Park Rentals                          | -                   | \$ 75.00           | \$ 657.83            | \$ 850.00           |
| Sports Complex                        | \$ 443.00           | \$ 216.10          | \$ 23,609.53         | \$ 20,265.42        |
| Leagues                               | -                   | \$ 325.00          | \$ 9,750.00          | \$ 11,700.00        |
| Concession (Trailhead & Sports Comp.) | -                   | \$ 195.42          | \$ 6,075.46          | \$ 2,153.43         |
| Summer Camp                           | \$ 20,395.00        | -                  | \$ 46,965.00         | -                   |
| <b>TOTAL OTHER REVENUES</b>           | <b>\$ 28,581.73</b> | <b>\$ 9,752.49</b> | <b>\$ 129,789.33</b> | <b>\$ 80,862.03</b> |

**WORK ORDER EXPENSES**

| TYPE          | Jul-14 | YTD  | Jul-13 | YTD  | Jul-14       | YTD          | Jul-13      | YTD          |
|---------------|--------|------|--------|------|--------------|--------------|-------------|--------------|
| LABOR         | 49%    | 40%  | 20%    | 27%  | \$ 6,443.17  | \$ 45,205.64 | \$ 1,786.07 | \$ 39,936.69 |
| MATERIALS     | 31%    | 25%  | 70%    | 17%  | \$ 4,114.50  | \$ 39,207.68 | \$ 922.07   | \$ 30,190.59 |
| CONTRACTOR    | 20%    | 35%  | 10%    | 56%  | \$ 2,590.73  | \$ 39,642.17 | \$ 6,184.93 | \$ 71,168.97 |
| <b>TOTALS</b> | 100%   | 100% | 100%   | 100% | \$ 13,148.40 | \$124,055.49 | \$ 8,893.07 | \$141,296.25 |

**WORK ORDERS BY BUILDING**

| FACILITY               | Jul-14 | YTD | Jul-13 | YTD |
|------------------------|--------|-----|--------|-----|
| CITY HALL              | 14     | 132 | 11     | 113 |
| COMMUNITY CENTER       | 5      | 27  | 0      | 0   |
| EVENTS CENTER          | 17     | 88  | 8      | 58  |
| EMPLOYEE HEALTH CLINIC | 1      | 10  | 0      | 7   |
| FLEET                  | 3      | 15  | 0      | 12  |
| FRANK EVANS MUSEUM     | 0      | 10  | 1      | 16  |
| LIBERTY PARK           | 1      | 3   | 0      | 2   |
| MUNICIPAL COMPLEX      | 5      | 75  | 0      | 68  |
| PARKS BUILDING         | 2      | 32  | 2      | 25  |
| POLICE DEPARTMENT      | 9      | 70  | 8      | 70  |
| PUBLIC WORKS BUILDING  | 3      | 40  | 3      | 36  |
| SPORTS COMPLEX         | 8      | 37  | 0      | 26  |
| STATION #33            | 1      | 31  | 3      | 39  |
| STATION #37            | 3      | 29  | 7      | 33  |
| TENNIS CENTER          | 2      | 29  | 1      | 15  |
| TRAILHEAD PARK         | 3      | 11  | 1      | 20  |
| WATER TREATMENT PLANT  | 1      | 19  | 1      | 14  |
| <b>TOTALS</b>          | 78     | 658 | 46     | 554 |

**WORK ORDERS BY CATEGORY**

| FACILITY                     | Jul-14 | YTD | Jul-13 | YTD |
|------------------------------|--------|-----|--------|-----|
| APPLIANCES                   | 6      | 30  | 4      | 34  |
| DOORS - INT, EXT, & HARDWARE | 4      | 46  | 5      | 40  |
| ELECTRICAL                   | 23     | 228 | 11     | 158 |
| FIRE ALARM SYSTEMS           | 2      | 11  | 2      | 10  |
| FIRE SPRINKLER SYSTEMS       | 0      | 0   | 0      | 0   |
| HVAC                         | 6      | 42  | 3      | 40  |
| JANITORIAL                   | 2      | 21  | 0      | 7   |
| MISCELLANEOUS                | 17     | 91  | 9      | 58  |
| PAINT - INTERIOR & EXTERIOR  | 1      | 5   | 1      | 8   |
| PEST CONTROL                 | 1      | 12  | 1      | 9   |
| PLUMBING                     | 9      | 69  | 4      | 47  |
| PREVENTATIVE MAINTENANCE     | 5      | 100 | 5      | 134 |
| SECURITY SYSTEMS             | 2      | 3   | 1      | 7   |
| SEPTIC TANKS                 | 0      | 0   | 0      | 0   |
| VENDING                      | 0      | 0   | 0      | 2   |
| <b>TOTALS</b>                | 78     | 658 | 46     | 554 |



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



**Monthly Report**  
**July 2014**

**Administration and Emergency Operations**

We responded to 342 alarms, had 147 transports, and logged over 706 hours of training during the month of July.

Emergency Operations personnel had an additional 67 public contacts for sharps boxes, blood pressures, child car seat installations, public relations, etc.

Administration continued to work professional development programs for all ranks. This includes career path studies and promotional processes.

**Fire Prevention**

Fire Prevention conducted 509 combined inspections and 27 plan reviews.

Activities included - follow up on fire sprinkler and fire alarm issues at several buildings, reviewed emergency plans for several businesses and sparkler tent inspections.

Attended First Step, DRC, Department Head Staff, LM Heathrow Arts Festival, Seminole County Juvenile Firesetter Updates, and Station House Status Meetings. Also attended Awards, SEED, Retirement, and Taking Care of Our Own Committee Meetings.

Worked on completing the Retirement Ceremony Policy and draft manual for Taking Care of Our Own policy.

Submitted safety article to Lake Mary Life

Assisted with coordinating the SEED event.

