



LAKE MARY CITY COMMISSION

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

**Regular Meeting
AGENDA**

THURSDAY, FEBRUARY 18, 2016 7:00 PM

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes: February 4, 2016**
- 6. Special Presentations**
 - A. Convergys - Veterans Job Fair and Hiring Program**
- 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

- A. Ordinance No. 1536 - Amending Firefighters' Pension Ordinance Providing for Purchase of Prior Military Service at any time Prior to Retirement - Second Reading (Public Hearing) (Dianne Holloway, Finance Director)**
- B. Ordinance No. 1537 - Amending Section 50,142, Sewer Impact Fee, and Section 53.31(A), Rates and Charges, to correct scrivener's errors (no change in rates) - Second Reading (Public Hearing) (Dianne Holloway, Finance Director)**

9. New Business

- A. Ordinance No. 1538 - Small Scale Future Land Use Amendment for .38 acres of property located at the southeast corner of Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial; Oaks at Lake Mary LTD, Stephen Coover, applicant - First Reading (Public Hearing) (Steve Noto, City Planner)**
- B. Ordinance No. 1539 - Rezone .38 acres of property located at the southeast corner of Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1 General Commercial; Oaks at Lake Mary LTD, Stephen Coover, applicant - First Reading (Public Hearing) (Quasi-Judicial) (Steve Noto, City Planner)**
- C. Conditional Use Approval for a Private and Retail Recreational Facility, Focus Performing Arts Studio, located at Lot 8 in Williston Park; Jenny Clifton, applicant (Public Hearing) (Quasi-Judicial) (Steve Noto, City Planner)**

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

- a. Expenditure from Law Enforcement Trust Fund**
- b. Surplus item - speed measurement devices and printers**

B. Items for Information

- a. Monthly Department Reports - December & January**

C. Announcements

12. Mayor and Commissioners Report

A. Appointment to the Parks & Recreation Advisory Board & Elder Affairs Commission

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: March 3, 2016

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held February 4,
2 2016, 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 7:03 P.M.
9

10 2. Moment of Silence
11

12 3. Pledge of Allegiance
13

14 4. Roll Call
15

16 Mayor David Mealor	Jackie Sova, City Manager
17 Commissioner Gary Brender	Dianne Holloway, Finance Director
18 Deputy Mayor George Duryea - Late	John Omana, Community Development Dir.
19 Commissioner Sidney Miller	Steve Noto, City Planner
20 Commissioner Jo Ann Lucarelli	Tom Tomerlin, Economic Development Dir.
21	Bruce Paster, Public Works Director
22	Bryan Nipe, Parks & Recreation Director
23	Steve Bracknell, Police Chief
24	Frank Cornier, Fire Chief
25	Katie Reischmann, City Attorney
26	Mary Campbell, Deputy City Clerk
27	

28 5. Approval of Minutes: January 7, 2016
29

30 **Motion was made by Commissioner Brender to approve the minutes of the**
31 **January 7, 2016, meeting, seconded by Commissioner Lucarelli and motion**
32 **carried unanimously.**
33

34 Mayor Mealor welcomed the liaisons from the Forest community. He thanked them for
35 the invitation to attend the board meeting.
36

37 Mayor Mealor recognized students from Valencia College as part of their government
38 assignment. He said if a member of the Commission or staff may be helpful in their
39 assignments please let us know.
40

41 6. Special Presentations
42

43 A. 2015 Police Officer of the Year – Pfc. Claudia Umana
44

45 Chief Bracknell and Officer Claudia Umana came forward. Chief Bracknell thanked the
46 Commission for the opportunity to present our 2015 Officer of the Year. The police

1 department has an Awards Committee made up of sworn and non-sworn personnel.
2 They get together quarterly to review nominations from the different divisions for the
3 different positions for Officer of the Year, Chief's Award, and so on. The Lifesaving
4 Award was given recently. This award was our Police Officer of 2015. She was
5 nominated by her sergeant for her outstanding work in the Investigation Division. She
6 was the final December quarter winner and the entire year winner.

7
8 Chief Bracknell said Claudia came to us in '07. She worked diligently on the street and
9 distinguished herself on her quality of work. She went into the Criminal Investigations
10 Division six years ago. She is the tip of the spear when it comes to investigations. Our
11 investigators are general assignment investigators so she may be working a stolen
12 wallet in one hand and in the other hand a murder, which was the case this year.

13
14 Chief Bracknell said Claudia is a member of multiple task forces. She is a member of
15 the Domestic Violence Task Force, Sexual Abuse Response Team, and is on the
16 SafeHouse Board. Over the last three months she has been involved with the FBI Task
17 Force for Human Trafficking. For those organizations mentioned there are threads that
18 wind into those. There are a lot of things that touch each other. She is passionate
19 about this. When he passes her in the hall he gets a full briefing. She is on top of it.
20 He has received phone calls from other departments saying Claudia is not just sitting
21 there taking up space. She is out there doing this.

22
23 Chief Bracknell said in keeping with all the investigations and all the cases assigned to
24 her she also does our CBSA which are lie detectors for bad guys and future employees.
25 She has sent many prospective employees crying out of the CBSA. She does an
26 excellent job.

27
28 Chief Bracknell said as a result of all the things he has mentioned, Claudia was selected
29 as our 2015 Sworn Officer of the Year. He read and presented a plaque to Claudia
30 Umana. He said Claudia has recently asked to go back on patrol so she will be bringing
31 all of those talents back to the street. She will be training new officers on all the things
32 that she has learned and still be a positive influence on our officers.

33
34 Mayor Mealor said we have such a remarkably talented police force with many awards,
35 accreditations, and commendations. The fact that Claudia was selected by her peers
36 speaks volumes as to her worth but also what she personifies in terms of best practice
37 and a commitment to our community. On behalf of the Commission he extended
38 congratulations for a job well done.

39
40 Chief Bracknell introduced Claudia's father, mother and two children.

41
42 B. 2015 City Employee of the 4th Quarter – Bobbie Jo Keel, Permit/Zoning
43 Coordinator

44
45 Deputy Mayor Duryea arrived at this time (7:12 P.M.)

1 John Omana and Bobbie Jo Keel came forward. Mr. Omana said it is with great
2 pleasure that we present the 2015 City Employee of the Fourth Quarter, Bobbie Jo
3 Keel. He stated the reasons for her nomination. Bobbie handled the front counter by
4 herself during this recording period when we were shorthanded and were swamped.
5 She continued to provide great customer service and outstanding coordination of CO'S
6 and permits during this challenging period. She was also on top of technical issues with
7 IT when it came to addressing and tweaking the call-in system or other issues regarding
8 the AS400. She kept the ship afloat during this challenging time. He said if he had one
9 word to describe her it would be "awesome". She does a great job for us and is an
10 asset to the City.

11
12 Ms. Keel said she appreciated the recognition. Lake Mary is my home away from
13 home. It's an honor.
14

15 Mayor Mealor said we had an economic development announcement today where
16 within our community Convergys announced they were bringing in 155 new jobs. What
17 was pointed out is the success that Seminole County and the City of Lake Mary have
18 had really has been a commitment to those people that want to come to Lake Mary and
19 invest. The gateway for that process really is what Bobbie is responsible. When others
20 outside the region single us out, it reflects positively on every one of us. The reality is
21 people such as Bobbie make it possible. He thanked her for a job well done.
22

23 C. Central Florida (Green) Workplace Challenge – Jeff Daniels, President,
24 Green Destination Orlando
25

26 Jeff Daniels, President of Green Destination Orlando (GDO), came forward. We are a
27 small non-profit Florida corporation. Our goal and vision is to promote Central Florida
28 as a truly green sustainable area to live, a very involved community, and one that our
29 visitors and residents can enjoy. We focus on hospitality, healthy workplaces, green
30 education, and resource conservation. We work with other community members on
31 how to develop these things within their own businesses and within the municipality.
32

33 Mr. Daniels said we started in 2010 and our goal at that point was to work with the
34 hoteliers on I-Drive for the most part. We received our 501C-3 last year and have kick
35 started to a whole new level of what we are going to be doing. We have taken on the
36 administrative role for Orange County for a program called the Central Florida
37 Workplace Challenge. This program was announced in the Mayor Jacobs/Orange
38 County's Economic Summit last month on the 21st of January. It is a friendly
39 competition between businesses and between municipalities to fully demonstrate what
40 they're doing in three main topic areas and that's green sustainability that they work
41 within their businesses or municipalities, how healthy they can be with their employees
42 and customers, and how involved they are with the community.
43

44 Mr. Daniels said the way this works is a simple registration on our website. There are
45 checklists for each of those three topics. At the end of the program towards the end of
46 July, we will tally up those that have committed to this and there will be an awards

1 ceremony so we can actually show the community what all the other businesses and
2 municipalities have done to promote those three main topics. Mayor Jacobs will be
3 running this and the awards ceremony will be sometime in September and they will get
4 a recognition from the Mayor. We would like to see the other cities chime in on this one.
5 More information is available at www.greendestinationorlando.org.

6
7 Mr. Daniels asked how can you help and why are we here. We would love to see the
8 City of Lake Mary participate in this. We would also like to see the City of Lake Mary
9 work with their business partners in their community to help spread the word so they
10 can also be involved in this program. We expect to get 100 businesses or other places
11 to sign up. He said his challenge is to get 500 and would like to see Lake Mary help
12 out.

13
14 Mr. Daniels said we have done a couple of cool events recently. We have done some
15 fundraisers because we are non-profit. We have done everything from a hoedown to a
16 glow in the dark yoga event to a restaurant for a healthy eating instruction event. In a
17 few weeks we are going to have our first official kickoff education event at Wekiva
18 Island February 25th from 5:00 P.M. to 8:00 P.M. We would love to have as many
19 people as we can come out and learn more about how to make your community better,
20 how to make your employees happier and healthier, and how to make your
21 sustainability programs work better.

22
23 Mr. Daniels thanked the Commission for their time and will field any questions.

24
25 Mayor Meador asked Mr. Daniels to forward his presentation to City staff.

26
27 Commissioner Miller said he was sensing it was an Orange County event and then Mr.
28 Daniels asked for our participation. He asked the Seminole County role in this.

29
30 Mr. Daniels said since it is a Central Florida workplace challenge, we are not limiting it
31 to Orange County. We want to open this up to all the counties that are involved with
32 Central Florida. Our goal is to promote not just healthy living and not just involved
33 community but also the beautiful flora and fauna that is available in Central Florida.
34 Seminole County really writes the book on that. We want to involve Seminole County
35 and all the beautiful cities that are here. We are working with the City of Orlando, the
36 City of Winter Park, and Orange County. We are also going to look at Osceola County
37 and Seminole County to try and involve the whole community.

38
39 Mayor Meador thanked Mr. Daniels for the information and best wishes in his initiative.

- 40
41 7. Citizen Participation – This is an opportunity for anyone to come forward and
42 address the Commission on any matter relating to the City or of concern to our
43 citizens. This also includes: 1) any item discussed at a previous work session;
44 2) any item not specifically listed on a previous agenda but discussed at a
45 previous Commission meeting; or 3) any item on tonight’s agenda not labeled as

1 a public hearing. Items requiring a public hearing are generally so noted on the
2 agenda and public input will be taken when the item is considered.
3

4 Dan Coughlin, 1305 West Lake Mary Boulevard where he has happily and pleasantly
5 resided for over 20 years, came forward. He said he would read a statement that he
6 prepared. The subject of this information is based on his experiences recently with
7 construction taking place on the Waterside development of which he shares a 400-foot
8 plus common westerly border. The issues are the construction issues, building permits,
9 and the noise ordinance and in particular a lack of work rules governing what you can
10 do and what you cannot do when you build in populated dense areas where there are
11 residents that border your activity.
12

13 Mr. Coughlin said new residential construction taking place in the City is planned and
14 permitted under PUDs and is governed by existing noise ordinances which do not in his
15 opinion adequately address or take into consideration the burdens placed on existing
16 and adjoining properties and the homeowners who endure significant disruptions to their
17 right to quiet and enjoyment of their residences.
18

19 Mr. Coughlin said some of these most pressing issues related to new construction either
20 are not being addressed or he is unaware of any City codes that may impact these
21 activities. The existing noise ordinance regulates noise levels permissible by day and
22 time of day. For instance 60 decibels is permissible from 6:00 A.M. to 10:00 P.M.
23 Monday through Friday, and 55 decibels from Friday at 10:00 P.M. until Monday at 6:00
24 A.M. None of these rules and regulations address the days of the week that you can
25 work or the times of the week that people can conduct construction activities. Building
26 construction practices routinely exceed these permissible noise levels by substantial
27 margins with no regard to the day, week, or the time of day excluding holidays. Three
28 hundred sixty-five days a year they can conduct those construction activities
29 irrespective of the impact on the close adjoining neighbors. Residents living next door
30 or adjacent to a construction site are forced to accept these conditions. In some cases
31 there are blatant violations of noise which have resulted with him having to interact with
32 the police department on more occasions in the past month than he has in the
33 preceding 20 years to come and deal with activities well into the evening and early
34 morning hours.
35

36 Mr. Coughlin said heavy duty earthmoving equipment used to clear land or demolish
37 existing structures, construction crews running gas grinders, block cutting tools, nail
38 guns, dump trucks, concrete trucks, ground pounding compacters differ greatly from a
39 neighbor running a lawnmower or leaf blower on the weekend for a few hours, or after
40 work or cleaning up after a storm. Regulatory distinctions regarding these activities
41 need to be enumerated in the City Code and make conditions of building permits
42 issuance and enforced scrupulously in order to ensure peace and tranquility to the
43 existing residents and the right to the quiet enjoyment of their homes. Solutions he
44 believed are available within the power of this Commission to properly consider and act
45 upon those sensible adjustments to the permitting process and code enforcement, and

1 authority should be given just cause and reason to execute these regulations in a timely
2 fashion.

