



## **LAKE MARY CITY COMMISSION**

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

**Regular Meeting  
AGENDA**

**THURSDAY, NOVEMBER 19, 2015 7:00 PM**

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes: November 5, 2015**
- 6. Special Presentations**
- 7. Citizen Participation - This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.**
- 8. Unfinished Business**

**9. New Business**

- A. Ordinance No. 1534 - Rezone .35 acres of property located at 138 W. Crystal Lake Ave. from R-1A, Residential, to DC, Downtown Centre; Shaw Construction Management Services, applicant (Public Hearing) (Steve Noto, City Planner)**
- B. Final Plat for the 16-Lot Crystal Reserve Subdivision; Pulte Homes Corporation, applicant (Public Hearing) (Steve Noto, City Planner) (Request by Staff to postpone until 12/3/15)**
- C. Resolution No. 973 - Supporting the Seminole County School Board's efforts to replace FSA with nationally norm-referenced tests such as the Iowa Assessment and PSAT/SAT**
- D. Resolution No. 974 - Amending FY 2015 Budget (Dianne Holloway, Finance Director)**

**10. Other Items for Commission Action**

**11. City Manager's Report**

**A. Items for Approval**

- a. FY 2016 Milling and Paving Program**
- b. FY 2016 Milling and Paving Program Change Order #1**
- c. FY 2016 Vehicle and Equipment Replacements**

**B. Items for Information**

- a. Monthly Department Reports - September & October**

**C. Announcements**

**12. Mayor and Commissioners Report**

**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: December 3, 2015**

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

4  
5

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

7

8 Mayor David Mealor	Jackie Sova, City Manager
9 Commissioner Gary Brender	Carol Foster, City Clerk
10 Deputy Mayor George Duryea	Dianne Holloway, Finance Director
11 Commissioner Sidney Miller	John Omana, Community Dev. Dir.
12 Commissioner Jo Ann Lucarelli	Steve Noto, City Planner
13	Tom Tomerlin, Economic Dev. Mgr.
14	Wanda Broadway, HR Manager
15	Bryan Nipe, Parks & Recreation Dir.
16	Dave Dovan, Asst. Public Works Dir.
17	Steve Bracknell, Police Chief
18	Frank Cornier, Fire Chief
19	Mary Campbell, Deputy City Clerk
20	

21 Items for Consideration:

22

23 1. Interstate 4 – Beyond the Ultimate

24

25 A copy of the PowerPoint presentation is attached.

26

27 Ms. Sova said we are going to talk about I-4 Beyond the Ultimate. It is several years  
28 out before anything happens but they have developed plans they will discuss this  
29 evening. These plans are beginning to become public and it is important that the  
30 Commission see what is being planned because it does affect Lake Mary Boulevard  
31 and the intersection of Rinehart Road.

32

33 Mr. Tomerlin introduced Beata Stys-Palasz who is the Florida Department of  
34 Transportation Project Manager for this PD&E study for what is referred to as “Beyond  
35 the Ultimate”. The things of note are what is going to happen at Lake Mary Boulevard  
36 and the interstate as well as the Rinehart Road intersection with 46A.

37

38 Beata Stys-Palasz, Florida Department of Transportation, came forward. She thanked  
39 the Commission for inviting them. We are open to your suggestions. We want to show  
40 the project and get input.

41

42 Ms. Stys-Palasz said she has worked for the Department of Transportation for 20 years.  
43 She was the project manager through the design and all the stages to the construction  
44 stage of I-4 Ultimate. She said she knew this corridor very well. We finished at Kirkman  
45 going west and we have to go all the way to U.S. 27. Finishing the express lane at 434

1 is not helping Seminole County. We have to move them farther as a minimum over the  
2 St. Johns River Bridge.

3  
4 Ms. Stys-Palasz introduced Luis Diaz who is the Project Manager Consultant working  
5 with HNTB. We are getting the PD&E evaluation. We are already under design. We  
6 are in the survey phase right now and getting the plans to the level that we will be able  
7 to start buying right-of-way for this project. This is the time to talk to everybody. This is  
8 the time to listen and are you guys okay with what we are proposing. After we buy right-  
9 of-way we have to live with what we have. We are open to suggestions. She said Luis  
10 Diaz will tell you where we are with the project and what we are proposing with the  
11 different designs.

12  
13 Luis Diaz came forward. He gave an overview of the project and the impact I-4 has.  
14 The section we are looking at is about 76 miles and it goes from U.S. 27 in Polk County  
15 to the interchange with I-95 in Volusia County. There are a million and a half average  
16 daily trips every day on these 76 miles of road. Fifty-eight percent are commuters. We  
17 are the tourist capital of the world so at the southern section of the road are tourists.  
18 About 30% of trips are tourists. We then have our trucks.

19  
20 Mr. Diaz said why do we need to do this and what is the purpose. This PD&E  
21 reevaluation is looking at documents we prepared 12 to 15 years ago and we are  
22 updating them. The reason is because we are not looking at adding express lanes but  
23 something similar to what has been done on I-4 Ultimate and we are trying to match and  
24 make it consistent with that. We are looking at different access modifications. A lot of  
25 things have changed in terms of the environment from when these documents were  
26 approved. There is new engineering criterion. We are trying to get public involvement,  
27 do a public outreach, and get new information out there to get this done correctly. Then  
28 there is the right-of-way evaluation because we will be looking at getting new ponds and  
29 having different impacts. We need to make sure we address all these different things.

30  
31 Mr. Diaz said the project itself is broken down into two big segments and then divided  
32 into five segments. The I-4 Ultimate under construction goes from 434 to Kirkman  
33 Road. We are looking at a section of Kirkman Road we are calling Segment 2 which  
34 goes from Kirkman to the Beachline. We have Segment 1 which goes from the  
35 Beachline to the Osceola/Polk County line. We go from the Osceola/Polk County line  
36 down to U.S. 27. In the northern section we have two segments. One is Seminole  
37 County from 434 to the Volusia/Seminole County line. From the Volusia/Seminole  
38 County line in Volusia up to State Road 472 with 472 being the entrance into Deland.

39  
40 Mr. Diaz referred to a handout (copy attached) that was provided to the Commission  
41 that gives an idea of the status of the project in terms of funding and the cost of the  
42 project itself. You will see what has been funded for design and if there is money for  
43 right-of-way or anything like that.

44  
45 Mr. Diaz showed the overall schedule. The Ultimate is under construction and expected  
46 to be completed by 2021 and then the private concessionaire is going to be doing the

1 operations and maintenance for 40 years. The BTU (Beyond the Ultimate) PD&E we  
2 are doing right now is expected to be completed around the Spring of next year and  
3 then we start going into the next phases. Segment 2, which is the segment from 528 to  
4 Kirkman, is the only one funded for construction. It is funded for construction towards  
5 2025 or 2026. Even though it is under design right now there is no money and the  
6 money doesn't show up for right-of-way or construction using current funding sources  
7 that are available right now.

8  
9 Mr. Diaz said the proposed typical section we are trying to match is what is being done  
10 as part of the Ultimate which includes those express lanes in the middle. We will have  
11 three general use lanes, an auxiliary lane where it is needed, two express lanes in one  
12 direction and two express lanes in the other direction separated by a concrete barrier  
13 from the general use lanes. The general use lanes are going to be the same as you  
14 have out there right now. They are going to be free lanes that you can use at any point  
15 in time.

16  
17 Mr. Diaz said the express lanes are going to be toll controlled. He explained how the  
18 express lanes work. Around the country they are being used in several places to  
19 manage traffic congestion. In south Florida there is a section of I-95 that is using this  
20 concept. The idea is to provide a choice for travelers. It gives you the option to do  
21 something different. The advantage of the express lanes is they are going to be  
22 variable co-pricing. That means depending on the level of congestion, on the express  
23 lanes the price is going to go up. The intent is to always maintain a specific level of  
24 service which is going to be 45 to 50 MPH. When you are paying you are going to be  
25 guaranteed you are going to be moving around 50 MPH so you know when you are  
26 going to get there. You know exactly how long it is going to take you to make a trip.  
27 Depending on what happens on I-4 and you want to go to downtown, it could take you  
28 20 minutes or it could take an hour depending on what time of the day or if there is an  
29 accident. In the express lanes you are going to be guaranteed it will take you 20  
30 minutes every day. During the peak periods it is going to cost more than in the non-  
31 peak. The beauty of it is it is providing an option. That is similar to what SunRail is  
32 doing. SunRail is giving you the option. You want to take the train and you know it has  
33 some limitations but you don't have to sit in traffic on I-4. The same thing happens with  
34 the express lanes. You know it will cost \$5.00 to go downtown but if you have a  
35 doctor's meeting at 10:00 and leave at 9:30 you know you will be there on time.

36  
37 Mr. Diaz said the lady who is the project manager for construction of I-4 has young  
38 children. If you have your children in daycare and the pick up deadline is at 6:00 and  
39 you got there at 6:01 or 6:02, it is incrementally adding \$5.00 cost for you being late.  
40 He said he would rather pay \$5.00 and be on those express lanes and know I'm going  
41 to get there before 6:00. It is a choice that is given that you can figure out what is more  
42 efficient and cost effective. It provides a reliable travel option for the motorists.

43  
44 Commissioner Brender said it's not time of day related. If there is a major accident on I-  
45 4 and is congested then the tolls are going to increase.

46

1 Mr. Diaz answered affirmatively.  
2  
3 Commissioner Brender asked the difference between regular toll rate and peak toll rate.  
4  
5 Mr. Diaz said that has not been calculated. The minimum you would pay is 50 cents.  
6 The top hasn't been determined yet.  
7  
8 Ms. Stys-Palasz said we do not have a top price. We are finding out that right now the  
9 stretch of I-95 is almost 3.5 miles long and sometimes people pay \$9.00 to \$10.00 to  
10 drive that 3.5 miles.  
11  
12 Commissioner Brender said if you get on in Lake Mary and you are ten minutes  
13 westbound towards Orlando and there is an accident on I-4 and congestion builds up,  
14 he asked if you get on at 50 cents and get off at \$9.00.  
15  
16 Mr. Diaz said if you got on for 50 cents then you stay for the length of your trip. There  
17 will be variable message signs. If you want to go to downtown it's \$1.00 and if you want  
18 to go to Disney it is \$3.00. There will be enough warning ahead of time for you to make  
19 that decision.  
20  
21 Mr. Diaz showed the 46A interchange. It is called a diverging diamond interchange.  
22 Instead of going straight you go to the other side and then come back to the normal  
23 side. It is something being used in many parts of the country. The first one being built  
24 in Florida is in Sarasota and is about a year away from completion. It reduces the  
25 amount of congestion where the ramps are at. Before if you were going to make a left  
26 turn you wait for the light but now since this is your movement heading west this left turn  
27 becomes a right turn on the outside. It removes the amount of conflicts and makes the  
28 operations much better. That is an improvement we are looking at on 46A at the  
29 interchange with I-4.  
30  
31 Mr. Diaz said what is interesting is what happens at Rinehart and 46A. This concept we  
32 are calling the express left turns. If you are coming in any direction on Rinehart and  
33 46A, you cannot make a left turn. You can only make throughs and rights. If you were  
34 heading east on 46A and wanted to go north on Rinehart towards the mall, you now  
35 have to make a right and then make a U turn to head north. Even though this looks  
36 longer the amount of time you have to wait at a signal making a left turn is less or the  
37 same as making the right turn and then the U turn. The U turn is signalized. If you are  
38 coming west and want to make a left turn you have to turn right, make a U turn and then  
39 head south. If you are coming north on Rinehart and want to make a left towards  
40 Colonial Town Center, you go up and get on the U turn and then make a right. That is  
41 one of the concepts we are looking at and is recommended. During our conversations  
42 with City staff and the staff at Seminole County, we are also looking at another option  
43 which is doing a single point diamond interchange. This is going to be like the  
44 intersection of 436 and 17-92 where they have built the flyover.  
45  
46 Commissioner Miller asked Mr. Diaz if he anticipated Rinehart being four or six lanes.

1  
2 Mr. Diaz said right now what they are looking at is four lanes and the bridge over would  
3 be a four-laned bridge. The problem with most roads in terms of capacity and what  
4 controls the capacity is the signal. Making the intersection and signal work better and  
5 adding improvements there will alleviate the need for anything else. When this analysis  
6 was done we were looking at having Rinehart as a four-lane road. We are reducing the  
7 impacts and conflicts at the Rinehart interchange.

8  
9 Commissioner Miller said the express left looks like you double traffic headed south. He  
10 asked what prevented them from going straight and looping around the 7-11.

11  
12 Mr. Diaz said law enforcement. You are doing the U turn but are doing it at the 7-11. It  
13 is the same concept.

14  
15 Commissioner Brender asked what moves more traffic between the diverging diamond  
16 and the overpass.

17  
18 Mr. Diaz said the diverging diamond is only on the interchange. The diverging diamond  
19 is the same if you use the express left or the single point diamond interchange. What  
20 we are looking at differently is at the intersection of Rinehart and 46A. They both  
21 operate one as well as the other. There is a difference in cost because when you're  
22 doing the single point diamond interchange you are building a bridge which is more  
23 costly but it is a more intuitive thing to use than the left turns. The left turns are being  
24 used in Michigan and North Carolina.

25  
26 Commissioner Brender said right now northbound Rinehart Road in that area is backed  
27 up for two miles. Now you will put in new lights and will have double the amount of  
28 traffic southbound to make a U turn.

29  
30 Mr. Diaz said the reason it works better is the light at 46A and Rinehart right now you  
31 have eight phases. You have the left turns then the through movements. When we do  
32 this all you are going to have is throughs so basically you will have a light with two  
33 phases: east/west and north/south. Before you might have had 30 seconds to do the  
34 through movement northbound but now you might have 60 seconds to do it because we  
35 have that extra time that was being taken away by the left turns. When we move it  
36 down you are only going to have two phases at the U turn because you will have the  
37 northbound through. We are not adding any signals but are taking movements away  
38 from the signals.

39  
40 Mr. Diaz said the other location that impacts the City is Lake Mary Boulevard. One  
41 option is leaving it as it is and as you're coming off the ramp heading north just adding  
42 an additional lane between the ramp and Lake Emma. We are doing no improvements  
43 to Lake Emma itself and Lake Mary. The only improvement we are doing is adding a  
44 pedestrian bridge that will run parallel to the existing bridge and will go across I-4 so  
45 pedestrians can go from one side of the interstate to the other. It doesn't improve  
46 operations much at Lake Emma and Lake Mary.

1  
2 Mr. Diaz said the other option we are looking at is to provide improvements to the Lake  
3 Emma/Lake Mary interchange. We are doing a diverging diamond across the interstate  
4 at the interchange itself. What is unique and different is we are now providing a new  
5 access point onto Lake Emma. We are taking traffic that used to come up on the ramp  
6 and come onto Lake Mary and then make a right on Lake Emma. You are coming off  
7 the ramp, you pull off and you come into an intersection at Lake Emma. It parallels the  
8 property line south of Gander Mountain. You make a right and go to all the businesses.  
9 You can make a left to come to Primera.

10  
11 Mr. Diaz said we plan to have everything completed in the Spring of 2016.

12  
13 Ms. Sova said as we talk Rinehart Road, Seminole County is offering to assist if not pay  
14 for that interchange. They are not looking to pass that cost onto us.

15  
16 2. U.S. 17-92 & Weldon Boulevard Gateway Project

17  
18 Mr. Tomerlin said we will provide a PDF of the FDOT presentation.

19  
20 Mr. Tomerlin said this item is the 17-92 CRA planning. We had a workshop in April and  
21 staff was directed to put together a project and to request a project within our  
22 boundaries of the U.S. 17-92 redevelopment area. On April 22<sup>nd</sup> a letter was sent to the  
23 chair of the U.S. 17-92 CRA and we put the County on notice that we anticipate to put  
24 together an application for a project. The purpose of this evening's workshop is to  
25 present what we have developed so far and to get your input on a couple of design  
26 elements associated with that project.

27  
28 Mr. Tomerlin thought everyone was familiar with the 13-mile stretch of 17-92. Lake  
29 Mary has been a partner in that since its inception in 1998. The boundaries within the  
30 U.S. 17-92 are shaded in gray and the city limits is the black line. There is not a lot of  
31 City of Lake Mary land within that U.S. 17-92 CRA. Technically the right-of-way of  
32 Weldon Boulevard is not within that CRA for much of its length. A requirement of the  
33 CRA would be to expend those monies within the boundary of the CRA. This was  
34 attached to the letter sent to the Chair of the U.S. 17-92 CRA on April 22<sup>nd</sup>. The  
35 Commission was copied on that. This was staff putting together the idea of a gateway  
36 project that could be implemented to make a statement and make a feature into this  
37 southern part of the City but also a gateway into Seminole State College. We have  
38 some designs to show.

39  
40 Mr. Noto showed conceptual renderings. He said we worked with CPH with coming up  
41 with these designs and think we have landed on our feet with three good options that  
42 we would like the Commission's input on. We have three major players we are working  
43 with on this project: Victoria Square Plaza, Publix Plaza, and Seminole State College.  
44 What we came up with was a gateway feature with a stone or brick base and mixture of  
45 fencing with a metal fixture that has a water or lake look to it that would match the sign,

1 either a tall vertical sign or horizontal sign. You continue with this type of feature along  
2 the property line of Victoria Plaza and Publix.

3  
4 Mr. Noto said the first thing we did was meet with the college and they loved this design  
5 so much that they quickly gave us a letter of support. They had multiple design options  
6 to choose from and this is the one they landed on. It met all their design criteria as far  
7 as how they do their architecture and such on their campus. They loved the brick base  
8 and white cap. We would lift a portion of that median which would bring more  
9 prominence to their sign. There are options to do some stamping on the new sidewalk  
10 that would traverse that median area as part of the 17-92 project.

11  
12 Mr. Noto showed the two signs. One of these signs would go in the middle of the  
13 design features on the Victoria Square Plaza and the Publix. Right off the bat we knew  
14 the preference would be the lower sign because we didn't want to block the centers'  
15 visibility and when we met with the centers they didn't want their visibility blocked. We  
16 know we would have to go with some sort of lower more horizontal sign. We have three  
17 options for the horizontal signs that we would like some direction on as well as direction  
18 on the entire project. Since we are leaning towards the lower sign we have three design  
19 options to choose from with the brick base. They all have to do with the City seal and  
20 where it is located as well as where the statement City of Lake Mary is placed. He  
21 showed what the metal portions would look like after you finish with the aluminum  
22 fencing. Option 1 has the seal to the left, City of Lake Mary on the bottom. On Option 2  
23 the seal is raised. The only concern with this one is it becomes a higher sign so we  
24 could get into an issue with visibility. The last option has the seal on the base similar  
25 to the Seminole State College signage. It keeps things lower but still has an impact with  
26 the design feature.

27  
28 Mayor Mealor recalled as a collective group we did come together and we created the  
29 type of proposal that Chairman Carey and others would probably be leaning toward  
30 supporting because you have three major players that would benefit all Seminole  
31 County taxpayers.

32  
33 **It was the consensus of the Commission to go with Option 1.**

34  
35 3. Heritage Park Phase 2 Concept

36  
37 Mr. Nipe said after getting direction from the Commission at our September 3<sup>rd</sup> meeting  
38 to work with Admiral Ty Dedman and Commissioner/Commander Gary Brender and  
39 coming up with an alternative to our Heritage Park concept. He showed the location  
40 map and the existing park project on the overhead. The centerpiece is a fountain and  
41 formal walkway. As it stands now this centerpiece would be a fountain with statues,  
42 military, fire, police and civic volunteerism. To the southwest is more of a passive walk  
43 with some historical interpretive elements. After working with Commissioner Brender  
44 and Admiral Dedman, we did come up with some concepts. We sat down with the City  
45 Manager and we all agreed to a general concept.

1 Mr. Nipe said this is somewhat based on Commissioner Brender's visit to the Oviedo  
2 veteran's tribute which is a nice park. It is part of the Oviedo on the Park. You have a  
3 wall that has residents or people affiliated with Oviedo that have served in the military,  
4 those who have served in the military and fallen during the call of duty, and seals of  
5 branches of military along a wall. The POW block with the etched structure inside is  
6 very touching.

7  
8 Mr. Nipe said after talking about this we focused on a change to the project, namely  
9 separating the veterans or the national military folks from our local heroes and local  
10 history. The centerpiece then becomes a veteran's memorial. That would include a  
11 fountain along with stonework that would have seals of branches of the military. To  
12 keep the fountain in place, the American flagpole would be moved to a parking area  
13 which would serve well because it could be used for burials and 9-11 tributes and things  
14 like that. A Lake Mary veteran wall will be put in replacing two benches and a bench will  
15 be sat in the middle similar to what Oviedo did. Leading into our interpretive walk that  
16 focuses on the Lake Mary community, we would focus on our local heroes which are  
17 our fire and police with some sort of tribute on either side of the walk and maybe some  
18 history of the police and fire departments. He showed an elevation showing the  
19 fountain, branches of military surrounding the fountain, the water feature in the middle,  
20 and possibly walls on the back side.

21  
22 Commissioner Brender said this was predicated on his visit to Oviedo. One of the  
23 things he was thinking about was how to recognize veterans in particular. The concept  
24 of buying bricks and things like that is a "charge". He questioned if we wanted to charge  
25 a veteran \$100 to put his name on a brick. In Oviedo for about three or four dollars  
26 each you can get a simple metal nameplate engraved with a veteran's name, rank,  
27 services and that kind of thing. We're talking about a \$750,000 project and for \$8,000  
28 to \$10,000 we can get every veteran's name in the City on the wall.

29  
30 Mayor Meador said one of the dilemmas we have already gone into is when you do the  
31 sins of omission.

32  
33 Commissioner Brender said when somebody tells us they missed their name then for  
34 five bucks we throw it up. He and Admiral Dedman thought it was important to separate  
35 the national services (the military) from the local services.

36  
37 Commissioner Miller said there is something we need to clarify for ourselves before we  
38 start. Given the low cost he didn't think it was a real issue but we are the City of Lake  
39 Mary representing 15,100 people. When you say Lake Mary you're talking about  
40 150,000 people in the zip code. When we talk about what we are going to recognize we  
41 need to loosen up and say this is going to be people from outside the City of Lake Mary  
42 on that wall. As long as we relax about that right now then it's not an issue.

43  
44 **It was the consensus to the Commission to proceed with the project.**

45  
46 There being no further business, the work session adjourned at 6:25 P.M.

DRAFT

1 MINUTES OF THE SPECIAL CALLED LAKE MARY CITY COMMISSION MEETING  
2 held November 5, 2015, 6:30 P.M., Lake Mary City Commission Chambers, 100 North  
3 Country Club Road, Lake Mary, Florida.

4  
5  
6 1. Call to Order  
7

8 The meeting was called to order by Mayor David Mealor at 6:33 P.M.  
9

10 2. Roll Call  
11

12 Mayor David Mealor	Jackie Sova, City Manager
13 Commissioner Gary Brender	Carol Foster, City Clerk
14 Deputy Mayor George Duryea	Dianne Holloway, Finance Director
15 Commissioner Sidney Miller	John Omana, Community Dev. Dir.
16 Commissioner Jo Ann Lucarelli	Steve Noto, City Planner
17	Tom Tomerlin, Economic Dev. Mgr.
18	Wanda Broadway, HR Manager
19	Bryan Nipe, Parks & Recreation Dir.
20	Dave Dovan, Asst. Public Works Dir.
21	Steve Bracknell, Police Chief
22	Frank Cornier, Fire Chief
23	Katie Reischmann, City Attorney
24	Mary Campbell, Deputy City Clerk
25	

26 3. New Business  
27

28 A. Swearing In  
29

30 a. Commissioner George Duryea – The Honorable Judge Donna McIntosh  
31

32 Commissioner Duryea came forward and was joined by his wife, Mary Jane.  
33

34 Judge McIntosh administered the oath of office to Commissioner Duryea.  
35

36 b. Commissioner Jo Ann Lucarelli – The Honorable Retired Judge Thomas  
37 Freeman  
38

39 Commissioner Lucarelli came forward and was joined by her daughters Stephanie and  
40 Jessica.  
41

42 Judge Freeman administered the oath of office to Commissioner Lucarelli.  
43

44 Commissioner Duryea thanked his wife for putting up with him all these years. He  
45 thanked this commission for being as professional as any he has ever been in contact  
46 with. He thanked everyone for their cards and wishes. He said it was good to be back.

1  
2 Commissioner Lucarelli thanked her family, friends, Kevin, the whole community and  
3 staff. This is my family. She said she loved Lake Mary and the people in it. She was  
4 honored to have another opportunity to serve another two years.

5  
6 Mayor Meador said we are very fortunate in that the two judges that were swearing in  
7 the two newly elected members of this body have a very distinct role in the City of Lake  
8 Mary. Judge McIntosh served as the City Attorney for a number of years and has  
9 distinguished herself on the bench. One thing to be noted by her expertise is at no time  
10 did any judgement against the City ever prevail. If we were challenged we always won  
11 and it was her expertise that put us in that direction.

12  
13 Mayor Meador said the standard of that was set by the gentleman who swore in  
14 Commissioner Lucarelli. When you look at retired Judge Thomas Freeman, you can't  
15 study the history of Lake Mary, you can't understand that we get to do what we do today  
16 because of his expertise when he served as the City Attorney of the City of Lake Mary  
17 at the time of its incorporation. If you go back and read the public record, it was a very  
18 contentious time, it was a very difficult time, and it required a great deal of judicial and  
19 legal expertise to wade through Tallahassee and some of the bodies that determine the  
20 outcome of the City of Lake Mary. He thanked Judge Freeman for a job well done.  
21 This city will always be indebted to him and the leadership he provided at a critical  
22 moment in our history.

23  
24 4. Adjournment

25  
26 There being no further business the meeting adjourned at 6:40 P.M.

27  
28 A reception was held in the conference room immediately following the special meeting.  
29

1 MINUTES OF THE LAKE MARY CITY COMMISISON MEETING held November 5,  
2 2015, 7:00 P.M., Lake Mary City Commission Chambers, 100 North Country Club Road,  
3 Lake Mary, Florida.

4  
5  
6 1. Call to Order  
7

8 The meeting was called to order by Mayor David Mealor at 7:05 P.M.  
9

10 2. Moment of Silence  
11

12 3. Pledge of Allegiance  
13

14 4. Roll Call  
15

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

Jackie Sova, City Manager  
Carol Foster, City Clerk  
Dianne Holloway, Finance Director  
John Omana, Community Dev. Dir.  
Steve Noto, City Planner  
Tom Tomerlin, Economic Dev. Mgr.  
Wanda Broadway, HR Manager  
Bryan Nipe, Parks & Recreation Dir.  
Dave Dovan, Asst. Public Works Dir.  
Steve Bracknell, Police Chief  
Frank Cornier, Fire Chief  
Katie Reischmann, City Attorney  
Mary Campbell, Deputy City Clerk  
22  
23  
24  
25  
26  
27  
28  
29

30 5. Approval of Minutes: October 1, 2015  
31

32 **Motion was made by Commissioner Miller to approve the minutes of the October**  
33 **1, 2015, meeting, seconded by Commissioner Brender and motion carried**  
34 **unanimously.**  
35

36 Mayor Mealor recognized students from Seminole State College. We welcome students  
37 with any project they have and any member of the Commission or staff stand ready to  
38 assist them.  
39

40 Mayor Mealor recognized the liaisons from the Forest community. He thanked them for  
41 the work they do.  
42

43 6. Special Presentations  
44

45 A. Lake Mary Heathrow Festival of the Arts  
46

1 DeLores Lash, Chairman of the Festival of the Arts, came forward. She thanked the  
2 City Manager and the City for the partnership with the Festival of the Arts. She thanked  
3 the City for the art framing of the posters. The parks and rec man of the hour of the  
4 festival board is Bryan Nipe. He is our site man and he does an outstanding job. The  
5 Lake Mary Police and Fire and the Sheriff's Department are our partners with the help  
6 of the Lake Mary Rotary, the Holy Cross Church and a few others. Lake Mary is the city  
7 that works together as a team and we win.

8  
9 Ms. Lash said the opening ceremonies will be Saturday, November 14<sup>th</sup> from ~~11:00 A.M.~~  
10 ~~to 11:15 A.M.~~ in Oval Park. (Commissioner Lucarelli stated later in the meeting that the  
11 correct time for the opening ceremonies would be at noon. See Page 18, Line 17.)  
12 Mayor David Mealor will do the opening ceremony with the councilmen from Lake Mary,  
13 Congressman John Mica, and County Commissioner Bob Dallari. We have a VIP tent  
14 starting at 8:00 A.M. and that will be BJ's Wholesale. We will start out with coffee.  
15 Stonewood will be having clam chowder, and there will be Firehouse Subs. On Sunday  
16 we will have Giovanni's with Italian food. We appreciate all of them. She thanked the  
17 Broken Egg for their participation. On Saturday evening at Oakmont Village at 8:00  
18 P.M. is award winning artists and we are going to have dinner and music. She asked if  
19 anybody would like to sign up with her tonight or Jo Ann to give them their name and  
20 phone number.

21  
22 Posters of the festival were distributed to the Commission.

23  
24 Mayor Mealor recognized Commissioner Lucarelli. She has been a long serving  
25 member of the board.

26  
27 Commissioner Lucarelli thanked Bryan (Nipe) who has been amazing. The City as a  
28 whole as a partner has been amazing and has done a lot for us. Bryan puts in a lot of  
29 work and hours and the whole Parks & Rec Department. Keri (Morro) does our maps  
30 and we couldn't do it without them. She extended thanks to them.

31  
32 Mayor Mealor asked what year is this festival.

33  
34 Ms. Lash said this is year 29.

35  
36 B. Proclamation – Pancreatic Cancer Awareness Month and World Pancreatic  
37 Cancer Day

38  
39 The City Attorney read a proclamation proclaiming the month of November 2015 as  
40 Pancreatic Cancer Awareness Month and November 13, 2015, as World Pancreatic  
41 Cancer Day.

42  
43 Mayor Mealor presented the proclamation to Christopher Bundy.

44  
45 Christopher Bundy and his son, Carter William Bundy, came forward. He said the  
46 William is for his grandfather that he lost to this disease. He said he was the

1 Community Engagement Chair for the Central Florida Affiliate of Pancreatic Cancer  
2 Action Network. He thanked the Mayor and Commission for supporting this effort to  
3 raise awareness. Pancreatic cancer is a ruthless and deadly disease. We are  
4 committed and we will beat it. God bless.

5  
6 C. Proclamation – National American Indian Heritage Month  
7

8 Mayor Mealor asked Laura Grant, Regent of the Sally Harrison Chapter of the  
9 Daughters of the American Revolution; Lorraine Buhrmann, past Regent; and Jan  
10 Snyder Leibin, Chairman of the American Indian Committee to come forward. He said  
11 we are fortunate in that Deputy Mayor Duryea’s wife Mary Jane Duryea is active and  
12 joined the group.

13  
14 The City Attorney read a proclamation proclaiming November 2015 as National  
15 American Indian Heritage Month.

16  
17 Mayor Mealor presented the proclamation to Jan Snyder Leibin.

18  
19 Ms. Leibin thanked the Mayor and Commission for granting the proclamation. We have  
20 more than 160 members throughout Seminole County in the DAR Sally Harrison  
21 Chapter. Today’s DAR does a lot of service for veterans, schools, community, and  
22 scholarships and we thank you for this honor. Within the Seminole County community  
23 and the Lake Mary city limits there are a number of American Indians and they  
24 contribute to the culture and civilization of our country and history.