Public Education Events –

Station Tour – 8 people

Station Tour – 30 people

Fire Safety Talk – 45 Skyline - 35 people

Fire Drill – 3210 Lake Emma – 200 people

Station Tour – 35 people

Station Tour – 62 people

Fire Safety Talk – Lake Mary Montessori Academy (LMMA) – 27 people

Fire Drill – 255 Primera – 500 people

Fire Safety Talk – Royal Academy – 50 people

Safety Presentation/Truck – HTE – 20 people

Conducted 1 – 911 Test at a local business and 10 lockbox inspections



# Lake Mary Police Department

## MONTHLY REPORT - JULY 2014

|                                    | FY 2014<br>JULY | FY 2014<br>YTD | FY 2013<br>JULY | FY 2013<br>YTD |
|------------------------------------|-----------------|----------------|-----------------|----------------|
| <b>Monthly Call Volume</b>         | 4,575           | 48,423         | 4,279           | 44,413         |
| <b>Response Times (in minutes)</b> |                 |                |                 |                |
| Priority 1                         | 4.88            |                | 4.00            |                |
| Priority 2                         | 3.12            |                | 5.56            |                |
| Priority 3                         | 6.55            |                | 9.46            |                |

### UCR Crimes

|                              |    |     |    |     |
|------------------------------|----|-----|----|-----|
| Murders                      | 0  | 0   | 0  | 0   |
| Sex Offenses, Forcible       | 0  | 2   | 0  | 4   |
| Robbery                      | 0  | 2   | 0  | 1   |
| Assault/Battery              | 11 | 85  | 9  | 87  |
| Burglary                     | 9  | 52  | 6  | 54  |
| Theft, all other             | 10 | 166 | 22 | 200 |
| Motor Vehicle Theft          | 2  | 7   | 1  | 11  |
| Theft of Motor Vehicle Parts | 2  | 15  | 3  | 22  |
| Arson                        | 0  | 0   | 0  | 0   |
| D.U.I.                       | 2  | 28  | 3  | 31  |

### Total Arrests

|           |    |     |    |     |
|-----------|----|-----|----|-----|
| Adults    | 39 | 348 | 37 | 396 |
| Juveniles | 1  | 35  | 6  | 54  |

### Traffic Calls

|                                     |     |       |     |       |
|-------------------------------------|-----|-------|-----|-------|
| Crashes                             | 46  | 516   | 58  | 565   |
| Criminal Citations                  | 18  | 149   | 17  | 180   |
| Citations- non criminal             | 309 | 3,489 | 307 | 3,521 |
| Parking citations                   | 14  | 101   | 4   | 54    |
| K9 Deployments                      | 16  | 110   | 4   | 45    |
| Agency Assist; outside Jurisdiction | 61  | 508   | 39  | 411   |

### Alarms

|             |     |     |     |     |
|-------------|-----|-----|-----|-----|
| Total       | 119 | 936 | 104 | 965 |
| Business    | 69  | 581 | 71  | 619 |
| Residential | 50  | 355 | 33  | 289 |

### Total Responses to City Ordinance Violations

|    |     |    |     |
|----|-----|----|-----|
| 41 | 284 | 42 | 240 |
|----|-----|----|-----|



## Lake Mary Police Department IMPORTANT EVENTS

### Patrol Division

Special Operations participated in Altamonte Springs' Red Hot and Boom, Winter Springs, Sanford and Oviedo's July 4th events.

Two suspects were located by Officer McDaniel while riding as a flight observer with the Alert team.

The K-9 Units assisted several local agencies with drug deployments resulting in seized narcotics and arrests. 16 deployments were made in July.

Verizon's traffic signal was put into service July 25.

### Criminal Investigations Division

The following significant cases were assigned in Criminal Investigations during July:

Six residential burglaries.

Three stolen vehicles.

Three thefts (capias was filed for arrest).

One aggravated battery - domestic violence arrest was made.

One simple battery - domestic violence arrest was made.

One aggravated assault.

Eleven economic crimes were forwarded to Detective Riddle at Economic Crimes Task Force.

That unit also took down a million dollar theft ring in conjunction with Volusia County.

### Community Relations Division

Community Relations activities in July included:

Hosted tours of the Police Department for forty international students, twenty students from Lake Mary Prep and 14 students from a local summer camp.

Attended the HOA Meeting for Hills of Lake Mary.

Accompanied 40 children on a field trip from Lake Mary Summer Camp to Daytona Lagoon.

Hosted Women's Self-Defense class for 20 attendees at LMPD.

Provided Stranger Danger class for 30 children at Kia Loggings Summer Camp.

Accompanied 40 children on a field trip from Lake Mary Summer Camp to Legoland.

Attended a BAB meeting with the Seminole County School Board.

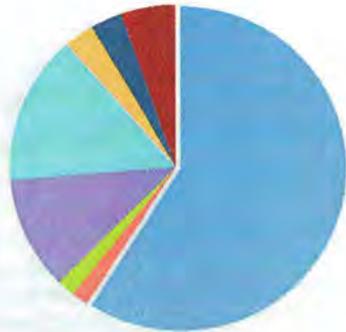
### Support Services Division

With the migration into the digital platform on July 15th, Communications is now capable of system interoperability with surrounding agencies, as well as federal and state agencies in the event of a large scale disaster. Seminole County provided Lake Mary with an additional radio position, now all four positions have direct access to over 250 channels, Motobridge, as well as a secure intercom system that links all Seminole County agencies, including the school board, state college, airport, public safety and law enforcement agencies. The digital technology offers optimal voice transmission, encryption, and state-of-the-art technology that is backward compatible for analog, digital, clear or encrypted systems.

## City of Lake Mary Budget Snapshot as of July 31, 2014

(83.33% of fiscal year elapsed)

### Fiscal Year 2013 - 2014 Adopted Budget



- General Fund 60.99%
- Special Revenue .01%
- Debt Service 2%
- Capital Projects 10%
- Water and Sewer 15%
- Stormwater Fund 1%
- Fleet Maintenance 4%
- Health Insurance 7%

### General Fund Revenues

| Revenues                  | Budget               | Year-to-Date         | %            |
|---------------------------|----------------------|----------------------|--------------|
| Ad Valorem Taxes          | \$ 6,083,271         | \$ 6,160,770         | 101.3%       |
| Franchise & Utility Taxes | 6,072,270            | 4,324,329            | 71.2%        |
| Business Tax Receipts     | 119,500              | 119,728              | 100.2%       |
| Permits                   | 997,577              | 857,447              | 86.0%        |
| Fines & Forfeitures       | 68,933               | 98,452               | 142.8%       |
| Intergovernmental         | 1,425,105            | 1,105,284            | 77.6%        |
| Charges for Services      | 1,288,150            | 1,189,381            | 92.3%        |
| Investment Income/Other   | 287,000              | 255,182              | 88.9%        |
| Operating Transfers In    | 985,000              | 820,833              | 83.3%        |
| <b>Total Revenues</b>     | <b>\$ 17,326,806</b> | <b>\$ 14,931,406</b> | <b>86.2%</b> |