3
4 Mayor Meador thanked Mr. Coughlin for bringing that to their attention. He asked Mr.
5 Omana and Mr. Noto if Mr. Coughlin had been in touch with them.

6
7 Mr. Omana answered affirmatively. He said Mr. Coughlin called him during the week
8 and he had a discussion with him regarding the issues.

9
10 Commissioner Brender asked the City Attorney if the noise ordinances specifically
11 address construction.

12
13 Ms. Reischmann answered affirmatively but couldn't recall exactly what they say.

14
15 Mayor Meador asked the Community Development Director and the City Manager to
16 review those comments and come back to us. If there are any specific questions or
17 concerns we will reach out directly to Mr. Coughlin. This was a tough decision back
18 when Waterside was approved. It is a very sensitive area and is one we take great
19 pride in. A lot of thought and effort went into how that was going to be done. We think it
20 is going to be an amenity to the community. The last thing we want to do is
21 disenfranchise or inconvenience current residents. He thanked Mr. Coughlin for taking
22 the time to come to us and we will address it.

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

25
26 8. Unfinished Business

27
28 There was no unfinished business to discuss at this time.

29
30 9. New Business

31
32 A. Ordinance No. 1536 – Amending Firefighters' Pension Ordinance Providing
33 for Purchase of Prior Military Service at any time prior to retirement – First
34 Reading (Public Hearing) (Dianne Holloway, Finance Director)

35
36 The City Attorney read Ordinance No. 1536 by title only on first reading.

37
38 Ms. Holloway said the amendment is to amend current language that restricts the
39 purchase of military service or prior firefighter service within six months of employment
40 or re-employment. We are asking that we remove that clause and they can make it at
41 any time during their service. The Police Department adopted this in 2009.

42
43 Mayor Meador asked if anyone wanted to speak in reference to Ordinance No. 1536. No
44 one came forward and the public hearing was closed.

1 **Motion was made by Commissioner Lucarelli to approve Ordinance No. 1536 on**
2 **first reading, seconded by Commissioner Miller and motion carried by roll-call**
3 **vote: Commissioner Brender, Yes; Deputy Mayor Duryea, Yes; Commissioner**
4 **Miller, Yes; Commissioner Lucarelli, Yes; Mayor Mealor, Yes.**

5
6 B. Ordinance No. 1537 – Amending Section 50.142, Sewer Impact Fee, and
7 Section 53.31(A), Rates and Charges, to correct scrivener’s errors (no
8 change in rates) – First Reading (Public Hearing) (Dianne Holloway, Finance
9 Director)

10
11 The City Attorney read Ordinance No. 1537 by title only on first reading.

12
13 Ms. Holloway said in November of 2014 we brought forth a total rewrite of the Public
14 Works Utility Ordinances. We threw out the old language and put in new language.
15 The intention was never to change any rates or fees. It recently came to our attention
16 that we omitted the impact fee for the wastewater and some language in the residential
17 water rates that talked about the minimum charge per bill. This is correcting it and puts
18 the language back in that allows us to continue operating.

19
20 Mayor Mealor asked if anyone wanted to speak in reference to Ordinance No. 1537. No
21 one came forward and the public hearing was closed.

22
23 Ms. Reischmann said when this comes back on second reading, we will make this
24 retroactive to the change in November.

25
26 **Motion was made by Commissioner Miller to approve Ordinance No. 1537 on first**
27 **reading, seconded by Commissioner Lucarelli and motion carried by roll-call**
28 **vote: Deputy Mayor Duryea, Yes; Commissioner Miller, Yes; Commissioner**
29 **Lucarelli, Yes; Commissioner Brender, Yes; Mayor Mealor, Yes.**

30
31 C. Resolution No. 978 – Supporting an Innovative Traffic Signal Technologies
32 Pilot Project (Tom Tomerlin, Economic Development Manager)

33
34 The City Attorney read Resolution No. 978 by title only.

35
36 Tom Tomerlin, Economic Development Manager, came forward. This is at the request
37 of Congressman John Mica recognizing that the new federal transportation bill would
38 allow and permit for these types of projects to occur. This resolution is all about building
39 a head of steam with local support for that request.

40
41 Commissioner Brender said he knew this was not brand new technology but gathered
42 there is going to be a fair amount of beta testing on a lot of this stuff.

43
44 Mr. Tomerlin said he thought this has always been referred to as pilot projects and the
45 extent to which this is smarter technology with the lights. He thought he might have to

1 look to our Public Works Director for that. This is some kind of innovative technology
2 and they are looking for pilot places to install it.

3
4 Commissioner Brender said he gathered since we have the lines in the right place and
5 all the fiber and everything else it would seem to make sense to use something like
6 Lake Mary Boulevard as part of this.

7
8 Mr. Tomerlin said that may be.

9
10 Commissioner Miller said Metroplan Orlando is more or less overseeing the collection of
11 these resolutions from all cities and counties in their area of responsibility and there is
12 no idea of what this would be. This is simply putting us in a powerful position to get
13 grants for the new smart technology that might come out. This may be something that
14 isn't even conceived yet but once it gets conceived Metroplan Orlando has all of its
15 ducks in a row and all of the cities and counties align saying we support this and we
16 support this grant and we want to do it. They are then in a more powerful position to get
17 the grant. All we are doing is helping at Congressman Mica's suggestion positioning
18 ourselves to get a grant for Metroplan Orlando's region. We may not be involved in it at
19 all if they get anything.

20
21 **Motion was made by Commissioner Brender to approve Resolution No. 978,**
22 **seconded by Commissioner Miller and motion carried unanimously.**

23
24 10. Other Items for Commission Action

25
26 There were no other items to discuss at this time.

27
28 11. City Manager's Report

29
30 A. Items for Approval

31
32 a. Water Treatment Plant High Service Pump Improvements

33
34 Ms. Sova said this is a request to purchase two variable frequency drive high service
35 pumps for our water treatment plant. This is keeping the plant functioning properly and
36 operating in its best capacities. We did bid No. 16-01 and received one bid from
37 Chinchor Electric in the amount of \$76,391 out of a budget of \$80,000. Chinchor met all
38 the bidding requirements and the references were good. We have used Chinchor in the
39 past many times so we are familiar with their work.

40
41 Ms. Sova asked the Commission to authorize the City Manager to enter into an
42 agreement with Chinchor Electric in an amount not to exceed \$76,391 for the purchase
43 and installation of two variable frequency drive high service pumps.

44
45 **Motion was made by Deputy Mayor Duryea to authorize the City Manager to enter**
46 **into an agreement with Chinchor Electric, Inc. in an amount not to exceed \$76,391**

1 for the purchase and installation of two variable frequency drive high service
2 pumps for the water plant, seconded by Commissioner Lucarelli and motion
3 carried unanimously.
4

5 b. Lake Mary Little League Proposal for Batting Tunnels
6

7 Ms. Sova said this is a proposal from Lake Mary Little League for some batting tunnels.
8 She said the Parks & Recreation Director would go through the proposal.
9

10 Mr. Nipe recognized Vice President of Little League Adam Balls. He said Adam is also
11 our liaison to the City so we meet with him frequently.
12

13 Mr. Nipe said Lake Mary Little League has brought forth a proposal. Right now at the
14 Lake Mary Sports Complex with all the games, rentals, and things we have going on out
15 there we are maxed out for what the facility is. We have three baseball fields and one
16 softball field. Lake Mary Little League has the stats to show they were averaging 325
17 each spring. They have done a great job in that they are looking at 380 kids this spring.
18 That creates an impact to a small facility. There are ways to augment some of that and
19 options such as batting tunnels where it is a coach pitch type of scenario allows you to
20 split the coaches and the kids off from a field to get some practice time in. We think this
21 is a great opportunity.
22

23 Mr. Nipe said we are looking at partnering with Lake Mary Little League similar to how
24 we partnered last year with the scoreboards. Lake Mary Little League contributed a
25 certain amount to the scoreboards and we waived rent for six months which is
26 equivalent to \$6,250. This time around Little League is digging deeper into their
27 pockets and are looking at providing \$10,000 towards this project in the range of
28 \$16,000 to \$18,000 if we waive that \$6,250.
29

30 Mr. Nipe showed a rendering of the Mastodon batting tunnel type of project. We are not
31 certain what type of service we are going to use yet but this is a solid material and is not
32 going to go anywhere. The netting is very solid and is the same type of gauge we use
33 in the batting cages now. Just so we are not putting in any kind of facility near homes or
34 create any kind of light or anything, we have a ton of space behind Field 2. We have
35 enough space for two batting tunnels in that area. We see that as a prime opportunity
36 to be able to expand the amenities offered by the City. With this being installed it
37 becomes the property of the City and it is not just Little League being able to use it but
38 anybody can come any day and coach pitch.
39

40 Mayor Mealor said his only concern was the placement. He thought that was a good
41 spot for it.
42

43 Commissioner Brender asked what was with the batting cages now.
44

45 Mr. Nipe said the batting cages are doing better now than they have ever done. Last
46 year we spoke to the Commission about what we were doing from a refurbishment

1 standpoint and we have been doing that. We have seen the numbers double for the
2 concessionaire that typically operates them and we have also given more responsibility
3 to our skate park Rec Assistant who now operates the batting cages in off hours. We
4 expanded hours and have seen an increase in revenue. Not only an increase in
5 revenue but we have more offerings.

6
7 Commissioner Brender said so we will still have the batting cages.

8
9 Mr. Nipe answered affirmatively. They are doing better than ever. In the next item we
10 have a surplus of a few (pitching machines) because they are over 20 years old. As
11 good of an electrician that we have, he has found after 20 years of weather some of
12 these go to the wayside.

13
14 **Motion was made by Commissioner Miller to approve the proposal from Lake**
15 **Mary Little League to build two batting tunnels and the City to waive rent for six**
16 **months, seconded by Commissioner Lucarelli and motion carried unanimously.**

17
18 Mayor Meador said they appreciate Lake Mary Little League's support and also the
19 invitation to take part in their opening day ceremonies. It is always a great morning.

20
21 c. Surplus Item – Baseball Pitching Machines

22
23 Ms. Sova said this is a request to surplus the three baseball pitching machines at the
24 batting cages at the Sports Complex. We are in the process of purchasing the new
25 machines. She asked the Commission to declare the three baseball pitching machines
26 surplus and authorize the City Manager to dispose of.

27
28 **Motion was made by Commissioner Brender to declare the three MA-5 baseball**
29 **pitching machines in the batting cages at the Sports Complex surplus and**
30 **authorize the City Manager to dispose of, seconded by Commissioner Lucarelli**
31 **and motion carried unanimously.**

32
33 B. Items for Information – None

34
35 C. Announcements

36
37 Ms. Sova said the Florida Yards and Neighborhoods Program will present "Living with
38 the Lake" on Saturday, February 13th, from 10:00 A.M. until noon at Margaret Wesley
39 Park, 195 Park Place. Residents can learn about our lakes and how to improve their
40 water quality. It is free but you need to register by calling 407-665-5575 or e-mail
41 fyn@seminolecountyfl.gov. We have mailed about 320 flyers to lakefront property
42 owners notifying them of this event.

43
44 Ms. Sova said we are bringing back the Car Show Spring Series starting February 21st
45 from 11:00 A.M. to 2:00 P.M. in Central Park. We expect over 100 cars.

1 Ms. Sova said the Shred-A-Thon last weekend was the biggest success so far. Part of
2 that was due to the new location. The vehicle count was 1,298 which was up
3 significantly from last year. Over 50,000 tons of material was shredded and donations
4 were at \$10,597. She thanked all the volunteers. It was her understanding that waiting
5 to open cars were lined up on Rinehart Road to the post office. They got through every
6 quickly. There were ten shred trucks.

7
8 Ms. Sova reminded everyone that Lake Mary Little League Opening Day will be
9 Saturday, February 20th, from 9:00 A.M. to 10:00 A.M. at the Sports Complex.

10
11 Ms. Sova said Tina Calderon would like to present a School Board update to the
12 Commission. She said if the Commission was okay with that she would get it
13 scheduled.

14
15 Ms. Sova announced that Seminole County Public Works has closed the I-4 pedestrian
16 bridge until May 1st for some extensive maintenance and repairs. We have that on the
17 website and put it on Facebook. They also did press releases regarding that and the
18 trail crossing being closed.

19
20 12. Mayor and Commissioners' Reports

21
22 Mayor Mealar said the terms for Linda Binkley, Taylor Tremel and Allan Hall on the
23 Code Enforcement Board expire at the end of February. All three would like to
24 continue.

25
26 **Motion was made by Commissioner Brender to reappoint Linda Binkley, Taylor**
27 **Tremel and Allan Hall to the Code Enforcement Board, seconded by Deputy**
28 **Mayor Duryea and motion carried unanimously.**

29
30 Mayor Mealar thanked Ms. Binkley, Mr. Tremel and Mr. Hall for their willingness to
31 serve in that voluntary capacity. It is a difficult task at times and we appreciate the
32 expertise. He said Taylor Tremel is the son of former Commissioner Paul Tremel and
33 went on and got his law degree. His willingness to give back to the community speaks
34 volumes and we welcome their input.

35
36 Mayor Mealar thanked Tricia Setzer with Seminole County Economic Development,
37 Commissioner Carey who is our district commissioner, as well as our Economic
38 Development Manager Tom Tomerlin. We had a wonderful economic development
39 announcement this morning at Convergys. Convergys will be bringing in 155 new jobs
40 but in March they are going to be launching an initiative to reach out to the veterans.
41 He believed they would be contacting the City Manager about the possibility of a
42 presentation to the Commission and the community.

43
44 Ms. Sova said we have them scheduled for the next meeting.

1 Mayor Mealor said here is a company with a truly international footprint and will cross
2 every continent and yet they choose to reinvest in the City of Lake Mary. He thought it
3 was time to say thank you not just to the staff but to the Commission for the unity and
4 what we have sent out to the business community that we want to work with them and
5 we want them to be successful.