25  
26 Mayor Mealor said we appreciate the work of the Sally Harrison Chapter of the DAR.  
27 They do remarkable work for many of the students in our school district at all grade  
28 levels. He commended them for that outreach.

29  
30 7. Citizen Participation – This is an opportunity for anyone to come forward and  
31 address the Commission on any matter relating to the City or of concern to our  
32 citizens. This also includes: 1) any item discussed at a previous work session;  
33 2) any item not specifically listed on a previous agenda but discussed at a  
34 previous Commission meeting; or 3) any item on tonight’s agenda not labeled as  
35 a public hearing. Items requiring a public hearing are generally so noted on the  
36 agenda and public input will be taken when the item is considered.

37  
38 No one came forward at this time and citizen participation was closed.

39  
40 8. Unfinished Business

41  
42 There was no unfinished business to discuss at this time.

43  
44 9. New Business  
45

1 A. Resolution No. 972 – Revise Neighborhood Beautification Grant Program  
2 (Steve Noto, City Planner)  
3

4 The City Attorney read Resolution No. 972 by title only.  
5

6 Mr. Noto said the Neighborhood Beautification Grant Program has been around almost  
7 three years. In those three years we have had six applicants and six different  
8 neighborhoods participating in the program. We have awarded just over \$50,000 in  
9 grants. One of the first projects was with the Hills of Lake Mary. The program has been  
10 received well by the neighborhoods and everyone has done a great job.  
11

12 Mr. Noto said we are trying to speed up the process. We have outlined some issues we  
13 have run into with getting through the program and some of the different hearings  
14 involved. We would like to keep the staff review and after staff review just bring it right  
15 to the Commission. That would shave 30 to 60 days off the review process and help  
16 get these folks to construction. When they come to us they are ready to go and the way  
17 it is set up is they have to get approval first and then start the project. This will help us  
18 keep them closer to the original timeline.  
19

20 Mr. Noto said staff is recommending approval of Resolution No. 972 allowing  
21 Neighborhood Beautification Grant applicants to have the request heard by the City  
22 Commission after staff review.  
23

24 **Motion was made by Commissioner Lucarelli to approve Resolution No. 972,**  
25 **seconded by Commissioner Brender and motion carried unanimously.**  
26

27 B. Request for a \$4,404.20 Neighborhood Beautification Grant for the Sun Oaks  
28 subdivision (Steve Noto, City Planner)  
29

30 Mr. Noto showed a location map on the overhead. The yellow star is indicative of where  
31 this project will be occurring. They are to the northeast of Misty Oaks, a prior applicant  
32 of the grant program. To the southwest is Station House. This area of Old Lake Mary  
33 Road has become a bit of a gateway entrance into the City. A lot of great projects have  
34 occurred there. Sun Oaks view it as their turn to do some beautification.  
35

36 Mr. Noto showed the existing conditions at the Sun Oaks entryway on the overhead.  
37 The request is for \$4,404.20. He showed the proposed improvements on the overhead.  
38 They are looking to increase color and an addition of Roebellini Palms. They have had  
39 some issues with repairs to the perimeter walls, irrigation and other maintenance  
40 issues. This grant will assist them in beautifying their entryway, continue the  
41 beautification to the northeast along Old Lake Mary Road, and get this project done.  
42

43 Mr. Noto said staff has found the request for a Neighborhood Beautification Grant for  
44 the Sun Oaks subdivision meets the requirements for the Neighborhood Beautification  
45 Grant Program and staff recommends approval of the \$4,404.20 grant.  
46

1 **Motion was made by Commissioner Miller to award a \$4,404.20 Neighborhood**  
2 **Beautification Grant to the Sun Oaks subdivision, seconded by Commissioner**  
3 **Lucarelli and motion carried unanimously.**  
4

5 C. Intergovernmental/Interlocal Agreement between the City of Sanford and the  
6 City of Lake Mary for use of Wellness Centers (Jackie Sova, City Manager)  
7

8 Ms. Sova said we have operated for the past two years sharing our centers with the City  
9 of Sanford under a Memorandum of Understanding (MOU). The City of Sanford asked  
10 us to enter into an interlocal agreement. The primary reason for that is so it can be in  
11 effect for an indefinite period rather than keep maturing, providing for termination  
12 clauses, and also include not only our eligible employees but eligible retirees, COBRA  
13 participants, and dependents which aren't spelled out in the MOU. This has worked out  
14 well for us and has worked out nearly 50/50.  
15

16 Ms. Sova said also coming along with this is additional hours for the City of Sanford.  
17 We now pay for two hours that happen at Sanford's clinic. We are going to take those  
18 two hours back and add a couple of hours to them. Both cities are going to be adding  
19 more hours. Both clinics are operating at just beyond 100% every week so they have  
20 been very well received.  
21

22 Ms. Sova asked the Commission to authorize the Mayor to execute this interlocal  
23 agreement.  
24

25 **Motion was made by Commissioner Lucarelli to authorize the Mayor to execute**  
26 **the Intergovernmental/Interlocal Agreement between the City of Sanford and the**  
27 **City of Lake Mary for the Wellness Centers, seconded by Commissioner Brender**  
28 **and motion carried unanimously.**  
29

30 10. Other Items for Commission Action  
31

32 There were no other items to discuss at this time.  
33

34 11. City Manager's Report  
35

36 A. Items for Approval  
37

38 a. Surplus Sewer Video Inspection System  
39

40 Ms. Sova said this is a request to surplus our sewer video inspection system. We  
41 bought a new one last year and now that it is in full service we are ready to surplus the  
42 existing sewer video inspection system. She asked the Commission to declare it  
43 surplus and authorize the City Manager to dispose of.  
44

1 **Motion was made by Commissioner Brender to declare the Sewer Video**  
2 **Inspection System surplus and authorize the City Manager to dispose of,**  
3 **seconded by Commissioner Lucarelli and motion carried unanimously.**  
4

5 b. Self-Contained Breathing Apparatus (SCBA) Replacement  
6

7 Ms. Sova said this item is a request to replace our self-contained breathing apparatus.  
8 Those are the breathing apparatus for the firefighters. We have money in the 2016  
9 budget in the amount of \$150,000. Our current ones have reached their service life and  
10 no longer meet NFPA standards 1981 and 1982 which were adopted in 2013.  
11 Replacing them with Scott Safety apparatus will bring us into compliance with those  
12 standards as well as bringing us into unison with all the other departments in Seminole  
13 County. With the interlocal agreement, interoperability and familiarity means everyone  
14 is safer. We are going to purchase from the Orange County purchasing contract and  
15 we have a discount on the overall price by receiving a trade-in for the current breathing  
16 apparatus.  
17

18 Ms. Sova requested the Commission approve the purchase of the SCBA equipment  
19 from Fisher Scientific, LLC at a cost of \$158,151.12 less a trade-in allowance of  
20 \$8,500.00. She requested the Commission declare the existing SCBA surplus so we  
21 can trade them in.  
22

23 **Motion was made by Commissioner Lucarelli to approve the purchase of self-**  
24 **contained breathing apparatus equipment from Fisher Scientific, LLC at a cost of**  
25 **\$158,151.12 less a trade-in allowance of \$8,500.00 for a balance due of**  
26 **\$149,651.12. Declare existing self-contained breathing apparatus equipment**  
27 **surplus and authorize trade-in. Seconded by Deputy Mayor Duryea and motion**  
28 **carried unanimously.**  
29

30 12. Mayor and Commissioners' Reports  
31

32 Commissioner Brender said he attended the Alliance for Children and continued to meet  
33 there with several members of the Children's Cabinet. The Alliance for Children  
34 continues to oversee all of the funding. There are dozens of organizations that try to go  
35 out and help with what happens with children and families in the County. One thing we  
36 asked for and got some information back on was the number of reports that the  
37 Seminole County Sheriff gets is about 4,000 reports of child abuse every year. We  
38 have never broken it down by zip code. We got a zip code report. This includes the  
39 32746 which means it includes Heathrow and Chase Groves. We account for 5.7% of  
40 those 4,000 annual reports. The City of Sanford has the biggest problem and has 35%  
41 of the child abuse cases. The other cities and unincorporated county make up the rest  
42 of the group. It is interesting to look at and had a copy and could have Mary make  
43 some copies and send it out.  
44

45 Commissioner Brender said he continues to serve on that board because by state law  
46 the Alliance for Children does have the ability to levy a tax if some need arises. If

1 private donations to private organizations that are doing the job now don't come  
2 through, it may become a tax levy organization. That is why we have city  
3 representatives on this board. Right now the County pretty much runs the programs  
4 and is run pretty much by donations. The private organizations are the ones that go out  
5 and get those funds. It's quite a process.

6  
7 Commissioner Brender said he survived the back of the truck at Lake Mary High School  
8 Homecoming Parade. That is a picture of small town America. You have kids hanging  
9 over walls and people cheering. It was a fun day. He thanked Jo Ann (Lucarelli) for  
10 setting her daughter's truck up.

11  
12 Deputy Mayor Duryea had no report at this time.

13  
14 Commissioner Miller had no report at this time.

15  
16 Commissioner Lucarelli noted a correction for the Heathrow Festival of the Arts opening  
17 ceremonies on Saturday, November 14<sup>th</sup>. They are at noon and not at 11:00 A.M. She  
18 said she would send the map to the City Clerk and let her disperse it to the  
19 Commission. We have tons of radio commercials and thanks to Jackie, Tom with their  
20 efforts and Bryan with Brighthouse 13, they are our title sponsor. Lake Mary High  
21 School's TV Production Department put together a 30-second commercial that you  
22 should be seeing on Brighthouse TV 13 now. The students did a great job and she was  
23 thankful for the community partnerships we have.

24  
25 13. City Attorney's Report

26  
27 Ms. Reischmann said the Florida Supreme Court ruled that this ballot initiative on solar  
28 power that the League is concerned about is good to go on the ballot although they still  
29 need a ton of signatures. It would allow anyone to sell solar energy. The League  
30 opposes it because it affects the public service tax collection and disrupts our  
31 relationship with the power companies. It limits our ability to regulate. Some cities have  
32 come out in favor of it because it is solar power. There is a dueling initiative that is from  
33 the power companies saying you can have solar panels on your roof which you can  
34 already have. She wanted to alert the Commission if they see people looking for  
35 signatures that the League does oppose it. It is going to create some consternation with  
36 taxes.

37  
38 14. Adjournment

39  
40 There being no further business, the meeting adjourned at 7:35 P.M.

41  
42  
43  
44  
45 \_\_\_\_\_  
46 David J. Mealor, Mayor

\_\_\_\_\_

Mary Campbell, Deputy City Clerk





## MEMORANDUM

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP  
City Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

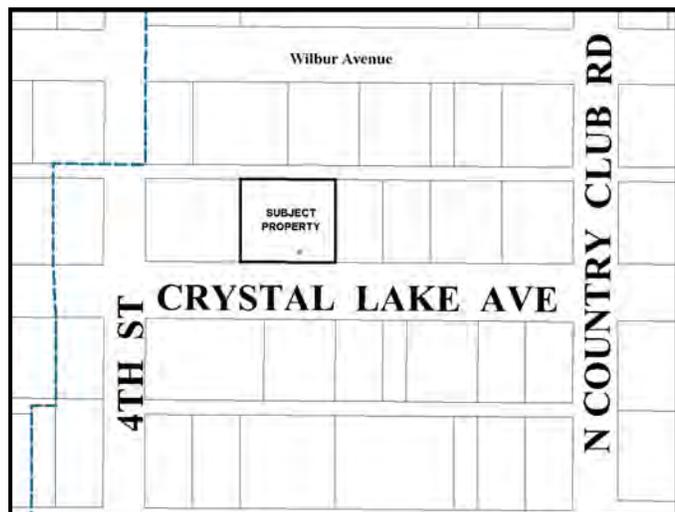
SUBJECT: Ordinance No. 1534 - Rezone .35 acres of property located at 138 W. Crystal Lake Ave. from R-1A, Residential, to DC, Downtown Centre; Shaw Construction Management Services, applicant (Public Hearing) (Steve Noto, City Planner)

**APPLICANT:** Shaw Construction and Management Services

**REFERENCE:** City Code of Ordinances and Comprehensive Plan

**COORDINATION:**  
Development Review Committee

**REQUEST:** The applicant requests to rezone the subject property from R-1A, Residential, to DC, Downtown Centre. There is currently one two-story home on the property that the applicant rents out.



## DISCUSSION:

**Location:** The subject property is located on the north side of W. Crystal Lake Ave., east of N. 4<sup>th</sup> St. and west of N. Country Club Rd.

**History:** There is a two-story home on the property that, according to the Seminole County Property Appraiser, was built in 1915. It is currently being rented out by the applicant.

NW R-1A	N R-1A	NE R-1A
W DC	SITE R-1A	E R-1A
SW C-1	S C-1	SE C-1

NW DDD	N DDD	NE DDD
W DDD	SITE DDD	E DDD
SW DDD	S DDD	SE DDD

## CRITERIA FOR REZONING:

**Need:** The applicant proposes to rezone the property for office use.

- A. **Justification:** The property is currently utilized as a rental property for the applicant. The Future Land Use designation of the subject property, and all properties in the vicinity is DDD, Downtown Development District. The subject property is within the Downtown core, which lends itself to DC, Downtown Centre, zoning. The applicant plans on redeveloping the property via a lot-split into two one-story office buildings, therefore, a rezoning is necessary.
- B. **Effect of Change In and Around Area:** The proposed DC zoning is compatible with the surrounding area. There are commercial properties to the west and southwest, as well as further east on W. Crystal Lake Ave.
- C. **Amount of Similar Zoned Land and Comparable Undeveloped Land in Area:** Of the 37 properties within a 300' buffer of the property, 27 have DC or C-1 zoning.
- D. **Relationship to Comprehensive Plan:** The Future Land Use (FLU) designation of the subject property is DDD (Downtown Development District), which is consistent with the proposed DC (Downtown Centre) zoning district.

**Compatibility to City Code:** The requested DC zoning district is compatible with the City's Comprehensive Plan & the Code of Ordinances.

**PLANNING AND ZONING BOARD:** At their regular October 27, 2015 meeting, the Planning and Zoning Board unanimously recommended approval, 5-0, of the requested rezoning of .35 acres of property located at 138 W. Crystal Lake Ave. from R-1A, Residential, to DC, Downtown Centre.

**FINDINGS OF FACT:** The above referenced findings of fact A through D are determined to support the requested rezoning of the subject property from R-1A, Residential, to DC, Downtown Centre, by establishing consistency and compatibility.

**LEGAL DESCRIPTION:** LOTS 23 24 25 + 26 BLK 26, CRYSTAL LAKE WINTER HOMES, SUBD, PB 2 PG 115, OF THE OFFICAL RECORDS OF SEMINOLE COUNTY, FLORIDA

**ATTACHMENTS:**

- Ordinance No. 1534
- Location Map
- Land Use Map
- Zoning Map
- Aerial
- October 27, 2015, Planning & Zoning Board Synopsis

## ORDINANCE NO. 1534

**AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA AMENDING THE CITY OF LAKE MARY OFFICIAL ZONING MAP BY REZONING CERTAIN PROPERTY WITHIN THE CITY OF LAKE MARY, CONSISTING OF +/- .35 ACRES, LOCATED NORTH OF WEST CRYSTAL LAKE AVENUE, EAST OF NORTH FOURTH STREET , AND WEST OF NORTH COUNTRY CLUB ROAD, MORE FULLY DESCRIBED HEREIN, FROM THE PRESENT ZONING CLASSIFICATION OF R-1A, RESIDENTIAL, TO DC, DOWNTOWN CENTRE, PURSUANT TO THE TERMS OF THE FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, Shaw Construction and Management Services Inc., applicant, has petitioned to rezone the above referenced property, within the City of Lake Mary, Florida, which is currently in a zoning district of R-1A, Residential, and has a Future Land Use designation of DDD, Downtown Development District, in the City's Comprehensive Plan; and

**WHEREAS**, the City Commission of the City of Lake Mary, Florida, deems it to be in the public interest of the citizens of Lake Mary, Florida, and that it promotes the health and general welfare of the citizens of Lake Mary, Florida, to rezone the above described subject property to DC, Downtown Centre; and

**WHEREAS**, the proposed DC, Downtown Centre, zoning district is compatible with the Downtown Development District land use designation; and

**WHEREAS**, at their regular October 27, 2015 meeting, the City of Lake Mary Planning and Zoning Board voted unanimously to recommend the proposed DC zoning designation.

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

**Section 1.** That the City Commission in order to promote the health and general welfare of the citizens of Lake Mary, Florida, and to establish the highest and best use of real property within the City of Lake Mary, Florida, hereby rezones

the following described property from its present zoning classification of R-1A, Residential, to DC, Downtown Centre:

LOTS 23 24 25 + 26 BLK 26, CRYSTAL LAKE WINTER HOMES, SUBD, PB 2 PG 115, OF THE OFFICIAL RECORDS OF SEMINOLE COUNTY, FLORIDA

**Section 2.** That after the passage of this Ordinance, the Community Development Director is directed to officially change the zoning map of the City of Lake Mary indicating thereon the Ordinance number and date of that final passage to include the subject property within the above-described designated zoning district.

**Section 3. 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 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 or 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 4. Conflicts.** This Ordinance shall not be construed to have the effect of repealing any existing Ordinances concerning the subject matter of this Ordinance, but the regulations herein shall be supplemental and cumulative; however, in the case of a direct conflict with a provision or provisions of any

existing Ordinance the provision which is more restrictive and imposes higher standards or requirements shall govern.

**Section 5. Effective Date.** This ordinance shall become effective upon adoption.

**PASSED AND ADOPTED this 3<sup>rd</sup> day of December 2015**

FIRST READING: November 19, 2015

SECOND READING: December 3, 2015

ATTEST:

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

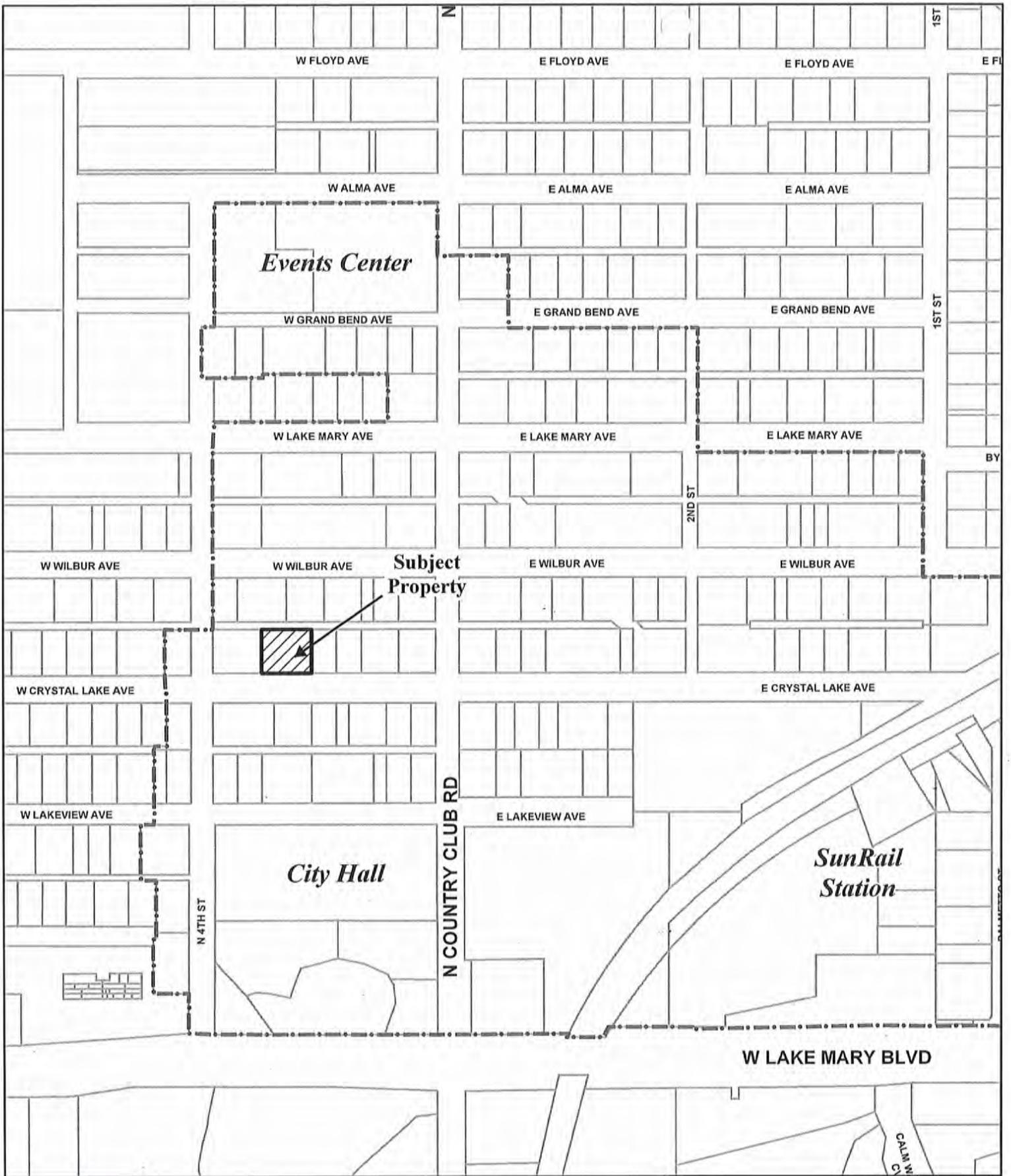
\_\_\_\_\_  
David J. Mealor, Mayor

CITY OF LAKE MARY, FLORIDA

FOR THE USE AND RELIANCE OF THE  
CITY OF LAKE MARY ONLY.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

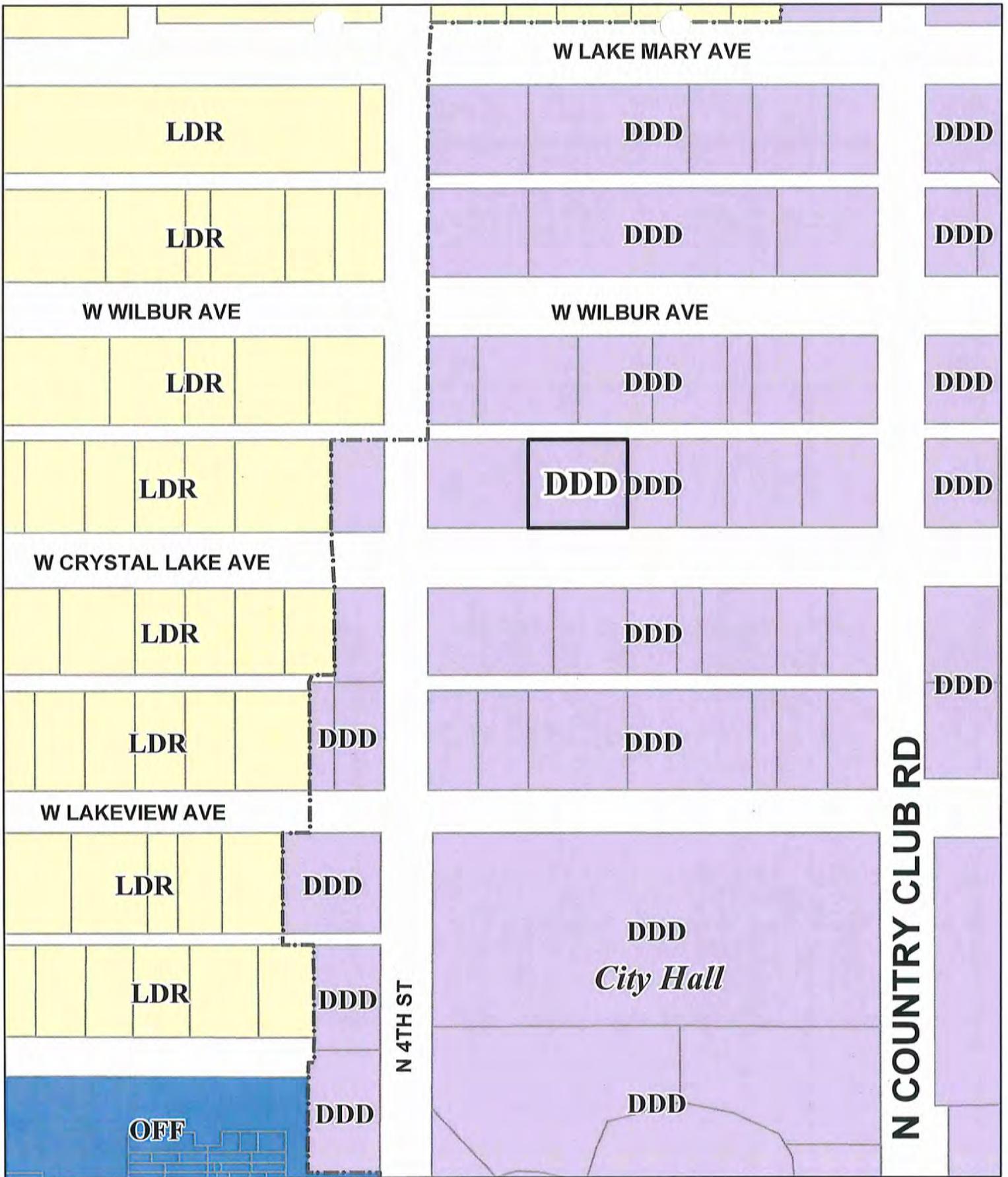
\_\_\_\_\_  
CATHERINE D. REISCHMANN, CITY ATTORNEY



**Location Map**

138 W. Crystal Lake Ave.

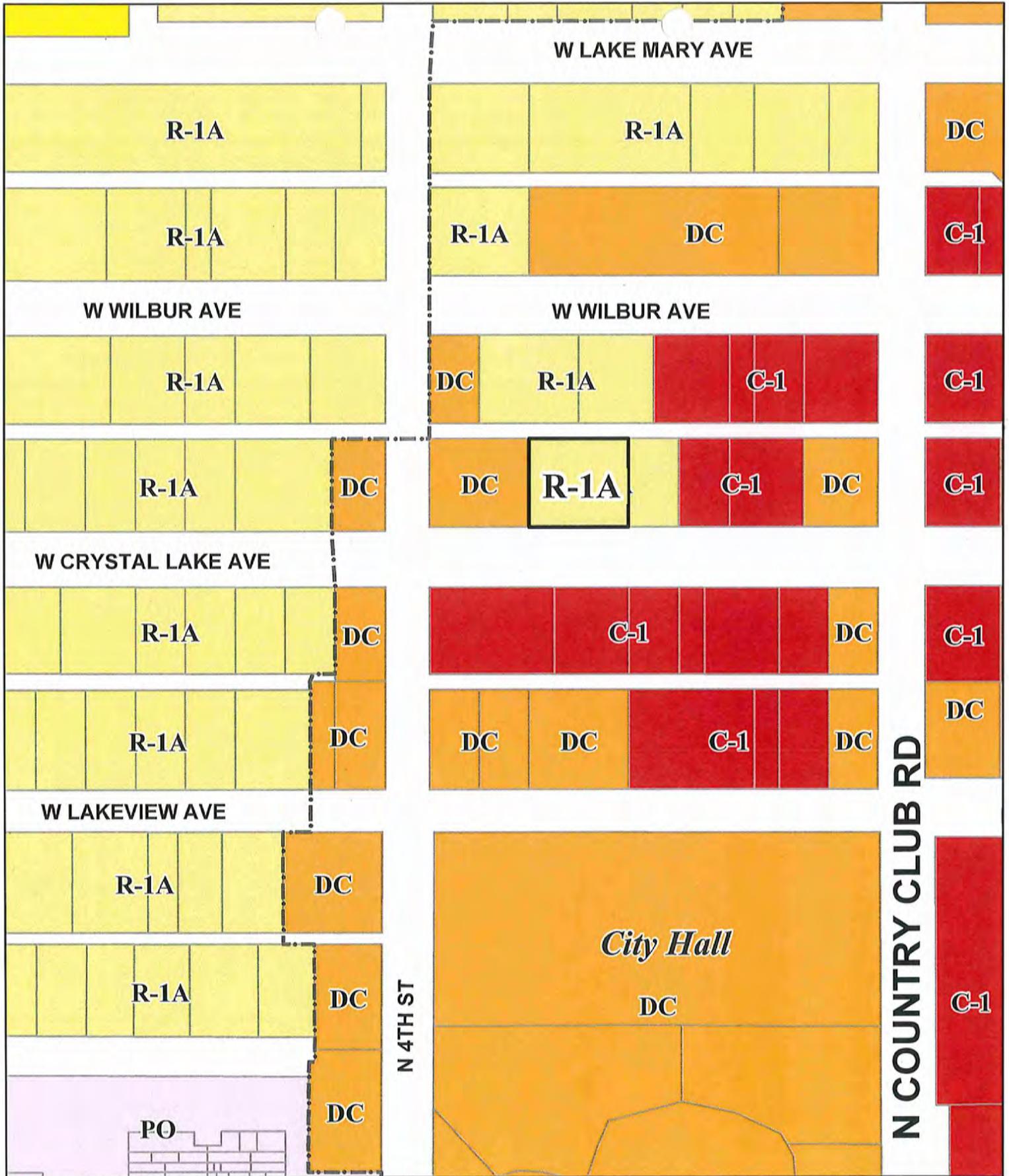




***Future Land Use Map***

138 W. Crystal Lake Ave.





# Zoning Map

138 W. Crystal Lake Ave.





IX. New Business

- A. 2015-RZ-04: Request to rezone .35 acres of property located at 138 W. Crystal Lake Avenue from R-1A, Residential, to DC, Downtown Centre. Applicant: Shaw Construction Management Services (Public Hearing)

**MOTION:**

**Justin York moved to approve 2015-RZ-04, recommendation to the Mayor and City Commission for a rezone of .35 acres of property located at 138 West Crystal Lake Avenue from R-1A, Residential, to DC, Downtown Centre, with the Findings of Fact by staff. Steven Gillis seconded the motion, which carried unanimously 5-0.**



## MEMORANDUM

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP  
City Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Final Plat for the 16-Lot Crystal Reserve Subdivision; Pulte Homes Corporation, applicant (Public Hearing) (Steve Noto, City Planner) (Request by Staff to postpone until 12/3/15)

---

Staff is currently working through some final issues as it relates to the performance bond for the Crystal Reserve subdivision. As such, staff requests that this item be postponed from tonight's meeting of November 19, 2015, to the Thursday, December 3, 2015, City Commission meeting.



## MEMORANDUM

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Jackie Sova, City Manager

SUBJECT: Resolution No. 973 - Supporting the Seminole County School Board's efforts to replace FSA with nationally norm-referenced tests such as the Iowa Assessment and PSAT/SAT

---

We have been asked by the Seminole County School Board to support their efforts regarding use of the norm-referenced tests, such as the Iowa Assessment and PSAT/SAT, in place of the Florida Standards Assessment (FSA).

Attached is a resolution and letter to the Florida Department of Education regarding Lake Mary's support of the Sunshine Solution.

### **RECOMMENDATION:**

Request Commission approve Resolution No. 973 in support of the School Board's efforts and authorize Mayor to execute letter to the Florida Department of Education.