### General Fund Expenditures

| Expenditures                | Budget               | Year-to-Date         | %             |
|-----------------------------|----------------------|----------------------|---------------|
| City Commission             | \$ 96,147            | \$ 70,838            | 73.7%         |
| City Manager                | 586,465              | 411,841              | 70.2%         |
| City Attorney               | 95,000               | 52,595               | 55.4%         |
| City Clerk                  | 226,596              | 173,839              | 76.7%         |
| General Government          | 698,269              | 503,606              | 72.1%         |
| Risk Management             | 15,550               | 11,932               | 76.7%         |
| Finance                     | 496,993              | 393,789              | 79.2%         |
| Information Systems         | 213,454              | 172,529              | 80.8%         |
| Community Development       | 612,329              | 474,528              | 77.5%         |
| Building                    | 488,410              | 362,389              | 74.2%         |
| Facilities Maintenance      | 369,481              | 233,930              | 63.3%         |
| Police Operations           | 4,906,162            | 3,910,580            | 79.7%         |
| Fire Combat                 | 4,516,235            | 3,484,613            | 77.2%         |
| Fire Prevention             | 342,023              | 258,050              | 75.4%         |
| Support Services            | 951,630              | 692,397              | 72.8%         |
| PW Admin & Engineering      | 226,636              | 178,728              | 78.9%         |
| Streets/Sidewalks           | 505,822              | 376,514              | 74.4%         |
| Parks & Recreation          | 1,725,552            | 1,265,753            | 73.4%         |
| Events Center               | 373,035              | 293,771              | 78.8%         |
| Community Center            | 100,431              | 77,585               | 77.3%         |
| Senior Center               | 114,354              | 79,469               | 69.5%         |
| Tennis Center               | 49,166               | 39,483               | 80.3%         |
| Transfers Out               | 3,019,921            | 2,516,601            | 83.3%         |
| <b>Total Expenditures</b>   | <b>\$ 20,729,661</b> | <b>\$ 16,035,360</b> | <b>77.4%</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>\$ 16,437,306</b> | <b>135.6%</b> |

### Debt Service Funds

| Revenues            | Budget     | Year-to-Date | %      |
|---------------------|------------|--------------|--------|
| Transfers In        | \$ 631,921 | \$ 526,601   | 83.3%  |
| <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        | 30,231           | 84.4%        |
| Cemetery Sales          | 4,000            | 2,500            | 62.5%        |
| Fines & Forfeitures     | 12,000           | 15,878           | 132.3%       |
| Investment Income/Other | 5,650            | 5,283            | 93.5%        |
| <b>Total</b>            | <b>\$ 57,460</b> | <b>\$ 53,892</b> | <b>93.8%</b> |

### Expenditures

|                             |                   |                   |               |
|-----------------------------|-------------------|-------------------|---------------|
| Training                    | \$ 18,000         | \$ 15,024         | 83.5%         |
| Operating & DARE            | 12,500            | 16,728            | 133.8%        |
| Contributions               | 13,000            | 13,600            | 104.6%        |
| Capital                     | 298,805           | 128,862           | 43.1%         |
| Heritage Park               | 220,000           | 3,500             | 1.6%          |
| Cemetery Operations         | 9,175             | 2,291             | 25.0%         |
| <b>Total</b>                | <b>\$ 571,480</b> | <b>\$ 180,005</b> | <b>31.5%</b>  |
| <i>Fund Balance Forward</i> | 1,118,062         | 1,004,102         | 89.8%         |
| <b>Current Fund Balance</b> | <b>\$ 604,042</b> | <b>\$ 877,989</b> | <b>145.4%</b> |

### Capital Projects Fund

| Revenues                | Budget              | Year-to-Date        | %            |
|-------------------------|---------------------|---------------------|--------------|
| Investment Income       | \$ 6                | \$ 5,513            | 91883.3%     |
| Grants                  | 351,928             | -                   | 0.0%         |
| Intergovernmental/Other | 488,833             | 493,634             | 101.0%       |
| Transfers In            | 2,130,000           | 1,775,000           | 83.3%        |
| <b>Total</b>            | <b>\$ 2,970,767</b> | <b>\$ 2,274,147</b> | <b>76.6%</b> |

### Expenditures

|                             |                     |                     |                |
|-----------------------------|---------------------|---------------------|----------------|
| Capital Projects            | 3,961,302           | 1,794,033           | 45.3%          |
| <b>Total</b>                | <b>\$ 3,961,302</b> | <b>\$ 1,794,033</b> | <b>45.3%</b>   |
| <i>Fund Balance Forward</i> | 1,050,730           | 801,493             | 76.3%          |
| <b>Current Fund Balance</b> | <b>\$ 60,195</b>    | <b>\$ 1,281,607</b> | <b>2129.1%</b> |

### Water and Sewer Fund

| Revenues                | Budget              | Year-to-Date        | %            |
|-------------------------|---------------------|---------------------|--------------|
| Water Sales             | \$ 2,100,000        | \$ 1,574,749        | 75.0%        |
| Sewer Revenue           | 1,850,000           | 1,590,625           | 86.0%        |
| Reclaimed Water         | 200,000             | 181,864             | 90.9%        |
| Water Impact Fees       | 40,400              | 39,659              | 98.2%        |
| Sewer Impact Fees       | 17,400              | 2,065               | 11.9%        |
| Investment Income/Other | 180,500             | 178,396             | 98.8%        |
| <b>Total</b>            | <b>\$ 4,388,300</b> | <b>\$ 3,567,358</b> | <b>81.3%</b> |

### Expenditures

|                                  |                      |                      |               |
|----------------------------------|----------------------|----------------------|---------------|
| Operating Expenses               | 1,581,184            | 1,100,273            | 69.6%         |
| Capital Projects                 | 1,276,700            | 963,315              | 75.5%         |
| Wholesale swr/reclaimed          | 1,325,000            | 1,000,909            | 75.5%         |
| Transfers Out                    | 1,027,000            | 855,833              | 83.3%         |
| <b>Total</b>                     | <b>\$ 5,209,884</b>  | <b>\$ 3,920,330</b>  | <b>75.2%</b>  |
| <i>Beg Unrestrict Net Assets</i> | 14,029,242           | 14,264,472           | 101.7%        |
| <b>Available Net Assets</b>      | <b>\$ 13,207,658</b> | <b>\$ 13,911,500</b> | <b>105.3%</b> |