6
7 Commissioner Lucarelli said Claudia Umana joined her at Orlando City Hall for a
8 commission meeting where Buddy Dyer and the Commission recognized January as
9 National Stalking Awareness Month. They issued everyone a proclamation and we
10 appreciate that. She said Claudia is going to stay on the task force. It is awesome that
11 we are part of it and would like to see more of the meetings here and participate.
12 Stalking is a precursor to homicide. A lot is involved in domestic violence as well. There
13 are threats that bring all of that together and was glad that our police department was
14 involved in there. It is very sad that we need it but glad that we are involved in it.

15
16 Mayor Mealor thanked Commissioner Lucarelli for her leadership, particularly some of
17 the legislation she was able to successfully bring forward.

18
19 Commissioner Brender said he attended CALNO at the City of Casselberry. The
20 Casselberry City Manager gave a one, two, three punch on their development. The
21 start and stop that has taken place in Casselberry over the years, they went through the
22 entire diatribe of everything that's happened. Their first attempt was in 2004 and it died;
23 2006 and it died; 2007 the economy went bad and it died. There have been nine
24 developers that have started and stopped development of something in Lake Concord
25 Park. He complimented them because they had their groundbreaking last week. When
26 he showed up for the CALNO meeting last night they had 16 pieces of equipment out
27 there working and turning ground so they are actively building. They have 11 or 12
28 acres and will have 200 apartment units, there will be some retail towards 17-92 and
29 along 17-92 and wrap around Lake Concord. There are sites for three or four
30 outparcels for restaurants and that sort of thing. It looks like a really nice addition for
31 Casselberry. We recognize that with the economy going down and then SunRail starts
32 up, most of the construction starting is going towards the SunRail stations. It's nice to
33 see this for them.

34
35 Commissioner Brender said CALNO had no quorum so we were not able to do elected
36 officers. We have welcomed the Soil & Water Conservation District as a non-voting
37 member and that is a nice addition to the group.

38
39 Deputy Mayor Duryea said he had a request that we integrate the scheduling system
40 online so that people don't have to get a body to talk to and leave their reservations.
41 They asked him to come to the Commission and see if that could be accomplished.

42
43 Mr. Nipe said we have a contract with the Tennis Pro and he has his own program on
44 computer. It is an older program and didn't believe it had the capability of doing online
45 reservations. We could talk to him about future budgeting to see if he can get

1 something going. There is a capital outlay on his part but we could see if there is
2 something we can do on our end to make it more efficient.

3
4 Deputy Mayor Duryea said there were plenty of programs that will do that. It's just that
5 we don't have access.

6
7 Mr. Nipe said the City does have access. There are some issues with having access to
8 the server and things like that. The tennis director does not have access to our
9 programs. We have a Rec Track program we use for sports fields bookings, the
10 Community Center, the Events Center, and summer camp. Right now we don't have
11 the capability to do online because of some of the issues with access and government
12 restrictions. We can talk to Steve (Huber) as an individual business to see if there are
13 ways that he can set something up.

14
15 Deputy Mayor Duryea said we have our own geek squad and they are good at bringing
16 things together and making things work.

17
18 Mayor Meador said we put a lot of effort into our Sports Complex. Let's see if we can
19 find a way to be creative. If you look at the people that take advantage of that tennis
20 court, they really give a lot back to the community in different ways. If this is something
21 coming forward from them he would like to at least be responsive. The response may
22 be no but we need to be responsive and see what we can do to be creative in that
23 regard.

24
25 Ms. Sova said we will look at that jointly along with the Tennis Pro but we all know about
26 hacking and problems with hacking. Our museum and their website and the museum's
27 computer got into one of those ransom situations. That just happened over the last
28 couple of weeks. Those are some of the kinds of roadblocks to allowing people to come
29 into our system. We will look and see what we can do as a stand-alone situation.

30
31 Mayor Meador said that is such a critical issue. It has gotten so complex that people
32 trying to interact and communicate with us electronically, we send a response back and
33 people have intercepted. There are firewalls and it never goes back to them because of
34 their current competition and the last thing they want is some groups to be successful
35 so they undermine all those efforts. That's where we must be careful but there might be
36 an alternative.

37
38 Mr. Nipe said a stand-alone opportunity may be out there separate from the City. The
39 Tennis Pro's computer is not connected to the City right now. We will see if we can
40 figure something out. We'll give it to geek squad.

41
42 Commissioner Miller said he attended the Metroplan Orlando Citizens' Advisory
43 Committee this morning and there was a document in the packets he thought would be
44 worthwhile to share with the Commission. It is the 2016 legislative priorities in position
45 for MPO. The top priority for Seminole County is funding for the implementation of quiet
46 zones along the route. He said he had never heard any complaints in Lake Mary.

1 When a train is approaching an intersection, if it is not a quiet zone they are required to
2 sound their whistle. There are a number of complaints. Freight trains are doing it later
3 at night. There is more money they are going after to get this done. The solution they
4 told him about today was to have arms that come down at all four places on the road
5 and that's the way you make a quiet zone. He said Mr. Omana told him there is a less
6 expensive way to do that by changing curbing. If we don't get it done quickly the other
7 way then there may be a simple way we could do it ourselves to make it a quiet zone.
8

9 Commissioner Miller said No. 2 was funding for the Orlando International Airport leg to
10 get that done because that makes SunRail operate more hours and a lot more traffic on
11 it the minute they get it to OIA. He said he would make this document available.
12

13 Commissioner Miller said there was discussion about giving code enforcement authority
14 to the cities for the area along the route. We don't have code enforcement for things
15 you can see while riding the train through the City. Windermere and a couple of other
16 cities were asking that we be given code enforcement authority for the right-of-way
17 along the train areas. There are a lot of unsightly things. There is a note that says
18 MPO opposes legislation that mandates local government and their taxpayers to bear
19 the cost of relocating utility equipment when the equipment is located within a public
20 utility easement or right-of-way. They plan to fight that. He said he has asked the
21 Deputy Clerk to make copies of the document and give it to the Commission.
22

23 13. City Attorney's Report
24

25 Ms. Reischmann had no report at this time.
26

27 14. Adjournment
28

29 There being no further business, the meeting adjourned at 8:02 P.M.
30
31
32
33

34 _____
David J. Meador, Mayor

35 _____
Mary Campbell, Deputy City Clerk

36
37
38 ATTEST:
39

40
41 _____
42 Carol A. Foster, City Clerk



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Dianne Holloway, Finance Director

VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1536 – Amending Firefighters’ Pension Ordinance
Providing for Purchase of Prior Military Service at any time Prior to
Retirement

DISCUSSION:

Proposed amendments to the City of Lake Mary Firefighters’ Retirement System require change by ordinance. Please find the attached memo from the pension plan attorney, Christiansen & Dehner, P.A., outlining the proposed change.

This amendment eliminates current language that restricts the purchase of prior service to the first six months of employment or reemployment. This change will enable members to purchase prior service at any time prior to retirement. The Police Officers’ Retirement System currently offers the same provision.

Because purchases are made such that the entire actuarial cost of the purchase is paid by the member, there is no funding impact to the City in adopting this ordinance. A letter from the Firefighters’ Retirement System actuary, Gabriel Roeder Smith & Company, is attached which states that there is no actuarial impact on the cost of the Retirement System for advance funding purposes.

RECOMMENDATION:

Request Commission adopt Ordinance No. 1536 amending the City of Lake Mary Firefighters’ Retirement System.

ORDINANCE NO. 1536

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, FURTHER AMENDING THE CITY OF LAKE MARY FIREFIGHTERS' RETIREMENT SYSTEM, ADOPTED PURSUANT TO ORDINANCE 1209, AS SUBSEQUENTLY AMENDED; BY AMENDING SECTION 26, MILITARY SERVICE PRIOR TO EMPLOYMENT; AMENDING SECTION 27, PRIOR FIREFIGHTER SERVICE; TO ALLOW PURCHASE OF PRIOR SERVICE TO BE MADE AT ANY TIME PRIOR TO RETIREMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1: That the City of Lake Mary Firefighters' Retirement System, adopted pursuant to Ordinance No. 1209, as subsequently amended, is hereby further amended by amending Section 26, Military Service Prior to Employment, to read as follows:

SECTION 26. MILITARY SERVICE PRIOR TO EMPLOYMENT.

The time that a Firefighter serves or has served on active duty in the military service of the Armed Forces of the United States, the United States Merchant Marine or the United States Coast Guard, voluntarily or involuntarily and honorably or under honorable conditions, prior to first and initial employment with the City Fire Department shall be added to his years of Credited Service provided that:

1. The Member contributes to the Fund the sum that he would have contributed, based on his Salary and the Member contribution rate in effect at the time that the Credited Service is requested, had he been a Member of the System for the time for which he is requesting credit plus amounts actuarially determined such that the crediting of service does not result in any cost to the Fund plus payment of costs for all professional services rendered to the Board in connection with the purchase of years of Credited Service.

2. Multiple requests to purchase Credited Service pursuant to this Section may be made at any time prior to Retirement. ~~The request shall be made only once and made by the Member on or before the later of twelve (12) months from the effective date of the ordinance adopting this Section or six (6) months from the date of his employment or reemployment with the City Fire Department, whichever is later.~~

3. Payment by the Member of the required amount shall be made within six (6) months of his request for credit and shall be made in one (1) lump sum payment upon receipt of which Credited Service shall be given.

4. The combined maximum credit under this Section and Section 27, for service with an employer other than the City of Lake Mary, shall be five (5) years.

5. Credited Service purchased pursuant to this Section shall count for all purposes, except vesting and eligibility for not-in-line of duty disability benefits.

SECTION 2: That the City of Lake Mary Firefighters' Retirement System, adopted pursuant to Ordinance No. 1209, as subsequently amended, is hereby further amended by amending Section 27, Prior Firefighter Service, to read as follows:

SECTION 27. PRIOR FIREFIGHTER SERVICE.

Unless otherwise prohibited by law, and except as provided for in Section 1, the years or fractional parts of years that a Member previously served as a Firefighter with the City during a period of previous employment and for which period Accumulated Contributions were withdrawn from the Fund, or the years and fractional parts of years that a Member served as a Firefighter for any other municipal, county, state or special district fire department in the State of Florida shall be added to his years of Credited Service provided that:

1. The Member contributes to the Fund the sum that he would have contributed, based on his Salary and the Member contribution rate in effect at the time that the Credited Service is requested, had he been a Member of the System for the time for which he is requesting credit plus amounts actuarially determined such that the crediting of service does not result in any cost to the Fund plus payment of costs for all

professional services rendered to the Board in connection with the purchase of years of Credited Service.

2. Multiple requests to purchase Credited Service pursuant to this Section may be made at any time prior to Retirement. ~~The request shall be made only once and made by the Firefighter on or before the later of twelve (12) months from the effective date of the ordinance adopting this Section or six (6) months from the date of his employment or reemployment with the City Fire Department, whichever is later.~~

3. Payment by the Firefighter of the required amount shall be made within six (6) months of his request for credit and shall be made in one (1) lump sum payment upon receipt of which Credited Service shall be given.

4. The maximum credit under this Section for service other than with the City of Lake Mary, when combined with Credited Service purchased pursuant to Section 26, shall be five (5) years and shall count for all purposes, except vesting and eligibility for not-in-line of duty disability benefits. There shall be no maximum purchase of credit for prior service with the City of Lake Mary and such credit shall count for all purposes, including vesting.

5. In no event, however, may Credited Service be purchased pursuant to this Section for prior service with any other municipal, county or state law enforcement department, if such prior service forms or will form the basis of a retirement benefit or pension from a different employer's retirement system or plan as set forth in Section 15, subsection 11.B.

6. For purposes of determining credit for prior service as a Firefighter as provided for in this Section, in addition to service as a Firefighter in this state, credit may be purchased by the Member in the same manner as provided above for federal, other state, county or municipal service if the prior service is recognized by the Division of State Fire Marshal, as provided under Chapter 633, Florida Statutes, or the Firefighter provides proof to the Board that such service is equivalent to the service required to meet the definition of a Firefighter under Section 1, Definitions.

SECTION 3: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Lake Mary.

SECTION 4: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 5: If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 6: That this Ordinance shall become effective upon adoption.

PASSED ON FIRST READING, this 4th day of February, 2016.

PASSED AND ADOPTED ON SECOND READING, this 18th day of February, 2016.

CITY OF LAKE MARY, FLORIDA

DAVID MEALOR, MAYOR

ATTEST:

CAROL A. FOSTER, CITY CLERK

Approved as to form:

CATHERINE D. REISCHMANN, CITY ATTORNEY

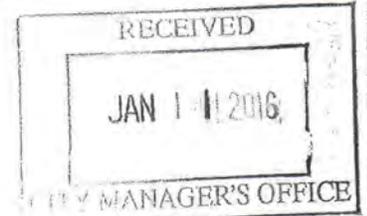
cc: Dianne

Law Offices

Christiansen & Dehner, P.A.

63 Sarasota Center Blvd. Suite 107 Sarasota, Florida 34240 • 941-377-2200 • Fax 941-377-4848

January 7, 2016



Ms. Jacqueline Sova, City Manager
City of Lake Mary
P.O. Box 958445
Lake Mary, FL 32795-8445

Re: City of Lake Mary Firefighters' Retirement System

Dear Ms. Sova:

As you know, I represent the Board of Trustees of the City of Lake Mary Firefighters' Retirement System. Enclosed please find a proposed ordinance amending the City of Lake Mary Firefighters' Retirement System, which is recommended by the Board for adoption by the City Commission. This ordinance amends Section 26, Military Service Prior To Employment and Section 27, Prior Firefighter Service, to allow the purchase of prior service at any time prior to retirement as is currently provided for in the Police Officers' Retirement System. The current language in the Firefighters' plan unnecessarily limits the purchases to the first twelve months of employment. Since the purchases are always made such that the entire actuarial cost of the purchase is paid by the member, there is no funding impact to the City in adopting this ordinance.