RESOLUTION NO. 973

A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA, SUPPORTING THE USE OF NATIONALLY NORM-REFERENCED TESTS IN PLACE OF USING THE FLORIDA STANDARDS ASSESSMENT (FSA); PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida law requires implementation of an assessment program that provides usable data that school districts and the state can use to improve educational instruction and outcomes; and

WHEREAS, the use of the Florida Standards Assessment proved disruptive to the educational process with testing accommodations replacing the priority of instruction 29 days at our middle schools and 31 days at our high schools; and

WHEREAS, Florida legislators have requested identification of valid and reliable alternative testing that will reduce the hours students are engaged in testing; and

WHEREAS, the Seminole County School Board has identified that the use of nationally norm-referenced tests such as Iowa Assessment for elementary students and the PSAT/SAT for ninth and tenth grades will fulfill the legislative requirements and educational goals.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of Lake Mary:

1. Supports the Seminole County School Board's efforts to replace FSA with nationally norm-referenced tests such as the Iowa Assessment and PSAT/SAT.
2. Urges Commissioner Pam Stewart of the Florida Department of Education to support the use of nationally norm-referenced tests for our school district.
3. Urges our state legislators to support the use of nationally norm-referenced tests that will reduce the hours that students and schools are engaged in testing.

EFFECTIVE DATE. This resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 19<sup>th</sup> day of November, 2015.

ATTEST:

CITY OF LAKE MARY, FLORIDA

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

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

David J. Mealor  
Mayor  
dmealor@lakemaryfl.com



## City of Lake Mary

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*Incorporated in 1973*  
November 19, 2015

Commissioner Pam Stewart  
Florida Department of Education  
Office of the Commissioner  
Turlington Building, Suite 1514  
325 West Gaines Street,  
Tallahassee, FL 32399

Dear Commissioner Stewart:

Seminole County Public Schools has long been recognized as an "A" school district due to being highly ranked on numerous state and national metrics. The high achieving status of our schools have contributed to many economic benefits that the City of Lake Mary has experienced. The School Board and Superintendent are partners in the work we do to maintain the quality of life our citizens deserve and expect.

As elected officials from the City of Lake Mary, many of us were made aware of the problems related to the spring 2015 Florida Standards Assessment (FSA) by students, parents, teachers, administrators, and community members. As a result of the many flaws in the test administration, and potentially with the test itself, the School Board and Superintendent were told that bringing problems forward without solutions was not productive. In fact, state and local elected officials asked that School Board members and Dr. Griffin develop a solution that could be discussed and evaluated.

As a result of that request, the Sunshine Solution was developed. The simple solution submitted to you in the letter dated July 13, 2015, is "to work with the Governor, Legislature, and you, Commissioner Stewart, to support the use of nationally norm-referenced tests in place of the Florida Standards Assessment."

This letter is to document our support for the Sunshine Solution. There is no reason to continue to waste valuable instructional time administering tests that are not providing teachers and parents with timely information to help our students. It is time to step back and re-evaluate Florida's accountability program.

Respectfully,

David J. Mealor  
Mayor



Seminole County  
Public Schools

WALT GRIFFIN, Ed.D.  
*Superintendent*

**Educational Support Center**  
400 E. Lake Mary Boulevard  
Sanford, Florida 32773-7127  
Phone: (407) 320-0000  
Fax: (407) 320-0281

#### SCHOOL BOARD

TINA CALDERONE, Ed.D.  
*Chairman*

AMY LOCKHART  
*Vice Chairman*

KAREN ALMOND  
*Board Member*

JEFFREY BAUER  
*Board Member*

DEDE SCHAFFNER  
*Board Member*



**"A" Rated  
School District**

Visit Our Web Site  
[www.scps.us](http://www.scps.us)

July 13, 2015

Commissioner Pam Stewart  
Florida Department of Education, Office of the Commissioner  
Turlington Building, Suite 1514  
325 West Gaines Street, Tallahassee, FL 32399

Dear Commissioner Stewart,

This letter is in response to a request from legislators to identify a solution to reduce the number of hours students are engaged in state mandated testing and to find a valid and reliable way to nationally assess our students. In Seminole County, we understand and value accountability and the importance of a valid and reliable tool that measures individual student achievement and student growth. In supporting the Governor's initiative to produce college and career ready graduates, assessment tools need to be aligned to the Florida Standards and the skills sought by businesses.

It is often easy to be critical of work that has been done; it is much harder to come forward with a solution. The simple solution we are proposing is to work with the Governor, the Legislature and you to support the use of nationally normed-referenced tests statewide beginning in 2015-16 in place of using the Florida Standards Assessment (FSA).

Florida law charges you with the design and implementation of an assessment program that results in data that districts can use to improve instruction. Respectfully, the 2014-15 administration of FSA failed to achieve this goal and, even if the data is subsequently determined to be valid, obtaining the data was far too disruptive to valuable instructional time. The solution being proposed is to replace the 2015-16 ELA and Math FSA with a paper-based nationally normed test, such as the Iowa Assessment for elementary and middle school students and the PSAT/SAT for 9th-10th grade students (currently Iowa and SAT are approved concordant tests). These tests would provide nationally normed data within approximately 30 days utilizing a valid and reliable instrument and reduce the per student testing time to approximately four hours per student per year compared to over a month of schoolwide disruptions due to FSA testing. Our proposed solution would minimize the inequities stated below experienced by our students and vocalized by our community.

- Students with disabilities are being denied the same instructional time as their non-disabled peers. Per the DOE 2014-2015 and 2015-2016 testing schedules, there is a 14-day difference between the testing windows for paper-based tests and computer-based tests resulting in decreased instructional time for students utilizing paper based testing accommodations.
- The mandate to utilize computers for state testing and the elongated testing windows to accommodate multi-session tests results in students moving in and out of testing labs, disrupting instruction for 29 days at our middle schools and 31 days at our high schools.
- The April 20th state technical issue impacted thousands of our high school students. The testing platforms have been plagued with network and procedural issues, software bugs, and instability throughout the testing window.

By supporting our request to permit the use of nationally norm-referenced standardized achievement tests beginning in the 2015-16 school year in place of FSA, you will confirm your commitment to doing what our parents, students, educators, business leaders, elected officials, and community members have asked us to do--find a solution to reduce, not abandon, a rigorous and nationally recognized assessment program for our students. Our teachers deserve to teach and our students deserve to learn. We are available for further discussion and look forward to receiving your response.

Respectfully,

Walt Griffin, Ed.D.  
Superintendent  
Seminole County Public Schools



## MEMORANDUM

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Dianne Holloway, Finance Director

VIA: Jackie Sova, City Manager

SUBJECT: Resolution No. 974 - Amending FY 2015 Budget (Dianne Holloway, Finance Director)

---

Resolution No. 974 summarizes budget amendment activity for FY 2015.

In the General Fund, there is a total increase of \$20,189 in both revenues and expenditures to account for:

- \$16,430 for the JAG "Taser Take Over" grant project.
- \$2,049 for the JAG "Nothing to See Here" grant to purchase a security barrier screen.
- \$1,710 for the DOJ Bulletproof Vest Partnership.

Capital outlay in the Recreation Impact Fee Fund is reduced by \$185,000. The Heritage Park project has been re-appropriated in the FY 2016 budget.

The Capital Projects Fund received grant funds for carry-forward projects. The Police Security grant revenues were \$68,667, and \$258,507 was received for the SunRail Enhancement Project. Capital outlay was increased to carry forward the remaining \$62,242 of the Police Security Grant.

The Fire Impact Fee Fund will fund the purchase of the new rescue as it has been determined that operationally it makes good sense to retain the old rescue to provide each station with a backup. Because the Fire Impact Fee Fund currently does not have enough fund balance to purchase the vehicle outright, the Vehicle Maintenance Fund will provide funding in the amount of \$104,000 to the Fire Impact Fee Fund. These

funds will be repaid to the Vehicle Replacement Fee Fund as fire impact fees are collected and become available.

**Recommendation:**

The City Commission adopt Resolution No. 974 amending the FY 2015 budget.

**RESOLUTION NO. 974**

**A RESOLUTION OF THE CITY OF LAKE MARY, FLORIDA,  
AMENDING THE FISCAL YEAR 2014-2015 BUDGET;  
PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE.**

WHEREAS, the City Commission of Lake Mary, Florida, finds it desirable, in order to properly reflect new information and changes made during the year, to amend the Budget for the City of Lake Mary for the Fiscal Year 2015, beginning October 1, 2014 as provided herein; and

WHEREAS, Ordinance No. 1514 adopting the City's budget for Fiscal Year 2015, provides for amendment by Resolution.

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

1. The following funds are revised as specified herein:

**General Fund**

**Revenues:**

001-0000-331-00-00	Federal Grants	\$ 1,710
001-0000-334-00-00	State Grants	18,479

**Expenditures:**

001-0321-421-52-90	Equipment Under \$1000	\$ 16,430
001-0321-421-52-10	General Operating Supplies	2,049
001-0321-421-52-70	Uniforms	1,710

**Recreation Impact Fees**

**Revenues:**

113-0000-399-01-00	Cash Balance Forward	\$ (185,000)
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**Expenditures:**

113-0572-600-10-00	Capital Outlay	\$ (185,000)
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**Capital Projects Fund**

**Revenues:**

301-0000-331-00-00	Federal Grants	\$ 68,667
301-0000-334-00-00	State Grants	\$ 258,507

**Expenditures:**

301-0321-600-14-16	Capital Outlay	\$ 62,242
301-0000-995-00-00	Reserves	\$ 264,932

**Fire Impact Fees Fund**

**Revenues:**

111-0000-381-00-00 Transfer In – Vehicle Maintenance Fund \$ 104,000

**Expenditures:**

111-0322-422-65-10 Capital Outlay \$ 218,000

**Vehicle Maintenance Fund**

**Expenditures:**

501-0000-581-00-00 Transfer Out – Fire Impact Fees Fund \$ 104,000

501-0490-490-65-00 Capital Outlay – Vehicle Replacements \$ (218,000)

2. That all ordinances or resolutions or parts of ordinances or resolutions in conflict herewith shall be and the same are hereby repealed.
3. This Resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 19th day of November 2015.

CITY OF LAKE MARY, FLORIDA

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

ATTEST:

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

**City of Lake Mary, Florida  
2015 Operating Budget  
General Fund**

Description	2015		2015
	Current Budget	Current Amendment	Amended Budget
<b>Revenues:</b>			
Ad valorem taxes	\$ 6,327,960	\$ -	\$ 6,327,960
Franchise and utility taxes	6,077,242	-	6,077,242
Licenses and permits	951,755	-	951,755
Fines and forfeitures	72,074	-	72,074
Intergovernmental	1,588,791	20,189	1,608,980
Charges for services	1,432,050	-	1,432,050
Other	212,000	-	212,000
Operating transfers in	1,015,000	-	1,015,000
Cash Balance Forward	-	-	-
<b>Total Revenues</b>	<u>17,676,872</u>	<u>20,189</u>	<u>17,697,061</u>
<b>Expenditures and Other Uses:</b>			
General Government	\$ 2,797,202	\$ -	\$ 2,797,202
Finance	820,625	-	820,625
Building	499,153	-	499,153
Police	6,099,326	20,189	6,119,515
Fire	5,004,695	-	5,004,695
Public Works	749,064	-	749,064
Parks & Recreation and Facilities			
Maintenance	2,879,146	-	2,879,146
Transfers out	1,537,708	-	1,537,708
<b>Total Expenditures and Other Uses</b>	<u>20,386,919</u>	<u>20,189</u>	<u>20,407,108</u>
<b>Increase (Decrease) in Fund Balance</b>	(2,710,047)	-	(2,710,047)
Use of Carryforward Fund Balance		-	
Fund Balance Beginning of Year	17,541,260		14,418,585
Fund Balance End of Year	<u>\$ 14,831,213</u>		<u>\$ 11,708,538</u>

**Purpose of Amendment:**

Increase revenues and expenditures for FY 2015 police department grants..

**City of Lake Mary, Florida**  
**Fiscal Year 2015 Operating Budget**  
**Recreation Impact Fees Fund**

Description	2015 Current Budget	Current Amendment	2015 Amended Budget
<b>Revenues:</b>			
Impact Fees	\$ 7,600	\$ -	\$ 7,600
Interest	100	-	100
Carryforward Fund Balance	-	-	-
<b>Total Revenue</b>	<u>7,700</u>	<u>-</u>	<u>7,700</u>
<b>Expenditures:</b>			
Scheduling software	\$ 4,500	\$ -	\$ 4,500
Heritage Park	185,000	(185,000)	-
<b>Total Expenditures</b>	<u>189,500</u>	<u>(185,000)</u>	<u>4,500</u>
<b>Increase (Decrease) in Fund Balance</b>	(181,800)	185,000	3,200
Use of Carryforward Fund Balance		-	
Fund Balance Beginning of Year	<u>181,606</u>		<u>181,606</u>
Fund Balance End of Year	<u>\$ (194)</u>		<u>\$ 184,806</u>

**Purpose of Amendment:**

Reduce Heritage Park project. It has been re-appropriated in FY 2016

**City of Lake Mary, Florida  
Fiscal Year 2015 Operating Budget  
Capital Projects Fund**

Description	2015 Current Budget	Current Amendment	2015 Amended Budget
<b>Revenue:</b>			
Donations	\$ -	\$ -	-
Grants	-	327,174	327,174
Intergovernmental Revenue	-	-	-
Transfers in:			
From General Fund	755,000	-	755,000
Carryforward Fund Balance	-	-	-
<b>Total Revenue</b>	<u>755,000</u>	<u>327,174</u>	<u>1,082,174</u>
<b>Expenditures:</b>			
	-	-	-
Capital Projects	<u>1,927,108</u>	<u>62,242</u>	<u>1,989,350</u>
<b>Total Expenditures</b>	<u>1,927,108</u>	<u>62,242</u>	<u>1,989,350</u>
<b>Increase (Decrease) in Fund Balance</b>	\$ (1,172,108)	\$ 264,932	\$ (907,176)
Use of Carryforward Fund Balance		-	
Fund Balance Beginning of Year	<u>1,020,717</u>		<u>1,020,717</u>
Fund Balance End of Year	<u>\$ (151,391)</u>		<u>\$ 113,541</u>

**Purpose of Amendment:**

1. Fund FY 2014 Carryforward Project for the Police Department Security Grant
2. To account for the grant revenue received for the SunRail Enhancement Project

**City of Lake Mary, Florida  
Fiscal Year 2015 Operating Budget  
Fire Impact Fees Fund**

Description	2015 Current Budget	Current Amendment	2015 Amended Budget
<b>Revenues:</b>			
Impact Fees	\$ 11,300	\$ -	\$ 11,300
Interest	1,000	-	1,000
Transfer from Vehicle Maintenance	-	104,000	104,000
Carryforward Fund Balance	-	-	-
<b>Total Revenue</b>	<u>12,300</u>	<u>104,000</u>	<u>116,300</u>
<b>Expenditures:</b>			
Vehicles & Equipment	\$ 32,000	\$ 218,000	\$ 250,000
<b>Total Expenditures</b>	<u>32,000</u>	<u>218,000</u>	<u>250,000</u>
<b>Increase (Decrease) in Fund Balance</b>	(19,700)	(114,000)	(133,700)
Use of Carryforward Fund Balance		(114,000)	
Fund Balance Beginning of Year	<u>139,294</u>		<u>139,294</u>
Fund Balance End of Year	<u>\$ 119,594</u>		<u>\$ 5,594</u>

**Purpose of Amendment:**

To purchase the new rescue and retain one as a backup

**City of Lake Mary, Florida  
Fiscal Year 2015 Operating Budget  
Vehicle Maintenance Fund**

Description	2015 Current Budget	Current Amendment	2014 Amended Budget
<b>Revenue:</b>			
Vehicle Rental Income	\$ 676,138	\$ -	\$ 676,138
Vehicle Maintenance Fees	249,945	-	249,945
Contracted Maintenance	99,020	-	99,020
Interest	15,000	-	15,000
Sale of Assets	50,000	-	50,000
<b>Total Revenue</b>	<u>1,090,103</u>	<u>-</u>	<u>1,090,103</u>
<b>Expenses:</b>			
Maintenance Operations	\$ 246,386	\$ -	\$ 246,386
Contracted Maintenance	35,620	-	35,620
Vehicle Replacements	874,400	(218,000)	656,400
Machinery & Equipment for Operations	14,100	-	14,100
Transfers Out to Fire Impact Fees	-	104,000	-
<b>Total Expenses</b>	<u>1,170,506</u>	<u>(114,000)</u>	<u>952,506</u>
<b>Increase (Decrease) in Balance</b>	<u>(80,403)</u>	<u>114,000</u>	<u>137,597</u>
Use of Carryforward Fund Balance		\$ -	
Net Assets Reserved for Vehicle			
Replacements Beginning of Year	2,635,579		2,635,579
Net Assets Reserved for Vehicle			
Replacements End of Year	<u>\$ 2,555,176</u>		<u>\$ 2,773,176</u>

To provide the Fire Impact Fee Fund with funds to purchase the new rescue



## CITY MANAGER'S REPORT

DATE: November 19, 2015  
TO: Mayor and City Commission  
FROM: Jackie Sova, City Manager  
SUBJECT: City Manager's Report

---

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

1. FY 2016 Milling and Paving Program.
2. FY 2016 Milling and Paving Program Change Order #1.
3. FY 2016 Vehicle and Equipment Replacements.

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

1. Monthly Department Reports – September & October.



## CITY MANAGER'S REPORT

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Bruce Paster P.E., Director of Public Works

VIA: Jackie Sova, City Manager

SUBJECT: FY 2016 Milling and Paving Program

---

**DISCUSSION:** In early 2015, Public Works contracted with CPWG to perform a city-wide pavement condition analysis. With the assistance of the analysis we identified the streets that would be included in the FY 2016 Milling and Paving Program. The resurfacing program will include:

The Hills of Lake Mary  
Cardinal Oaks Ph. I  
Cardinal Oaks Ph. II, Main Rd., Webster St., Bush Hill Ct., and Stratford Ct.  
Eagle Creek  
Timacuan Blvd. from Rinehart Rd. to Grayling St.  
Mohegan Blvd. from Timacuan Blvd. to Mohave Ter.  
Park Pl., Smedley Ln., Terry Ln., and 9<sup>th</sup> St. from Terry Ln. to W. Lakeview Ave.

The City advertised for bids for Milling and Paving per Bid 15-07. On October 20, 2015, we received submittals from the following six firms:

Hubbard Construction Company  
Masci General Contractor, Inc.  
Middlesex Corporation  
P & S Paving, Inc.  
Preferred Materials, Inc.  
Ranger Construction Industries, Inc.

The most responsive bid (see attached bid summary) was received from Ranger Construction Industries with a base bid of \$967,940.55. Staff also recommends adding the bid alternate (Cardinal Oaks Ph. I) for a total bid award of \$1,036,724.95. The 2016 Street Resurfacing budget is \$1,665,000. The City has worked with Ranger Construction in the past on the International Parkway resurfacing project with much success.

Figures showing the limits of work are attached.

**RECOMMENDATION:** Commission authorize the City Manager to enter into an agreement with Ranger Construction Industries in an amount not to exceed \$1,036,724.95 for the above described milling and paving road work.



## CITY OF LAKE MARY, FLORIDA

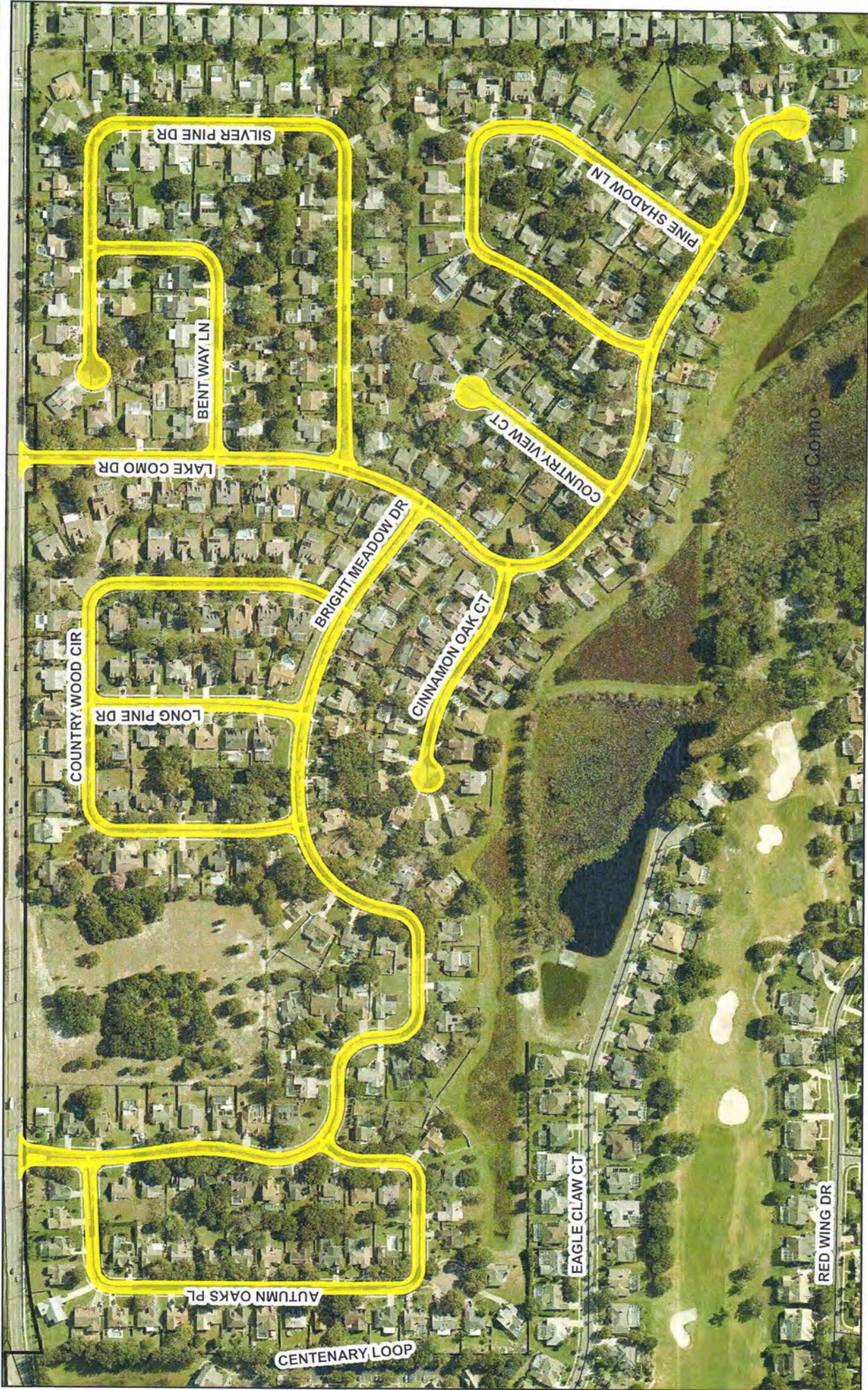
### MILLING AND PAVING PROJECT, BID #15-07

Bids were opened at approximately 2:02 PM on Tuesday, October 20, 2015 by Jill J. Alvarez, Purchasing Coordinator and Bruce Paster, Public Works Director. Also present were Dianne Holloway, Finance Director, Dave Dovan, Assistant Public Works Director and several vendor representatives.

	Vendor Name	Total BASE bid	Additive Alternate Bid total
1	P & S Paving, Inc.	\$ 1,026,715.85	\$ 57,160.60
2	Hubbard Construction Company	\$ 1,124,335.42	\$ 72,664.58
3	Masci General Contractor, Inc.	\$ 1,148,478.32	\$ 85,702.16
4	Ranger Construction Industries, Inc.	\$ 967,940.55	\$ 68,784.40
5	The Middlesex Corporation	\$ 1,063,425.25	\$ 59,699.80
6	Preferred Materials, Inc.	\$ 1,027,372.20	\$ 70,000.68

Bids will be evaluated for responsiveness and a recommendation will be made to the City Commission upon completion of said evaluation.

# City of Lake Mary Milling and Paving



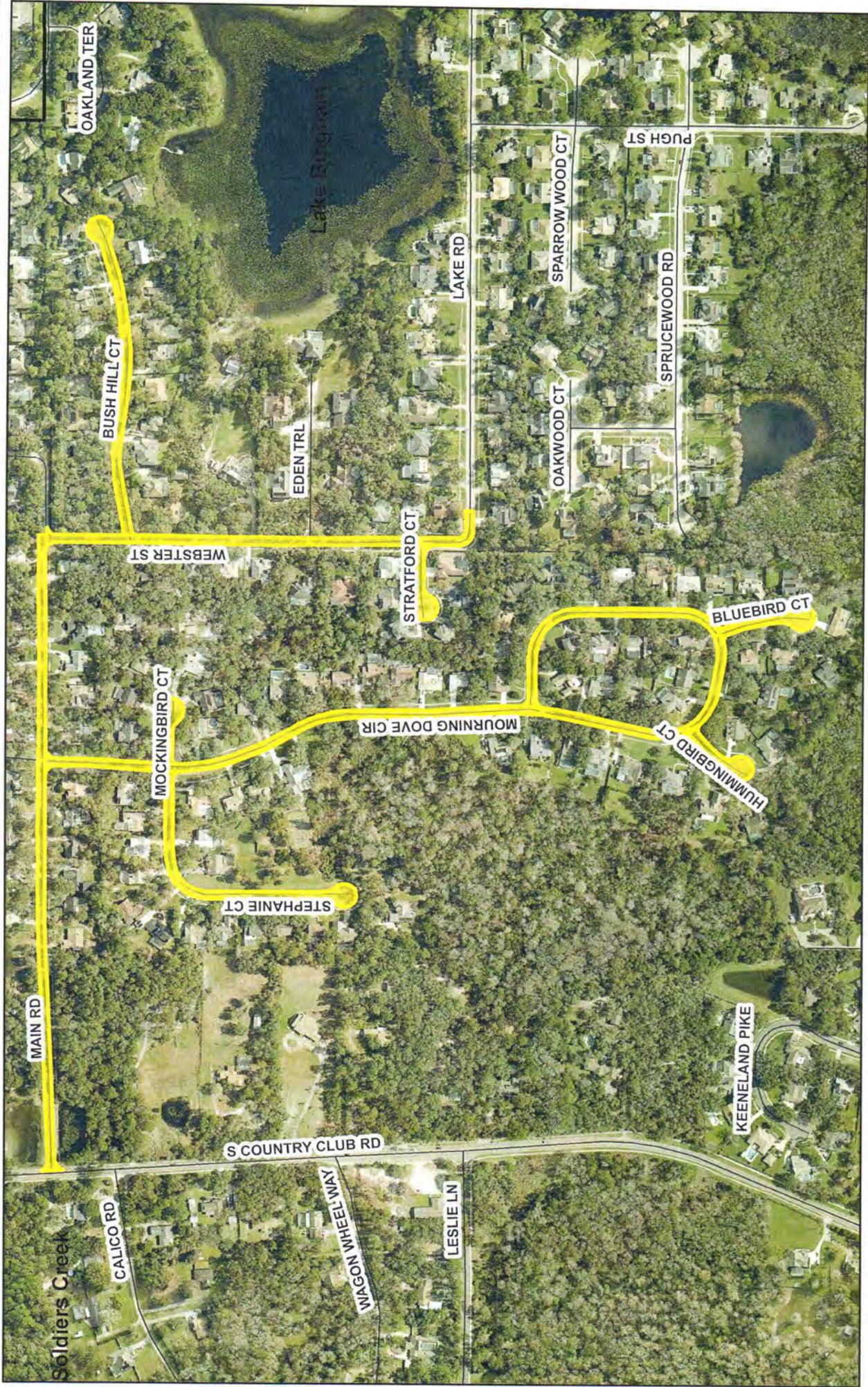
 Limits of Work

**Hills of Lake Mary  
Figure 1 of 6**

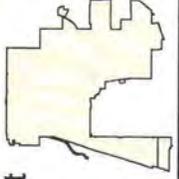


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# City of Lake Mary Milling and Paving



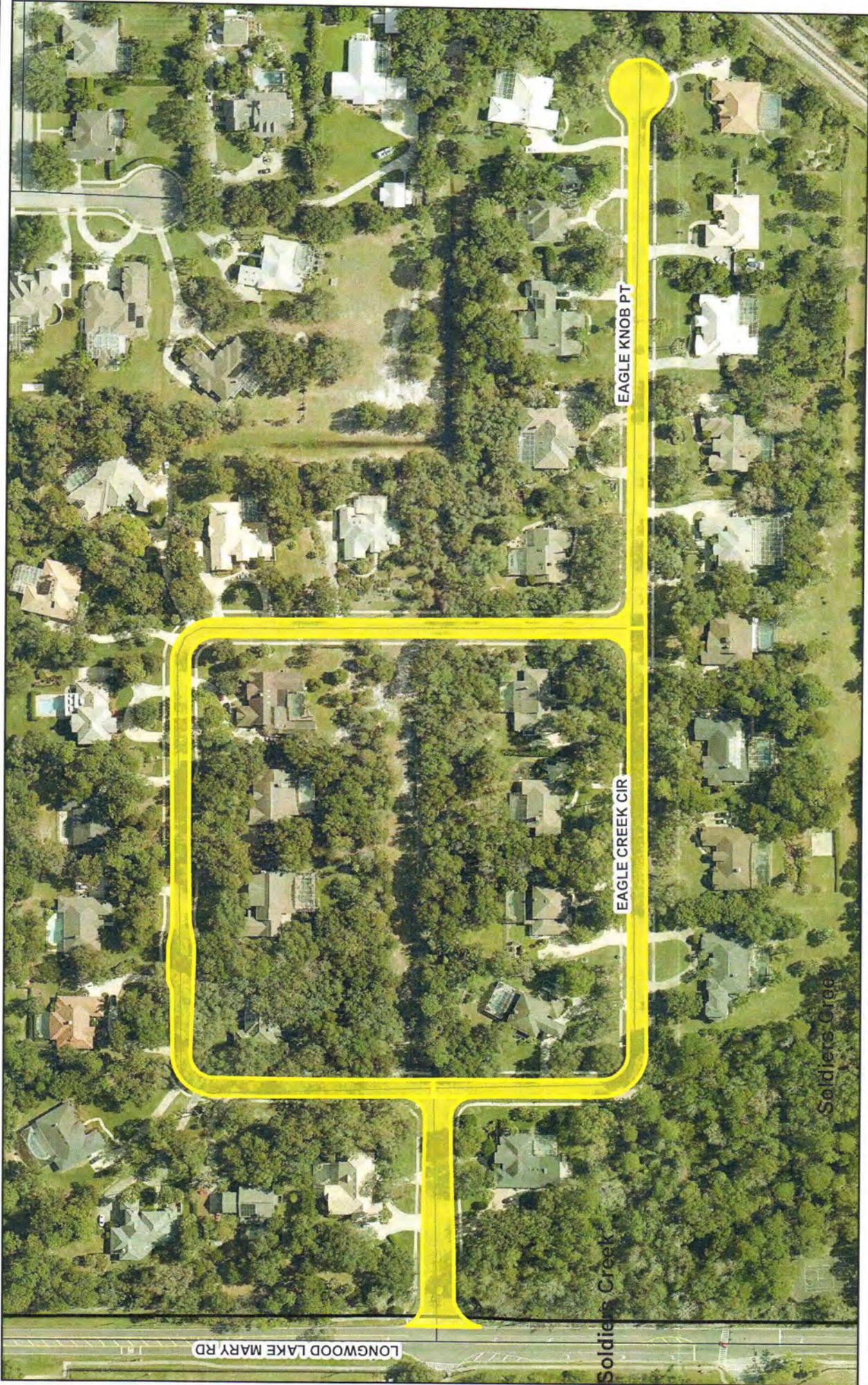
**Main Rd, Cardinal Oaks Ph2, Webster St, Bush Hill Ct, Stratford Ct  
Figure 2 of 6**