### Stormwater Utility Fund

| Revenues        | Budget            | Year-to-Date      | %            |
|-----------------|-------------------|-------------------|--------------|
| Stormwater Fees | \$ 382,103        | \$ 321,126        | 84.0%        |
| Interest/Other  | 4,000             | 5,336             | 133.4%       |
| <b>Total</b>    | <b>\$ 386,103</b> | <b>\$ 326,462</b> | <b>84.6%</b> |

### Expenditures

|                                |                     |                   |               |
|--------------------------------|---------------------|-------------------|---------------|
| Operating Expenses             | 239,889             | 187,314           | 78.1%         |
| Capital Projects               | 807,500             | 219,659           | 27.2%         |
| <b>Total</b>                   | <b>\$ 1,047,389</b> | <b>\$ 406,973</b> | <b>38.9%</b>  |
| <i>Unrestricted Net Assets</i> | 847,712             | 929,878           | 109.7%        |
| <b>Available Net Assets</b>    | <b>\$ 186,426</b>   | <b>\$ 849,367</b> | <b>455.6%</b> |

### Fleet Maintenance Internal Service Fund

| Revenues                 | Budget     | Year-to-Date | %      |
|--------------------------|------------|--------------|--------|
| Fleet Transfers & Income | \$ 990,619 | \$ 711,846   | 71.9%  |
| <b>Expenditures</b>      |            |              |        |
| Operating Costs          | \$ 282,656 | \$ 215,814   | 76.4%  |
| Vehicle Purchases        | \$ 792,700 | \$ 1,010,404 | 127.5% |

### Health Insurance Internal Service Fund

| Revenues                  | Budget       | Year-to-Date | %     |
|---------------------------|--------------|--------------|-------|
| Charges for Service/Other | \$ 1,864,998 | \$ 1,497,311 | 80.3% |
| <b>Expenditures</b>       |              |              |       |
| Health Insurance Expense  | \$ 1,629,600 | \$ 1,313,748 | 80.6% |
| Health Clinic Expense     | \$ 247,694   | \$ 193,715   | 78.2% |

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

| Account Code | Description               | 2011 Actual  | 2012 Actual | 2013 Budget | 2013 Actual | 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   | 6,160,770  | 101.27% |
|              | Franchise & Utility:      |              |             |             |             |             |            |         |
| 313-10       | Duke Energy - Franchise   | 1,283,358    | 1,224,950   | 1,219,190   | 1,128,047   | 1,150,078   | 791,915    | 68.86%  |
| 313-11       | FP&L - Franchise          | 586,291      | 545,433     | 576,381     | 535,600     | 525,181     | 357,531    | 68.08%  |
| 313-40       | Propane - Franchise       | 7,090        | 10,010      | 7,700       | 5,864       | 8,240       | 6,419      | 77.90%  |
| 313-70       | Solid Waste - Franchise   | 402,902      | 419,745     | 420,000     | 428,368     | 428,033     | 361,907    | 84.55%  |
|              | Total Franchise           | 2,279,641    | 2,200,138   | 2,223,271   | 2,097,879   | 2,111,532   | 1,517,772  | 71.88%  |
| 314-10       | Duke Energy - Utility     | 1,348,464    | 1,249,357   | 1,281,040   | 1,288,610   | 1,273,877   | 910,433    | 71.47%  |
| 314-11       | FP&L - Utility            | 607,667      | 601,224     | 586,393     | 648,297     | 618,847     | 513,073    | 82.91%  |
| 314-20       | Telecommunications        | 2,025,484    | 2,011,704   | 1,970,830   | 2,093,587   | 2,030,020   | 1,344,046  | 66.21%  |
| 314-80       | Propane Gas - Utility     | 45,535       | 47,512      | 45,080      | 40,838      | 37,994      | 39,005     | 102.66% |
|              | Total Utility             | 4,027,150    | 3,909,797   | 3,883,343   | 4,071,332   | 3,960,738   | 2,806,557  | 70.86%  |
|              | Total Franchise & Utility | 6,306,791    | 6,109,935   | 6,106,614   | 6,169,211   | 6,072,270   | 4,324,329  | 71.21%  |
|              | Licenses and Permits:     |              |             |             |             |             |            |         |
| 321-60       | Business Tax Receipts     | 119,026      | 115,373     | 119,000     | 118,964     | 119,500     | 119,728    | 100.19% |
| 322-10       | Building Permits          | 501,449      | 851,192     | 755,000     | 1,543,828   | 915,000     | 709,577    | 77.55%  |
| 322-20       | Electrical Permits        | 31,702       | 63,819      | 50,040      | 45,976      | 37,017      | 73,446     | 198.41% |
| 322-30       | Plumbing Permits          | 12,861       | 43,687      | 31,625      | 30,639      | 20,069      | 26,708     | 133.08% |
| 322-40       | Mechanical Permits        | 23,054       | 25,243      | 18,750      | 32,685      | 25,491      | 47,716     | 187.19% |
|              | Total Licenses & Permits  | 688,092      | 1,099,314   | 974,415     | 1,772,092   | 1,117,077   | 977,175    | 87.48%  |
|              | Fines & Forfeitures:      |              |             |             |             |             |            |         |
| 351-10       | Court Fines               | 66,172       | 59,132      | 38,670      | 69,858      | 51,083      | 50,561     | 98.98%  |
| 351-30       | False Alarm Fees          | 1,850        | 4,225       | 2,016       | 3,950       | 2,850       | 450        | 15.79%  |
| 351-50       | Violation of Local Ordin. | 12,901       | 7,810       | 7,000       | 33,586      | 15,000      | 47,441     | 316.27% |
|              | Total Fines & Forfeitures | 80,923       | 71,167      | 47,686      | 107,394     | 68,933      | 98,452     | 142.82% |
|              | Intergovernmental:        |              |             |             |             |             |            |         |
| 312-41       | Local Option Gas Tax      | 204,746      | 224,965     | 244,939     | 249,978     | 241,466     | 188,843    | 78.21%  |
| 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     | 239,356    | 79.43%  |
| 335-14       | Mobile Home License       | 35           | 108         | 50          | 114         | 80          | 23         | 28.75%  |
| 335-15       | Alcoholic Beverage Lic.   | 20,566       | 9,829       | 9,500       | 5,572       | 13,000      | 10,286     | 79.12%  |
| 335-18       | 1/2 Cent Sales Tax        | 795,364      | 800,439     | 824,124     | 834,141     | 857,575     | 659,806    | 76.94%  |
|              | Firefighter Supplement    | 10,580       | 11,200      | 10,320      | 11,740      | 11,640      | 6,970      | 59.88%  |
|              | Total Intergovernmental   | 1,318,753    | 1,325,373   | 1,373,523   | 1,397,236   | 1,425,105   | 1,105,284  | 77.56%  |