By copy of this letter to the plan's actuary, Gabriel Roeder Smith & Company, I am requesting that they provide you with a letter confirming that there is no cost associated with the adoption of this ordinance.

If you or any member of your staff have any questions with regard to this ordinance, please feel free to give me a call.

Yours very truly,

A handwritten signature in black ink, appearing to read "Scott R. Christiansen".

Scott R. Christiansen

SRC/dm
enclosure

cc: Jeffrey Amrose, with enclosure
Audrey Ross, with enclosure



January 13, 2016

Ms. Audrey Ross
The Resource Centers, LLC
4360 Northlake Blvd., Suite 206
Palm Beach Gardens, FL 33410

Re: City of Lake Mary Firefighters' Retirement System

Dear Audrey:

As requested, we have reviewed the proposed ordinance for the City of Lake Mary Firefighters' Retirement System which would amend Section 26, Military Service Prior to Employment, and Section 27, Prior Firefighter Service, by removing the requirement that the Member must request to purchase prior service within six months of employment or reemployment with the City Fire Department.

In our opinion, these changes will not have an actuarial impact on the cost of the Retirement System for advance funding purposes. Therefore, it is our opinion that a formal Actuarial Impact Statement is not required. However, we recommend that you send a copy of this letter and the ordinance to the Bureau of Local Retirement Systems.

The undersigned is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuary is independent of the plan sponsor.

We welcome your questions and comments.

Sincerely yours,

Jeffrey Amrose, EA, MAAA
Senior Consultant & Actuary

JA/ta

This communication shall not be construed to provide tax advice, legal advice or investment advice.



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Dianne Holloway, Finance Director

VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1537 - Amending Section 50,142, Sewer Impact Fee, and Section 53.31(A), Rates and Charges, to correct scrivener's errors (no change in rates) - Second Reading (Public Hearing) (Dianne Holloway, Finance Director)

DISCUSSION: On November 6, 2014, the City Commission approved Ordinance No. 1518 amending Title V, Public Works of the Lake Mary Code of Ordinances. As you may recall, this was a comprehensive amendment that brought our forty (40) year old code for our water and wastewater systems up to date. Subsequently, staff has discovered a couple of scrivener errors that need to be corrected.

In § 50.142 (A) Sewer Impact Fee, the City charge of \$1.45 per gallon of wastewater, was unintentionally struck-through and we must accurately reflect the charge per gallon in the code.

Additionally in § 53.31 (A) Water System Rates and Charges, we need to clarify that the minimum bill for Individually Metered Residential, Residential Irrigation and Multi-Unit customers includes a usage charge of 3,000 gallons per ERU.

When Ordinance No. 1518 was written and adopted, there was never an intention to change any rates or charges.

RECOMMENDATION: Request Commission adopt Ordinance No. 1537 amending Ordinance No. 1518 to correct scrivener errors.

ORDINANCE NO. 1537

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, AMENDING SECTION 50.142, SEWER IMPACT FEE, AND SECTION 53.31(A), RATES AND CHARGES, OF TITLE V, PUBLIC WORKS, OF THE LAKE MARY CODE OF ORDINANCES, TO CORRECT SCRIVENER'S ERRORS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, on November 6, 2014, the City Commission approved Ordinance No. 1518 which amended Title V, Public Works of the Lake Mary Code of Ordinances; and

WHEREAS, the intention of Ordinance No. 1518 was to reorganize existing code into different sections, repeal obsolete text, and not change any rates or charges; and

WHEREAS, there was a scrivener's error in Ordinance No. 1518, resulting in a need to amend § 50.142, Sewer Impact Fee, to add back in the pre-existing city charge per gallon of wastewater, since it was inadvertently deleted; and

WHEREAS, there was another scrivener's error in Ordinance No. 1518, in § 53.31 (A), Rates and Charges, in that Ordinance No. 1518 inadvertently deleted a pre-existing provision stating that the minimum bill for Individually Metered Residential, Residential Irrigation and Multi-Unit customers includes a usage charge of 3,000 gallons per ERU, and it needs to be added back to that code section; and

WHEREAS, the sole purpose of this ordinance is to correct those scrivener's errors, and not to change any rates that existed before or after the adoption of Ordinance No. 1518; and

WHEREAS, words with double underlined, bold type shall constitute changes to the original text from the language existing prior to adoption of this ordinance.

NOW THEREFORE, IT IS HEREBY ENACTED BY THE CITY OF LAKE

MARY AS FOLLOWS:

SECTION 1. § 50.142, Sewer Impact Fee, is hereby amended as indicated in Exhibit "A" attached hereto and made a part hereof.

SECTION 2. § 53.31 (A), Rates and Charges, is hereby amended as set forth in Exhibit "B" attached hereto and made a part hereof.

SECTION 3. Codification. The Code of Ordinances of the City of Lake Mary, Florida, be and the same is hereby amended in accordance with the terms, provisions and conditions of this ordinance. Further, that the sections of this ordinance may be renumbered or re-lettered to accomplish said amendment; "Ordinance" may be changed to "Section", "Article", or other appropriate word.

SECTION 4. Conflicts. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of any conflict.

SECTION 5. Severability. If any section, sentence, phrase, word or portion of this Ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 6. Effective Date. This Ordinance shall take effect retroactively to February 4, 2015.

PASSED AND ADOPTED this _____ day of _____, 2016.

FIRST READING: February 4, 2016

SECOND READING: February 18, 2016

CITY OF LAKE MARY, FLORIDA

MAYOR, DAVID J. MEALOR

ATTEST:

CITY CLERK, CAROL A. FOSTER

For the use and reliance of the City
of Lake Mary only. Approved as to
form and legal sufficiency.

CATHERINE REISCHMANN, CITY ATTORNEY

EXHIBIT A

§ 50.142 SEWER IMPACT FEE.

(A) The City hereby adopts and establishes a sewer impact fee equal to the product of the sum of: (1) the amount actually charged to the City by Seminole County for providing sewage treatment and effluent disposal capacity per gallon of wastewater and (2) a City charge of \$1.45 per gallon of wastewater as established by City Commission; multiplied by the volume of sewage estimated by the City to be generated by a given customer or project as defined in § 50.143. All fees and charges paid pursuant to this Section shall be nonrefundable.

EXHIBIT B

§ 53.31 RATES AND CHARGES.

The rates and charges adopted hereby shall apply to each customer of the city's water system. These rates may be amended by resolution of the City Commission.

(A) City potable water system monthly retail service rates:¹

	ERU Factor	Rates
INDIVIDUALLY METERED RESIDENTIAL		
Readiness to Serve Charge/Base Fee	1.0	\$4.20
Usage Charge per 1,000 gallons:		
0-3,000 gallons per ERU <u>(minimum bill includes 3,000 gallons)</u>		\$0.75
3,001-10,000 gallons per ERU		\$1.15
10,001-20,000 gallons per ERU		\$1.55
20,001 - 30,000 gallons per ERU		\$2.15
30,001 - 40,000 gallons per ERU		\$ 3.05
40,001 - 50,000 gallons per ERU		\$4.25
Above 50,000 gallons per ERU		\$5.45
RESIDENTIAL IRRIGATION		
Readiness to Serve Charge/Base Fee	1.0	\$4.20
Usage Charge per 1,000 gallons:		
0-3,000 gallons per ERU <u>(minimum bill includes 3,000 gallons)</u>		\$1.15
3,001-20,000 gallons per ERU		\$1.55
20,001 - 30,000 gallons per ERU		\$2.15
30,001 - 40,000 gallons per ERU		\$3.05
40,001 - 50,000 gallons per ERU		\$4.25
Above 50,000 gallons per ERU		\$5.45
MULTI-UNIT		
Readiness to Serve Charge/Base Fee (per unit) [1]	0.5	\$1.75
Usage Charge per 1,000 gallons:		
0-1,500 gallons per unit <u>(minimum bill includes 1,500 gallons)</u>		\$0.75

1,501-5,000 gallons per unit		\$1.15
5,001-10,000 gallons per unit		\$1.55
Above 10,000 gallons per unit		\$2.15
COMMERCIAL SERVICE ²		
Readiness to Serve Charge/Base Fee		
5/8 x 3/4"	1.0	\$4.20
1"	2.5	\$9.45
1½"	5.0	\$18.20
2"	8.0	\$28.70
3"	16.0	\$56.70
4"	25.0	\$88.20
6"	50.0	\$175.70
8"	80.0	\$281.70
10"	115.0	\$404.80
Usage Charge per 1,000 gallons:		
0-3,000 gallons per ERU		\$0.75
3,001 - 10,000 gallons per ERU		\$1.15
10,001-20,000 gallons per ERU		\$1.55
Above 20,000 gallons per ERU		\$2.15
COMMERCIAL IRRIGATION ²		
Readiness to Serve Charge/Base Fee		
5/8 x 3/4"	1.0	\$4.20
1"	2.5	\$9.45
1½"	5.0	\$18.20
2"	8.0	\$28.70
3"	16.0	\$56.70
4"	25.0	\$88.20
6"	50.0	\$175.70
8"	80.0	\$281.70
Usage Charge per 1,000 gallons:		

0-3,000 gallons per ERU		\$1.15
3,001-20,000 gallons per ERU		\$1.55
Above 20,000 gallons per ERU		\$2.15

¹ All consumers outside of the City limits shall pay a surcharge of 25% in addition to the above-listed rates.

² This table applies to all customers not considered as individually metered residential, residential irrigation, or multi-unit.

[1] One unit is considered to be 0.5 ERU.



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP
City Planner

THRU: John Omana, Community Development Director

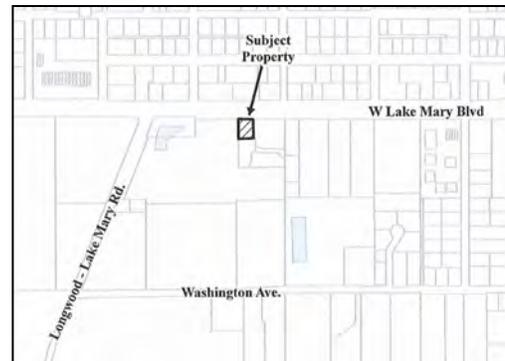
VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1538 - Small Scale Future Land Use Amendment for .38 acres of property located at the southeast corner of Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial; Oaks at Lake Mary LTD, Stephen Coover, applicant - First Reading (Public Hearing) (Steve Noto, City Planner)

APPLICANT: Oaks at Lake Mary LTD., Mr. Stephen Coover

REFERENCE: City of Lake Mary Comprehensive Plan

REQUEST: The applicant requests a revision of the existing Future Land Use Map creating a Future Land Use category on the subject property to RCOM, Restricted Commercial. The subject property currently has no Future Land Use assigned to it.



The request is classified as a Small Scale Comprehensive Plan Amendment per the State Department of Economic Opportunity (DEO). As such, after the Planning & Zoning Board meeting, the item will be forwarded to the City Commission at which time they will either approve or deny the request via Ordinance. There is no transmittal to the State DEO prior to second reading of the Ordinance.

This information is provided for informational purposes as the City has not received a Small Scale Amendment request after the changes to the State Legislation for Comprehensive Plan Amendments.

DISCUSSION:

Location: The subject property is located east of the intersection of W. Lake Mary Blvd. and Longwood-Lake Mary Rd.

History: The subject property is currently vacant and was previously owned by Seminole County. Over time, the parcel was never assigned a zoning category or future land use designation. As a result, the applicant, who is now the owner of the property, is requesting to have a zoning designation assigned to the property. This will then allow the applicant to better market the property and prepare it for site improvements.

Zoning

NW PO	N PO	NW PO
W C-1	SITE None	W C-1
SW C-1	S C-1	SE C-1

Future Land Use

NW OFF	N OFF	NW OFF
W RCOM	SITE None	W RCOM
SW RCOM	S RCOM	SE RCOM

Proposed Land Use: The applicant is proposing a future land use category of RCOM, Restricted Commercial, for the subject property. This is consistent with all parcels on the south side of Lake Mary Blvd. from the Spring Hills facility, east to the railroad tracks, less Lake Mary Elementary. There is currently no site plan for the subject property.

FACILITIES AND SERVICES:

The City's Concurrency Management System (CMS) will ensure that levels of service will not be degraded beyond the adopted levels of service for all regulated public facilities at the time development of this parcel occurs. Full concurrency review does not occur at the Future Land Use Amendment review level as the proposed development plan is not complete – as such, the applicant has provided a Concurrency Review Deferral. Full concurrency review will occur when a site plan is submitted.

Potable Water, Sewer Service and Reuse Water

(Based on City of Lake Mary Water and Wastewater System Maps)

There is an existing 8” gravity sewer line and 20” water main within the Lake Mary Blvd. right-of-way (ROW) adjacent to the subject property, which includes a reuse water main, as well as a 4” sewer force main. There are multiple water gate valves within 8” mains adjacent to the subject property, as well as one fire hydrant just west of the subject property. When a site plan is submitted, a capacity analysis will be done at that time.

Solid Waste

(Based on the information from Seminole County Comprehensive Plan, Solid Waste Element)

As of 2008, Seminole County operates two solid waste facilities – the Osceola Road Landfill (landfill) and the Central Transfer Station (transfer station). The landfill is located in the northeastern corner of the County and provides disposal and recycling facilities serving the entire County, both unincorporated and municipal. The transfer station, located at the center of the County's urban area, provides a point from which to move the majority of the County's solid waste to the landfill or other contracted waste management and recycling facilities. As of 2006, the landfill and the transfer station are projected to meet the County's needs beyond the 2025 planning horizon based on current regulations, disposal techniques, and operational policies. At the time of development, the impact of the proposed development upon the landfill will be determined and staff will ensure that adequate capacity exists. Coordination with the City's waste provider, Waste Pro, will also be required.