 Limits of Work

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# City of Lake Mary Milling and Paving



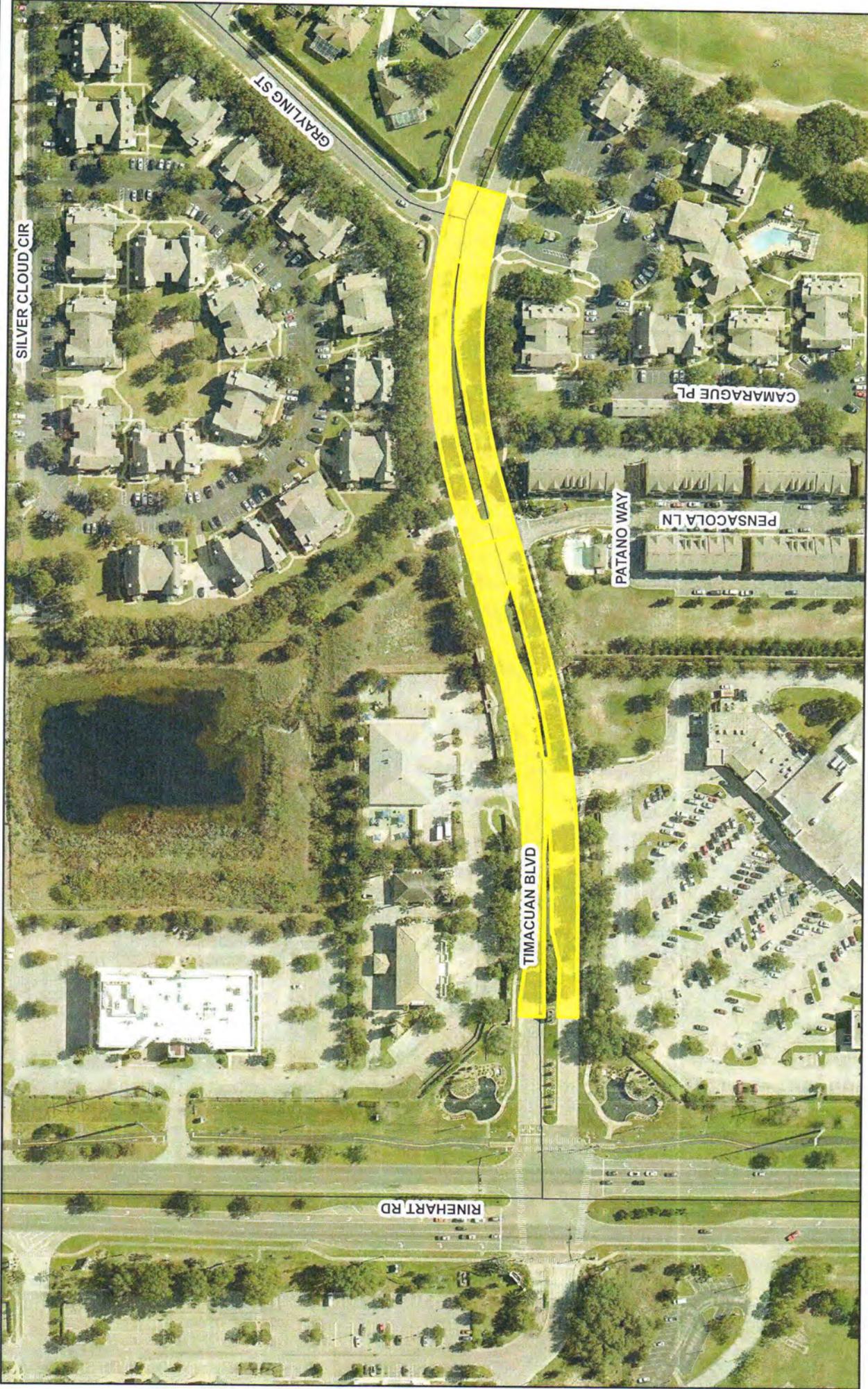
**Eagle Creek  
Figure 3 of 6**

 Limits of Work



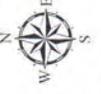
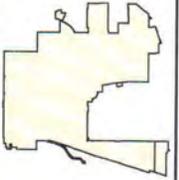
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# City of Lake Mary Milling and Paving



**Timacuan Blvd/Mohegan Blvd  
Figure 4a of 6**

 Limits of Work



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# City of Lake Mary Milling and Paving



 Limits of Work

**Timacuan Blvd/Mohegan Blvd  
Figure 4b of 6**



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# City of Lake Mary Milling and Paving



9th St, Park Pl, Smedley Ln, Terry Ln

Figure 5 of 6



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# City of Lake Mary Milling and Paving



**Cardinal Oaks Ph 1  
Figure 6 of 6**

 Limits of Work



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## CITY MANAGER'S REPORT

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Bruce Paster P.E., Director of Public Works

VIA: Jackie Sova, City Manager

SUBJECT: FY 2016 Milling and Paving Program Change Order #1

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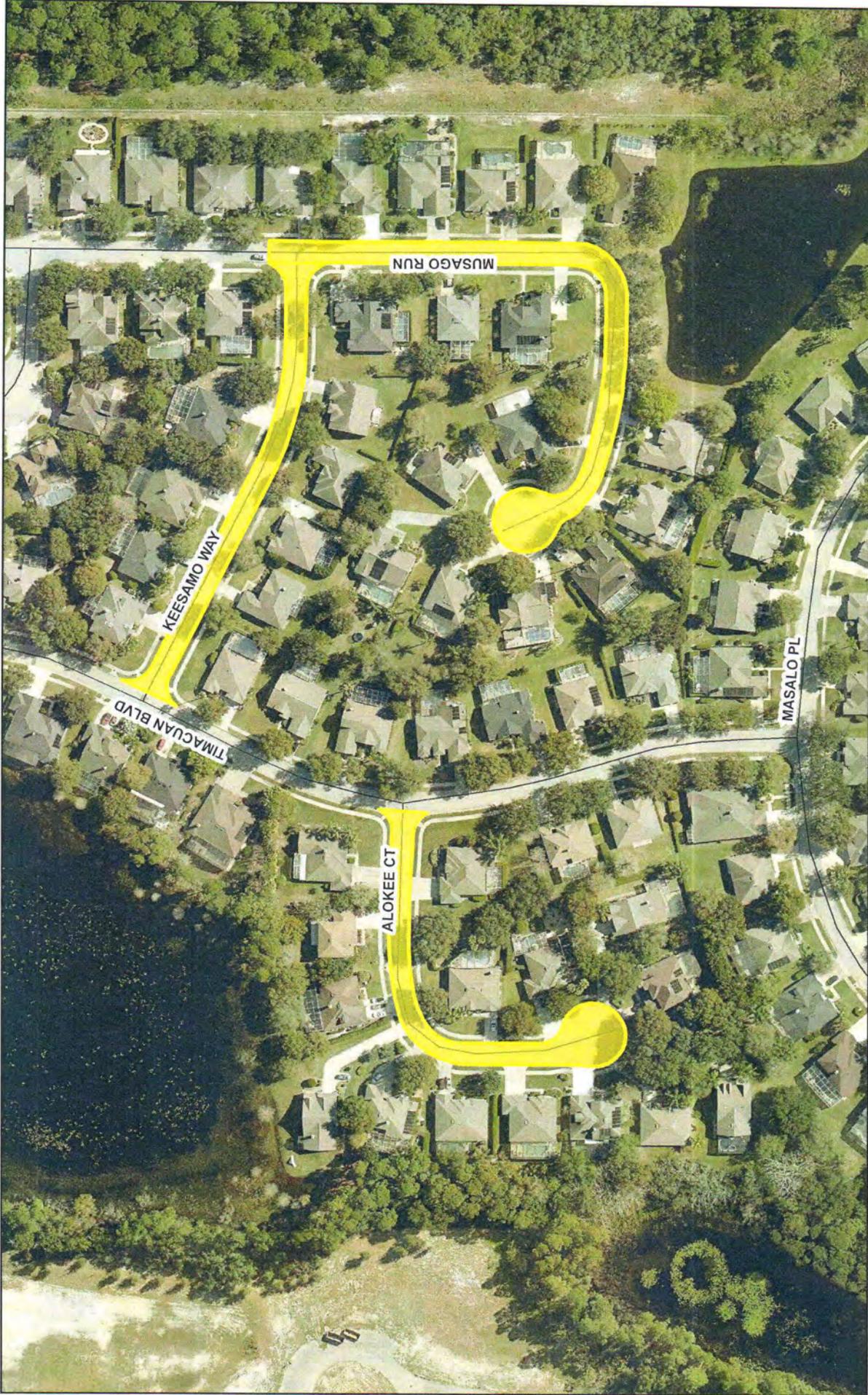
**DISCUSSION:** Provided the Commission authorizes the City Manager to enter into a Contract for Milling and Paving of City roads with Ranger Construction Industries; based on the current low cost of paving due to the price of oil and the estimated amount of additional money available in the Street Resurfacing budget (\$628,275), staff recommends allowing the milling and paving of the following streets to be added to Ranger Construction's contract:

- In Timacuan: Alokee Ct., Keesamo Way, Musago Run from Keesamo Way to its end, Red Sky Ct., and Quail Trail Ct.
- True Place, W. Goodheart Ave., and W. Floyd Ave.
- Wilson Dr. and Gehr Ln.
- And lastly, a 192 square yard section of turn lane on Rinehart Road northbound entering onto County Road 46A which has been damaged by tractor trailers braking on the surface.

All of these road sections warrant resurfacing and preliminary cost estimates for this additional work is below \$240,000. Figures showing the limits of work are attached.

**RECOMMENDATION:** Commission authorize the City Manager to negotiate a change order with Ranger Construction Industries in an amount not to exceed \$240,000 for the above described milling and paving road work.

# City of Lake Mary Milling and Paving



**Alokee Ct, Keesamo Way, Musago Run  
Change Order #1 (Figure 1 of 5)**



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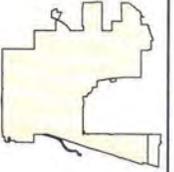
# City of Lake Mary Milling and Paving



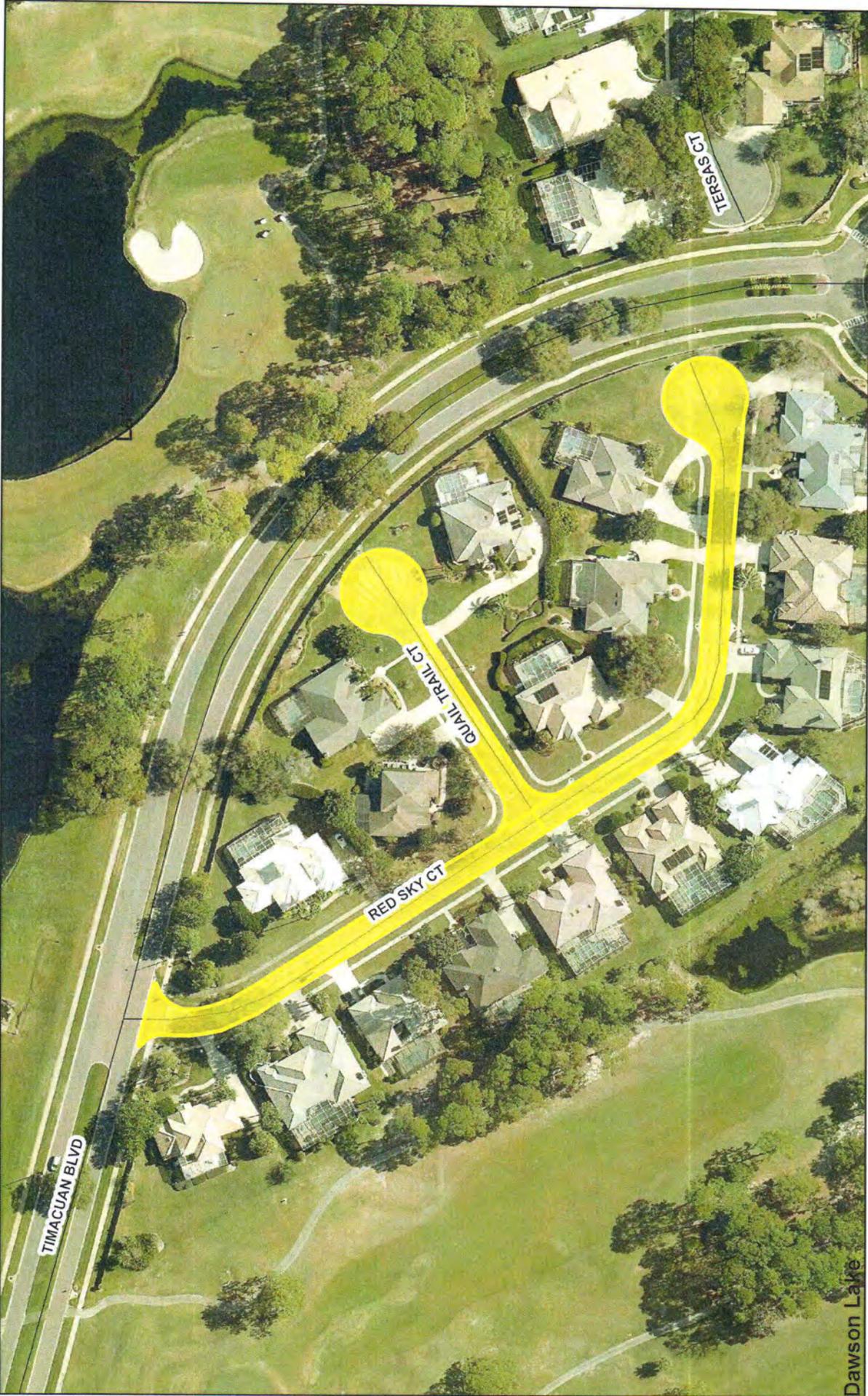
 Limits of Work

**Floyd Ave, Goodheart Ave, True Pl  
Change Order #1 (Figure 2 of 5)**

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# City of Lake Mary Milling and Paving

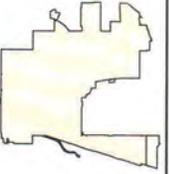


Dawson Lake

**Red Sky Ct, Quail Trail Ct  
Change Order #1 (Figure 3 of 5)**

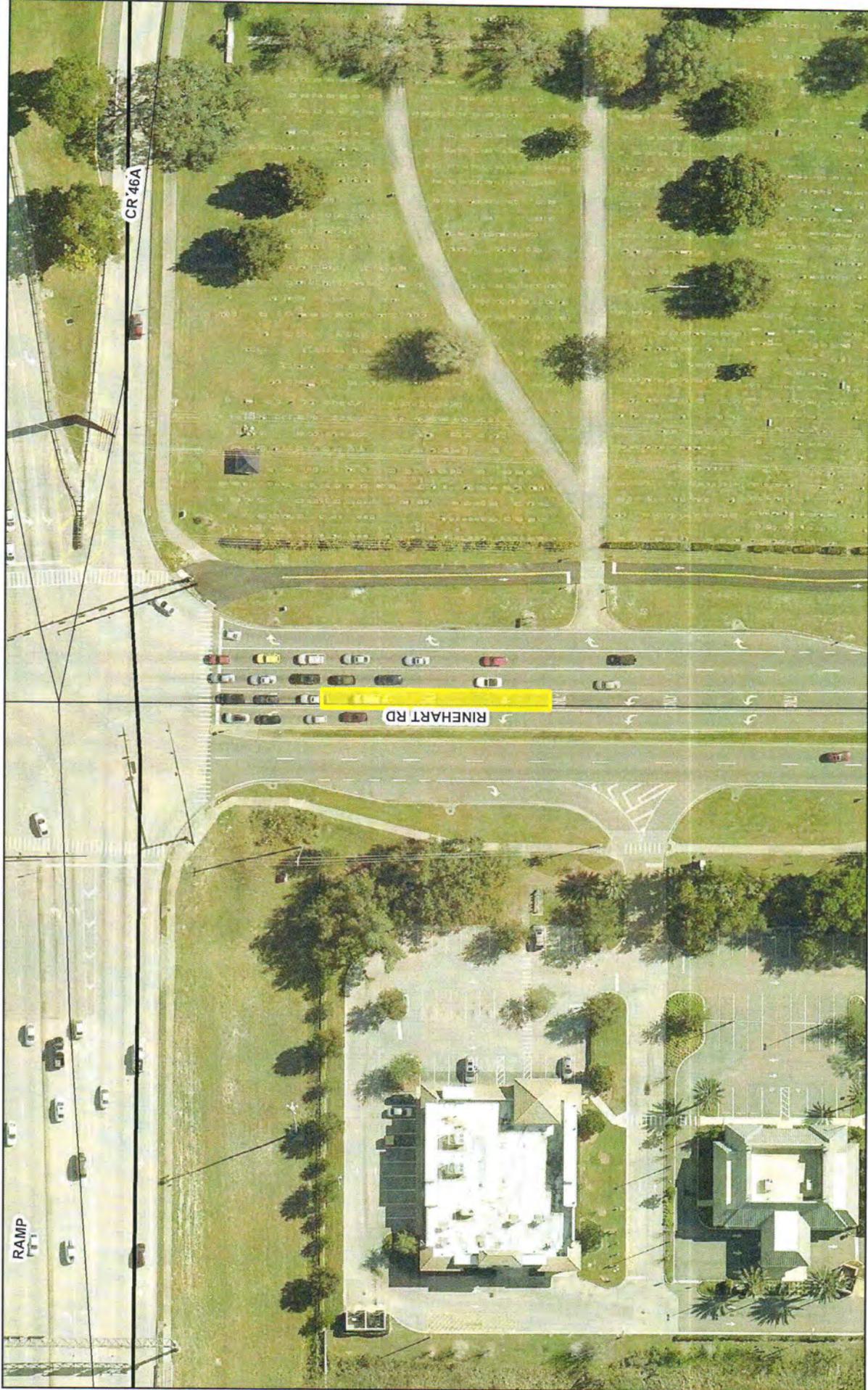


Limits of Work



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# City of Lake Mary Milling and Paving



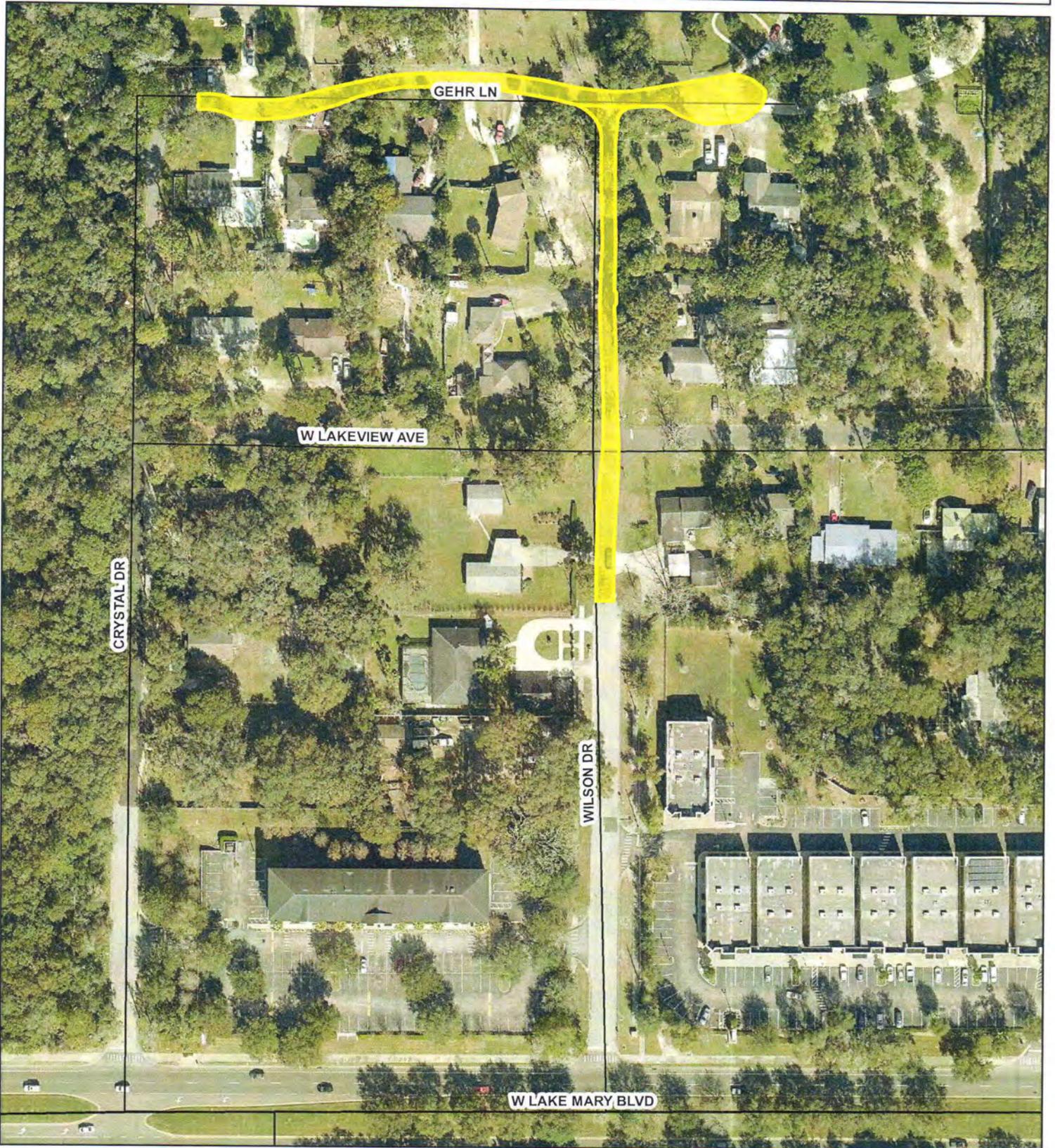
 Limits of Work



**Rinehart Rd Turn Lane  
Change Order #1 (Figure 4 of 5)**

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# City of Lake Mary Milling and Paving



## Wilson Dr, Gehr Ln Change Order #1 (Figure 5 of 5)

All GIS data, maps, graphics, or digital files are reproduced "As Is". No warranties are implied or expressed regarding the data, maps, or digital files in any way or manner. As these records are in an on-going state of regular maintenance, note that from time-to-time omissions, errors, or inaccuracies may be encountered. Make no assumptions concerning the accuracy of the data or the precision of any derived, translated or directly measured coordinate distance.



0 37.5 75 150 225 300 Feet



## CITY MANAGER'S REPORT

DATE: November 19, 2015  
TO: Mayor and City Commission  
FROM: Bruce Paster, P.E., Director of Public Works  
VIA: Jackie Sova, City Manager  
SUBJECT: FY 2016 Vehicle and Equipment Replacements

---

**DISCUSSION:** The FY 2016 budget includes the replacement of:  
1 – Public Works brush chipper;  
1 – Building Dept. vehicle;  
5 – Parks & Recreation vehicle/mower/work carts;  
9 – Police vehicles.

Below is a description of each new item along with the item it replaces. Please see attached quotes for additional details.

### **PUBLIC WORKS**

1. 2015 Morbark Beaver M15RX  
Morbark brush chipper under FSA bid #15-23-0904: \$44,812.50. This item will replace a 1997 Morbark chipper.

### **BUILDING DEPARTMENT**

2. 2016 Ford F-150 4x2  
F-150 4x2 under FSA bid #15-23-0904 through Duval Ford: \$25,509.00; Dana Safety Supply lighting and equipment: \$3,157.00; Southern Custom Creations graphics: \$130.00. Total cost of replacement is \$28,796.00. This vehicle will replace a 2007 Ford Ranger.

## **PARKS AND RECREATION**

3. 2016 Ford F-250 Utility 4x4  
F-250 utility 4x4 under FSA bid #15-23-0904 through Duval Ford: \$34,081.00; Dana Safety Supply lighting and equipment: \$4,364.46; Southern Custom Creations graphics: \$130.00. Total cost of replacement is \$38,575.46. This vehicle will replace a 2008 F-250.
4. 2016 Workman Heavy Duty Utility Vehicle  
Workman HDX with topdresser, spreader and accessories under State Contract #21100000-15-1 through Wesco Turf: \$34,604.09. This will replace a 2009 Toro Workman.
5. 2016 Workman Heavy Duty Utility Vehicle  
Workman HDX under State Contract #21100000-15-1 through Wesco Turf: \$21,164.25. This will replace a 2011 Toro Workman.
6. 2016 Workman Mid Duty Utility Vehicle  
Workman MD CARB under State Contract #21100000-15-1 through Wesco Turf: \$9,140.64. This will replace a 2011 Toro Workman.
7. 2016 Toro Z-Master Mower  
Z-Master 5000 Series Mower w/25hp Kohler engine under State Contract #21100000-15-1 through Wesco Turf: \$8,585.67. This will replace a 2011 Z-Master Mower.

## **POLICE DEPARTMENT**

8. 2016 Ford F-250 4x4  
F-250 under FSA bid #15-23-0904 through Duval Ford: \$26,720.00; Dana Safety Supply lighting, equipment and decals: \$4,010.42; Total cost of replacement is \$30,730.42. This vehicles will replace a 2005 Ford F-250 4x4.
- 9.-10. 2016 Ford Interceptor AWD Explorer (Marked Sergeant Typical of 2)  
Full size marked utility vehicle w/Police package under FSA bid #15-23-0904 through Duval Ford: \$27,225.00; Dana Safety Supply lighting, equipment and decals: \$10,490.48; Digital Ally Camera System: \$4,023.57. Total cost of replacement is \$41,739.05 each. These vehicles will replace two 2008 Chevy Impalas.
- 11.-15. 2016 Ford Interceptor AWD Explorer (Marked Patrol Typical of 5)  
Full size marked utility vehicle w/Police package under FSA bid #15-23-0904 through Duval Ford: \$27,225.00; Dana Safety Supply lighting, equipment and decals: \$13,314.79; Digital Ally Camera System: \$4,023.57. Total cost of replacement is \$44,563.36 each. These vehicles will replace five 2011 Chevy Impalas.
16. 2016 Ford Interceptor AWD Explorer (Community Service Officer)  
Full size utility vehicle under FSA bid #15-23-0904 through Duval Ford: \$26,895.00; Dana Safety Supply lighting, equipment and decals: \$5,553.00. Total cost of replacement is \$32,448.00. This vehicles will replace a 2011 Ford Escape.

Note: all Dana Safety Supply equipment will be purchased under City of Tallahassee contract #1489, RFP# 0233-06-BM-TC

## Summary

### Vehicles to be replaced:

### Replacement vehicles:

<u>Vehicles to be replaced:</u>		<u>Replacement vehicles:</u>
	Public Works	
1. #42 1997 Morbark Chipper		2015 Morbark Beaver M15RX
	Building Department	
2. #626 2007 Ford Ranger Extended Cab		2016 Ford F-150 4x2
	Parks and Recreation	
3. #547 2008 Ford F-250 W/Utility Bed		2016 Ford F-250 Utility 4x4
4. #553 2009 Toro Workman HDX		2016 Workman Heavy Duty Utility Vehicle
5. #555 2011 Toro Workman HDX		2016 Workman Heavy Duty Utility Vehicle
6. #556 2011 Toro Workman MD		2016 Workman Mid Duty Utility Vehicle
7. #557 2011 Toro Z-Master Mower		2016 Toro Z-Master Mower
	Police Department	
8. #533 2005 Ford F-250 4x4		2016 Ford F-250 4x4
9. #2238 2008 Chevy Impala		2016 Ford Interceptor AWD Explorer
10. #2240 2008 Chevy Impala		2016 Ford Interceptor AWD Explorer
11. #2257 2011 Chevy Impala		2016 Ford Interceptor AWD Explorer
12. #2258 2011 Chevy Impala		2016 Ford Interceptor AWD Explorer
13. #2259 2011 Chevy Impala		2016 Ford Interceptor AWD Explorer
14. #2260 2011 Chevy Impala		2016 Ford Interceptor AWD Explorer
15. #2261 2011 Chevy Impala		2016 Ford Interceptor AWD Explorer
16. #2255 2011 Ford Escape		2016 Ford Interceptor AWD Explorer

The total cost of the sixteen (16) replacement vehicles with appurtenances is \$555,151.93. Funding for these purchases was approved in the vehicle replacement budget in the amount of \$604,000. We are also requesting that the 16 existing vehicles listed above be declared surplus.

Also, please note that the new 2016 Ford Interceptor Explorer that is budgeted for the Community Service Officer will actually be outfitted for our Fire Chief and the Fire Chief's existing vehicle, #359 a 2012 Ford F-150 4x4 will be moved to the Community Service Officer position. The cost of changing out equipment and graphics on vehicle #359 by Dana Safety Supply is \$3,059.00. This provides both our Fire Chief and our CSO with more appropriate vehicles.

**RECOMMENDATION:** Request Commission authorize purchase of one (1) new Public Works chipper, one (1) new Building Department vehicle, four (4) new Parks and Recreation vehicles and one (1) new mower, nine (9) new Police vehicles under FSA bid #15-23-0904, and appurtenances as described above. In addition, request Commission declare vehicles #'s 42, 626, 547, 553, 555, 556, 557, 533, 2238, 2240, 2255, 2257, 2258, 2259, 2260, and 2261 surplus and authorize City Manager to dispose of same.