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

| Account Code                 | Description                       | 2011 Actual          | 2012 Actual          | 2013 Budget          | 2013 Actual          | 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               | 9,125                | 79.35%         |
| 341-21                       | Zoning Fees                       | 25,615               | 21,798               | 15,000               | 22,074               | 19,000               | 17,294               | 91.02%         |
| 341-22                       | Site Plan Fees                    | 6,400                | 3,200                | 3,200                | 10,200               | 8,000                | 12,849               | 160.61%        |
| 341-22                       | Developer Bonus                   | -                    | -                    | -                    | -                    | -                    | -                    | -              |
| 342-10                       | Police Services                   | 71,190               | 63,085               | 45,000               | 57,744               | 53,000               | 31,758               | 59.92%         |
| 342-60                       | Rescue Transport Fees             | 657,144              | 609,044              | 465,000              | 597,065              | 495,000              | 511,163              | 103.27%        |
| 347-10                       | Community/Events Center Rent      | 499,973              | 513,448              | 495,000              | 489,532              | 500,000              | 452,126              | 90.43%         |
| 347-15                       | Community Center                  | -                    | -                    | -                    | -                    | 15,000               | 9,165                | 61.10%         |
| 347-20                       | Summer Camp Fees                  | -                    | -                    | -                    | -                    | 55,000               | 46,965               | 85.39%         |
| 347-30                       | Farmers Market                    | 36,838               | 31,379               | 35,000               | 29,719               | 31,000               | 19,124               | 61.69%         |
| 347-40                       | Skate Park Fees                   | 16,296               | 8,819                | 13,500               | 4,221                | 4,000                | 2,599                | 64.98%         |
| 347-45                       | Splash Park Fees                  | 23,504               | 24,274               | 25,000               | 22,811               | 25,000               | 21,009               | 84.04%         |
| 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               | 23,610               | 85.85%         |
| 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                | 6,075                | 337.50%        |
| 347-90                       | Tennis Center Revenues            | 52,204               | 50,231               | 54,000               | 40,729               | 24,000               | 16,111               | 67.13%         |
|                              | <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>1,189,381</b>     | <b>92.33%</b>  |
| <b>Other:</b>                |                                   |                      |                      |                      |                      |                      |                      |                |
| 361-10                       | Interest                          | 229,730              | 192,570              | 132,000              | (1,038)              | 135,000              | 114,699              | 84.96%         |
| 363-10                       | Streetlighting                    | 32,802               | 32,780               | 32,000               | 32,484               | 32,000               | 26,413               | 82.54%         |
| 364-00                       | Sale of Capital Assets            | 15815                | 51,917               | -                    | 388                  | -                    | 700                  | -              |
| 369-00                       | Other Miscellaneous Rev.          | 113,923              | 160,060              | 133,400              | 126,900              | 120,000              | 113,370              | 94.48%         |
|                              | <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>255,182</b>       | <b>88.91%</b>  |
| <b>Transfers In:</b>         |                                   |                      |                      |                      |                      |                      |                      |                |
| 381-00                       | Transfers from W&S                | 850,000              | 850,000              | 900,000              | 900,000              | 985,000              | 820,833              | 83.33%         |
| 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>820,833</b>       | <b>83.33%</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>14,931,406</b>    | <b>86.18%</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>\$ 32,472,666</b> | <b>98.84%</b>  |

FINANCE DEPARTMENT  
MONTHLY REPORT  
July 2014

| Purchasing/AP Activity            | Jul-14 | FYTD  | Jul-13 | FYTD  |
|-----------------------------------|--------|-------|--------|-------|
| Purchase Orders Encumbered        | 27     | 428   | 15     | 338   |
| Bids/RFPs Processed               | 0      | 6     | 2      | 9     |
| Express Purchase Orders Processed | 12     | 111   | 5      | 92    |
| Express P.O. - Average \$ Value   | \$236  |       | \$94   |       |
| Checks Issued to Vendors          | 202    | 2,211 | 194    | 2,184 |
| P-Card Transactions               | 338    | 2,987 | 214    | 2,455 |
| P-Card Average \$ Value           | \$130  |       | \$117  |       |

| Accounting/Payroll Activity         |          |           |          |           |
|-------------------------------------|----------|-----------|----------|-----------|
| Journal entries Prepared and Posted | 38       | 412       | 38       | 378       |
| Items Deposited                     | 2,785    | 27,762    | 3,016    | 29,861    |
| Deposited Items Returned            | 3        | 34        | 5        | 43        |
| Credit/Debit Card transactions      | 514      | 4,596     | 441      | 3,533     |
| Credit/Debit Card Sales             | \$73,288 | \$690,527 | \$81,094 | \$509,184 |
| Employees Paid                      | 393      | 4,266     | 384      | 4,342     |

| Utilities Activity                    |       |        |       |        |
|---------------------------------------|-------|--------|-------|--------|
| Utility Refund Checks                 | 0     | 167    | 3     | 226    |
| Utility Turn-offs for Non-payment     | 20    | 175    | 26    | 197    |
| Door Hangers for Non-pay prepared     | 144   | 1,322  | 161   | 1,209  |
| Delinquent Letters Mailed Out         | 368   | 3,467  | 412   | 3,778  |
| Utility Service Complaints Handled    | 29    | 181    | 24    | 207    |
| Garbage Service Complaints Handled    | 15    | 137    | 8     | 115    |
| Existing Utility Accounts Closed      | 92    | 661    | 90    | 709    |
| New Utility Accounts Opened           | 83    | 654    | 81    | 672    |
| Utility Bank Draft Customers          | 1,123 |        | 1,062 |        |
| Electronic Utility Payments           | 1,160 | 11,263 | 1,075 | 10,138 |
| Paperless Billing Customers           | 730   |        | 599   |        |
| Current Residential Water Customers   | 4,726 |        | 4,698 |        |
| Current Residential Sewer Customers   | 2,571 |        | 2,549 |        |
| Current Residential Garbage Customers | 4,878 |        | 4,821 |        |
| Current Commercial Water Customers    | 445   |        | 442   |        |
| Current Commercial Sewer Customers    | 384   |        | 380   |        |
| Current Commercial Garbage Customers  | 238   |        | 235   |        |