Drainage

(Based on Chapter 155, Appendix C of the Lake Mary Code of Ordinances)

The subject property is located in an open drainage basin with positive outfall. For drainage basins which have a positive outfall, the City requires that for post-development conditions, the post-development peak discharge rate of the twenty-five (25) year frequency, twenty-four (24) hour duration storm must not exceed the pre-development peak discharge rate unless the project area consists of Type A soils (as described by the U.S.D.A Soil Conservation Service). In areas of Type A soils, the total volume of runoff from the 25 year, 24 hour post-development storm event must be retained. When a site plan is submitted, a capacity analysis and drainage review will be done at that time.

Parks

(Based upon the City of Lake Mary Comprehensive Plan)

The LOS standards for City parks are based upon residential population and impacts from new residential development. No residential development will be constructed on the subject property as a result of this land use amendment.

Roadways

(Based on Seminole County Traffic Counts and adopted City of Lake Mary Comprehensive Plan)

The subject property would be serviced by either a curb cut from Lake Mary Blvd., or an internal cut from the Oaks at Lake Mary Shopping Center. There is currently no development plan in review, therefore, impacts to the surrounding roadway system cannot be calculated. When a site plan is submitted, a capacity analysis will be done at that time.

School Concurrency

(Based on adopted City of Lake Mary Comprehensive Plan)

A School Concurrency Capacity Analysis is not required as there are no residential uses permitted under the proposed land use.

RECOMMENDATION: Staff has reviewed the above referenced application and recommends approval of the request to amend the City's Future Land Use Map to allow for the subject property to have a RCOM, Restricted Commercial, Future Land Use Designation.

PLANNING AND ZONING BOARD: At their regular January 26, 2016, meeting the Planning and Zoning Board unanimously recommended approval, 5-0, of the requested land use amendment of no designation to RCOM, Restricted Commercial.

ATTACHMENTS:

- Ordinance No. 1538
- Location Map
- Future Land Use Map
- Zoning Map
- Aerial
- January 26, 2016 Planning & Zoning Board Meeting Synopsis

ORDINANCE NO. 1538

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FOR THE CITY OF LAKE MARY, FLORIDA; PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION FROM NO DESIGNATION TO RESTRICTED COMMERCIAL (RCOM) FOR PROPERTY LOCATED EAST OF THE INTERSECTION OF WEST LAKE MARY BOULEVARD AND LONGWOOD-LAKE MARY ROAD; PROVIDING FOR SEVERABILITY, CONFLICTS, AND EFFECTIVE DATE.

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

WHEREAS, Section 163.3184, Florida Statutes, establishes a process for adoption of comprehensive plans or plan amendments; and

WHEREAS, Oaks at Lake Mary LTD., as applicant for the owner of property described in Section 1 ("Subject Property"), is desirous of amending the Future Land Use Element of the City of Lake Mary's Comprehensive Plan from no designation to RCOM (Restricted Commercial); and

WHEREAS, on January 26, 2016, the City of Lake Mary Planning and Zoning Board held a public hearing and recommended that the City Commission approve the proposed amendment to the City of Lake Mary Comprehensive Plan Future Land Use Map; and

WHEREAS, the Comprehensive Plan amendment adopted by this Ordinance complies with the requirements of the Community Planning Act, as well as other applicable law, and is consistent with the City's Comprehensive Plan.

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

SECTION 1. Future Land Use Amendment: The portion of the Future Land Use Plan Element referenced as the Future Land Use Map of the Comprehensive Plan of the City of Lake Mary, Florida, is hereby amended to reflect a redesignation of certain real

property with the following Seminole County Parcel Identification Number: 17-20-30-300-0310-0000.

The redesignation shall be from no designation to RCOM (Restricted Commercial).

SECTION 2. Severability. If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason, held or declared to be unconstitutional, inoperative or void, such holding of invalidity shall not affect the remaining portions of this Ordinance and it shall be construed to have been the legislative intent to pass this Ordinance without such unconstitutional, invalid or inoperative parts therein, and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed to be held valid as if this ordinance had been adopted without such unconstitutional, invalid and inoperative part therein and if this Ordinance or any provision thereof, shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the application thereof to any other person, property or circumstances.

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

SECTION 4. Effective Date. This ordinance may not become effective until 31 days after adoption. If challenged within 30 days after adoption, small scale development amendments may not become effective until the state land planning agency or the Administrative Commission, respectively issues a final order determining that the adopted small scale development is in compliance.

PASSED AND ADOPTED this 3rd day of March 2016.

FIRST READING: February 18, 2016

SECOND READING: March 3, 2016

CITY OF LAKE MARY FLORIDA

DAVID J. MEALOR, MAYOR

ATTEST:

CITY CLERK, CAROL A. FOSTER

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

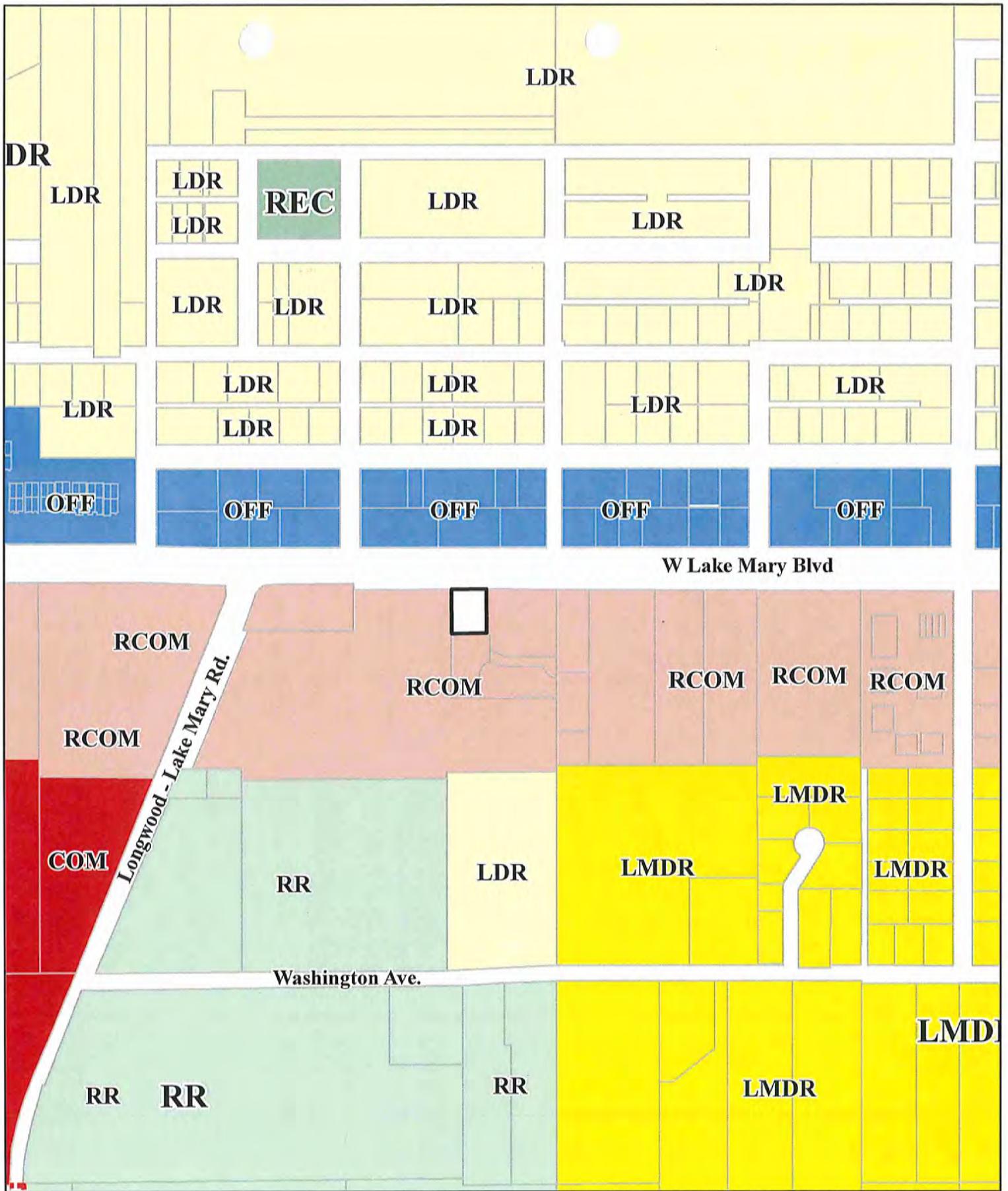
CITY ATTORNEY, CATHERINE D. REISCHMANN



Location Map

The Oaks at Lake Mary Shopping Center
Lake Mary Blvd.

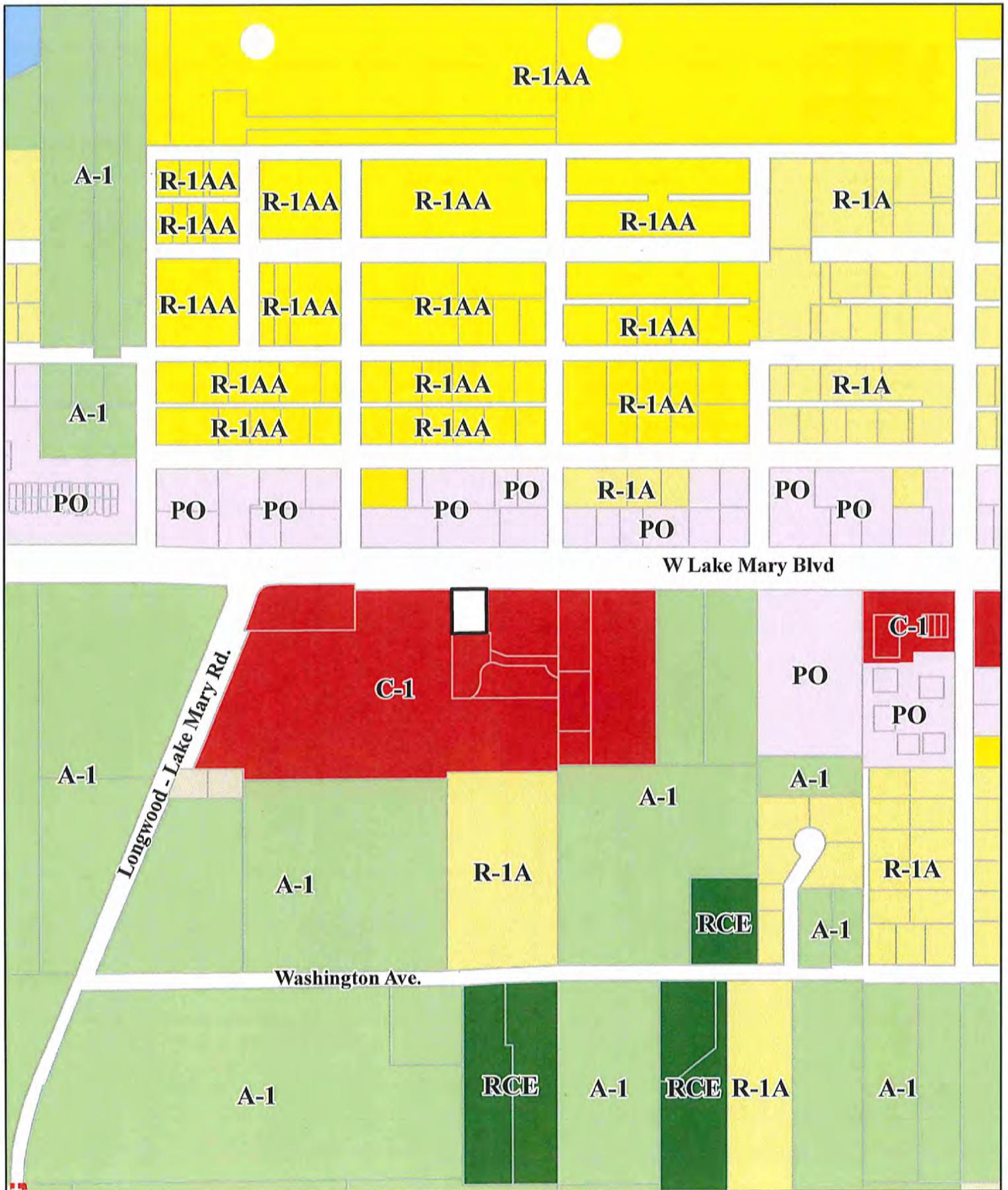




Future Land Use Map

The Oaks at Lake Mary Shopping Center





Zoning Map

The Oaks at Lake Mary Shopping Center



W. Lake Mary Blvd.



City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

VIII. Old Business

None

IX. New Business

- A. 2015-RZ-06: Recommendation to the Mayor and City Commission for a rezone of .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1, General Commercial. Applicant: Oaks at Lake Mary LTD., Mr. Stephen Coover (Public Hearing)

MOTION:

Justin York moved to approve 2015-RZ-06, recommendation to the Mayor and City Commission for a rezone of .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1, General Commercial, seconded by Sam Aycoth and motion carried unanimously 5-0.

- B. 2015-LU-03: Recommendation to the Mayor and City Commission for a Small Scale Future Land Use Amendment for .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial. Applicant: Oaks at Lake Mary LTD., Mr. Stephen Coover (Public Hearing)

MOTION:

Sam Aycoth moved to approve 2015-LU-03, recommendation to the Mayor and City Commission for a Small Scale Future Land Use Amendment for .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial, seconded by Steven Gillis and motion carried unanimously 5-0.