# **PUBLIC WORKS DEPARTMENT**

## **VEHICLE REPLACEMENT SCHEDULE**

**FY 2016**

**Vehicle #1**



**MORBARK**

Box 1000, Winn, Michigan, 48896  
Telephone: 989-866-2381  
Fax: 989-866-2280  
[www.morbark.com](http://www.morbark.com)

**Tree Care Equip Quote**

Sold To: City of Lake Mary  
\_\_\_\_\_  
\_\_\_\_\_

Ship To: City of Lake Mary  
235 Rhinehart Road  
Lake Mary, FL 32746  
\_\_\_\_\_  
\_\_\_\_\_

Quote No. \_\_\_\_\_ Quote Date: 10/15/2015 Customer P.O. \_\_\_\_\_ Requested: 45 Days ARO  
Contact: Mr. Frank Crisci Contact #: 407-585-1384 Delivery Instructions: FOB Lake Mary, FL  
Preparer: Wayne Watts Terms: Net 30 Days

**2015 MORBARK BEEVER™ M15RX**

**EQUIPMENT AND OPTIONS**

**STANDARD UNIT:**

- ♣ 15" chipping capacity
- ♣ Morthane Paint System: A chemically cured, electrostatically applied, two component industrial urethane topcoat with a two component urethane primer and military grade resins for resistance to anti-freeze, diesel fuel and hydraulic oil spills - system provides an excellent gloss finish, superior color retention, chip resistance and corrosion protection
- ♣ 55-1/2" x 34" rigid infeed chute opening with 20-1/2" wide x 15" high throat opening, 4 position control handle to actuate feed wheels and includes dual safety cables
- ♣ Single (top) horizontal feed wheel with TorqMax™ top feed wheel compression system, hydraulic lift assist, spring assisted down pressure and manually applied hydraulic down pressure at the valve handle
- ♣ Reversing automatic feed system
- ♣ 21-3/8" diameter x 23-3/4" wide staggered knife pocket drum with two (2) dual-edged chipper knives and dual sided chambered air-impeller system
- ♣ 32-gallon lockable fuel tank with drain plug, sight gauge and shut-off valve
- ♣ 13-gallon lockable hydraulic reservoir with sight gauge, drain plug and clean-out cover
- ♣ Live hydraulics; ball valve, pump, motor and control valve
- ♣ 360° manual crank, height-adjustable, swivel discharge chute with adjustable flipper end to deflect chips
- ♣ 8.2#, 6" channel frame rails with 6" x 2" tubular steel cross bracing for structural rigidity
- ♣ 3" x 5" tubular steel drawbar with (2) 12" extensions, adjustable hitch plate with 2-1/2" pintle ring and 3/8" thick safety chains with clasp hooks
- ♣ 7000# Torflex suspension axle, electric brakes and break-away actuator with (2) 215/75R x 17.5" tires with rims and aluminum diamond plate splash guard fenders
- ♣ 5000# tongue jack with stationary foot pad
- ♣ Lockable steel combination tool and battery box compartment with 8D, 1400CCA battery
- ♣ Registration and operator guide holder
- ♣ Complete set of manuals including: Parts, Safety and Operator's Manual with electronic back-up, safety DVD, start-up paperwork, engine manual and OEM component manuals
- ♣ Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
- ♣ Traller wiring package includes: 7-pin flat electrical connector, LED tail lamps, LED side marker lamps and license plate holder with light
- ♣ Extended tail light mounts (rabbit ear style) mounted on infeed top

RETAIL

\$ 37,634.25

**POWER OPTION:**

- ♣ GM 4.3L, 130-HP Gasoline Engine - (auto clutch)
- NOTES** "All engines include over center clutch and block heater UNLESS SPECIFIED and are subject to availability  
Call factory for Tier 4 Final availability"

**OPTIONAL EQUIPMENT:**

- ♣ Bottom bump bar
- ♣ Bottom feed wheel
- ♣ ChipSafe Operators Safety Shield (includes (2) sets of gloves and (2) sets of straps)

RETAIL

\$ 1,525.75

\$ 2,035.75

\$ 3,255.50

**NOTE: Not available with the variable speed flow control**

- ♣ Discharge clean-out door (BOTTOM)

\$ 123.25

**Morbark is not responsible for final color or shading**

- ♣ Turnbuckle for discharge height adjustment

\$ 238.00

Florida Sheriff's Contract # 15-13-0904

Extended Price = **\$44,812.50**

QUOTE IS VALID FOR 30 DAYS

# **BUILDING DEPARTMENT**

## **VEHICLE REPLACEMENT SCHEDULE**

**FY 2016**

**Vehicle #2**



**LAKE MARY**

<b>Prepared for:</b>	<b>Contract Holder</b>	<b>DATE:</b>
LAKE MARY	Duval Ford Fleet Sales	10/20/15
FRANK CRISCI	MATT FORTE	
<a href="mailto:fcrisci@lakemaryfl.com">fcrisci@lakemaryfl.com</a>	(Work) 904-388-2144	
	(Fax) 904-387-6816	
	(Cell) 904-505-9682	
<b>NEW UNIT #S #103</b>	<a href="mailto:MATT.FORTE@duvalfleet.com">MATT.FORTE@duvalfleet.com</a>	
	1616 Cassat Ave. Jax, FL 32210	

**PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL**



*I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties & Florida Fire Chiefs' Association Automotive Contract #15.13.0904 chassis / 15.23.0904. (www.flsheriffs.org) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.*

Labor	Code	Equipment	Price
0	SPEC 45	2016 FORD F150 REG CAB 4X2 F1C	\$ 18,403.00
0	99G	ENGINE UPGRADE 3.5L V-6	\$ 1,994.00
0	67T	ELECTRIC BRAKE CONTROLLER	\$ 274.00
0	85A	POWER WINDOWS & DOOR LOCKS	\$ 969.00
0	58B	AM/FM RADIO WITH SINGLE CD	\$ 289.00
0	3K	THIRD KEY	\$ 300.00
0	54M	TRAILER TOW MIRRORS...REQUIRES 54Y/59S WITH 85A	\$ 394.00
0	96W	SPRAY-ON BEDLINER...DEALER INSTALLED INCLUDING TAIL GATE	\$ 550.00
0	53C	HEAVEY DUTY TOWING PACKAGE	\$ 794.00
0	76C	BACK-UP CAMERA	\$ 249.00
0	TEMP	TEMPORARY TAG	\$ 6.00
0	XL9	LIMITED SLIP DIFFERENTIAL	\$ 469.00
0	18B	CAB STEPS	\$ 249.00
0	59S	LED MIRROR SPOT LIGHTS REQUIRED FOR 54Y	\$ 174.00
0			\$ -
0			\$ -
0	RFC	Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, Item 1b.	\$ 395.00
0		Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional	\$ -
0		fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is	\$ -
0		calculated via statistical algorithm utilizing trending market sales data and median variable freight costs	\$ -
0		within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit	\$ -
0		cost, where applicable, is derived per section 3.55 1	\$ -
0			\$ -
0	LABOR	Total labor hours per spec. Includes wire, loom, connectors, PDI and shop supplies:	\$145

<b>UNIT COST</b>		<b>\$ 25,509.00</b>
<b>TOTAL QUANTITY</b>	<b>1</b>	<b>TOTAL PURCHASE</b>
		<b>\$ 25,509.00</b>

2016 Ford F-150 4x2

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

Sales Quote

Telephone: 800-845-0405

Sales Quote No.	165162-D
Customer No.	LAKEM

**Bill To**  
LAKE MARY, CITY OF  
PO BOX 958445  
LAKE MARY, FL 32795

**Ship To**  
LAKE MARY FLEET MAINTENANCE  
235 RINEHART RD  
LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/02/15	GROUND	QUOTED FREIGHT	F150 BUILD 103	NET30	
Entered By		Salesperson	Ordered By	Resale Number	
JEFF BOEBINGER		JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			2016 F150 BUILDING DEPARTMENT  PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:17:25 AM
Page No.	4

Subtotal	3,157.00
Freight	0.00
<b>Order Total</b>	<b>3,157.00</b>

Printed By: JEFF BOEBINGER



# **PARKS DEPARTMENT**

## **VEHICLE REPLACEMENT SCHEDULE**

**FY 2016**

**Vehicle #'s 3-7**



**LAKE MARY**

<b>Prepared for:</b> LAKE MARY FRANK CRISCI  <a href="mailto:fcrisci@lakemaryfl.com">fcrisci@lakemaryfl.com</a>  NEW UNIT #S #574	<b>Contract Holder</b> Duval Ford Fleet Sales <b>MATT FORTE</b> (Work) 904-388-2144 (Fax) 904-387-6816 (Cell) 904-505-9682 <a href="mailto:MATTFORTE@duvalfleet.com">MATTFORTE@duvalfleet.com</a> 1616 Cassat Ave. Jax, FL 32210	<b>DATE:</b> 10/20/15
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**PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL**



I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties & Florida Fire Chiefs' Association Automotive Contract #15.13.0904 chassis / 15.23.0904. ([www.flsheriffs.org](http://www.flsheriffs.org)) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.

Labor	Code	Equipment	Price
0	SPEC 52	2016 FORD F250 4X4 REG CAB F2B	\$ 22,387.00
0	52B	ELECTRIC BRAKE CONTROLLER	\$ 269.00
0	90L	POWER WINDOWS & DOOR LOCKS	\$ 894.00
0	3K	THIRD KEY	\$ 176.00
0	18B	CAB STEPS	\$ 319.00
0	585	AM/FM RADIO WITH SINGLE CD	\$ 274.00
0	TOWPKG	TRAILER TOWING PACKAGE	\$ 865.00
0	SBS	SPRAY-ON BEDLINER UTILITY BOX PLUS STEP	\$ 885.00
0	98ASW	KNAPHEIDE UTILITY BODY	\$ 5,400.00
0	PRSB	PIPE RACK	\$ 1,796.00
0	76C	BACK-UP ALARM	\$ 124.00
0	TEMP	TEMPORARY TAG	\$ 6.00
0	31V.31B	Second Stage Manufacturer ship through for Reading (31b) at \$543 and Knapheide (31v) at \$260. Includes certification, second stage MSO, and weight slip when combined with body options contained in specification. For all other factory registered Ship thru destination codes please contact dealer.	\$ 260.00
0			
0			
0	RFC	Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, Item 1b.	\$ 426.00
0		Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is calculated via statistical algorithm utilizing trending market sales data and median variable freight costs within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit cost, where applicable, is derived per section 3.55 1	\$ -
0			\$ -
0			\$ -
0			\$ -
0	LABOR	Total labor hours per spec. Includes wire, loom, connectors, PDI and shop supplies:	\$145 \$ -
<b>UNIT COST</b>			<b>\$ 34,081.00</b>
<b>TOTAL QUANTITY</b>		<b>1</b>	
		<b>TOTAL PURCHASE</b>	<b>\$ 34,081.00</b>

2016 Ford F-250 Utility 4x4

**Sales Quote**

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

Telephone: 800-845-0405

Sales Quote No.	165153-B
Customer No.	LAKEM

Bill To
LAKE MARY, CITY OF PO BOX 958445 LAKE MARY, FL 32795

Ship To
LAKE MARY FLEET MAINTENANCE 235 RINEHART RD LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/02/15	GROUND	QUOTED FREIGHT	UNIT 574 PARKS SERV	NET30	
Entered By		Salesperson	Ordered By	Resale Number	
JEFF BOEBINGER		JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:16:24 AM
Page No.	4

Subtotal	4,237.46
Freight	127.00
<b>Order Total</b>	<b>4,364.46</b>

Printed By: JEFF BOEBINGER





2101 Cantu Court, Sarasota Florida 34232-6242

300 Technology Park, Lake Mary Florida 32746

7037-37 Commonwealth Avenue, Jacksonville, FL 32220

November 9, 2015

Kathy Gehr  
City of Lake Mary  
235 Rinehart Road  
Lake Mary, FL 32746

Customer: 309848 City of Lake Mary  
Ship To: 320397 Lake Mary Fleet Maintenance  
235 Rinehart Road  
Lake Mary, FL 32746

Dear Kathy Gehr,

Per your request, I am pleased to submit a quotation on the following equipment.

**State Contract Number: 21100000-15-1 Lawn Equipment**

All pricing is valid for thirty (30) days

Qty.	Model	Description	MSRP	Discount	State Contract Price	Requested Delivery Date
1	07279	Workman MD CARB	\$ 9,999.00	21%	\$ 7,899.21	
1	07324	Canopy	\$ 560.00	21%	\$ 442.40	
1	07326	Folding Windshield	\$ 263.00	21%	\$ 207.77	
2	B489A	Reflector-Amber	\$ 4.00		\$ 4.00	
4	B489R	Reflector-Red	\$ 8.00		\$ 8.00	
1	07389	Electric Cargo Bed Lift Kit, 2014 & Newe	\$ 697.00	21%	\$ 550.63	
1	30005	MVP KIT-MID DUTY WORKMAN (1110/MI	\$ 28.63		\$ 28.63	
<b>Total Price for 1 Unit(s)</b>			<b>\$ 11,559.63</b>		<b>\$ 9,140.64</b>	
1	07384	Workman HDX LCG (Kubota) 2WD w/ Fl:	\$ 25,884.00	21%	\$ 20,448.36	
1	07372	Canopy HD Series	\$ 616.00	21%	\$ 486.64	
1	07373	Folding Windshield HD Series	\$ 275.00	21%	\$ 217.25	
2	B489A	Reflector-Amber	\$ 4.00		\$ 4.00	
4	B489R	Reflector-Red	\$ 8.00		\$ 8.00	
<b>Total Price for 1 Unit(s)</b>			<b>\$ 26,787.00</b>		<b>\$ 21,164.25</b>	
1	74930	Z Professional 5000 Series 25 hp Kohler	\$ 12,443.00	31%	\$ 8,585.67	
<b>Total Price for 1 Unit(s)</b>			<b>\$ 12,443.00</b>		<b>\$ 8,585.67</b>	
1	07384	Workman HDX LCG (Kubota) 2WD w/ Fl:	\$ 25,884.00	21%	\$ 20,448.36	
1	07372	Canopy HD Series	\$ 616.00	21%	\$ 486.64	
1	07373	Folding Windshield HD Series	\$ 275.00	21%	\$ 217.25	
2	B489A	Reflector-Amber	\$ 4.00		\$ 4.00	
4	B489R	Reflector-Red	\$ 8.00		\$ 8.00	
1	07316	High Flow Hydraulics Kit - HDX Models	\$ 1,714.00	21%	\$ 1,354.06	
1	07388	Hand Throttle Kit	\$ 409.00	21%	\$ 323.11	
1	115-7849	Rear View Mirror Kit HD Series	\$ 123.17		\$ 123.17	
1	92-4452	1800 Lift Kit	\$ 220.96		\$ 220.96	
1	44225	Topdresser 1800	\$ 7,945.00	21%	\$ 6,276.55	
1	127-8739	1/3 Area Cover Kit	\$ 159.46		\$ 159.46	
1	41256	Vicon Spreader	\$ 3,787.00	21%	\$ 2,991.73	
1	41253	Vicon Spreader Mounting Kit	\$ 2,520.00	21%	\$ 1,990.80	
<b>Total Price for 1 Unit(s)</b>			<b>\$ 43,665.59</b>		<b>\$ 34,604.09</b>	

Kathy Gehr  
City of Lake Mary  
November 9, 2015  
Page Two of Two

Customer: 309848 City of Lake Mary  
Ship To: 320397 Lake Mary Fleet Maintenance  
235 Rinehart Road  
Lake Mary, FL 32746

		<b>Terms: Net 30</b>
	Equipment Total	\$ 73,494.65
State Sales Tax (0% + 0% County Surtax)		Tax Exempt
	<b>Total</b>	<b>\$ 73,494.65</b>

The above quote meets or exceeds ANSI Safety Specification. Toro Commercial Equipment carries a two-year or 1500 hour warranty.

The preceding pricing is good for 30 days, not including Florida Sales Tax, after which time new pricing would have to be submitted. Time of delivery may vary; please check when placing order. All payments are subject to state and local taxes.

Thank you for considering Wesco Turf, Inc. for your equipment needs. If I can be of any further assistance, please do not hesitate to contact me.

Sincerely,

WESCO TURF, INC.

*Jerry Adams*

Territory Manager  
Commercial Division  
(407) 467-2067; jerry.adams@wescoturf.com

PND/akp  
City of Lake Mary 110915.qf State Contract 15  
Email PDF to Salesman.

# **POLICE DEPARTMENT**

## **VEHICLE REPLACEMENT SCHEDULE**

**FY 2016**

**Vehicle #'s 8-16**



**LAKE MARY**

<b>Prepared for:</b> LAKE MARY FRANK CRISCI  fcrisci@lakemaryfl.com  NEW UNIT #S #2215	<b>Contract Holder</b> Duval Ford Fleet Sales MATT FORTE (Work) 904-388-2144 (Fax) 904-387-6816 (Cell) 904-505-9682 MATT.FORTE@duvalfleet.com 1616 Cassat Ave. Jax, FL 32210	<b>DATE:</b> 10/20/15
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**PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL**



*I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties & Florida Fire Chiefs' Association Automotive Contract #15.13.0904 chassis / 15.23.0904. (www.flsheriffs.org) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.*

Labor	Code	Equipment	Price
0	SPEC 52	2016 FORD F250 4X4 REG CAB F2B	\$ 22,387.00
0	52B	ELECTRIC BRAKE CONTROLLER	\$ 269.00
0	90L	POWER WINDOWS & DOOR LOCKS	\$ 894.00
0	3K	THIRD KEY	\$ 176.00
0	18B	CAB STEPS	\$ 319.00
0	85S	SPRAY-ON BEDLINER DEALER INSTALLED TO INCLUDE TAILGATE	\$ 565.00
0	TOWPKG	TRAILER TOWING PACKAGE	\$ 865.00
0	76V	BACK-UP CAMERA	\$ 539.00
0	TEMP	TEMPORARY TAG	\$ 6.00
0	585	AM/FM RADIO WITH SINGLE CD	\$ 274.00
0			\$ -
0			\$ -
0	RFC	Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, item 1b. Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is calculated via statistical algorithm utilizing trending market sales data and median variable freight costs within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit cost, where applicable, is derived per section 3.55 1	\$ 426.00
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0	LABOR	Total labor hours per spec. Includes wire, loom, connectors, PDI and shop supplies:	\$145 \$ -
<b>UNIT COST</b>			<b>\$ 26,720.00</b>
<b>TOTAL QUANTITY</b>		<b>1</b>	<b>TOTAL PURCHASE \$ 26,720.00</b>

2016 Ford F-250 4X4

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

# Sales Quote

Telephone: 800-845-0405

Sales Quote No.	165150-B
Customer No.	LAKEM

Bill To
LAKE MARY, CITY OF PO BOX 958445 LAKE MARY, FL 32795

Ship To
LAKE MARY FLEET MAINTENANCE 235 RINEHART RD LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/02/15	GROUND	QUOTED FREIGHT	FREG CAB 2215	NET30	
Entered By	Salesperson	Ordered By	Resale Number		
JEFF BOEBINGER	JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHEEL - 46.5% OFF LIST (PLUS SHIPPING)...FREIGHT EST. ABLE 2 - 35.0% OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0% OFF LIST (PLUS SHIPPING)...FREIGHT EST. GAMBER JOHNSON - 32.0% OFF LIST (PLUS SHIPPING)...FREIGHT EST. SOUND OFF - 35% OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)...FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)...FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:21:26 AM
Page No.	4

Subtotal	3,935.42
Freight	75.00
<b>Order Total</b>	<b>4,010.42</b>

Printed By: JEFF BOEBINGER



**LAKE MARY**

<b>Prepared for:</b> LAKE MARY FRANK CRISCI  fcrisci@lakemaryfl.com  NEW UNIT #S #2307, #2308, #2310, #2311, #2312, #2313, #2314	<b>Contract Holder</b> Duval Ford Fleet Sales MATT FORTE (Work) 904-388-2144 (Fax) 904-387-6816 (Cell) 904-505-9682 MATT.FORTE@duvalfleet.com 1616 Cassat Ave. Jax, FL 32210	<b>DATE:</b> 10/20/15
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**PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL**



*I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties & Florida Fire Chiefs' Association Automotive Contract #15.13.0904 chassis / 15.23.0904. (www.flsheriffs.org) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.*

Labor	Code	Equipment	Price
0	SPEC 7	2016 FORD INTERCEPTOR UTILITY AWD K8A	\$ 25,328.00
0	86P	FRONT HEADLAMP POLICE	\$ 124.00
0	53M	SYNC BASIC	\$ 259.00
0	595	REMOTE KEYLESS ENTRY	\$ 259.00
0	3K	TIRD KEY	\$ 200.00
0	68G	REAR DOOR HANDLES & LOCKS INOP	\$ 34.00
0	18W	REAR WINDOW SWITCHES INOP	\$ 24.00
0	60R	NOISE SUPPRESSION BONDS	\$ 99.00
0	43D	COURTESY LAMP DISABLES (DARK CAR)	\$ 19.00
0	17T	DOMELAMP (RED/WHITE)	\$ 49.00
0	61S	REMAPPABLE SWITCHES STEERING WHEEL	\$ 154.00
0	TEMP	TEMPORARY TAG	\$ 6.00
0	76R	REVERSE SENSING	\$ 274.00
0			\$ -
0			\$ -
0	RFC	Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, item 1b. Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is calculated via statistical algorithm utilizing trending market sales data and median variable freight costs within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit cost, where applicable, is derived per section 3.55 1	\$ 396.00
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0	LABOR	Total labor hours per spec. Includes wire, loom, connectors, PDI and shop supplies:	\$145 \$ -

<b>UNIT COST</b>		\$ 27,225.00
<b>TOTAL QUANTITY</b>	<b>7</b>	<b>TOTAL PURCHASE \$ 190,575.00</b>

9-15

2016 Ford Interceptor AWD Explorer  
Marked Sergeant

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

**Sales Quote**

Telephone: 800-845-0405

Sales Quote No.	164922-D
Customer No.	LAKEM

**Bill To**  
LAKE MARY, CITY OF  
PO BOX 958445  
LAKE MARY, FL 32795

**Ship To**  
LAKE MARY FLEET MAINTENANCE  
235 RINEHART RD  
LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/29/15	GROUND	QUOTED FREIGHT	PATROL SLICK TOP	NET30	
Entered By	Salesperson	Ordered By	Resale Number		
JEFF BOEBINGER	JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			ACCESSORIES (FLASHLIGHT, MIC FOR CAMERA, 3-OUTLET)  QUOTE FOR EQUIPMENT & INSTALLATION (UTILITY INTERCEPTOR)  PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30 % OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System  2015 Ford Interceptor Utility VIN #FGC07729 Veh #2301  Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:15:15 AM
Page No.	8

Subtotal	10,204.48
Freight	286.00
<b>Order Total</b>	<b>10,490.48</b>

Printed By: JEFF BOEBINGER

2016 Ford Interceptor AWD Explorer  
Marked Patrol

Sales Quote

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

Telephone: 800-845-0405

Sales Quote No.	164883-B
Customer No.	LAKEM

Bill To
LAKE MARY, CITY OF PO BOX 958445 LAKE MARY, FL 32795

Ship To
LAKE MARY FLEET MAINTENANCE 235 RINEHART RD LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/28/15	GROUND	QUOTED FREIGHT	PD PATROL EXP 5	NET30	
Entered By		Salesperson	Ordered By	Resale Number	
JEFF BOEBINGER		JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING).. FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____		
			<input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:13:33 AM
Page No.	7

Subtotal	12,944.79
Freight	370.00
<b>Order Total</b>	<b>13,314.79</b>

Printed By: JEFF BOEBINGER



Quote	QUO-13279-N9M2C8
Date	10/14/2015
Page	1

9705 Loiret Blvd.  
 Lenexa, KS 66219  
 1-800-440-4947 www.digitalallyinc.com

**Customer:**

Lake Mary Police Department  
 Frank Crisci  
 165 E. Crystal Lake Ave.  
 Lake Mary, FL 32746

Customer ID	Salesperson	Shipping Method	Payment Terms	Created By	Quote Valid
LAKFL2	TM	FEDERAL EXPRESS		Diana Mindreci	90 Days

Ordered	Item Number	Description	Retail Price	Item Discount	Discount	Ext. Price
7		DVM-800 with 5 Year Warranty - Advanced Exchange	\$3995.00	\$0.00		\$27,965.00

Notes:

Total Discount	
Subtotal	\$27,965.00
Misc	
Tax	\$0.00
Freight	\$200.00
<b>Total</b>	<b>\$28,165.00</b>

Thank you for your interest in Digital Ally products. If you would like to place an order, please contact the Digital Ally Sales Team at 1-800-440-4947.

**TERMS OF SALE**

Your purchase of goods from Digital Ally, Inc., a Nevada corporation ("Digital Ally") will be governed by the following terms of sale ("Terms"). You will be referred to throughout these Terms as "you".

1. **Exclusion of Other Terms; Entire Agreement.** Additional or different terms or conditions proposed by you (including any additional or different terms provided in a purchase order) will be void and of no effect unless specifically accepted in writing by Digital Ally. Digital Ally's sales invoice, these Terms, the warranty and any special conditions executed by you and Digital Ally (collectively, the "Order") supersedes and cancels all prior communications between us, whether verbal or written, and constitutes the entire agreement between us unless modified in writing and signed by each of us.

2. **Payment.** Payment terms are cash on delivery, except where credit has been established and maintained to Digital Ally's satisfaction. If you have established credit, payment terms are net 30 days from date of shipment. Any invoice that you fail to pay when due will bear interest at the rate of 1-1/2% per month or the highest rate then permitted by law, whichever is less. You must also reimburse Digital Ally for its costs incurred (including internal



**LAKE MARY**

<b>Prepared for:</b> LAKE MARY FRANK CRISCI  <a href="mailto:fcrisci@lakemaryfl.com">fcrisci@lakemaryfl.com</a>  NEW UNIT #S #372	<b>Contract Holder</b> Duval Ford Fleet Sales <b>MATT FORTE</b> (Work) 904-388-2144 (Fax) 904-387-6816 (Cell) 904-505-9682 <a href="mailto:MATT.FORTE@duvalfleet.com">MATT.FORTE@duvalfleet.com</a> 1616 Cassat Ave. Jax, FL 32210 <b>PLEASE CONFIRM RECEIPT OF QUOTE VIA EMAIL</b>	<b>DATE:</b> 10/20/15
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I appreciate your interest and the opportunity to quote. Prices are published by the Florida Sheriff's Association/ Florida Association of Counties & Florida Fire Chiefs' Association Automotive Contract #15.13.0904 chassis / 15.23.0904. (www.fisheriffs.org) If you have any questions regarding this quote please call! Vehicle will be ordered white exterior unless specified on purchase order.

Labor	Code	Equipment	Price
0	SPEC 7	2016 FORD INTERCEPTOR UTILITY AWD K8A	\$ 25,328.00
0	86P	FRONT HEADLAMP POLICE	\$ 124.00
0	53M	SYNC BASIC	\$ 259.00
0	595	REMOTE KEYLESS ENTRY	\$ 259.00
0	3K	TIRD KEY	\$ 200.00
0	60R	NOISE SUPPRESSION BONDS	\$ 99.00
0	TEMP	TEMPORARY TAG	\$ 6.00
0	D51Y	DRIVERS SIDE SPOTLIGHT DELETE	\$ (50.00)
0	76R	REVERSE SENSING	\$ 274.00
0			
0			
0			
0			
0	RFC	Regional freight charge per vehicle for alternative zone purchasing per section 3.54 paragraph A, item 1b. Per terms and specifications 1.14, pre-delivery service inspection and all delivery requirements, plus additional fleet simple key included. Not applicable when agency is domiciled in same zone as the base award. Amount is calculated via statistical algorithm utilizing trending market sales data and median variable freight costs within certain statistical mileage data points within the state of Florida. Any dollar volume credit to this unit cost, where applicable, is derived per section 3.55 1	\$ 396.00
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0			\$ -
0	LABOR	Total labor hours per spec. Includes wire, loom, connectors, PDI and shop supplies:	\$145 \$ -
<b>UNIT COST</b>			<b>\$ 26,895.00</b>
<b>TOTAL QUANTITY</b>		<b>1</b>	
<b>TOTAL PURCHASE</b>			<b>\$ 26,895.00</b>

# 2016 Ford Interceptor AWD Explorer CSO

## Sales Quote

DANA SAFETY SUPPLY, INC  
5221 W. MARKET ST  
GREENSBORO, NC 27409

Telephone: 800-845-0405

Sales Quote No.	165164-C
Customer No.	LAKEM

Bill To
LAKE MARY, CITY OF PO BOX 958445 LAKE MARY, FL 32795

Ship To
LAKE MARY FLEET MAINTENANCE 235 RINEHART RD LAKE MARY, FL 32746

Contact: KIM  
Telephone: 407-585-1324  
E-mail:

Contact: FRANK CRISCI  
Telephone: 407-585-1324  
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/02/15	GROUND	QUOTED FREIGHT	FIRE EXPLORER 372	NET30	
Entered By		Salesperson	Ordered By	Resale Number	
JEFF BOEBINGER		JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING). FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:18:48 AM
Page No.	5

Subtotal	5,553.00
Freight	0.00
<b>Order Total</b>	<b>5,553.00</b>

Printed By: JEFF BOEBINGER

DANA SAFETY SUPPLY, INC  
 5221 W. MARKET ST  
 GREENSBORO, NC 27409

# Sales Quote

Telephone: 800-845-0405

Sales Quote No.	165166-D
Customer No.	LAKEM

**Bill To**  
 LAKE MARY, CITY OF  
 PO BOX 958445  
 LAKE MARY, FL 32795

**Ship To**  
 LAKE MARY FLEET MAINTENANCE  
 235 RINEHART RD  
 LAKE MARY, FL 32746

Contact: KIM  
 Telephone: 407-585-1324  
 E-mail:

Contact: FRANK CRISCI  
 Telephone: 407-585-1324  
 E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
11/02/15	GROUND	QUOTED FREIGHT	UNIT 359 FIRE TO PUB	NET30	
Entered By		Salesperson	Ordered By	Resale Number	
JEFF BOEBINGER		JEFF BOEBINGER-Orlando	FRANK CRISCI	85-8015179411C6	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			CONVERT FIRE VEHICLE 359 TO PUBLIC WORKS F150 EXTENDED CAB  PER TALLAHASSEE CONTRACT #1489, RFP# 0233-06-BM-TC PRICES MEET OR EXCEED CONTRACT DISCOUNT LEVELS (AMENDED 10/12)  WHELEN - 46.5% OFF LIST (PLUS SHIPPING)..FREIGHT EST. ABLE 2 - 35.0 % OFF LIST (SHIPPING INCLUDED) STREAMLIGHT - 30% OFF LIST (SHIPPING INCLUDED) PRO-GARD - 35.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. GAMBER JOHNSON - 32.0 % OFF LIST (PLUS SHIPPING)..FREIGHT EST. SOUND OFF - 35 % OFF LIST (SHIPPING INCLUDED) SETINA - 35.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. HAVIS - 42.0% OFF LIST (PLUS SHIPPING)..FREIGHT EST. INSTALL - \$65/HOUR  Includes Installation Of Customer Supplied Video System		
			Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities		

Print Date	11/09/15
Print Time	10:20:09 AM
Page No.	3

Subtotal	3,059.00
Freight	0.00
<b>Order Total</b>	<b>3,059.00</b>

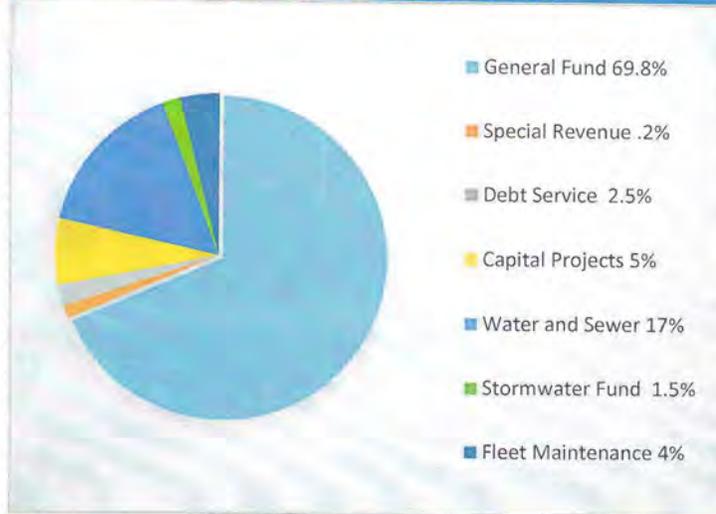
Printed By: JEFF BOEBINGER

# 359

## City of Lake Mary Budget Snapshot as of September 30, 2015 (Preliminary)

(100% of fiscal year elapsed)

### Fiscal Year 2014 - 2015 Adopted Budget



### General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,327,960	\$ 6,385,066	100.9%
Franchise & Utility Taxes	6,077,242	5,952,980	98.0%
Business Tax Receipts	118,110	121,639	103.0%
Permits	833,645	1,024,341	122.9%
Fines & Forfeitures	72,074	100,061	138.8%
Intergovernmental	1,588,791	1,642,593	103.4%
Charges for Services	1,432,050	1,565,369	109.3%
Investment Income/Other	212,000	364,315	171.8%
Operating Transfers In	1,015,000	1,015,000	100.0%
<b>Total Revenues</b>	<b>\$ 17,676,872</b>	<b>\$ 18,171,364</b>	<b>102.8%</b>