| IT Activity                     |        |         |  |  |
|---------------------------------|--------|---------|--|--|
| Helpdesk tickets logged         | 128    | 1,269   |  |  |
| Computer/Server/Network tickets | 124    | 1,222   |  |  |
| Cell Phone tickets              | 4      | 42      |  |  |
| Helpdesk tickets resolved       | 131    | 1,269   |  |  |
| Average resolution time (days)  | 2      |         |  |  |
| Intranet/Website Updates        | 3      | 20,888  |  |  |
| Unique Website Visitors         | 16,847 | 150,182 |  |  |

| Items of Interest During Reporting Period |
|---|
|   |
|   |
|   |

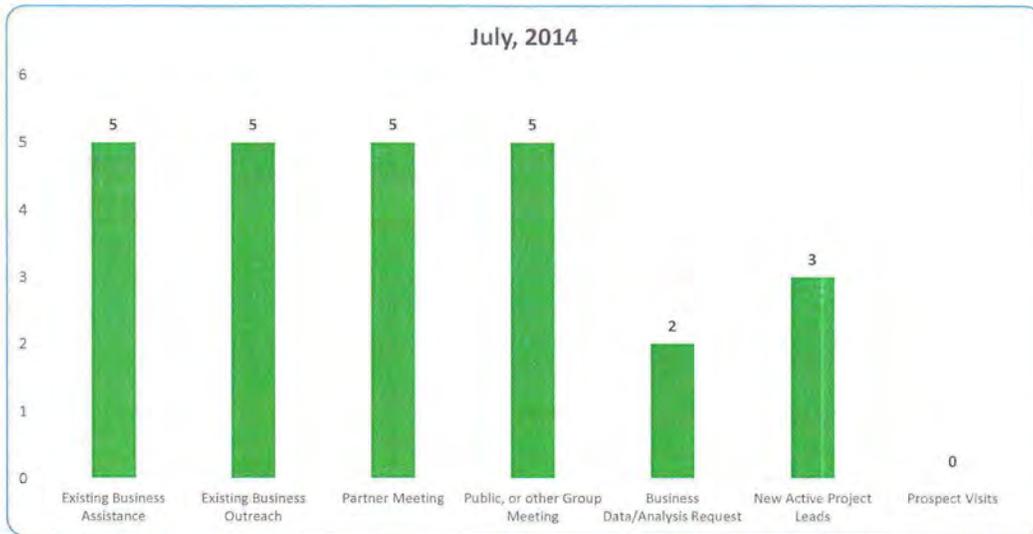
**CITY CLERK'S OFFICE MONTHLY REPORT  
JULY 2014**

|                                     | FY 2014    |             | FY 2013    |             |
|-------------------------------------|------------|-------------|------------|-------------|
|                                     | JULY 14    | YTD         | JULY 13    | YTD         |
| MINUTES PREPARED (SETS)             | 1          | 16          | 1          | 15          |
| ORDINANCES CREATED                  | 0          | 0           | 0          | 0           |
| ORDINANCES PREPARED                 | 0          | 4           | 0          | 2           |
| RESOLUTIONS CREATED                 | 0          | 0           | 0          | 0           |
| RESOLUTIONS PREPARED                | 0          | 1           | 0          | 3           |
| PROCLAMATIONS PREPARED              | 0          | 15          | 0          | 25          |
| PUBLIC HEARING NOTICES<br>PUBLISHED | 0          | 3           | 0          | 9           |
| OCCUPATIONAL LICENSES               |            |             |            |             |
| NEW                                 | 35         | 200         | 11         | 219         |
| RENEWALS                            | 10         | 223         | 7          | 388         |
| TRANSFERS                           | 4          | 42          | 3          | 30          |
| REVENUE GENERATED                   | \$2,980.00 | \$30,999.75 | \$1,150.00 | \$37,228.00 |
| CITY ELECTIONS HELD                 | 0          | 0           | 0          | 0           |
| DOCUMENTS RECORDED                  | 1          | 28          | 2          | 26          |
| RECORDS DESTROYED (CUBIC FEET)      | 15         | 15          | 0          | 0           |

**Activity Summary**

| City of Lake Mary, Economic Development Activity Summary<br>July, 2014 |   |
|--|---|
| Activity Code  | Explanation   |
| Existing Business Assistance   | Existing business assistance with problem, and follow-up                              |
| Existing Business Outreach   | Existing business outreach meeting or interview                                       |
| Partner Meeting  | Meeting with Economic Development partners  |
| Public, or other Group Meeting   | Public Meetings, or other group meeting   |
| Business Data/Analysis Request   | Data and analysis request processed   |
| 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  |

| Activity Count                 | July, 2014 |
|--------------------------------|------------|
| Existing Business Assistance   | 5          |
| Existing Business Outreach     | 5          |
| Partner Meeting                | 5          |
| Public, or other Group Meeting | 5          |
| Business Data/Analysis Request | 2          |
| New Active Project Leads       | 3          |
| Prospect Visits                | 0          |
| <b>Total Count</b>             | <b>25</b>  |



**Milestones:**

Series of meetings/negotiations to further develop and refine an incentive proposal for a long-standing 'confidential' economic development project (a/k/a Project Wheat). The project involves consolidation of services, for an International Firm, interested in developing a "delivery center" within Lake Mary. This project's interlocal agreement will be approved in August, 2014. The scale of job creation makes this the largest economic development project in City history.

Work with a student intern to assist economic development during the summer. The intern is focusing on helping develop an economic development marketing piece for the City.



The diagram to the left shows a typical pattern associated with workflow from a local (city) economic development office. Note concentration on existing businesses.