- C. 2015-CU-03: Recommendation to the Mayor and City Commission regarding a request for a Conditional Use for a Private and Retail Recreational Facility, Focus Performing Arts Studio, in the M-1A, Office and Light Industrial, zoning district located at Lot 8 in Williston Park. Applicant: Focus Performing Arts Studio, Ms. Jenny Clifton (Public Hearing)

MOTION:

Colleen Taylor moved to approve 2015-CU-03, recommendation to the Mayor and City Commission regarding a request for a Conditional Use for a private and retail recreational facility, Focus Performing Arts Studio, in the M-1A, Office and Light Industrial, zoning district located at Lot 8 in Williston Park, including the seven findings of fact. Seconded by Justin York and motion carried unanimously 5-0.

- D. 2015-SP-07: Request for Site Plan approval for the construction of a five level parking garage on an existing site located at 1001 Heathrow Park Lane. Applicant: CBRE, Ms. Sandy Chace (Public Hearing)

MOTION:

Sam Aycoth moved to approve 2015-SP-07, request for Site Plan approval for the construction of a five level parking garage on an existing site located at 1001 Heathrow Park Lane subject to working with staff and getting confirmation that the entire east side of the structure will be planted with southern magnolias so when mature will hide the garage as much as possible from I-4 and the three findings of fact. Seconded by Justin York and motion carried unanimously 5-0.

X. Community Development Director's Report

Mr. Omana said on January 7th the Commission approved the D1 Sports conditional use and the Terry Shaw site plan on Crystal Lake Avenue.

Mr. Omana said we had a meeting with Chris Mahnken and his folks and we are awaiting submittal of their site plan. They were able to resolve some issues with respect to layout and setbacks.

XII. Reports of Other Members



MEMORANDUM

DATE: February 18, 2016

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. 1539 - Rezone .38 acres of property located at the southeast corner of Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1 General Commercial; Oaks at Lake Mary LTD, Stephen Coover, applicant - First Reading (Public Hearing) (Quasi-Judicial) (Steve Noto, City Planner)

APPLICANT: Oaks at Lake Mary LTD., Mr. Stephen Coover

REFERENCE: City Code of Ordinances and Comprehensive Plan

COORDINATION: Development Review Committee

REQUEST: The applicant is requesting a rezoning of the subject property to C-1, General Commercial. The subject property does not currently have a zoning designation or a future land use category assigned to it.

DISCUSSION:

Location: The subject property is located east of the intersection of W. Lake Mary Blvd. and Longwood-Lake Mary Rd.

History: The subject property is currently vacant and was previously owned by Seminole County. Over time, the parcel was never assigned a zoning category or future land use designation. As a result, the applicant, who is now the owner of the property, is

requesting to have a zoning designation assigned to the property. This will then allow the applicant to better market the property and prepare it for site improvements.

Zoning

NW PO	N PO	NE PO
W C-1	SITE none	E C-1
SW C-1	S C-1	SE C-1

Future Land Use

NW OFF	N OFF	NE OFF
W RCOM	SITE none	E RCOM
SW RCOM	S RCOM	SE RCOM

CRITERIA FOR REZONING:

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

- A. Justification:** The property is currently vacant and does not have a zoning designation. In order for the site to be developed, a zoning category and future land use category is required. The site was recently purchased from the County, therefore, there is a high chance of development in the future.
- B. Effect of Change In and Around Area:** The proposed C-1 zoning is consistent with the area, as shown in the attached zoning map.
- C. Amount of Similar Zoned Land and Comparable Undeveloped Land in Area:** Of the 16 properties within a 300' buffer of the property, 7 have C-1 zoning. The remaining 9 properties have PO, Professional Office, zoning.
- D. Relationship to Comprehensive Plan:** The proposed Future Land Use (FLU) designation of the property is RCOM (Restricted Commercial). The RCOM designation is consistent with the area, and the proposed zoning of C-1 is consistent with the RCOM FLU category.

Compatibility to City Code: The requested C-1 zoning district is compatible with the City's Comprehensive Plan & the Code of Ordinances.

PLANNING AND ZONING BOARD: At their regular January 26, 2016 meeting, the Planning and Zoning Board unanimously recommended approval, 5-0, of the requested rezoning of .38 acres of property located east of the intersection of W. Lake Mary Blvd. and Longwood-Lake Mary Rd., from no designation, to C-1, General Commercial.

FINDINGS OF FACT: The above referenced findings of fact A through D are determined to support the requested rezoning of the subject property from none to C-1, General Commercial, by establishing consistency and compatibility.

LEGAL DESCRIPTION: SEC 17, TWP 20S, RGE 30E, W 100 FT OF E 330FT OF S 191 FT OF N 230 FT OF NE ¼ (LESS N 52 FT FOR RD).

ATTACHMENTS:

- Ordinance No. 1539
- Location Map
- Land Use Map
- Zoning Map
- Aerial
- January 26, 2016 Planning & Zoning Board Meeting Synopsis

ORDINANCE NO. 1539

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 +/- .38 ACRES, LOCATED EAST OF THE INTERSECTION OF WEST LAKE MARY BOULEVARD AND LONGWOOD-LAKE MARY ROAD, MORE FULLY DESCRIBED HEREIN, FROM NO PRESENT ZONING CLASSIFICATION, TO C-1, GENERAL COMMERCIAL, PURSUANT TO THE TERMS OF THE FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, Oaks at Lake Mary LTD., applicant, has petitioned to rezone the above referenced property, within the City of Lake Mary, Florida, which currently has no zoning classification or Future Land Use designation; 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 C-1, General Commercial; and

WHEREAS, the proposed C-1, General Commercial, zoning district is compatible with the proposed RCOM, Restricted Commercial land use designation, which is being processed concurrently with this rezoning request; and

WHEREAS, at their regular January 26, 2016, meeting the City of Lake Mary Planning and Zoning Board voted unanimously to recommend the proposed C-1 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 to C-1, General Commercial:

SEC 17 TWP 20S RGE 30E W 110FT OF E 330FT OF S 191 FT OF N 230 FT
OF NE ¼ (LESS N 52FT FOR RD).

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 3rd day of March 2016.

FIRST READING: February 18, 2016

SECOND READING: March 3, 2016

ATTEST:

Carol A. Foster, City Clerk

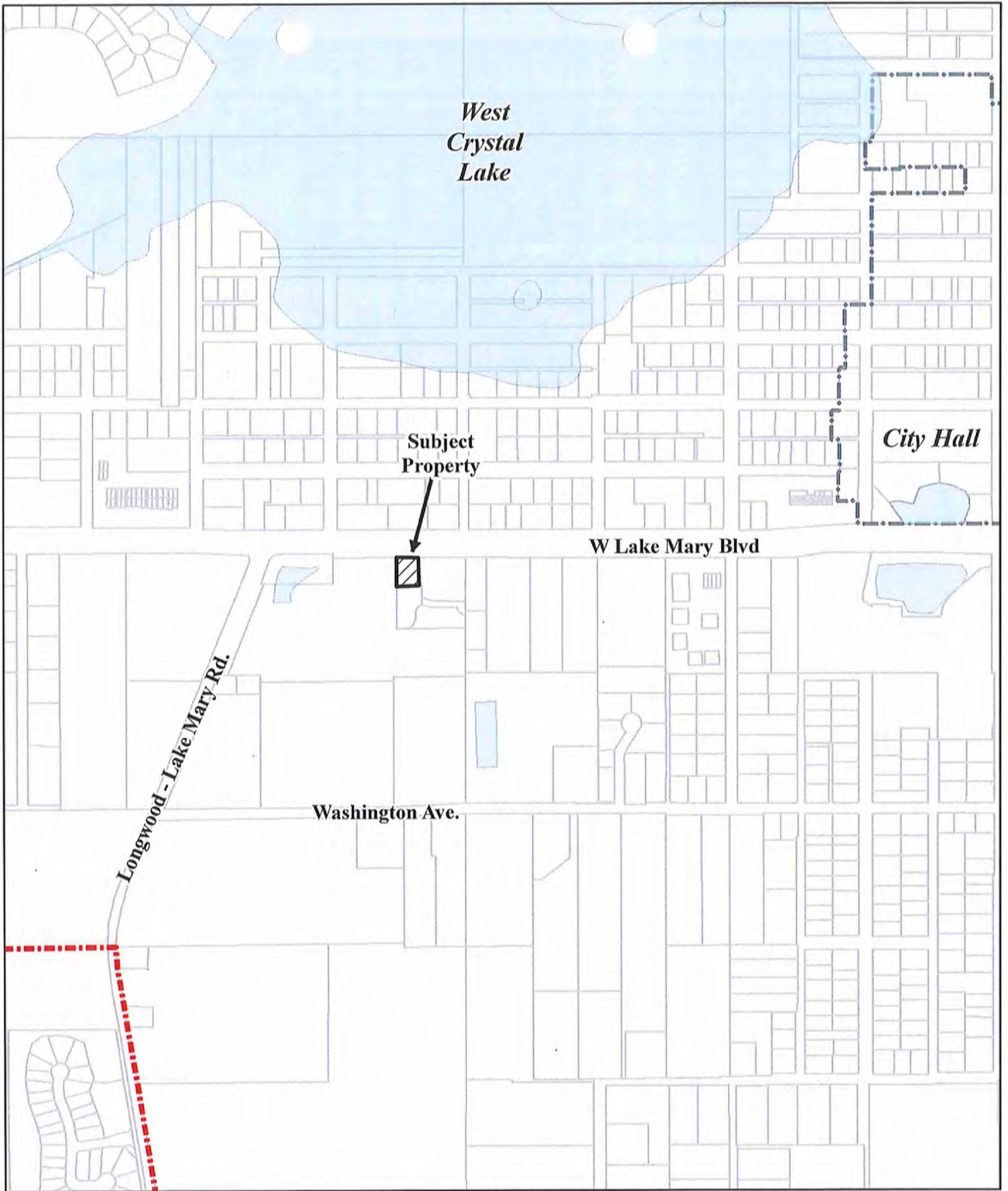
David J. Mealor, Mayor

CITY OF LAKE MARY, FLORIDA

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

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

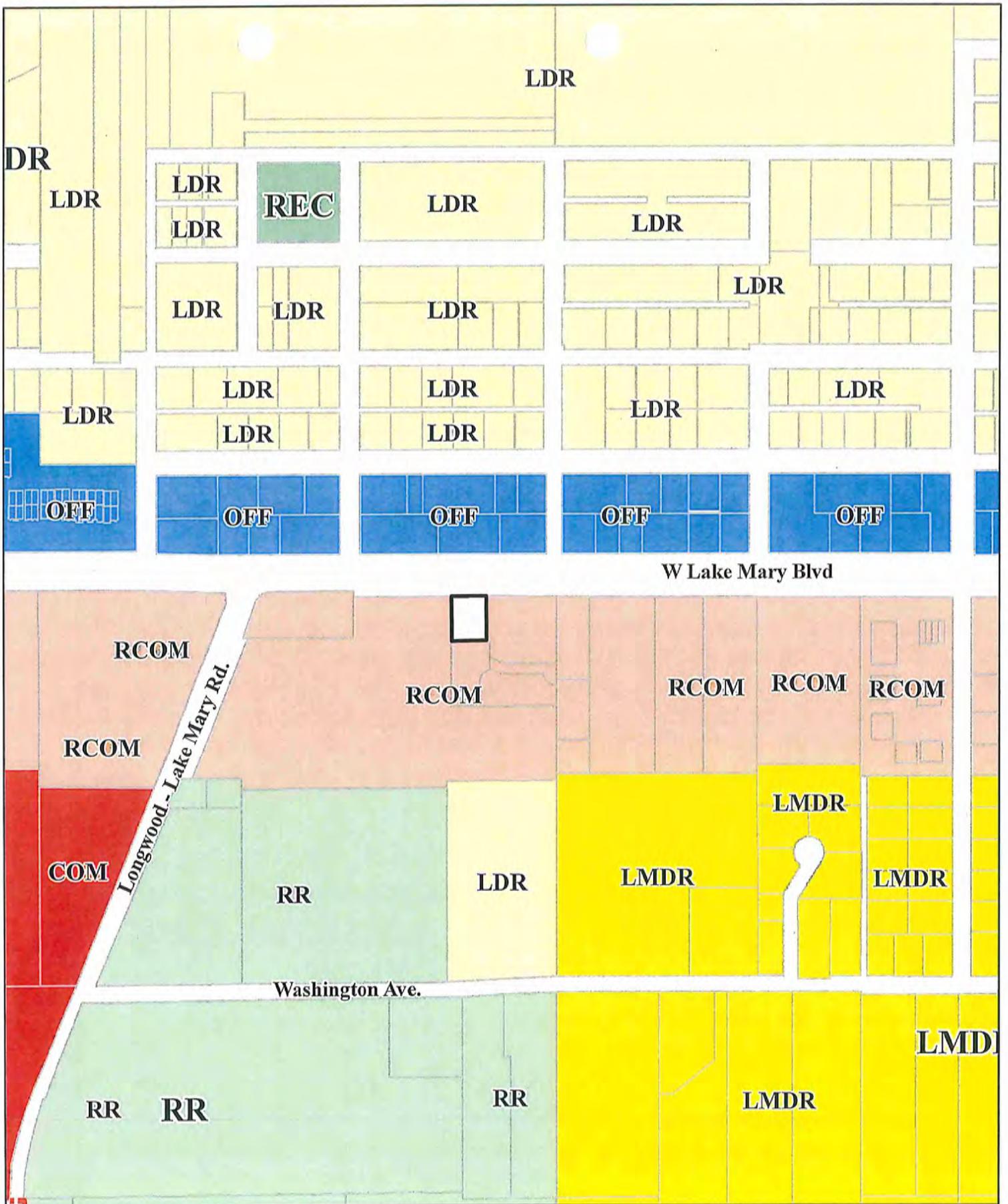
CATHERINE D. REISCHMANN, CITY ATTORNEY



Location Map

The Oaks at Lake Mary Shopping Center
Lake Mary Blvd.