### General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	\$ 96,882	\$ 93,568	96.6%
City Manager	634,437	599,849	94.5%
City Attorney	95,000	56,555	59.5%
City Clerk	233,155	223,991	96.1%
General Government	1,098,953	364,382	33.2%
Risk Management	16,000	14,096	88.1%
Finance	514,731	500,131	97.2%
Information Systems	305,894	250,933	82.0%
Community Development	622,775	631,254	101.4%
Building	499,153	366,278	73.4%
Facilities Maintenance	390,739	369,479	94.6%
Police Operations	5,153,207	4,947,232	96.0%
Fire Combat	4,629,920	4,352,773	94.0%
Fire Prevention	374,775	345,065	92.1%
Support Services	946,119	886,566	93.7%
PW Admin & Engineering	246,365	224,503	91.1%
Streets/Sidewalks	502,699	485,122	96.5%
Parks & Recreation	1,766,449	1,716,571	97.2%
Events Center	443,838	417,891	94.2%
Community Center	124,242	116,439	93.7%
Senior Center	103,697	96,632	93.2%
Tennis Center	50,181	43,863	87.4%
Transfers Out	1,537,708	1,537,708	100.0%
<b>Total Expenditures</b>	<b>\$ 20,386,919</b>	<b>\$ 18,640,881</b>	<b>91.4%</b>
<i>Fund Balance Forward</i>	14,138,405	17,541,260	124.1%
<b>Current Fund Balance</b>	<b>\$ 11,428,358</b>	<b>\$ 17,071,743</b>	<b>149.4%</b>

### Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	\$ 632,208	\$ 632,208	100.0%
<b>Expenditures</b>			
PIRRB Series 2007	\$ 291,807	\$ 291,807	100.0%
PIRRN Series 2012	\$ 331,773	\$ 331,773	100.0%

### Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 28,400	32,587	114.7%
Cemetery Sales	4,000	2,850	71.3%
Fines & Forfeitures	7,250	9,969	137.5%
Investment Income/Other	4,200	8,125	193.5%
<b>Total</b>	<b>\$ 43,850</b>	<b>\$ 53,531</b>	<b>122.1%</b>

### Expenditures

	Budget	Year-to-Date	%
Training	\$ 23,000	\$ 9,055	39.4%
Operating & DARE	13,000	17,706	136.2%
Contributions	13,500	4,500	33.3%
Capital	158,910	110,336	69.4%
Heritage Park	185,000	-	0.0%
Cemetery Operations	7,225	7,580	104.9%
<b>Total</b>	<b>\$ 400,635</b>	<b>\$ 149,177</b>	<b>37.2%</b>

<i>Fund Balance Forward</i>	721,287	847,740	117.5%
<b>Current Fund Balance</b>	<b>\$ 364,502</b>	<b>\$ 752,094</b>	<b>206.3%</b>

### Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 1,000	\$ 1,331	133.1%
Grants	-	327,174	0.0%
Intergovernmental/Other	434,000	549,590	126.6%
Transfers In	755,000	755,000	100.0%
<b>Total</b>	<b>\$ 1,190,000</b>	<b>\$ 1,633,095</b>	<b>137.2%</b>

### Expenditures

	Budget	Year-to-Date	%
Capital Projects	1,962,108	1,214,541	61.9%
<b>Total</b>	<b>\$ 1,962,108</b>	<b>\$ 1,214,541</b>	<b>61.9%</b>

<i>Fund Balance Forward</i>	1,176,112	1,020,717	86.8%
<b>Current Fund Balance</b>	<b>\$ 404,004</b>	<b>\$ 1,439,271</b>	<b>356.3%</b>

### Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 2,000,000	\$ 2,078,725	103.9%
Sewer Revenue	1,870,000	2,078,811	111.2%
Reclaimed Water	205,000	200,965	98.0%
Water Impact Fees	50,000	70,099	140.2%
Sewer Impact Fees	10,000	31,764	317.6%
Investment Income/Other	135,500	274,698	202.7%
<b>Total</b>	<b>\$ 4,270,500</b>	<b>\$ 4,735,062</b>	<b>110.9%</b>

### Expenditures

	Budget	Year-to-Date	%
Operating Expenses	1,612,648	1,511,918	93.8%
Capital Projects	1,279,000	450,675	35.2%
Wholesale swr/reclaimed	1,333,000	1,419,803	106.5%
Transfers Out	1,039,500	1,039,500	100.0%
<b>Total</b>	<b>\$ 5,264,148</b>	<b>\$ 4,421,896</b>	<b>84.0%</b>

<i>Beg Unrestrict Net Assets</i>	14,683,952	13,860,913	94.4%
<b>Available Net Assets</b>	<b>\$ 13,690,304</b>	<b>\$ 14,174,079</b>	<b>103.5%</b>

### Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 385,924	\$ 409,682	106.2%
Interest/Other	3,000	4,908	163.6%
<b>Total</b>	<b>\$ 388,924</b>	<b>\$ 414,590</b>	<b>106.6%</b>

### Expenditures

	Budget	Year-to-Date	%
Operating Expenses	332,183	247,535	74.5%
Capital Projects	190,000	271,578	142.9%
<b>Total</b>	<b>\$ 522,183</b>	<b>\$ 519,113</b>	<b>99.4%</b>

<i>Unrestricted Net Assets</i>	268,592	556,544	207.2%
<b>Available Net Assets</b>	<b>\$ 135,333</b>	<b>\$ 452,021</b>	<b>334.0%</b>

### Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 1,090,103	\$ 969,134	88.9%
<b>Expenditures</b>			
Operating Costs	\$ 282,006	\$ 272,921	96.8%
Vehicle Purchases	\$ 888,500	\$ 831,207	93.6%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of September 30, 2015 (Preliminary)**

Account Code	Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Y-T-D	% FYTD
	Millage Rate	3.6355	3.6355	3.6355	3.5895	3.5895	3.5895	
311-10	Ad valorem tax	\$ 6,470,685	\$ 6,072,711	\$ 6,029,358	\$ 6,146,678	6,327,960	6,385,066	100.90%
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,283,358	1,224,950	1,128,047	1,146,509	1,134,190	1,169,179	103.08%
313-11	FP&L - Franchise	586,291	545,433	535,600	591,267	568,537	545,849	96.01%
313-40	Propane - Franchise	7,090	10,010	5,864	8,367	8,585	9,280	108.10%
313-70	Solid Waste - Franchise	402,902	419,745	428,388	441,060	442,491	492,835	111.38%
	Total Franchise	2,279,641	2,200,138	2,097,879	2,187,203	2,153,803	2,217,143	102.94%
314-10	Duke Energy - Utility	1,348,464	1,249,357	1,288,610	1,310,121	1,297,751	1,286,439	99.13%
314-11	FP&L - Utility	607,667	601,224	648,297	729,688	717,878	747,297	104.10%
314-20	Telecommunications	2,025,484	2,011,704	2,093,587	1,746,328	1,857,389	1,647,456	88.70%
314-80	Propane Gas - Utility	45,535	47,512	40,838	52,307	50,421	54,645	108.38%
	Total Utility	4,027,150	3,909,797	4,071,332	3,838,444	3,923,439	3,735,837	95.22%
	Total Franchise & Utility	6,306,791	6,109,935	6,169,211	6,025,647	6,077,242	5,952,980	97.96%
	Licenses and Permits:							
321-60	Business Tax Receipts	119,026	115,373	118,964	117,319	118,110	121,639	102.99%
322-10	Building Permits	501,449	851,192	1,543,828	864,080	720,524	926,988	128.65%
322-20	Electrical Permits	31,702	63,819	45,976	77,580	48,118	39,037	81.13%
322-30	Plumbing Permits	12,861	43,687	30,639	28,629	33,687	20,018	59.42%
322-40	Mechanical Permits	23,054	25,243	32,685	50,765	31,316	38,298	122.30%
	Total Licenses & Permits	688,092	1,099,314	1,772,092	1,138,373	951,755	1,145,980	120.41%
	Fines & Forfeitures:							
351-10	Court Fines	66,172	59,132	69,858	71,304	56,474	54,473	96.46%
351-30	False Alarm Fees	1,850	4,225	3,950	500	600	1,000	166.67%
351-50	Violation of Local Ordin.	12,901	7,810	33,586	47,850	15,000	44,588	297.25%
	Total Fines & Forfeitures	80,923	71,167	107,394	119,654	72,074	100,061	138.83%
	Intergovernmental:							
312-41	Local Option Gas Tax	204,746	224,965	249,978	250,577	258,107	260,382	100.88%
334-00	Grants	18,575	3,241	2,096	20,860	-	20,185	-
335-12	State Rev. Share/Gas Tax	268,887	275,591	293,595	319,579	336,458	360,889	107.26%
335-14	Mobile Home License	35	108	114	71	60	117	195.00%
335-15	Alcoholic Beverage Lic.	20,566	9,829	5,572	20,052	12,000	12,099	100.83%
335-18	1/2 Cent Sales Tax	795,364	800,439	834,141	880,882	957,126	974,881	101.86%
335-20	Firefighter Supplement	10,580	11,200	11,740	14,355	14,040	14,040	100.00%
	Total Intergovernmental	1,318,753	1,325,373	1,397,236	1,506,376	1,577,791	1,642,593	104.11%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of September 30, 2015 (Preliminary)**

Account Code	Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Y-T-D	% FYTD
<b>Charges for Services:</b>								
341-80	County Business License	12,665	10,715	10,836	11,098	11,000	11,199	101.81%
341-21	Zoning Fees	25,615	21,798	22,074	20,334	17,000	21,559	126.82%
341-22	Site Plan Fees	6,400	3,200	10,200	12,849	8,000	4,800	60.00%
342-10	Police Services	71,190	63,085	57,744	50,067	79,700	60,941	76.46%
342-60	Rescue Transport Fees	657,144	609,044	597,065	513,365	590,000	623,215	105.63%
347-10	Community/Events Center Rent	499,973	513,448	489,532	533,740	520,000	565,101	108.67%
347-15	Community Center	-	-	-	21,147	50,000	73,571	147.14%
347-20	Summer Camp Fees	-	-	-	51,475	45,000	73,170	162.60%
347-30	Farmers Market	36,838	31,379	29,719	23,107	25,000	22,897	91.59%
347-40	Skate Park Fees	16,296	8,819	4,221	3,198	4,000	3,243	81.08%
347-45	Splash Park Fees	23,504	24,274	22,811	25,760	24,000	24,473	101.97%
347-50	Park Rentals	675	630	1,082	783	850	2,309	271.65%
347-60	Sports Complex Rentals	24,658	27,330	29,288	30,620	30,000	29,534	98.45%
347-70	Softball Leagues	16,875	13,930	16,575	14,050	15,000	14,975	99.83%
347-80	Concession Revenues	5,444	679	2,435	7,326	7,500	11,512	153.49%
347-90	Tennis Center Revenues	52,204	50,231	40,729	23,364	16,000	22,870	142.94%
	<b>Total Charges for Services</b>	<b>1,449,481</b>	<b>1,378,562</b>	<b>1,334,311</b>	<b>1,342,283</b>	<b>1,443,050</b>	<b>1,565,369</b>	<b>100.00%</b>
<b>Other:</b>								
361-10	Interest	229,730	192,570	(1,038)	173,777	120,000	188,214	156.85%
363-10	Streetlighting	32,802	32,780	32,484	32,729	32,000	32,945	102.95%
364-00	Sale of Capital Assets	15815	51,917	388	701	-	2,362	-
369-00	Other Miscellaneous Rev.	113,923	160,060	126,900	151,663	60,000	140,794	234.66%
	<b>Total Other Revenue</b>	<b>392,270</b>	<b>437,327</b>	<b>158,734</b>	<b>358,870</b>	<b>212,000</b>	<b>364,315</b>	<b>171.85%</b>
<b>Transfers In:</b>								
381-00	Transfers from W&S	850,000	850,000	900,000	985,000	1,015,000	1,015,000	100.00%
381-00	Transfers from Cemetery FD	-	125,000	-	-	-	-	-
	<b>Total Transfers In</b>	<b>850,000</b>	<b>975,000</b>	<b>900,000</b>	<b>985,000</b>	<b>1,015,000</b>	<b>1,015,000</b>	<b>100.00%</b>
	<b>Total General Fund Revenue</b>	<b>17,556,995</b>	<b>17,469,389</b>	<b>17,868,336</b>	<b>17,622,881</b>	<b>17,676,872</b>	<b>18,171,364</b>	<b>102.80%</b>
	<b>Carry-forward Fund Balance</b>	<b>15,145,583</b>	<b>15,066,183</b>	<b>16,369,093</b>	<b>17,541,260</b>	<b>14,138,405</b>	<b>17,541,260</b>	<b>124.07%</b>
	<b>Total Available</b>	<b>\$ 32,702,578</b>	<b>\$ 32,535,572</b>	<b>\$ 34,237,429</b>	<b>\$ 35,164,141</b>	<b>\$ 31,815,277</b>	<b>\$ 35,712,624</b>	<b>112.25%</b>

FINANCE DEPARTMENT  
MONTHLY REPORT  
September 2015

Purchasing/AP Activity	Sep-15	FYTD	Sep-14	FYTD
Purchase Orders Encumbered	10	365	7	467
Bids/RFPs Processed	0	7	0	6
Express Purchase Orders Processed	273	378	11	134
Express P.O. - Average \$ Value	\$273		\$226	
Checks Issued to Vendors	303	2,944	206	2,660
P-Card Transactions	225	3,525	257	3,501
P-Card Average \$ Value	\$127		\$124	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	4	454	37	491
Items Deposited	3,173	32,774	2,342	33,065
Deposited Items Returned	1	37	0	38
Credit/Debit Card transactions	589	6,698	598	5,761
Credit/Debit Card Sales	\$98,425	\$1,018,903	\$98,563	\$891,865
Employees Paid	382	5,202	385	5,040

Utilities Activity				
Utility Refund Checks	43	276	35	244
Utility Turn-offs for Non-payment	32	292	18	219
Door Hangers for Non-pay prepared	134	1,850	155	1,616
Delinquent Letters Mailed Out	N/A		372	4,185
Utility Service Complaints Handled	12	155	30	234
Garbage Service Complaints Handled	N/A	59	15	169
Existing Utility Accounts Closed	50	789	68	805
New Utility Accounts Opened	50	769	73	812
Utility Bank Draft Customers	1,200		1,114	
Electronic Utility Payments	1,125	13,368	1,117	13,490
Paperless Billing Customers	713		734	
Current Residential Water Customers	4,744		4,734	
Current Residential Sewer Customers	2,582		2,568	
Current Residential Garbage Customers	5,007		4,909	
Current Commercial Water Customers	449		445	
Current Commercial Sewer Customers	388		383	
Current Commercial Garbage Customers	246		242	

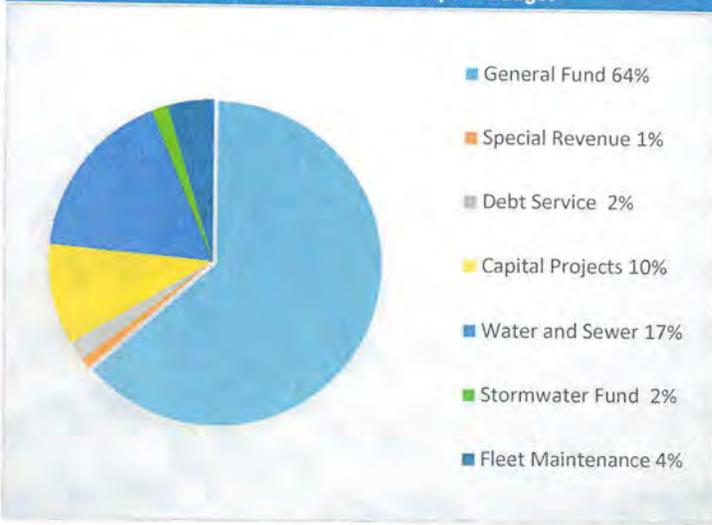
IT Activity				
Helpdesk tickets logged	112	1,753	133	1,545
Computer/Server/Network tickets	103	1,681	126	1,487
Cell Phone tickets	4	61	6	52
Helpdesk tickets resolved	107	1,752	132	1,540
Average resolution time (days)	1		1	
Intranet/Website Updates	7	54	3	20,900
Unique Website Visitors	19,260	226,533	15,548	182,424

Items of Interest During Reporting Period

# City of Lake Mary Budget Snapshot as of October 31, 2015

(8.33% of fiscal year elapsed)

### Fiscal Year 2015 - 2016 Adopted Budget



### General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,760,607	\$ 1,125	0.0%
Franchise & Utility Taxes	6,194,184	3,612	0.1%
Business Tax Receipts	121,900	107,562	88.2%
Permits	433,143	263,311	60.8%
Fines & Forfeitures	73,500	4,644	6.3%
Intergovernmental	1,675,523	119,329	7.1%
Charges for Services	1,547,700	131,923	8.5%
Investment Income/Other	227,000	9,167	4.0%
Operating Transfers In	1,100,000	91,667	8.3%
<b>Total Revenues</b>	<b>\$ 18,133,557</b>	<b>\$ 732,340</b>	<b>4.0%</b>

### General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	\$ 99,604	\$ 9,481	9.5%
City Manager	652,327	43,559	6.7%
City Attorney	105,000	-	0.0%
City Clerk	241,778	14,636	6.1%
General Government	751,423	15,964	2.1%
Risk Management	17,000	-	0.0%
Finance	533,836	35,169	6.6%
Information Systems	306,013	24,184	7.9%
Community Development	572,852	55,412	9.7%
Building	430,762	29,717	6.9%
Facilities Maintenance	392,583	19,496	5.0%
Police Operations	5,131,582	391,122	7.6%
Fire Combat	4,784,977	343,309	7.2%
Fire Prevention	394,401	29,326	7.4%
Support Services	957,233	67,166	7.0%
PW Admin & Engineering	235,232	17,298	7.4%
Streets/Sidewalks	565,389	12,301	2.2%
Parks & Recreation	1,798,322	109,404	6.1%
Events Center	465,396	44,257	9.5%
Community Center	186,889	17,642	9.4%
Senior Center	105,797	7,297	6.9%
Tennis Center	57,618	3,020	5.2%
Transfers Out	1,397,928	116,494	8.3%
<b>Total Expenditures</b>	<b>\$ 20,183,942</b>	<b>\$ 1,406,254</b>	<b>7.0%</b>

Fund Balance Forward	12,624,225	15,368,972	121.7%
Current Fund Balance	\$ 10,573,840	\$ 14,695,058	139.0%

### Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	\$ 336,928	\$ 632,208	187.6%
<b>Expenditures</b>			
PIRRB Series 2007	\$ 290,679	\$ 291,807	100.4%
PIRRN Series 2012	\$ 332,904	\$ 331,773	99.7%

### Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 28,700	21,793	75.9%
Cemetery Sales	4,000	-	0.0%
Fines & Forfeitures	7,000	1,943	27.8%
Investment Income/Other	5,400	256	4.7%
<b>Total</b>	<b>\$ 45,100</b>	<b>\$ 23,992</b>	<b>53.2%</b>

### Expenditures

Training	\$ 23,000	\$ -	0.0%
Operating & DARE	67,000	-	0.0%
Contributions	-	-	0.0%
Capital	33,500	-	0.0%
Heritage Park	185,000	-	0.0%
Cemetery Operations	13,100	427	3.3%
<b>Total</b>	<b>\$ 321,600</b>	<b>\$ 427</b>	<b>0.1%</b>

Fund Balance Forward	700,850	700,850	100.0%
Current Fund Balance	\$ 424,350	\$ 724,415	170.7%

### Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 6,000	\$ 155	2.6%
Grants	78,312	-	0.0%
Intergovernmental/Other	843,570	151,157	17.9%
Transfers In	760,000	63,333	8.3%
<b>Total</b>	<b>\$ 1,687,882</b>	<b>\$ 214,645</b>	<b>12.7%</b>

### Expenditures

Capital Projects	3,178,895	4,913	0.2%
<b>Total</b>	<b>\$ 3,178,895</b>	<b>\$ 4,913</b>	<b>0.2%</b>

Fund Balance Forward	1,662,350	1,662,350	100.0%
Current Fund Balance	\$ 171,337	\$ 1,872,082	1093%

### Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 1,950,000	\$ 106,503	5.5%
Sewer Revenue	1,935,000	120,384	6.2%
Reclaimed Water	200,000	10,250	5.1%
Water Impact Fees	50,000	1,010	2.0%
Sewer Impact Fees	5,000	-	0.0%
Investment Income/Other	183,000	11,833	6.5%
<b>Total</b>	<b>\$ 4,323,000</b>	<b>\$ 249,980</b>	<b>5.8%</b>

### Expenditures

Operating Expenses	1,738,576	102,459	5.9%
Capital Projects	1,267,000	-	0.0%
Wholesale swr/reclaimed	1,345,000	1,598	0.1%
Transfers Out	1,149,000	95,750	8.3%
<b>Total</b>	<b>\$ 5,499,576</b>	<b>\$ 199,807</b>	<b>3.6%</b>

Beg Unrestrict Net Assets	13,443,265	13,443,265	100.0%
Available Net Assets	\$ 12,266,689	\$ 13,493,438	110.0%

### Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 396,000	\$ 23,358	5.9%
Interest/Other	3,000	160	5.3%
<b>Total</b>	<b>\$ 399,000</b>	<b>\$ 23,518</b>	<b>5.9%</b>

### Expenditures

Operating Expenses	304,930	12,721	4.2%
Capital Projects	200,000	-	0.0%
<b>Total</b>	<b>\$ 504,930</b>	<b>\$ 12,721</b>	<b>2.5%</b>

Unrestricted Net Assets	423,285	423,285	100.0%
Available Net Assets	\$ 317,355	\$ 434,082	136.8%

### Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 1,177,740	\$ 71,955	6.1%
<b>Expenditures</b>			
Operating Costs	\$ 312,208	\$ 19,068	6.1%
Vehicle Purchases	\$ 1,154,000	\$ -	0.0%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of October 30, 2015**

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Actual	% FYTD
	Millage Rate	3.6355	3.6355	3.5895	3.5895	3.5895	3.5895	
311-10	Ad valorem tax	\$ 6,072,711	\$ 6,029,358	\$ 6,146,678	6,385,066	6,760,607	1,125	0.02%
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,224,950	1,128,047	1,146,509	1,169,179	1,156,874	-	
313-11	FP&L - Franchise	545,433	535,600	591,267	545,849	579,908	-	
313-40	Propane - Franchise	10,010	5,864	8,367	9,280	8,671	-	
313-70	Solid Waste - Franchise	419,745	428,368	441,060	492,835	505,000	3,612	0.72%
	Total Franchise	2,200,138	2,097,879	2,187,203	2,217,143	2,250,453	3,612	0.16%
314-10	Duke Energy - Utility	1,249,357	1,288,610	1,310,121	1,286,439	1,317,217	-	
314-11	FP&L - Utility	601,224	648,297	729,688	747,297	732,236	-	
314-20	Telecommunications	2,011,704	2,093,587	1,746,328	1,647,456	1,838,815	-	
314-80	Propane Gas - Utility	47,512	40,838	52,307	54,645	55,463	-	
	Total Utility	3,909,797	4,071,332	3,838,444	3,735,837	3,943,731	-	
	Total Franchise & Utility	6,109,935	6,169,211	6,025,647	5,952,980	6,194,184	3,612	0.06%
	Licenses and Permits:							
321-60	Business Tax Receipts	115,373	118,964	117,319	121,639	121,900	107,562	88.24%
322-10	Building Permits	851,192	1,543,828	864,080	926,988	365,270	241,719	66.18%
322-20	Electrical Permits	63,819	45,976	77,580	39,037	28,871	11,848	41.04%
322-30	Plumbing Permits	43,687	30,639	28,629	20,018	20,212	1,632	8.07%
322-40	Mechanical Permits	25,243	32,685	50,765	38,298	18,790	8,112	43.17%
	Total Licenses & Permits	1,099,314	1,772,092	1,138,373	1,145,980	555,043	370,873	66.82%
	Fines & Forfeitures:							
351-10	Court Fines	59,132	69,858	71,304	54,473	58,000	4,504	7.77%
351-30	False Alarm Fees	4,225	3,950	500	1,000	500	100	20.00%
351-50	Violation of Local Ordin.	7,810	33,586	47,850	44,588	15,000	40	0.27%
	Total Fines & Forfeitures	71,167	107,394	119,654	100,061	73,500	4,644	6.32%
	Intergovernmental:							
312-41	Local Option Gas Tax	224,965	249,978	250,577	260,382	260,987	-	
334-00	Grants	3,241	2,096	20,860	20,185	-	-	
335-12	State Rev. Share/Gas Tax	275,591	293,595	319,579	360,889	371,964	29,763	8.00%
335-14	Mobile Home License	108	114	71	117	70	12	17.14%
335-15	Alcoholic Beverage Lic.	9,829	5,572	20,052	12,099	12,500	11,952	95.62%
335-18	1/2 Cent Sales Tax	800,439	834,141	880,882	974,881	1,015,962	77,602	7.64%
335-20	Firefighter Supplement	11,200	11,740	14,355	14,040	14,040	-	
	Total Intergovernmental	1,325,373	1,397,236	1,506,376	1,642,593	1,675,523	119,329	7.12%

**City of Lake Mary, Florida**  
**General Fund Revenues**  
**As of October 30, 2015**

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Actual	% FYTD
<b>Charges for Services:</b>								
341-80	County Business License	10,715	10,836	11,098	11,199	11,200	2,423	21.63%
341-21	Zoning Fees	21,798	22,074	20,334	21,559	10,500	3,133	29.84%
341-22	Site Plan Fees	3,200	10,200	12,849	4,800	6,500	1,600	24.62%
342-10	Police Services	63,085	57,744	50,067	60,941	45,000	5,946	13.21%
342-60	Rescue Transport Fees	609,044	597,065	513,365	623,215	600,000	50,120	8.35%
347-10	Events Center Rental	513,448	489,532	533,740	565,101	590,000	48,026	8.14%
347-15	Community Center	-	-	21,147	73,571	85,000	5,874	6.91%
347-20	Summer Camp Fees	-	-	51,475	73,170	70,000	7,630	10.90%
347-30	Farmers Market	31,379	29,719	23,107	22,897	23,000	2,120	9.22%
347-40	Skate Park Fees	8,819	4,221	3,198	3,243	4,000	278	6.95%
347-45	Splash Park Fees	24,274	22,811	25,760	24,473	25,000	323	1.29%
347-50	Park Rentals	630	1,082	783	2,309	2,500	-	-
347-60	Sports Complex Rentals	27,330	29,288	30,620	29,534	32,000	1,768	5.53%
347-70	Sofball Leagues	13,930	16,575	14,050	14,975	15,000	400	2.67%
347-80	Concession Revenues	679	2,435	7,326	11,512	10,000	23	0.23%
347-90	Tennis Center Revenues	50,231	40,729	23,364	22,870	18,000	2,259	12.55%
	<b>Total Charges for Services</b>	<b>1,378,562</b>	<b>1,334,311</b>	<b>1,342,283</b>	<b>1,565,369</b>	<b>1,547,700</b>	<b>131,923</b>	<b>8.52%</b>
<b>Other:</b>								
361-10	Interest	192,570	(1,038)	173,777	188,214	130,000	5,251	4.04%
363-10	Streetlighting	32,780	32,484	32,729	32,945	32,000	1,856	5.80%
364-00	Sale of Capital Assets	51,917	388	701	2,362	-	-	-
369-00	Other Miscellaneous Rev.	160,060	126,900	151,663	140,794	65,000	2,060	3.17%
	<b>Total Other Revenue</b>	<b>437,327</b>	<b>158,734</b>	<b>358,870</b>	<b>364,315</b>	<b>227,000</b>	<b>9,167</b>	<b>4.04%</b>
<b>Transfers In:</b>								
381-00	Transfers from W&S	850,000	900,000	985,000	1,015,000	1,100,000	91,667	8.33%
381-00	Transfers from Cemetery FD	125,000	900,000	985,000	1,015,000	1,100,000	91,667	8.33%
	<b>Total Transfers In</b>	<b>975,000</b>	<b>900,000</b>	<b>985,000</b>	<b>1,015,000</b>	<b>1,100,000</b>	<b>91,667</b>	<b>8.33%</b>
	<b>Total General Fund Revenue</b>	<b>17,469,389</b>	<b>17,868,336</b>	<b>17,622,881</b>	<b>18,171,364</b>	<b>18,133,557</b>	<b>732,340</b>	<b>4.04%</b>
	<b>Carry-forward Fund Balance</b>	<b>15,066,183</b>	<b>16,369,093</b>	<b>17,541,260</b>	<b>15,368,972</b>	<b>12,624,225</b>	<b>15,368,972</b>	<b>121.74%</b>
	<b>Total Available</b>	<b>\$ 32,535,572</b>	<b>\$ 34,237,429</b>	<b>\$ 35,164,141</b>	<b>\$ 33,540,336</b>	<b>\$ 30,757,782</b>	<b>\$ 16,101,312</b>	<b>52.35%</b>

FINANCE DEPARTMENT  
MONTHLY REPORT  
October 2015

Purchasing/AP Activity	Oct-15	FYTD	Oct-14	FYTD
Purchase Orders Encumbered	127	127	115	115
Bids/RFPs Processed	1	1	0	0
Express Purchase Orders Processed	14	14	18	18
Express P.O. - Average \$ Value	\$155		\$277	
Checks Issued to Vendors	205	205	296	296
P-Card Transactions	314	314	330	330
P-Card Average \$ Value	\$117		\$121	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	43	43	53	53
Items Deposited	2,959	2,959	2,962	2,962
Deposited Items Returned	7	7	4	4
Credit/Debit Card transactions	602	602	533	533
Credit/Debit Card Sales	\$108,447	\$108,447	\$118,422	\$118,422
Employees Paid	573	573	562	562

Utilities Activity				
Utility Refund Checks	19	19	26	26
Utility Turn-offs for Non-payment	45	45	27	27
Door Hangers for Non-pay prepared	201	201	115	115
Delinquent Letters Mailed Out	N/A		330	
Utility Service Complaints Handled	10	10	19	19
Garbage Service Complaints Handled	N/A	0	12	12
Existing Utility Accounts Closed	53	53	85	85
New Utility Accounts Opened	68	68	67	67
Utility Bank Draft Customers	1,206		1,124	
Electronic Utility Payments	1,086	1,086	1,126	1,126
Paperless Billing Customers	715		740	
Current Residential Water Customers	4,756		4,742	
Current Residential Sewer Customers	2,590		2,580	
Current Residential Garbage Customers	5,032		4,920	
Current Commercial Water Customers	459		445	
Current Commercial Sewer Customers	389		381	
Current Commercial Garbage Customers	248		242	

IT Activity				
Helpdesk tickets logged	156	156	122	122
Computer/Server/Network tickets	157	157	119	119
Cell Phone tickets	4	4	6	6
Helpdesk tickets resolved	161	161	125	125
Average resolution time (days)	1		1	
Intranet/Website Updates	6	6	6	6
Unique Website Visitors	18,287	18,287	18,627	18,627