City of Lake Mary -  
Economic Development Activity Report

| <b>Activity Detail</b>                                      |             |                                |   |
|---|-------------|--------------------------------|---|
| <b>City of Lake Mary, Economic Development Activity Log</b> |             |                                |   |
| <b>July, 2014</b>   |             |                                |   |
| <b>Name</b>   | <b>Date</b> | <b>Activity Code</b>           | <b>Explanation</b>  |
| Tom   | 7/1/14      | Partner Meeting                | Meeting with City of Winter Park Economic Development staff. Discussed SunRail and other synergies between our cities.  |
| Tom   | 7/2/14      | Public, or other Group Meeting | Attended MetroPlan Orlando municipal action committee meeting.  |
| Tom   | 7/8/14      | Public, or other Group Meeting | Lake Mary Council (Seminole Chamber) coffee club meeting.   |
| Tom   | 7/8/14      | Existing Business Outreach     | Connected Florida Hospital Reps with SSC leadership to discuss health programs and cooperation in consideration of new Lake Mary facility.  |
| Tom   | 7/9/14      | Existing Business Assistance   | Met with a new start-up company developing phone apps that enable audio and visual syncing of phones with televisions and other devices.  |
| Tom   | 7/9/14      | Public, or other Group Meeting | Attend Hills of Lake Mary HOA meeting.  |
| Tom   | 7/10/14     | Existing Business Assistance   | First Step meeting with residential developer interested in building townhomes in downtown Lake Mary.   |
| Tom   | 7/10/14     | Existing Business Assistance   | First Step meeting with developer of Central Parc at Heathrow to discuss expansion of office/retail development.  |
| Tom   | 7/11/14     | Existing Business Assistance   | Met with local developer/realtor to discuss opportunity sites within the City.  |
| Tom   | 7/14/14     | Partner Meeting                | Bimonthly meeting of Seminole Economic Development Education Network (SEDEN). Meeting held at the Institute for Simulation and Training at UCF.   |
| Tom   | 7/15/14     | New Active Project Leads       | First step meeting to discuss new steak burger restaurant to locate in Lake Mary.   |
| Tom   | 7/15/14     | Existing Business Outreach     | Business outreach meeting with Sanford River Rats Baseball organization.  |
| Tom   | 7/15/14     | Business Data/Analysis Request | Interview with News 13 reporter regarding SunRail ridership numbers.  |
| Tom   | 7/15/14     | Existing Business Outreach     | Lunch meeting with local company in the Life Sciences industry that has experienced recent expansion. Connected firm with SSC.  |
| Tom   | 7/16/14     | Partner Meeting                | GrowFL economic outlook meeting.  |
| Tom   | 7/16/14     | Partner Meeting                | Meeting with City of Longwood's new Economic Development Manager. Discussed coordination and mutual endeavors.  |
| Tom   | 7/17/14     | Public, or other Group Meeting | Coordinated a lunch meeting with merchants from downtown Lake Mary with shop owners from the Park Avenue Merchants Association (Winter Park). Lunch meeting consisted of sharing ideas for forming a merchant group, marketing, and websites. |
| Tom   | 7/17/14     | Public, or other Group Meeting | City Commission meeting and budget workshop.  |
| Tom   | 7/18/14     | New Active Project Leads       | Meeting to discuss new active project (a life science company) considering relocation to Central Florida.   |
| Tom   | 7/28/14     | Existing Business Outreach     | Met with owners of Shoppes at Lake Mary to discuss property.  |
| Tom   | 7/29/14     | Partner Meeting                | Meeting with SSC to discuss programs dealing with life sciences. Discussed perceived strengths of our community in regard to target industry within the life science sector.  |
| Tom   | 7/30/14     | Existing Business Assistance   | All day meeting with newly established firm to discuss talent needs and education pipeline within the greater region.   |
| Tom   | 7/30/14     | Existing Business Outreach     | Outreach to education partners within the community for purposes of connecting an incoming firm with academic department heads.   |
| Tom   | 7/30/14     | Business Data/Analysis Request | Produced a two page summary outlining City attributes, economy, and quality of life factors.  |
| Tom   |             | New Active Project Leads       | Continued planning and coordination associated with Project Wheat throughout the month of July, 2014.   |



# PUBLIC WORKS UPDATE

## July 2014

### Streets/Sidewalks – 432

1. Station House area parking, utility and road improvements substantial completion and Palmetto, Old Lake Mary, and Crystal Lake Ave. to be open by August 11<sup>th</sup>.
2. Design of parking lot for Community Building 60% complete.
3. Rinehart Trail resurfacing bid awarded by Commission July 17<sup>th</sup>.
4. Cold mix paved road resurfacing to begin on August 5<sup>th</sup>.
5. Rinehart Trail repaving pre-con scheduled in August.

### Water Treatment – 434

1. 12-month average daily water demand 2.97 million gallons (1% less than previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.46, plant capacity 9.99 MGD.

### Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – ongoing.
2. Continuing decommission of galvanized water mains downtown.
3. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
4. New lift station SCADA system, Santis Engineering, installation completed.
5. Lake Mary Blvd./TOD sewer design to be revised to add sidewalk and turn lane on Palmetto Ave.
6. New VacCon placed in service on July 10<sup>th</sup>.

|   | Jul-14 | FYTD  | Jul-13 | FYTD  |
|---|--------|-------|--------|-------|
| Work Orders Completed                     | 30     | 293   | 38     | 288   |
| Sidewalks Repaired (Feet)                 | 0      | 1,960 | 63     | 598   |
| Street Signs Installed                    | 10     | 124   | 10     | 130   |
| Streets Paved (Miles)                     | 0      | 3     | 0      | 0     |
| Paved Streets Maintained (Asphalt - Tons) | 4.50   | 34.00 | 4.50   | 55    |
| Millions Gallons Treated                  | 82     | 898   | 85.47  | 912   |
| New Water Meters Installed                | 4      | 32    | 1      | 28    |
| Waterlines Installed (Feet)               | 0      | 230   | 0      | 0     |
| Waterline Breaks Repaired                 | 18     | 185   | 19     | 142   |
| Meters Exchanged                          | 26     | 279   | 12     | 400   |
| Turn-On/Turn-Off (Customer Request)       | 175    | 1,315 | 171    | 1,381 |
| Turn-Offs/Non-Payment                     | 21     | 176   | 26     | 197   |
| Water System Dist. Valves Exercised       | 20     | 280   | 10     | 180   |
| Vehicle Preventative Maint. Inspections   | 48     | 485   | 49     | 472   |
| Vehicles/Equipment Serviced               | 107    | 847   | 85     | 879   |



## MEMORANDUM

**Date:** August 21, 2014  
**TO:** Mayor and City Commission  
**FROM:** Gary Schindler, City Planner  
**THRU:** John Omana, Community Development Director  
**VIA:** Jackie Sova, City Manager  
**RE:** July 2014 Planning and Development Activity