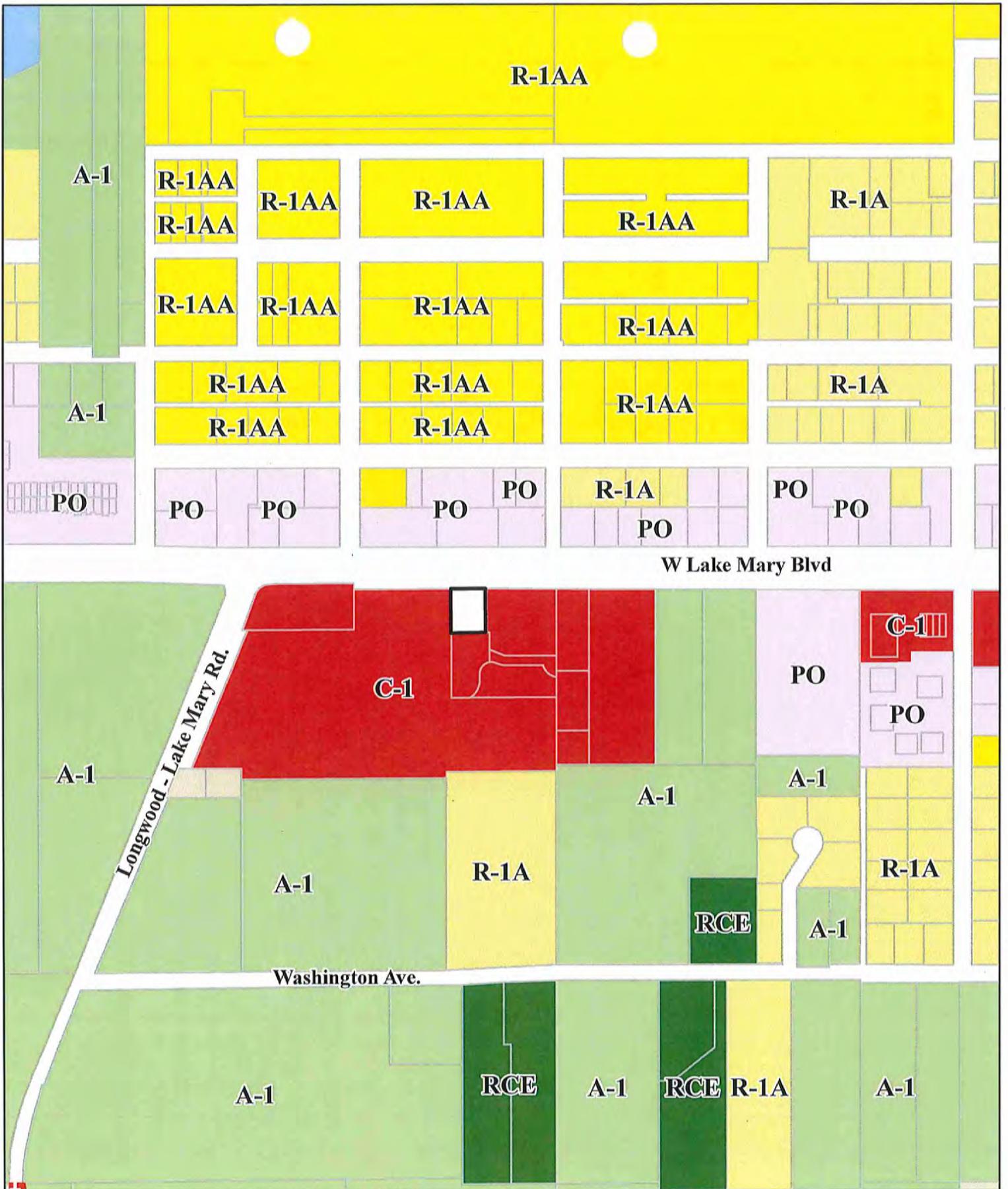




Future Land Use Map

The Oaks at Lake Mary Shopping Center





Zoning Map

The Oaks at Lake Mary Shopping Center



W. Lake Mary Blvd.



City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

VIII. Old Business

None

IX. New Business

- A. 2015-RZ-06: Recommendation to the Mayor and City Commission for a rezone of .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1, General Commercial. Applicant: Oaks at Lake Mary LTD., Mr. Stephen Coover (Public Hearing)

MOTION:

Justin York moved to approve 2015-RZ-06, recommendation to the Mayor and City Commission for a rezone of .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to C-1, General Commercial, seconded by Sam Aycoth and motion carried unanimously 5-0.

- B. 2015-LU-03: Recommendation to the Mayor and City Commission for a Small Scale Future Land Use Amendment for .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial. Applicant: Oaks at Lake Mary LTD., Mr. Stephen Coover (Public Hearing)

MOTION:



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP
City Planner

THRU: John Omana, Community Development Director

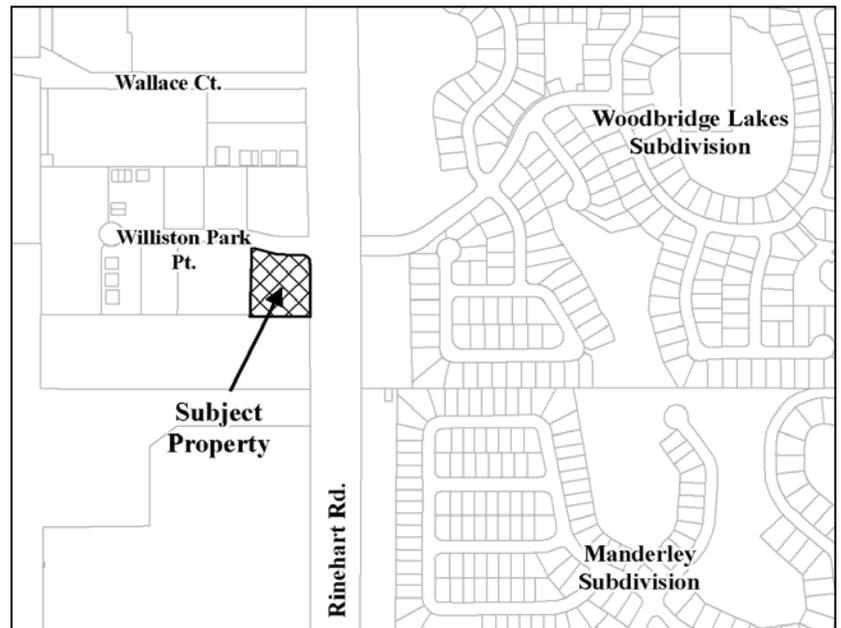
VIA: Jackie Sova, City Manager

SUBJECT: Conditional Use Approval for a Private and Retail Recreational Facility, Focus Performing Arts Studio, located at Lot 8 in Williston Park; Jenny Clifton, applicant (Public Hearing) (Quasi-Judicial) (Steve Noto, City Planner)

APPLICANT: Focus Performing Arts Studio, Ms. Jenny Clifton

REFERENCE: City Code of Ordinances and Comprehensive Plan

REQUESTS: The applicant requests conditional use approval for a private and retail recreation facility on the subject property. The business, Focus Performing Arts Studio, is currently located at 135 Parliament Loop, Suite 1031. The subject property is currently vacant, however, a site plan is being reviewed by the City's Development Review Committee. References will be made to that proposed plan in the Findings of Facts below.



DISCUSSION:

Background: The subject property is Lot 8 of the Williston Park plat, which was recorded in November 1999. It is currently vacant.

Description: The applicant is proposing a private retail and recreational facility on the subject property known as the Focus Performing Arts Studio. The studio will consist of a dance studio and a karate studio. As previously mentioned, a site plan is in review by the City for a +/- 10,760 square foot building, with the associated site improvements. Those site improvements are referenced in the findings below. Site parking requirements are not detailed, however, the applicant is proposing 44 parking spaces. The code requirement for a non-retail commercial building is 1 space for each 2 employees on the largest shift, plus 1 space for a company vehicle. As noted below, there will be a many as 17 employees on site at one time. That being said, the site is required to have a minimum of 9 parking spaces.

The proposed hours of operation for the dance studio are Monday thru Friday, 3:00pm to 9:00pm; and Saturday, from 9:00am to 3:00pm. There are 2 regular employees, and 10 dance instructors. There will be 3-4 classes occurring at one time with class sizes ranging between 5 and 25 students (note: the minimum class size is 5 students; the largest class at this time is 25 students). The applicant also tries to pair classes, which will help with traffic flow and parking needs. The business will offer dance training for ages 3-18 as well as summer camp programs. There are currently 230 students, however, the company has a goal of over 300 within the next two to three years.

The proposed hours of operation for the karate studio are Monday thru Friday, 9:30am to 9:30pm, and Saturday from 9:00am to 3:00pm. There are 2 full time employees and 3 part time employees. During the peak times there will be two classes occurring at once, with the average class size being 10 students. There are currently 200 students, however the company has a goal of 300 over the next two years. A majority of the students are ages 3-12, and would be dropped off at the site.

Zoning

NW M-1A	N M-1A	NE PUD
W M-1A	SITE M-1A	E PUD
SW M-1A	S M-1A	SE PUD

Future Land Use

NW IND	N IND	NE LMDR
W IND	SITE IND	E PUB/SEM I-PUB
SW IND	S IND	SE PUB/SEM I-PUB

FINDINGS OF FACT: § 154.72 of the Code states that before any conditional use permit shall be approved, the Planning and Zoning Board shall make a written finding that the granting of the permit will not adversely affect the public interest, and that satisfactory provisions have been made concerning the following matters, where applicable.

Please note that while the property is currently vacant, City staff is reviewing a proposed site plan for the property. The below findings are being reviewed against that proposed plan, along with the business outline described above. In no way does this review vest the site plan or any proposed variances that are associated with said plan.

PROVISION No. 1:	
Compliance with all applicable elements of the comprehensive plan.	
FINDINGS OF FACT No. 1:	
Provision met?	
1. YES	The proposed private and retail recreational facility is allowed as a conditional use in the M-1A zoning district. The City's Comprehensive Plan shows that the M-1A is compatible with the IND (Industrial) land use designation. In light of this, the proposed private and retail recreational facility is compatible with the Comprehensive Plan. While the property is located within the High-Tech Corridor, the Comprehensive Plan allows the City Commission to approve other uses that they find appropriate within the Corridor.

PROVISION No. 2:	
Acceptable ingress and egress, with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.	
FINDINGS OF FACT No. 2:	
Provision met?	
1. YES	Based on the proposed site plan, the proposed private and retail recreational facility has acceptable ingress and egress, adequate pedestrian access, convenient traffic flow and is accessible in case of fire and catastrophe. Access to the site will be from Williston Park Point. The site plan is being design to allow for circular flow around the building, making it convenient for drop-offs and pick-ups.

PROVISION No. 3:

Acceptable economic, noise, glare, or odor effects of the conditional use on adjoining properties and properties generally in the district.

FINDINGS OF FACT No. 3:

Provision met?	The use of the space as a private and retail recreational facility will not present any economic, noise, glare or odor effects to adjoining properties or other properties. The proposed site plan shows the building meeting the code required setbacks. The subject property is also buffered by the 200' Rinehart Road right-of-way (ROW), Tract 'A' to the west which is stormwater retention/detention, as well as Tract 'B' to the north which is also stormwater retention/detention.
1. YES	

PROVISION No. 4:

Acceptable location, availability, and compatibility of utilities.

FINDINGS OF FACT No. 4:

Provision met?	
1. YES	There is acceptable location, availability, and compatibility of utilities to the site.

PROVISION No. 5:

Acceptable screening and buffering.

FINDINGS OF FACT No. 5:

Provision met?	The applicant is requesting multiple landscape buffer variances as part of the site plan. While staff is still reviewing the overall request, it appears that the proposal is appropriate based on the information provided and the code requirements. As mentioned in Findings of Fact No. 4, the subject property is buffered by the 200' Rinehart Road right-of-way (ROW), Tract 'A' to the west which is stormwater retention/detention, as well as Tract 'B' to the north which is also stormwater retention/detention.
1. YES	

PROVISION No. 6:

General compatibility with adjacent properties and other properties in the district.

FINDINGS OF FACT No. 6:

Provision met?	
1. YES	The site and surrounding properties are part of the M-1A zoning and IND future land use designations. Therefore, there is compatibility with adjacent and other properties in the district.

FINDINGS OF FACT No. 7:

Staff finds that the request to operate a private and retail recreational facility in the M-1A, Office and Light Industrial, zoning district, located at Lot 8 in Williston Park, does not adversely affect the public interest, and is a reasonable request based on the aforementioned findings of fact.

SIMILAR CONDITIONAL USE REQUESTS:

2015-CU-02: On January 7, 2016, the City Commission unanimously approved, 5-0, a private and retail recreational facility (D1 Sports Training) in the M-1A, Office and Light Industrial, zoning district, located at 30 Skyline Dr.

2012-CU-05: On July 19, 2012, the City Commission unanimously approved, 5-0, a private and retail recreational facility (D1 Sports Training) in the M-1A, Office and Light Industrial, zoning district, located at 940 Williston Park Point.

2011-CU-05: On October 20, 2011, the City Commission unanimously approved, 4-0, a private and retail recreational facility (South Pac Training Facility) within Office and Light Industrial (M-1A) Zoning District at 103 Commerce Street, Suites 130 & 140.

PLANNING AND ZONING BOARD: At their regular January 26, 2016, meeting the Planning and Zoning Board voted unanimously, 5-0, to recommend approval of proposed Conditional Use, per the stated findings of fact.