**Items of Interest During Reporting Period**




## **MEMORANDUM**

DATE: October 16, 2015

TO: Mayor and City Commission

FROM: Bryan Nipe, Parks and Recreation Director

VIA: Jackie Sova, City Manager

SUBJECT: Parks and Recreation Update for September 2015

Community Center	
Rentals	<ul style="list-style-type: none"> <li>There were 17 rentals in September 2015</li> <li>At September's end, 241 rentals have been completed in FY2015, 178 of which have been completed in calendar year 2015</li> <li>At September's end, 111 City HOA meetings have been held in FY2015</li> </ul>
Programs	<ul style="list-style-type: none"> <li>Tri-Balance Martial Arts has increased this month to 18 participants per class average for September 2015, their highest participation so far.</li> <li>Young Rembrandts has was not able to run a class again in September. Their partner program contract will not be renewed.</li> </ul>
Sports Complex	
Rentals	<ul style="list-style-type: none"> <li>All fields reopened September 8<sup>th</sup></li> <li>Soccer rentals are up 7.41% compared to September 2014</li> </ul>
Programs	<ul style="list-style-type: none"> <li>Fall season of kickball started Sept. 7<sup>th</sup>, featuring an All American theme night, and has six (6) teams participating</li> <li>Men's and coed softball started the first and second week of September and both have six (6) teams participating</li> </ul>
Skate Park & Batting Cages	<ul style="list-style-type: none"> <li>40 Annual Skate park passes have been sold to date</li> <li>Skate Park pass usage is up 80% compared to September 2014</li> <li>32 Batting Cage tokens were sold in September 2015</li> </ul>
Splash Pad	<ul style="list-style-type: none"> <li>Splash Pad usage was down 16.13% compared to September 2014</li> <li>Splash Pad Pass usage was down 33.33% compared to September 2014</li> </ul>
Farmers Market	
	<ul style="list-style-type: none"> <li>Farmers Market vendor occupancy rate is up 40.91% from September 2014</li> <li>Weekly attendance is up 49.17% from September 2014</li> <li>Pumpkin patch begins In October!</li> </ul>
Events Center	
	<ul style="list-style-type: none"> <li>LMEC hosted 15 weddings in September and 7 corporate events</li> <li>Some notable events in September include Seminole County Chamber Breakfast, Seminole County Health Department and Elevation Health</li> </ul>

	<ul style="list-style-type: none"> <li>• Lake Mary Events Center hosted the Lake Mary Fire Department Holiday Party on Friday, September 25<sup>th</sup></li> </ul>
<b>Tennis Center</b>	
	<ul style="list-style-type: none"> <li>• 154 current family and individual memberships</li> <li>• Men's Friday doubles event was held in the second week of September</li> <li>• Tennis Pro Tim Lynch has joined the Lake Mary Tennis Center as an assistant Pro</li> </ul>
<b>Senior Center</b>	
	<ul style="list-style-type: none"> <li>• Yoga added an additional class to be held at the Community Center, averaging 7 participants</li> <li>• Flu and pneumonia shots were offered and 41 were given</li> </ul>
<b>Museum</b>	
	<ul style="list-style-type: none"> <li>• Halloween Decorations throughout Museum during October through the 24<sup>th</sup></li> <li>• Ghost Walks on October 17<sup>th</sup> and 24<sup>th</sup></li> </ul>
<b>Parks/Facilities Maintenance</b>	
	<ul style="list-style-type: none"> <li>• Upgrades to occur at the Country Club Basketball Court</li> <li>• Lighting project begins in October</li> </ul>

# MEMO

TO: Bryan Nipe, Director of Parks & Recreation  
 FROM: Cristin Rumler, Customer Service Representative  
 DATE: October 7, 2015



## PARKS AND RECREATION MONTHLY ACTIVITY REPORT FOR THE MONTH OF: September 2015

EVENTS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
non-revenue uses	1	0	17	75
rentals	21	21	324	295
catering revenue	\$ 3,906.36	NR	\$ 65,072.78	NR
rental revenue	\$ 33,412.74	\$ 39,394.44	\$ 500,028.18	\$ 533,741.28
total revenue	\$ 37,319.10	\$ 39,394.44	\$ 565,100.96	\$ 533,741.28
expenses	\$ 40,723.65	\$ 30,593.32	\$ 409,415.86	\$ 349,355.71

SENIOR CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	123	125	1,431	1,438
individual participants	2,303	2,396	28,038	25,925
revenue	\$ 693.09	\$ 306.36	\$ 21,447.83	\$ 22,936.06
expenses	\$ 9,541.72	\$ 10,174.12	\$ 94,276.25	\$ 96,788.49

COMMUNITY CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	61	49	625	117
non-revenue uses	10	10	111	10
rentals	17	12	241	57
rental revenue	\$ 4,232.70	\$ 5,029.10	\$ 73,033.80	23,101.70
expenses	\$ 11,852.58	\$ 7,470.68	\$ 114,310.79	\$ 91,036.25

TENNIS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
memberships	154	152		
revenue	\$ 2,894.15	\$ 3,012.80	\$ 20,611.70	\$ 21,206.80
expenses	\$ 3,059.88	\$ 5,310.48	\$ 41,930.61	\$ 47,091.95

OTHER REVENUES	Current Month	This Month Last YR	Current YTD	Previous YTD
Farmers Market	\$ 2,760.58	\$ 1,985.86	\$ 22,896.74	\$ 23,106.65
Skate Park	\$ 165.45	\$ 232.35	\$ 3,243.28	\$ 3,198.32
Splash Park	\$ 1,197.21	\$ 1,364.14	\$ 24,472.90	\$ 25,760.49
Park Rentals	\$ 75.00	\$ 75.00	\$ 2,309.06	\$ 1,365.66
Sports Complex	\$ 3,499.75	\$ 3,883.61	\$ 29,533.78	\$ 30,619.63
Leagues	\$ 725.00	\$ 725.00	\$ 14,975.00	\$ 14,050.00
Concession (Trailhead & Sports Comp.)	\$ 864.72	\$ 625.00	\$ 11,512.11	\$ 7,325.46
Summer Camp	\$ (100.00)	\$ -	\$ 73,170.00	\$ 51,475.00
<b>TOTAL OTHER REVENUES</b>	<b>\$ 9,187.71</b>	<b>\$ 8,890.96</b>	<b>\$ 182,112.87</b>	<b>\$ 156,901.21</b>

\* Finance accounting adjustment related a non-sufficient funds payment.



**WORK ORDER EXPENSES**

TYPE	Sep-15	YTD	Sep-14	YTD	Sep-15	YTD	Sep-14	YTD
LABOR	38%	33%	36%	37%	\$ 4,547.86	\$ 56,961.55	\$ 5,946.92	\$ 48,307.17
MATERIALS	37%	18%	34%	28%	\$ 4,477.16	\$ 32,549.14	\$ 5,717.36	\$ 36,604.44
CONTRACTOR	25%	24%	30%	35%	\$ 3,042.00	\$ 64,853.08	\$ 5,008.27	\$ 84,830.48
<b>TOTALS</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>\$12,067.02</b>	<b>\$154,363.77</b>	<b>\$ 16,672.55</b>	<b>\$169,742.09</b>

**WORK ORDERS BY BUILDING**

FACILITY	Sep-15	YTD	Sep-14	YTD
CITY HALL	9	120	7	161
COMMUNITY CENTER	5	62	5	34
EVENTS CENTER	4	65	14	112
EMPLOYEE HEALTH CLINIC	0	1	4	14
FLEET	1	24	1	21
FRANK EVANS MUSEUM	2	14	1	12
LIBERTY PARK	0	5	0	3
MUNICIPAL COMPLEX	13	95	8	87
PARKS BUILDING	1	19	5	39
POLICE DEPARTMENT	2	82	13	92
PUBLIC WORKS BUILDING	2	36	5	49
SPORTS COMPLEX	8	46	2	40
STATION #33	0	42	5	42
STATION #37	2	33	3	37
TENNIS CENTER	6	48	6	39
TRAILHEAD PARK	0	18	0	14
WATER TREATMENT PLANT	2	15	6	29
<b>TOTALS</b>	<b>57</b>	<b>725</b>	<b>85</b>	<b>825</b>

**WORK ORDERS BY CATEGORY**

FACILITY	Sep-15	YTD	Sep-14	YTD
APPLIANCES	2	52	3	39
DOORS - INT, EXT, & HARDWARE	5	55	4	59
ELECTRICAL	19	230	27	280
FIRE ALARM SYSTEMS	1	5	0	11
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	3	52	9	58
JANITORIAL	2	19	1	22
MISCELLANEOUS	16	107	15	121
PAINT - INTERIOR & EXTERIOR	2	12	2	7
PEST CONTROL	3	14	0	12
PLUMBING	3	52	5	77
PREVENTATIVE MAINTENANCE	0	118	18	135
SECURITY SYSTEMS	1	6	1	4
SEPTIC TANKS	0	0	0	0
VENDING	0	3	0	0
<b>TOTALS</b>	<b>57</b>	<b>725</b>	<b>85</b>	<b>825</b>



**PARKS &  
RECREATION  
DEPARTMENT**

**Recreation Update**  
September 2015

Community Center		CURRENT MONTH		THIS MONTH LAST YEAR	
Events	Total Events	89		72	
	Rentals	17		12	
	Programs	61		49	
	HOAs	10		10	
	City Admin	1		1	
Programs	Class	# Classes	Participants	Classes	Participants
	Zumba (avg. participants)	37	20	36	24
	Yoga (avg. participants)	17	2	5	4
	Tri-Balance Martial Arts (avg. participants)	9	18	8	10
	Young Rembrandts (avg. participants)	Session Cancelled		No Class	
	Summer Camp (avg. participants)	N/A		N/A	
Sports Complex		CURRENT MONTH		THIS MONTH LAST YEAR	
Field Rentals	Soccer Rentals	58		54	
	Baseball/Softball Rentals	13		11	
	LMLL Practices	84		99	
	LMLL Games	25		14	
Programs	Program	Games/Classes	Participants	Games/Classes	Participants
	Adult Softball – Men’s	7	6 teams	3	6 teams
	Adult Softball - Coed	9	6teams	12	6 teams
	Adult Kickball - Coed	6	6teams	0	4 teams
	Soccer Shots (participants)	4	106	4	57
Skate Park	New Waivers	16		14	
	Passes Used	18		10	
	Passes Sold	1		N/A	
	BMX Bikes	5		8	
	Total Uses	90		76	
Splash Pad	Daily Users	442		527	
	Passes Used	6		9	
	Passes Sold	0		N/A	
Farmers Market		CURRENT MONTH		THIS MONTH LAST YEAR	
	Vendor Count	124		88	
	Weekly Attendance Estimate	270/week average		181/week average	
Events Center		CURRENT MONTH		THIS MONTH LAST YEAR	
Events	Total Events	22		21	
	Weddings/Social	15		16	
	Corporate/School	7		5	
	Free/City	1		0	
Tennis Center		CURRENT MONTH		THIS MONTH LAST YEAR	
	Memberships	154		152	



## **MEMORANDUM**

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Bryan Nipe, Parks and Recreation Director

VIA: Jackie Sova, City Manager

SUBJECT: Parks and Recreation Update for October 2015

Community Center	
Rentals	<ul style="list-style-type: none"> <li>• There were 29 rentals in October 2015, a 45% increase over October 2014</li> <li>• At October's end 207 rentals have been completed in calendar year 2015</li> </ul>
Programs	<ul style="list-style-type: none"> <li>• Tri-Balance Martial Arts has increased this month to 20 participants per class average for October 2015, their highest participation so far.</li> <li>• Zumba and Yoga participation is staying constant</li> <li>• Some Senior Center programs are utilizing the Community Center as overflow due to the packed class schedule at the Senior Center. A senior yoga and meditation class began in October.</li> </ul>
Sports Complex	
Rentals	<ul style="list-style-type: none"> <li>• Soccer rentals are up 30% compared to October 2014</li> <li>• Baseball/softball rentals are up 100% compared to October 2014</li> <li>• LMLL had two (2) less practices and five (5) more games this October</li> </ul>
Programs	<ul style="list-style-type: none"> <li>• Adult Kickball and Softball fall leagues continued through October</li> <li>• October Kickball theme nights included, "Ahhh...Real Zombies" and "Superhero Night"</li> </ul>
Skate Park & Batting Cages	<ul style="list-style-type: none"> <li>• 44 Annual Skate park passes have been sold to date</li> <li>• Pass usage is up 56% compared to October 2014</li> <li>• 36 Batting Cage tokens were sold in October 2015</li> </ul>
Splash Pad	<ul style="list-style-type: none"> <li>• Splash Pad usage was up 36% compared to October 2014</li> <li>• Splash Pad Pass usage was down 70% compared to October 2014</li> </ul>
Farmers Market	
	<ul style="list-style-type: none"> <li>• Farmers Market vendor occupancy rate is up 3% from October 2014</li> <li>• Weekly attendance is up 3% from October 2014</li> </ul>
Events Center	
	<ul style="list-style-type: none"> <li>• Lake Mary Events Center hosted 20 weddings in October and 7 corporate events</li> <li>• Notable events in October included Seminole County Chamber Breakfast, Fifth Third Bank, the M.A.D.D. Awards Ceremony, and Elevation Health.</li> </ul>

	<ul style="list-style-type: none"> <li>St. Therese Circle of Annunciation Catholic Church once again held its annual Fashion Show and luncheon at the Events Center for the seventh consecutive year in a row.</li> <li>Employers Association Forum, Inc. held its annual meeting at the Events Center for the third consecutive year in a row.</li> </ul>
<b>Tennis Center</b>	
	<ul style="list-style-type: none"> <li>October launched the return of the Junior Tennis Program with 38 instructional slots filled</li> <li>Hosted a Level 9 Tournament with 13 participants</li> <li>October marked the Tennis Center's first corporate membership, sold to Star Child Academy</li> </ul>
<b>Senior Center</b>	
	<ul style="list-style-type: none"> <li>A Halloween Party was thrown with guest speaker Del Lonnquist, author of Discovering Life after Alzheimer's The 26,000 Mile Ride, and 42 seniors attended.</li> </ul>
<b>Holiday in the Park</b>	
	Event will take place Friday 12/4/15 from 6pm-8pm Lights will turn on the day before Thanksgiving

Community Center		CURRENT MONTH		THIS MONTH LAST YEAR	
Events	Rentals	29		20	
	Programs	72		58	
	HOAs	9		11	
	City Admin	1		0	
	<b>Total Events</b>	<b>111</b>		<b>89</b>	
Programs	<b>Class</b>	<b># Classes</b>	<b>Participants</b>	<b>Classes</b>	<b>Participants</b>
	Zumba (avg. participants)	40	20	40	22
	Yoga (avg. participants)	17	3	9	4
	Tri-Balance Martial Arts (avg. participants)	15	20	9	12
	Young Rembrandts (avg. participants)	Session Cancelled		No Classes	
	Summer Camp (avg. participants)	N/A		N/A	
Sports Complex		CURRENT MONTH		THIS MONTH LAST YEAR	
Field Rentals	Soccer Rentals	113		87	
	Baseball/Softball Rentals	20		10	
	LMLL Practices	48		51	
	LMLL Games	83		80	
Programs	<b>Program</b>	<b>Games/Classes</b>	<b>Participants</b>	<b>Games/Classes</b>	<b>Participants</b>
	Adult Softball – Men's	12	6 teams	13	6 teams
	Adult Softball - Coed	9	6teams	12	6 teams
	Adult Kickball - Coed	12	6teams	4	4 teams
	Soccer Shots (participants)	5	106	4	57
Skate Park	Daily Users	121		176	
	Passes Used	28		18	
	Passes Sold	4		N/A	
	BMX Bikes	19		0	
Splash Pad	Daily Users	173		127	
	Passes Used	3		10	
	Passes Sold	0		N/A	
Farmers Market		CURRENT MONTH		THIS MONTH LAST YEAR	
	Vendor Count	140		136	
	Weekly Attendance Estimate	268		259	

Events Center		CURRENT MONTH	THIS MONTH LAST YEAR
Events	Weddings/Social	20	17
	Corporate/School	7	9
	Free/City	0	1
	<b>Total Events</b>	<b>27</b>	<b>26</b>
Tennis Center		CURRENT MONTH	THIS MONTH LAST YEAR
	Memberships	154	155

# MEMO

TO: Bryan Nipe, Director of Parks & Recreation  
 FROM: Cristin Rumler, Customer Service Representative  
 DATE: November 10, 2015



## PARKS AND RECREATION MONTHLY ACTIVITY REPORT FOR THE MONTH OF: October 2015

EVENTS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
non-revenue uses	0	1	0	1
rentals	27	26	27	26
catering revenue	\$ 5,873.79	NR	\$ 5,873.79	NR
rental revenue	\$ 48,025.75	\$ 49,611.13	\$ 48,025.75	\$ 49,611.13
total revenue	\$ 53,899.54	\$ 49,611.13	\$ 53,899.54	\$ 49,611.13
expenses	\$ 44,256.99	\$ 48,167.36	\$ 44,256.99	\$ 48,167.36

SENIOR CENTER				
classes	131	143	131	143
individual participants	2,166	2,522	2,166	2,522
revenue	\$ 208.32	\$ 1,489.68	\$ 208.32	\$ 1,489.68
expenses	\$ 7,297.46	\$ 7,298.03	\$ 7,297.46	\$ 7,298.03

COMMUNITY CENTER				
classes	72	58	72	58
non-revenue uses	10	11	10	11
rentals	29	20	29	20
rental revenue	\$ 7,630.20	\$ 6,541.10	\$ 7,630.20	\$ 6,541.10
expenses	\$ 17,641.95	\$ 16,011.87	\$ 17,641.95	\$ 16,011.87

TENNIS CENTER				
memberships	154	155		
revenue	\$ 2,258.90	-	\$ 2,258.90	-
expenses	\$ 3,019.92	\$ 2,751.45	\$ 3,019.92	\$ 2,751.45

OTHER REVENUES				
Farmers Market	\$ 2,120.25	\$ 1,601.88	\$ 2,120.25	\$ 1,601.88
Skate Park	\$ 277.67	\$ 498.25	\$ 277.67	\$ 498.25
Splash Park	\$ 323.39	\$ 239.62	\$ 323.39	\$ 239.62
Park Rentals	\$ -	\$ 75.00	\$ -	\$ 75.00
Sports Complex	\$ 1,767.80	\$ 7,410.75	\$ 1,767.80	\$ 7,410.75
Leagues	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Concession (Trailhead & Sports Comp.)	\$ 23.37	\$ -	\$ 23.37	\$ -
Summer Camp	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OTHER REVENUES</b>	<b>\$ 4,912.48</b>	<b>\$ 10,225.50</b>	<b>\$ 4,912.48</b>	<b>\$ 10,225.50</b>

FACILITIES MAINTENANCE  
MONTHLY REPORT



**WORK ORDER EXPENSES**

TYPE	Oct-15	YTD	Oct-14	YTD	Oct-15	YTD	Oct-14	YTD
LABOR	70%	70%	61%	61%	\$ 8,675.06	\$ 8,675.06	\$ 7,351.48	\$ 7,351.48
MATERIALS	29%	29%	39%	39%	\$ 3,651.50	\$ 3,651.50	\$ 4,694.66	\$ 4,694.66
CONTRACTOR	1%	1%	0%	0%	\$ 89.95	\$ 89.95	\$ -	\$ -
<b>TOTALS</b>	100%	100%	100%	100%	\$12,416.51	\$ 12,416.51	\$12,046.14	\$ 12,046.14

**WORK ORDERS BY BUILDING**

FACILITY	Oct-15	YTD	Oct-14	YTD
CITY HALL	6	6	14	14
COMMUNITY CENTER	0	0	2	2
EVENTS CENTER	2	2	3	3
EMPLOYEE HEALTH CLINIC	0	0	0	0
FLEET	2	2	1	1
FRANK EVANS MUSEUM	3	3	0	0
LIBERTY PARK	1	1	0	0
MUNICIPAL COMPLEX	11	11	5	5
PARKS BUILDING	1	1	1	1
POLICE DEPARTMENT	3	3	7	7
PUBLIC WORKS BUILDING	1	1	3	3
SPORTS COMPLEX	8	8	7	7
STATION #33	2	2	0	0
STATION #37	0	0	0	0
TENNIS CENTER	4	4	4	4
TRAILHEAD PARK	4	4	4	4
WATER TREATMENT PLANT	0	0	1	1
<b>TOTALS</b>	48	48	52	52

**WORK ORDERS BY CATEGORY**

FACILITY	Oct-15	YTD	Oct-14	YTD
APPLIANCES	0	0	4	4
DOORS - INT, EXT, & HARDWARE	5	5	2	2
ELECTRICAL	18	18	29	29
FIRE ALARM SYSTEMS	0	0	0	0
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	6	6	5	5
JANITORIAL	2	2	0	0
MISCELLANEOUS	6	6	8	8
PAINT - INTERIOR & EXTERIOR	3	3	1	1
PEST CONTROL	0	0	0	0
PLUMBING	6	6	2	2
PREVENTATIVE MAINTENANCE	2	2	0	0
SECURITY SYSTEMS	0	0	1	1
SEPTIC TANKS	0	0	0	0
VENDING	0	0	0	0
<b>TOTALS</b>	48	48	52	52



**MEMORANDUM**

DATE: November 5, 2015  
 TO: Mayor and City Commission  
 FROM: Stephen J. Noto, AICP *(Signature)*  
 City Planner  
 THRU: John Omana, Community Development Director *(Signature)*  
 VIA: Jackie Sova, City Manager  
 SUBJECT: September 2015 Planning and Development Activity

**FY2014-2015 WORKLOAD DATA**

	FY2014		FY2015	
	SEPT.	Total YTD	SEPT.	Total YTD
Land Use Amendments	0	2	0	3
Rezoning	0	4	1	2
Conditional Use	0	6	0	3
Subdivisions/Plat	2	8	2	8
Site Plans	0	5	0	4
Variances	0	3	0	0
Vacates	0	0	0	0
Annexations	0	0	0	0
DRI Development Agreement & Amendments	0	0	0	1
PUD Development Agreement & Amendments	0	0	0	1
Development Agreements, New	0	0	0	1
DRC Reviews	0	2	0	6
Home Occupation Review	2	41	6	49
Business License Review	33	281	51	287
Arbor Permits (non-development related)	12	163	9	171
Zoning Verification Letters	1	13	4	16
Site Permits Issued	2	13	1	10
Building Permits Review	41	519	47	440
Number of Pages Scanned	0	0	0	0

**Significant Meetings & Issues:**

- September 1 - First Step 920 Williston Park Pt Dance Studio
- September 2 - Florida Hospital Pre Construction Meeting, First Step 835 Currency Cir.
- September 3 - Crescent Redevelopment Meeting; First Step Primera Hotels
- September 8 - SunRail Entry Sign Meeting, 17/92 CRA Design Meeting
- September 9 - Victoria Plaza CRA Site Meeting
- September 10 - Green Infrastructure Webinar
- September 16 - I4 Beyond the Ultimate Meeting at HNTB, Crystal Reserve Preconstruction Meeting
- September 17 - First Step Tower Realty Lot Split, City Commission W/S and Meeting
- September 22 - First Step 128/130 Lake Mary Ave Duplex
- September 23 - Feather Edge Lots/Allan Goldberg
- September 24 - Weldon Improvement Meeting w/Seminole St.
- September 25 - Twelve Oaks Site Inspection
- September 29 - Mike Costa Shed Meeting
- September 30 - Griffin Farms/Weekly Homes Meeting; Shaw Downtown Construction Meeting



## MEMORANDUM

DATE: November 19, 2015

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP  
City Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: October 2015 Planning and Development Activity

### FY2015-2016 WORKLOAD DATA

	FY2014		FY2015	
	OCT.	Total YTD	OCT.	Total YTD
Land Use Amendments	0	0	0	0
Rezoning	0	0	0	0
Conditional Use	0	0	2	2
Subdivisions/Plat	1	1	1	1
Site Plans	1	1	1	1
Variances	0	0	0	0
Vacates	0	0	0	0
Annexations	1	1	0	0
DRI Development Agreement & Amendments	0	0	0	0
PUD Development Agreement & Amendments	0	0	1	1
Development Agreements, New	1	1	0	0
DRC Reviews	1	1	1	1
Home Occupation Review	8	8	3	3
Business License Review	61	61	32	32
Arbor Permits (non-development related)	14	14	8	8
Zoning Verification Letters	1	1	2	2
Site Permits Issued	1	1	2	2
Building Permits Review	39	39	31	31
Number of Project Files Scanned	0	0	1	1

**Significant Meetings & Issues:**

- October 1 - 755 Rinehart Site Visit; David Weekly Concept Plan Review; City Commission
- October 6 - Lot 3 Williston Harkins First Step; Pinch-a-Penny Signage Meeting
- October 7 - Seminole Science Charter Expansion Meeting
- October 8 - Griffin Farm at Midtown Final PUD Review
- October 14 - 17/92 CRA Improvements Meeting
- October 15 – 755 Rinehart Road Tree Review
- October 16 – TOD Speaking event at the City of Debarry
- October 20 - First Step Meeting Multiple Allan Goldberg Projects
- October 21 – Sandspur Lane Pre-Construction Meeting; DRC Meeting for Griffin Farm PUD
- October 22 – Tower Realty Lot Split
- October 26 – Sandspur Lane Staff Meeting; Shoppes of Lake Mary Project Meeting
- October 27 – First Step Meeting for D1 Sports; Alan Bloom Realty Meeting; P&Z Meeting
- October 28 – MetroPlan Bicycle & Pedestrian Advisory Committee Meeting



## **CITY MANAGER'S REPORT**

DATE: October 14, 2015

TO: Mayor and City Commission

FROM: Bobbie Jo Keel, Permitting/Zoning Coordinator

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: September Monthly Report

<b>BUILDING PERMITS ISSUED</b>					<b>BUILDING PERMIT VALUATIONS</b>			
<b>ACTIVITY - PERMIT TYPE</b>	<b>Sep-15</b>	<b>YTD</b>	<b>Sep-14</b>	<b>YTD</b>	<b>Sep-15</b>	<b>YTD</b>	<b>Sep-14</b>	<b>YTD</b>
COMMERCIAL - NEW	1	2	3	29	\$ 398,000	\$ 1,832,000	\$ 1,581,563	\$ 5,848,401
COMMERCIAL - ALTERATION	5	127	0	85	\$ 90,550	\$ 18,098,880	\$ 1,012,762	\$ 18,680,440
RESIDENTIAL - NEW	1	34	14	28	\$ 389,500	\$ 7,377,914	\$ -	\$ 32,300,108
RESIDENTIAL - ALTERATION	12	151	22	129	\$ 80,890	\$ 2,726,012	\$ 108,062	\$ 1,346,183
ELECTRICAL - NEW/ALTERATION	18	257	12	192	\$ 110,654	\$ 3,074,677	\$ 146,853	\$ 19,707,043
ELECTRICAL - TEMP/PREPOWER	2	58	19	69	\$ 200	\$ 18,200	\$ 1,100	\$ 8,200
MECHANICAL - NEW/ALTERATION	21	304	9	279	\$ 213,592	\$ 9,919,480	\$ 134,406	\$ 6,375,536
PLUMBING - NEW/ALTERATION	11	173	3	125	\$ 75,611	\$ 1,102,556	\$ 28,658	\$ 2,061,772
ROOFING - TILE, METAL & FLAT	1	32	29	62	\$ 52,000	\$ 516,454	\$ 21,336	\$ 1,485,332
RE-ROOFING	41	453	1	162	\$ 535,181	\$ 6,097,507	\$ 392,419	\$ 3,155,916
SWIMMING POOL	0	16	1	21	\$ -	\$ 2,608,389.00	\$ 36,000	\$ 283,257.00
SCREEN ENCLOSURE	1	16	6	17	\$ 7,400	\$ 114,514	\$ 6,250	\$ 139,533
FENCE	7	86	3	63	\$ 19,446	\$ 235,874	\$ 16,627	\$ 186,037
SIGN	3	48	0	39	\$ 66,715	\$ 858,857	\$ 25,150	\$ 262,752
FOUNDATION ONLY	0	0	0	1	\$ -	\$ -	\$ -	\$ -
DEMOLITION	0	6	42019	1	\$ -	\$ 58,700	\$ -	\$ 12,000
<b>TOTALS</b>	<b>124</b>	<b>1763</b>	<b>42141</b>	<b>1302</b>	<b>\$ 2,039,739</b>	<b>\$ 54,640,014</b>	<b>\$ 3,511,186</b>	<b>\$ 91,852,510</b>

<b>BUILDING INSPECTIONS PERFORMED</b>				
<b>TYPE</b>	<b>Sep-15</b>	<b>YTD</b>	<b>Sep-14</b>	<b>YTD</b>
BUILDING	330	3065	183	2217
ELECTRICAL	58	1035	66	937
MECHANICAL	27	518	34	590
PLUMBING	44	662	31	477
<b>TOTALS</b>	<b>459</b>	<b>5280</b>	<b>314</b>	<b>4221</b>

### MAJOR PROJECTS

1. Fountain Parke
2. Central Parc
3. Pediatric Urgent Care
4. Starbucks

### FIRST STEP MEETINGS

1. Dance Studio-Williston Park
2. Office Bldg-Currency Circle
3. 128/130 LK Mary Ave. Duplex Split



## **CITY MANAGER'S REPORT**

DATE: November 12, 2015

TO: Mayor and City Commission

FROM: Bobbie Jo Keel, Permitting/Zoning Coordinator

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: October Monthly Report

<b>BUILDING PERMITS ISSUED</b>					<b>BUILDING PERMIT VALUATIONS</b>			
ACTIVITY - PERMIT TYPE	Oct-15	YTD	Oct-14	YTD	Oct-15	YTD	Oct-14	YTD
COMMERCIAL - NEW	1	1	1	1	\$ 6,124,097	\$ 6,124,097	\$ 1,032,000	\$ 1,032,000
COMMERCIAL - ALTERATION	18	18	13	13	\$ 4,998,445	\$ 4,998,445	\$ 7,664,916	\$ 7,664,916
RESIDENTIAL - NEW	18	18	0	0	\$ 3,953,200	\$ 3,953,200	\$ -	\$ -
RESIDENTIAL - ALTERATION	9	9	16	16	\$ 85,890	\$ 85,890	\$ 145,338	\$ 145,338
ELECTRICAL - NEW/ALTERATION	49	49	35	35	\$ 2,439,646	\$ 2,439,646	\$ 906,768	\$ 906,768
ELECTRICAL - TEMP/PREPOWER	1	1	1	1	\$ 500	\$ 500	\$ 100	\$ 100
MECHANICAL - NEW/ALTERATION	36	36	28	28	\$ 1,347,665	\$ 1,347,665	\$ 518,883	\$ 518,883
PLUMBING - NEW/ALTERATION	10	10	19	19	\$ 481,993	\$ 481,993	\$ 105,440	\$ 105,440
ROOFING - TILE, METAL & FLAT	1	1	8	8	\$ 10,500	\$ 10,500	\$ 55,391	\$ 55,391
RE-ROOFING	86	86	25	25	\$ 1,099,624	\$ 1,099,624	\$ 1,165,370	\$ 1,165,370
SWIMMING POOL	1	1	2	2	\$ 54,780.00	\$ 54,780.00	\$ 95,300.00	\$ 95,300.00
SCREEN ENCLOSURE	1	1	2	2	\$ 3,900	\$ 3,900	\$ 14,452	\$ 14,452
FENCE	2	2	11	11	\$ 7,700	\$ 7,700	\$ 20,286	\$ 20,286
SIGN	5	5	7	7	\$ 8,675	\$ 8,675	\$ 17,655	\$ 17,655
FOUNDATION ONLY	0	0	0	0	\$ -	\$ -	\$ -	\$ -
DEMOLITION	0	0	0	0	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>238</b>	<b>238</b>	<b>168</b>	<b>168</b>	<b>\$ 20,616,615</b>	<b>\$ 20,616,615</b>	<b>\$ 11,741,899</b>	<b>\$ 11,741,899</b>

<b>BUILDING INSPECTIONS PERFORMED</b>				
TYPE	Oct-15	YTD	Oct-14	YTD
BUILDING	386	386	234	234
ELECTRICAL	92	92	72	72
MECHANICAL	42	42	46	46
PLUMBING	47	47	47	47
<b>TOTALS</b>	<b>567</b>	<b>567</b>	<b>399</b>	<b>399</b>

**MAJOR PROJECTS**

1. Fountain Parke
2. Central Parc
3. Pediatric Urgent Care
4. Starbucks

**FIRST STEP MEETINGS**



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



## **Monthly Report September 2015**

### **Administration and Emergency Operations**

We responded to 363 emergency alarms, had 146 transports, and accumulatively participated in 453 hours of EMS and fire related training during the month of September.