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### FY2013-2014 WORKLOAD DATA

|   | FY2013 |           | FY2014 |           |
|---|--------|-----------|--------|-----------|
|   | JULY   | Total YTD | JULY   | Total YTD |
| Land Use Amendments                     | 0      | 2         | 0      | 1         |
| Rezoning                                | 1      | 4         | 0      | 7         |
| Conditional Use                         | 0      | 6         | 0      | 2         |
| Subdivisions/Plat                       | 2      | 5         | 0      | 5         |
| Site Plans                              | 1      | 5         | 1      | 9         |
| Variances                               | 0      | 1         | 0      | 1         |
| Vacates                                 | 0      | 0         | 0      | 1         |
| Annexations                             | 0      | 0         | 0      | 0         |
| DRI Development Agreement & Amendments  | 0      | 0         | 0      | 0         |
| PUD Development Agreement & Amendments  | 0      | 1         | 0      | 0         |
| Development Agreements, New             | 0      | 0         | 0      | 0         |
| DRC Reviews                             | 1      | 1         | 1      | 6         |
| Home Occupation Review                  | 5      | 36        | 6      | 42        |
| Business License Review                 | 12     | 220       | 26     | 144       |
| Arbor Permits (non-development related) | 14     | 142       | 16     | 152       |
| Zoning Verification Letters             | 0      | 11        | 0      | 4         |
| Site Permits Issued                     | 1      | 9         | 1      | 8         |
| Building Permits Review                 | 44     | 437       | 32     | 339       |
| Number of Pages Scanned                 | 0      | 0         | 0      | 0         |

**Significant Meetings & Issues:**

**July 8 - Personal Neighborhood Storage Pre-con Meeting, Anderson Lane Meeting**

**July 9- MetroPlan Board Meeting**

**July 10 – Central Parc Heathrow Phase 3 First Step Meeting, Wilbur Avenue Residential First Step Meeting**

**July 14 – Meeting regarding the Manji Property**

**July 15 – Sanford Airport Noise Abatement Committee Meeting**

**July 21 – Kid City Meeting, Kittleson Traffic Study Meeting**

**July 23 – Premier Association Management DRC Meeting**

**July 24 – MetroPlan Quiet Zone Conference Call**

**July 28 – Shoppes of Lake Mary Meeting**



## MEMORANDUM

DATE: August 4, 2014

TO: Mayor and City Commission

FROM: Bobbie Jo Keel, Permitting/Zoning Coordinator

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: July Monthly Report

| BUILDING PERMITS ISSUED      |            |            |            |            | BUILDING PERMIT VALUATIONS |                      |                       |                      |
|------------------------------|------------|------------|------------|------------|----------------------------|----------------------|-----------------------|----------------------|
| ACTIVITY - PERMIT TYPE       | Jul-14     | YTD        | Jul-13     | YTD        | Jul-14                     | YTD                  | Jul-13                | YTD                  |
| COMMERCIAL - NEW             | 2          | 5          | 0          | 18         | \$ 769,354                 | \$ 3,587,338         | \$ -                  | \$ 50,041,313        |
| COMMERCIAL - ALTERATION      | 9          | 93         | 15         | 34         | \$ 285,002                 | \$ 6,787,429         | \$ 1,633,392          | \$ 3,485,584         |
| RESIDENTIAL - NEW            | 3          | 29         | 25         | 28         | \$ 553,349                 | \$ 3,884,012         | \$54,068,815          | \$ 9,180,287         |
| RESIDENTIAL - ALTERATION     | 18         | 92         | 16         | 55         | \$ 108,240                 | \$ 876,334           | \$ 48,596,564         | \$ 2,202,499         |
| ELECTRICAL - NEW/ALTERATION  | 20         | 158        | 21         | 78         | \$ 96,708                  | \$ 3,315,988         | \$ 748,575            | \$ 4,562,961         |
| ELECTRICAL - TEMP/PREPOWER   | 2          | 62         | 4          | 26         | \$ 1,100                   | \$ 4,100             | \$ 325                | \$ 1,600             |
| MECHANICAL - NEW/ALTERATION  | 29         | 240        | 36         | 88         | \$ 502,209                 | \$ 3,157,442         | \$ 1,275,777          | \$ 1,758,313         |
| PLUMBING - NEW/ALTERATION    | 14         | 104        | 10         | 49         | \$ 109,641                 | \$ 1,397,200         | \$ 167,881            | \$ 1,634,139         |
| ROOFING - TILE, METAL & FLAT | 0          | 58         | 8          | 7          | \$ -                       | \$ 1,135,089         | \$ 46,328             | \$ 119,224           |
| RE-ROOFING                   | 14         | 103        | 15         | 82         | \$ 189,303                 | \$ 2,328,419         | \$ 186,136            | \$ 1,216,243         |
| SWIMMING POOL                | 1          | 42         | 2          | 5          | \$ 45,000                  | \$ 640,517           | \$ 30,117             | \$ 1,315,787         |
| SCREEN ENCLOSURE             | 1          | 16         | 3          | 4          | \$ 6,079                   | \$ 76,715            | \$ 18,269             | \$ 35,049            |
| FENCE                        | 6          | 50         | 6          | 28         | \$ 17,496                  | \$ 146,073           | \$ 22,680             | \$ 75,011            |
| SIGN                         | 4          | 34         | 1          | 13         | \$ 21,915                  | \$ 56,525            | \$ 821                | \$ 14,041            |
| FOUNDATION ONLY              | 0          | 0          | 0          | 1          | \$ -                       | \$ -                 | \$ -                  | \$ 186,180           |
| DEMOLITION                   | 0          | 0          | 0          | 3          | \$ -                       | \$ -                 | \$ -                  | \$ 75,000            |
| <b>TOTALS</b>                | <b>123</b> | <b>695</b> | <b>162</b> | <b>519</b> | <b>\$ 2,705,396</b>        | <b>\$ 27,393,181</b> | <b>\$ 106,795,680</b> | <b>\$ 75,203,295</b> |

| BUILDING INSPECTIONS PERFORMED |            |             |            |             |
|--------------------------------|------------|-------------|------------|-------------|
| TYPE                           | Jul-14     | YTD         | Jul-13     | YTD         |
| BUILDING                       | 179        | 1620        | 193        | 1053        |
| ELECTRICAL                     | 86         | 688         | 91         | 371         |
| MECHANICAL                     | 52         | 469         | 47         | 171         |
| PLUMBING                       | 46         | 384         | 69         | 240         |
| <b>TOTALS</b>                  | <b>363</b> | <b>3161</b> | <b>400</b> | <b>1835</b> |

### MAJOR PROJECTS

1. Fountain Parke
2. Station House
3. Central Parc at Heathrow

### First Step Meetings

1. Proposed Townhomes-Wilbur Ave.
2. Ph.3-Central Parc (9) office buildings
3. Freddy's Frozen Custard & Steakburgers