Emergency Operations and Fire Prevention personnel trained together on providing inspections to local businesses.

Rescue swimmer program trained on and instituted department wide.

Specifications for a new fire engine were completed and submitted to the Commission for approval.

Held 9/11 Ceremony at City Hall.

Provided 12 Lead EKG class and EMS legal class to all LMFD paramedics.

Held awards banquet at Lake Mary Events Center.

### **Fire Prevention**

Fire inspectors conducted 78 combined inspections and 38 plan reviews.

#### **Activities included** –

- Continued training of new fire inspector
- Site visits for several projects to resolve issues
- Continued to work on Company Survey project – completed General Order and PowerPoint (5 hour) class for Operations crews
- Monitor/follow up of several buildings with posted fire watches due to systems being out of service
- Assisted Orange County FD with Side-By-Side Sprinkler Burn Demonstration (2<sup>nd</sup> time)

- Assisted with 9/11 Memorial – created flyer and distributed/participated in ceremony
- Processed 4 public records requests
- Reviewed emergency plan/site visit with local dialysis center
- Open House planning – created Open House flyer and contacted vendors for participation

#### **Meetings attended –**

- First Step, Staff, DRC, CFFMIA, SEED, Safe Kids, Juvenile Fire setter and contractor/project meetings.
- Conference committee for statewide Fire Marshal/Inspector Association.
- FD Budget
- Teleconference w/software company and SC Dispatch for new software for FD.
- Staff meeting for Open House/Fire Prevention Month/Poster Contest activities planning.
- Several meetings regarding fire drill planning at local businesses.
- Vendor meetings for Open House.
- Met with American Red Cross regarding new fire safety/smoke alarm programs.
- Met with officials/representatives from across the state for the formation of new Florida Fire Sprinkler Coalition. (Wendy to serve as chair/co-chair alongside FFCA and FPF Rep.).

#### **Classes/Training Completed/Attended –**

- Fire Prevention conducted two five-hour company inspection/survey classroom training sessions for Operations Crews.
- Central Florida Fire Marshal's Luncheon/Training – 1.5 Hours.
- CPR Train-The-Trainer – 2 personnel – multiple hours/days for classroom training.
- CPR – personnel observed and conducted training to complete CPR Instructor requirements.
- Fire Prevention/EMT Training – Target Solutions – online training.
- Personnel assisted with county-wide Juvenile Fire setter Training – Longwood.
- Attended one eight-hour fire investigation class – Arson Seminar.

#### **Public Education Events –**

- Fire Drills – (4) conducted at local businesses (3210 Lake Emma, 1150 Greenwood Blvd., 901 International Pkwy., & 255 Technology Pk.) – 4.5 hours and 739 combined participants.
- Station Tours – (2) – Mom's Groups – 2 hours and 24 participants total.

- FD Visit – (3) – (The Learning Experience, St. Peter's x 2, No Limits) – 5 hours and 145 participants total.
- Smoke Alarm Installation – (1) Woodbridge Subdivision – 1 hour.
- Health Fair – Spring Hills - table/engine display and blood pressure checks – 4 hours and 40 participants total.



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



## **Monthly Report**

### **October 2015**

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

We responded to 388 emergency alarms, had 144 transports, and accumulatively participated in 343 hours of EMS and fire related training during the month of October.

Emergency Operations and Fire Prevention personnel continued to train together on providing inspections to local businesses.

Specifications for a new Self Contained Breathing Apparatus were completed and submitted to the Commission for approval.

#### **Fire Prevention**

Fire inspectors conducted 59 combined inspections and 58 plan reviews.

##### **Activities included –**

- Continued training of new fire inspector.
- Site visits for several projects to resolve issues.
- Monitor/follow up of several buildings with posted fire watches due to systems being out of service.
- One stop work order issued due to work without a permit.
- Created flyers and registration forms for the two separate contests for elementary kids for Fire Prevention Month.
- Copied and distributed Open House and contest flyers for all three elementary schools and daycares in the City.
- Created timeline and agenda for Open House activities.
- Continued with Open House planning – organizing, ordering, assembling, sending out invitations and meetings.
- Planning/organizing/decorating and working the City of Lake Mary Ghost Walk events through Station 33.
- Continued learning the process of taking over the CPR Program/teaching/registration/class assignments, etc.
- Picked up posters/registrations from schools for the contests.

- Created additional notification letter for kids participating in the contests and delivered to schools.

### **Meetings attended –**

First Step, Staff, DRC, SEED, Safe Kids, Elderly Affairs, Holiday in the Park and contractor/project meetings.

Conference committee for statewide Fire Marshal/Inspector Association.

Staff meeting for Open House/Fire Prevention Month/Poster Contest activities planning.

Vendor meetings for Open House.

Meetings with schools for activities and parades.

Met with Hugz for Bugz regarding new FD program/Open House.

### **Classes/Training Completed/Attended –**

CPR – completed 1<sup>st</sup> CPR class to public – 1 student.

Unified Command School – 3 days.

### **Public Education Events –**

Station Tours – (4) – LM Prep, Childcare Center, Walk-in citizen, and Mom's Groups – 3.5 hours and 54 participants total.

FD Visit – (5) – (Lady Bird, Kid City USA, Grace United, Seminole Science School, UCP Charter School, ) – 7.5 hours and 250 participants total.

City Events (2) – National Night Out and Spooktacular – 6 hours. Over 4,000 participants total.

Safety Fair – Sears – table display, 4 hours and 40 participants total.

Safety Fair – Duke Energy – 1.5 hours and 50 participants total.

Health/Safety Fair – HTE – 2 hours – 60 participants.

Fire Extinguisher Training – 901 International – 1 hour.

Fire Safety Day and Side-By-Side Burn – Home Depot – 3 hours and 150 participants total.



# Lake Mary Police Department

## MONTHLY REPORT - SEPTEMBER 2015

	FY 2015 SEPT	FY 2015 YTD	FY 2014 SEPT	FY 2014 YTD
<b>Monthly Call Volume</b>	5,920	62,401	4,279	57,404
<b>Response Times (in minutes)</b>				
Priority 1	2.29		3.86	
Priority 2	3.87		3.49	
Priority 3	7.66		6.76	

### UCR Crimes

Murders	1	1	0	0
Sex Offenses, Forcible	1	9	2	4
Robbery	0	8	3	6
Assault/Battery	6	111	3	95
Burglary	6	81	3	69
Theft, all other	16	170	19	198
Motor Vehicle Theft	0	10	1	8
Theft of Motor Vehicle Parts	1	8	1	15
Arson	0	0	0	0
D.U.I.	1	26	4	36

### Total Arrests

Adults	35	416	37	410
Juveniles	2	27	2	36

### Traffic Calls

Crashes	63	686	62	636
Criminal Citations	20	157	17	176
Citations- non criminal	330	2,884	229	4,046
Parking citations	2	74	9	117
K9 Deployments	7	142	14	128
Agency Assist; outside Jurisdiction	51	578	56	645

### Alarms

Total	104	1,205	102	1,130
Business	63	672	61	704
Residential	41	533	41	426

### Total Responses to City Ordinance Violations

20	314	18	227
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# Lake Mary Police Department

## IMPORTANT EVENTS

### Patrol Division

The LMPD Honor Guard participated in the 911 Memorial Ceremony on City Hall grounds on 9/11/15, and a service held at Spring Hill on 9/14/15.

Several members of the Patrol Division received Crisis Intervention Training in September.

### Criminal Investigations Division

Arrest was made within two hours of report for homicide case at Lake Mary Dry Cleaners.

CID responded to suicide; single gunshot wound; self-inflicted.

CID actively working a Sexual Assault and three Lewd & Lascivious cases.

Arrest was made on a larceny case involving the theft of metal grates.

Five cases were routed to the Economic Crimes Unit.

CID was present for Volusia, Lake and Seminole County Intel Meetings (SCIM); also represented LMPD at the Safehouse Board, MDT, and Human Trafficking meetings.

Lt. Biles attended the UCF Law Enforcement Technologies Summit; and attended the Child Abduction Class along with Sgt. J. Gowen and Detective C. Crutcher.

### Community Relations Division

CRD preparing for National Night Out in October.

CRD assisted in arranging and setting up National DEA Take Back day at LMPD, encouraging citizens to turn in expired and unwanted medications.

CRD attended the City's 911 memorial, paying their respects to those who lost their lives.

Car Seat Installation - several citizens met with CRD members to receive instructions on how to safely and properly install child safety seats in their vehicles.

### Support Services Division

In the process of upgrading the phone system, concurrent with the County, moving to the next generation of technology.



# Lake Mary Police Department

## MONTHLY REPORT - OCTOBER 2015

	FY 2015 OCT	FY 2015 YTD	FY 2014 OCT	FY 2014 YTD
<b>Monthly Call Volume</b>	5,759	5,759	4,442	4,442
<b>Response Times (in minutes)</b>				
Priority 1	3.42	3.42	4.27	4.27
Priority 2	4.02	4.02	5.91	5.91
Priority 3	7.08	7.08	7.72	7.72

### UCR Crimes

Murders	0	0	0	0
Sex Offenses, Forcible	0	0	0	0
Robbery	0	0	0	0
Assault/Battery	14	14	7	7
Burglary	2	2	11	11
Theft, all other	16	16	12	12
Motor Vehicle Theft	1	1	1	1
Theft of Motor Vehicle Parts	2	2	1	1
Arson	0	0	0	0
D.U.I.	3	3	4	4

### Total Arrests

Adults	47	47	38	38
Juveniles	1	1	4	4

### Traffic Calls

Crashes	66	66	75	75
Criminal Citations	19	19	7	7
Citations- non criminal	244	244	202	202
Parking citations	4	4	5	5
K9 Deployments	18	18	14	14
Agency Assist; outside Jurisdiction	56	56	54	54

### Alarms

Total	117	117	105	105
Business	72	72	58	58
Residential	45	45	47	47

### Total Responses to City Ordinance Violations

29	29	74	74
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# Lake Mary Police Department - IMPORTANT EVENTS

## Patrol Division

LMPD's Honor Guard, K-9 Unit, Patrol, SWAT and CID performed opening ceremonies for National Night Out. They also offered demonstrations on the K-9 unit, Taser use and DUI.

Ballistic vest inspection was completed.

The department received training on Firearms, Less Lethal Shotgun, Gander Mountain Scenario Simulator, RIPP Hobble restraints, Defensive Tactics, ASP baton, FBI Color of Law Civil Rights, and the quarterly Rapid Deployment Force (RDF) training.

New hire Officer Lucich completed Phase 1 of training.

## Criminal Investigations Division

CID team assisted Lead Detective Hernandez in completing a homicide investigation case.

Three death investigations are currently being worked.

Det. McDaniel and CID team are investigating an extortion case involving a local church.

13 cases were routed to the Economic Crimes Task Force for investigation.

Det. Crutcher has joined the Economic Crimes Task Force, replacing James Riddle, who transferred to patrol.

Det. Jason McDaniel has joined the CID unit, transferring from the Motors Division.

CID has gained access to the Regional Organized Crime Information Center (ROCIC) database and CID members have completed database training.

Team members participated in Seminole, Lake and Volusia County Intel meetings, represented LMPD at the Safehouse Board, Multi-Disciplinary Team and Human Trafficking meetings.

## Community Relations Division (CRD)

Planned and hosted **National Night Out**, with record breaking attendance of close to 1,000 people. \$2,700 was raised to benefit Harbor House's Paws for Peace kennel, which allows victims of domestic violence to leave their abusive situation with their pets; encouraging more victims to take the first step away from domestic violence.

**St. Peter's** 2-3 year old pre-schoolers had a surprise visit from Officer Wheeler and K-9 Urs while they received a lesson from CRD about police as community helpers.

Our first **R.A.D.** (Rape Aggression Defense) was very successful. 12 women attended the four session class; consisting of lecture, physical defense and simulation scenarios. Graduates were so pleased that some have pre-registered for the next session, and they have created a RAD Graduate forum on Facebook!

CRD and volunteers participated in making this year's **Ghost Walk** a hauntingly good time!

**Grace Methodist Fall Festival**- CRD attended, distributing crime prevention materials and giveaways for the little ones.

CRD represented LMPD as a guest judge for **Kid City's** Fall Door Decorating Contest.

Officer Gillett attended the **2015 Florida Crime Prevention** Conference. The conference addressed new crime prevention strategies with up-to-date information on crimes that occur similarly throughout the state.

**Trunk or Treat!** A LMPD patrol car was decorated for the event at St. Peter's and LMPD distributed candy to the Trunk or Treaters. Officer Fuehrer represented LMPD at Crystal Lake Elementary's Trunk or Treat with candy for the young ones; attendance at both events was excellent!

**Spooktacular** – CRD participated in the City's event and passed out candy. The event had a huge turnout and was a tremendous success. Way to go Parks and Rec!

## Support Services Division

Support Supervisor Suzanne Garfinkel is working with Seminole County Telecommunications and 9-1-1 Public Safety Manager on the 9-1-1 System Replacement Project that kicked off October 7th. The project will upgrade all Lake Mary's 9-1-1 phone lines and Seminole County telephony Infrastructure that will support next generation 9-1-1, Lake Mary's new voice recording system, NICE, and all new phone console equipment to include computer towers, UPS and 23' monitors.

# PUBLIC WORKS UPDATE

**September 2015**

## Streets/Sidewalks – 432

1. Station House area parking, utility and road improvements substantially complete. Waiting on final as-built drawings.
2. Parking lot for Community Center complete.
3. Emma Oaks Trail sidewalk bids received, waiting on Progress Energy work to be completed prior to award.

## Water Treatment – 434

12-month average daily water demand 3.09 million gallons (4% above previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.38, plant capacity 9.99 MGD. Rainfall one inch above average year to date.

## Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – ongoing.
2. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
3. Palmetto Street Turn Lane and Lake Mary Blvd. Sewer Project awarded to Pospiech Contracting, notice to proceed August 24<sup>th</sup>. Will include turn lane on LMB at Palmetto.

	Sep-15	FYTD	Sep-14	FYTD
Work Orders Completed	22	338	36	351
Sidewalks Repaired (Feet)	14	1,040	0	1,960
Street Signs Installed	5	148	14	150
Streets Paved (Miles)	0	1.70	0	5
Paved Streets Maintained (Asphalt - Tons)	5.50	47.50	3.50	41
Millions Gallons Treated	84	1,131	84	1,077
New Water Meters Installed	0	20	1	35
Waterlines Installed (Feet)	0	100	0	230
Waterline Breaks Repaired	20	205	23	230
Meters Exchanged	22	363	47	393
Turn-On/Turn-Off (Customer Request)	100	1,557	141	1,617
Turn-Offs/Non-Payment	32	290	18	219
Water System Dist. Valves Exercised	20	215	5	290
Vehicle Preventative Maint. Inspections	51	598	48	584
Vehicles/Equipment Serviced	97	1,070	77	1,027

# PUBLIC WORKS UPDATE

## October 2015

### Streets/Sidewalks – 432

1. Station House area parking, utility and road improvements substantially complete. Waiting on final as-built drawings.
2. Parking lot for Community Center complete.
3. Emma Oaks Trail sidewalk bids received, waiting on Duke Energy work to be completed prior to award.

### Water Treatment – 434

12-month average daily water demand 3.09 million gallons (5% above previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.38, plant capacity 9.99 MGD. Rainfall one inch above average year to date.

### Water Distribution/Wastewater Collection – 435

1. Meter Change-out Program – ongoing.
2. Lift station pump maintenance program – all stations have been repaired/modified; we are experiencing a 25% reduction in electric use over 2011.
3. Palmetto Street Turn Lane and Lake Mary Blvd. Sewer Project awarded to Pospiech Contracting, notice to proceed August 24. Will include turn lane on LMB at Palmetto.

	Oct-15	FYTD	Oct-14	FYTD
Work Orders Completed	33	33	43	338
Sidewalks Repaired (Feet)	15	15	120	1,040
Street Signs Installed	10	10	10	148
Streets Paved (Miles)	0.00	0.00	0.00	2
Paved Streets Maintained (Asphalt - Tons)	6.00	6.00	2.50	48
Millions Gallons Treated	102	102	100	1,131
New Water Meters Installed	2	2	2	20
Waterlines Installed (Feet)	0	0	0	100
Waterline Breaks Repaired	18	18	27	205
Meters Exchanged	47	47	36	363
Turn-On/Turn-Off (Customer Request)	121	121	152	1,557
Turn-Offs/Non-Payment	45	45	27	290
Water System Dist. Valves Exercised	0	0	5	195
Vehicle Preventative Maint. Inspections	48	48	50	598
Vehicles/Equipment Serviced	85	85	108	1,070

**CITY CLERK'S OFFICE MONTHLY REPORT  
SEPTEMBER 2015**

	FY 2015		FY 2014	
	SEPT. 15	YTD	SEPT. 2014	YTD
MINUTES PREPARED (SETS)	2	23	2	20
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	1	7	0	6
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	0	4	0	2
PROCLAMATIONS PREPARED	0	21	3	19
OCCUPATIONAL LICENSES				
NEW	47	302	39	253
RENEWALS	694	1697	674	1520
TRANSFERS	5	48	3	45
REVENUE GENERATED	\$47,185.00	\$125,173.25	\$49,990.00	\$122,614.75
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	4	43	3	39
RECORDS DESTROYED (CUBIC FEET)	0	15	0	15

**CITY CLERK'S OFFICE MONTHLY REPORT  
OCTOBER 2015**

	FY 2016		FY 2015	
	OCT. 15	YTD	OCT. 2014	YTD
MINUTES PREPARED (SETS)	1	1	2	2
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	0	0	0	0
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	0	0	0	0
PROCLAMATIONS PREPARED	2	2	2	2
OCCUPATIONAL LICENSES				
NEW	41	41	56	56
RENEWALS	190	190	213	213
TRANSFERS	4	4	9	9
REVENUE GENERATED	\$11,082.50	\$11,082.50	\$12,540.00	\$12,540.00
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	7	7	4	4
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0

# Human Resources

## September 2015 Report

<b>Employment</b>	<b>09/15</b>	<b>YTD</b>	<b>09/14</b>	<b>YTD</b>
Applications received/acknowledged	45	727	32	542
New Hire Orientations	5	36	2	24
Resignations/Terminations	5	31	3	26
Current Vacancies (FT/PT Employment Opportunities)	7	83	4	44
Positions filled in house	1	4	0	9
Positions filled outside	5	36	2	23
Surveys Conducted/Completed	17	145	5	96
Employee Evaluations	12	191	11	201
Employee Verifications	10	64	2	54
Personnel Actions Initiated	22	388	20	348
Grievances Filed	0	2	0	1
Employee Insurance Assistance	9	125	4	58
Current Full Time Employees	176		177	
Current Part Time Employees	18		17	

### Special Projects

Personnel Policy Manual				
Benefit Fair Prep				

<b>Insurance</b>	<b>09/15</b>	<b>YTD</b>	<b>09/14</b>	<b>YTD</b>
On the Job Injuries - Medical Attention Required	1	9	1	10
On the Job Injuries - No Medical Attention Required	0	1	0	7
City Vehicle Accidents Reported - Under \$500	0	5	0	8
City Vehicle Accidents Reported - Over \$500	0	5	0	3
Loss/Damage Reports - Under \$500	3	16	1	11
Loss/Damage Reports - Over \$500	1	8	0	6
Damage to City Property by Others - Under \$500	0	0	0	0
Damage to City Property by Others - Over \$500	0	0	0	1
Liability/Claimant Incident Reports - Under \$500	0	0	0	4
Liability/Claimant Incident Reports - Over \$500	0	0	0	4
Special Hearings/Mediations	0	0	0	0

# Human Resources

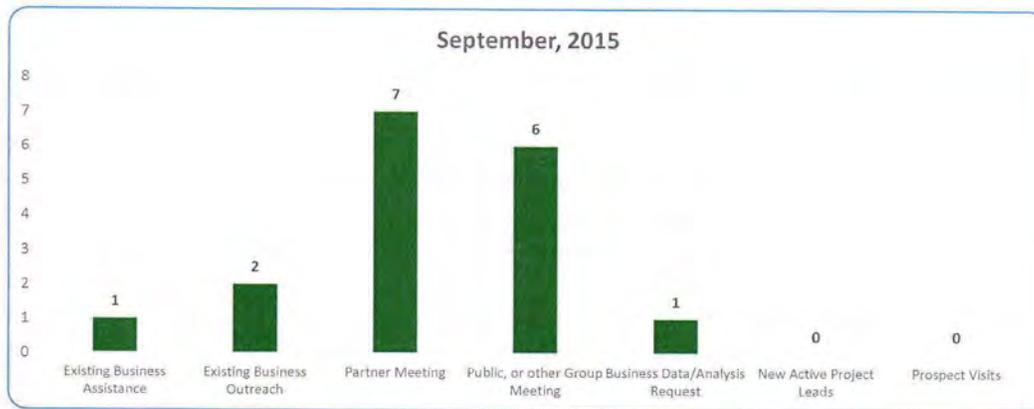
## October 2015 Report

Employment	10/15	YTD	10/14	YTD
Applications received/acknowledged	16	16	81	81
New Hire Orientations	1	1	1	1
Resignations/Terminations	2	2	2	2
Current Vacancies (FT/PT Employment Opportunities)	5	5	7	7
Positions filled in house	1	1	0	0
Positions filled outside	1	1	1	1
Surveys Conducted/Completed	14	14	6	6
Employee Evaluations	7	7	9	9
Employee Verifications	4	4	5	5
Personnel Actions Initiated	37	37	47	47
Grievances Filed	0	0	1	1
Employee Insurance Assistance	10	10	1	1
Current Full Time Employees	174		171	
Current Part Time Employees	20		16	
<b>Special Projects</b>				
Personnel Policy Manual				
Benefit Fair Prep				
<b>Insurance</b>				
	10/15	YTD	10/14	YTD
On the Job Injuries - Medical Attention Required	4	4	0	0
On the Job Injuries - No Medical Attention Required	2	2	0	0
City Vehicle Accidents Reported - Under \$500	0	0	1	1
City Vehicle Accidents Reported - Over \$500	1	1	0	0
Loss/Damage Reports - Under \$500	1	1	0	0
Loss/Damage Reports - Over \$500	0	0	0	0
Damage to City Property by Others - Under \$500	0	0	0	0
Damage to City Property by Others - Over \$500	0	0	0	0
Liability/Claimant Incident Reports - Under \$500	0	0	0	0
Liability/Claimant Incident Reports - Over \$500	0	0	0	0
Special Hearings/Mediations	0	0	0	0

**Activity Summary**

City of Lake Mary, Economic Development Activity Summary September, 2015	
Activity Code	Explanation
Existing Business Assistance	Existing business assistance involving a 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	September, 2015
Existing Business Assistance	1
Existing Business Outreach	2
Partner Meeting	7
Public, or other Group Meeting	6
Business Data/Analysis Request	1
New Active Project Leads	0
Prospect Visits	0
<b>Total Count</b>	<b>17</b>



**Milestones:**

Coordination and meetings with Paylocity for expedited permitting and other assistance.
Coordination and meeting with local entrepreneur developing a new electronic product, called Project Modena.
Presented at the CareerSource Florida Annual meeting held in Orlando, Florida.



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

**Activity Detail**

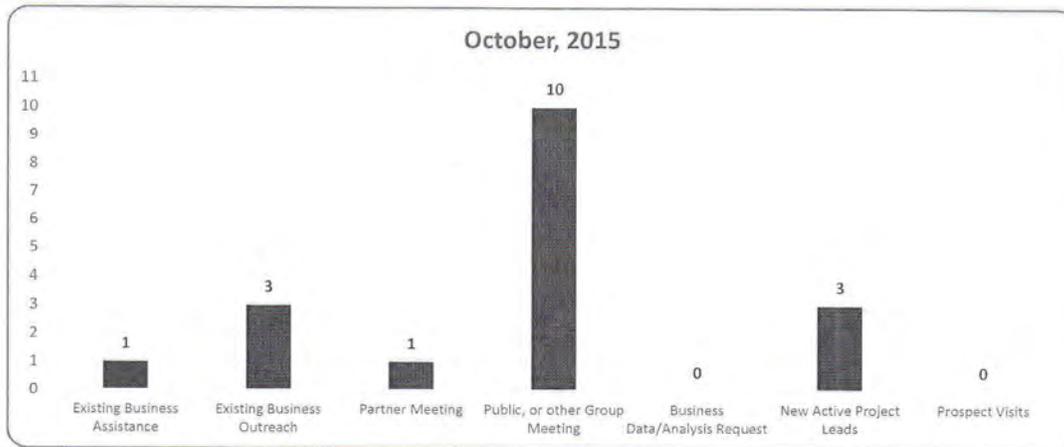
**City of Lake Mary, Economic Development Activity Log  
September, 2015**

Name	Date	Activity Code	Explanation
Tom	9/1/15	Public, or other Group Meeting	First Step meeting regarding performing arts dance studio.
Tom	9/1/15	Partner Meeting	Meeting to discuss new Chamber event involving economic development updates from the seven Seminole County Cities.
Tom	9/2/15	Partner Meeting	First Step meeting.
Tom	9/2/15	Public, or other Group Meeting	Planning meeting for the CareerSource Florida annual meeting in Orlando, Florida.
Tom	9/2/15	Partner Meeting	Teleconference with City attorneys.
Tom	9/3/15	Existing Business Outreach	Meeting with Crescent Property Resources to discuss future development plans for 155 acre Rinehart property.
Tom	9/3/15	Public, or other Group Meeting	First Step meeting.
Tom	9/9/15	Existing Business Outreach	Site meeting with Victoria Plaza property representative to discuss future US 17-92 CRA project.
Tom	9/9/15	Partner Meeting	Meeting with SCPS regarding facility inventory and needs.
Tom	9/10/15	Partner Meeting	Chamber representative meeting to discuss next year's State of the City presentation.
Tom	9/11/15	Public, or other Group Meeting	Leadership Seminole Meeting.
Tom	9/15/15	Partner Meeting	Meeting with the County's new Economic Development Director.
Tom	9/16/15	Public, or other Group Meeting	Project meeting with county and consultant to discuss Interstate 4 Beyond the Ultimate design options.
Tom	9/17/15	Public, or other Group Meeting	First Step meeting to discuss lot split at 3200 Lake Emma Road.
Tom	9/22/15	Public, or other Group Meeting	Presenter at the CareerSource Florida annual meeting in Orlando, Florida. Participated in a panel discussion regarding workforce information needs along with a chronicle of the Verizon deal.
Tom	9/22/15	Partner Meeting	Monthly MEDO (Municipal Economic Developer Organization) meeting at City of Deland. Mayor Robert Apgar joined the luncheon and shared his perspective on economic development.
Tom	9/30/15	Existing Business Assistance	Meeting with David Weekly Homes to discuss design concepts for Griffin Farms at Midtown.
Tom	9/30/15	Business Data/Analysis Request	Produced a demographic summary sheet for the City displaying frequently requested data points.

**Activity Summary**

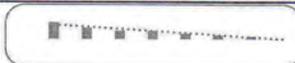
City of Lake Mary, Economic Development Activity Summary October, 2015	
Activity Code	Explanation
Existing Business Assistance	Existing business assistance involving a problem, and follow-up
Existing Business Outreach	Existing business outreach meeting or interview
Partner Meeting	Meeting with Economic 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	October, 2015
Existing Business Assistance	1
Existing Business Outreach	3
Partner Meeting	1
Public, or other Group Meeting	10
Business Data/Analysis Request	0
New Active Project Leads	3
Prospect Visits	0
<b>Total Count</b>	<b>18</b>



**Milestones:**

- Three new active project leads where Lake Mary has been short-listed as a potential location.
- Two presentations: (a) the Lake Mary Rotary, and (b) City of Debary's TOD workshop.
- Significant outreach with developers interested in various sites throughout 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

**Activity Detail**

**City of Lake Mary, Economic Development Activity Log  
October, 2015**

Name	Date	Activity Code	Explanation
Tom	10/1/15	Public, or other Group Meeting	Chamber's Good Morning Seminole Education Panel.
Tom	10/1/15	Public, or other Group Meeting	City Commission Meeting.
Tom	10/2/15	Public, or other Group Meeting	Leadership Seminole Meeting.
Tom	10/5/15	Existing Business Outreach	Bimonthly SEDEN (Seminole Econ Dev Education Network) meeting. Meeting featured manufacturers located in both Seminole and Volusia Counties.
Tom	10/6/15	New Active Project Leads	Project meeting for new active project called 'Project Blue Marlin'. The project involves a Fortune 100 firm considering locating and expanding in Lake Mary.
Tom	10/6/15	Public, or other Group Meeting	Meeting with Crescent Property Resources Attorney.
Tom	10/6/15	Public, or other Group Meeting	First Step meeting for Williston Park lot.
Tom	10/7/15	New Active Project Leads	Meeting for new active project called 'Project World Traveler'.
Tom	10/8/15	Partner Meeting	Meeting with City of Longwood and Casselberry to discuss economic development and cooperation.
Tom	10/8/15	New Active Project Leads	Meeting for new active project called 'Project Blue Sky'. The project involves an internal relocation of a company from unincorporated Seminole County into the City of Lake Mary.
Tom	10/9/15	Existing Business Assistance	Meeting with entrepreneur with patent pending status on a new IT concept. Connected them to several resources including the National Entrepreneur Center and the FIT Women's Business Center.
Tom	10/13/15	Public, or other Group Meeting	Chamber's Lake Mary Coffee Club Meeting.
Tom	10/15/15	Public, or other Group Meeting	Industry Recognition Lunch at the Westin Hotel.
Tom	10/16/15	Public, or other Group Meeting	Presented at the City of Debary's Transit Oriented Design (TOD) workshop.
Tom	10/20/15	Public, or other Group Meeting	Attended the ribbon cutting ceremony for the new Lake Mary High School manufacturing specialty program.
Tom	10/20/15	Public, or other Group Meeting	First Step meeting to discuss several residential infill parcels in Lake Mary.
Tom	10/21/15	Public, or other Group Meeting	Development Review Committee meeting for Griffin Farms at Midtown.
Tom	10/22/15	Existing Business Outreach	Meeting with a development group interested in downtown development and the Shoppes of Lake Mary.
Tom	10/30/15	Existing Business Outreach	Meeting with development group interested in properties located off International Parkway.