ADDITIONAL INFORMATION:

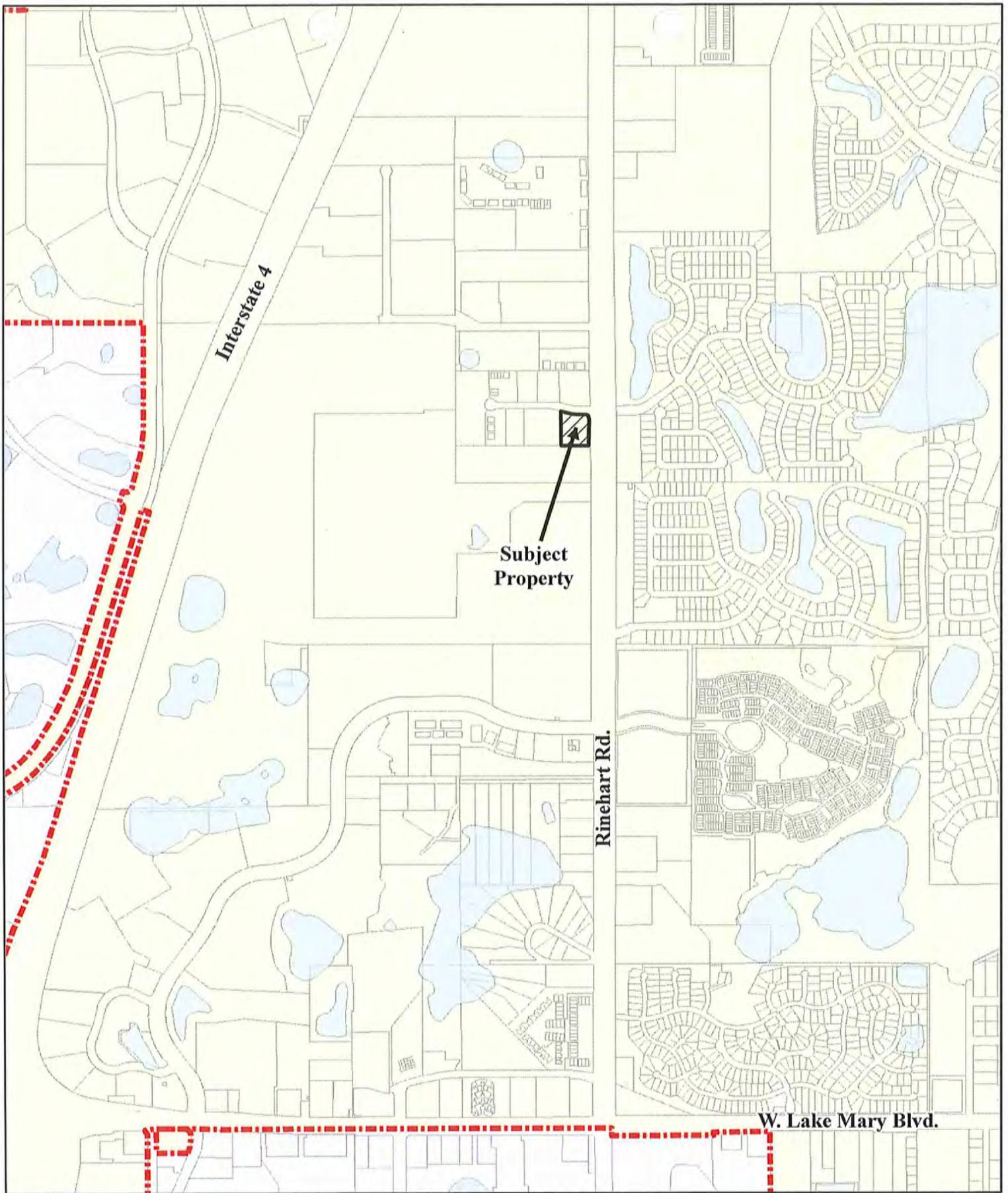
§ 154.72(B) In approving any conditional use, the Planning and Zoning Board may also require appropriate conditions and safeguards as part of the terms under which the conditional use permit is granted. Violations of those conditions and safeguards shall be deemed a violation of this section.

§ 154.73(A) Any conditional use approved as required by this subchapter shall expire one year after the conditional use permit was granted unless a building permit based upon and incorporating the conditional use is obtained within the aforesaid 12-month period.

§ 154.73(B) An extension of one additional year may be granted upon request of the applicant where conditions have not changed during the first year. The request for the conditional use approval extension must be filed with the City at least 30 days prior to the expiration of the aforesaid 12-month period.

ATTACHMENTS

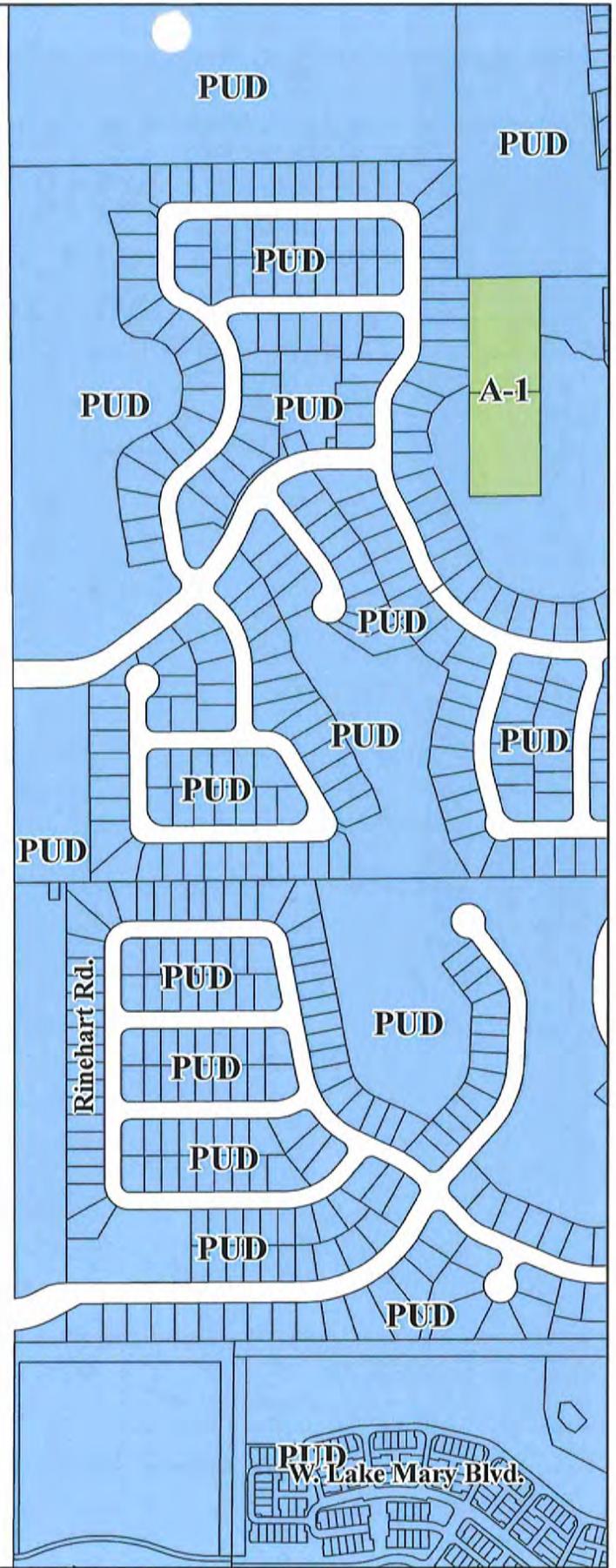
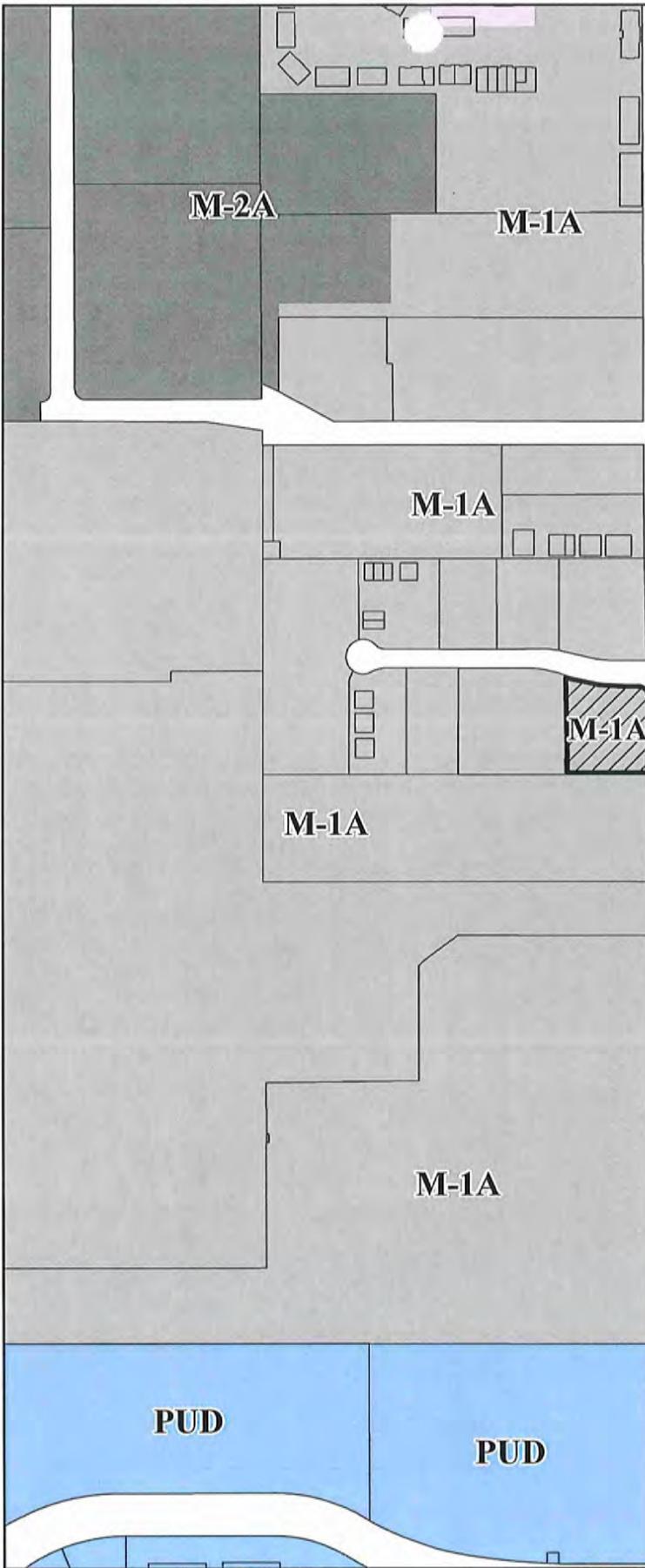
- Location map
- Zoning Map
- Future Land Use Map
- Aerial of Property
- January 26, 2016 Planning & Zoning Board Synopsis



Location Map

Focus Performing Arts Studio





Zoning Map

Focus Performing Arts Studio





Future Land Use Map

Focus Performing Arts Studio





Williston Park Point

Rinehart Road



Sam Aycoth moved to approve 2015-LU-03, recommendation to the Mayor and City Commission for a Small Scale Future Land Use Amendment for .38 acres of property located east of the intersection of West Lake Mary Boulevard and Longwood-Lake Mary Road from no designation to RCOM, Restricted Commercial, seconded by Steven Gillis and motion carried unanimously 5-0.

- C. 2015-CU-03:** Recommendation to the Mayor and City Commission regarding a request for a Conditional Use for a Private and Retail Recreational Facility, Focus Performing Arts Studio, in the M-1A, Office and Light Industrial, zoning district located at Lot 8 in Williston Park. Applicant: Focus Performing Arts Studio, Ms. Jenny Clifton (Public Hearing)

MOTION:

Colleen Taylor moved to approve 2015-CU-03, recommendation to the Mayor and City Commission regarding a request for a Conditional Use for a private and retail recreational facility, Focus Performing Arts Studio, in the M-1A, Office and Light Industrial, zoning district located at Lot 8 in Williston Park, including the seven findings of fact. Seconded by Justin York and motion carried unanimously 5-0.

- D. 2015-SP-07:** Request for Site Plan approval for the construction of a five level parking garage on an existing site located at 1001 Heathrow Park Lane. Applicant: CBRE, Ms. Sandy Chace (Public Hearing)

MOTION:

Sam Aycoth moved to approve 2015-SP-07, request for Site Plan approval for the construction of a five level parking garage on an existing site located at 1001 Heathrow Park Lane subject to working with staff and getting confirmation that the entire east side of the structure will be planted with southern magnolias so when mature will hide the garage as much as possible from I-4 and the three findings of fact. Seconded by Justin York and motion carried unanimously 5-0.

X. Community Development Director's Report

Mr. Omana said on January 7th the Commission approved the D1 Sports conditional use and the Terry Shaw site plan on Crystal Lake Avenue.

Mr. Omana said we had a meeting with Chris Mahnken and his folks and we are awaiting submittal of their site plan. They were able to resolve some issues with respect to layout and setbacks.

XII. Reports of Other Members



CITY MANAGER'S REPORT

DATE: February 18, 2016
TO: Mayor and City Commission
FROM: Jackie Sova, City Manager
SUBJECT: City Manager's Report

ITEMS FOR COMMISSION ACTION:

1. Expenditure from Law Enforcement Trust Fund.
2. Surplus item – speed measurement devices and printers.

ITEMS FOR COMMISSION INFORMATION:

1. Monthly Department Reports – December & January.



CITY MANAGER'S REPORT

DATE: February 18, 2016
TO: Mayor and City Commission
FROM: Colin W. Morgan, Deputy Chief of Police
THRU: Steve A. Bracknell, Chief of Police, N.A. 246
VIA: Jackie Sova, City Manager
SUBJECT: Expenditure from Law Enforcement Trust Fund

In order to be a proactive provider of emergency services for our citizens with special needs, the department is requesting additional lock boxes to continue the "Lock Box Program". This program continues to be a very effective way to gain access to homes in an emergency while allowing residents to maintain home security.

With a secure lock box on the home, a key to the residence is placed inside the device for easy access by emergency personnel via a four digit code. If an emergency arises and the citizen is unable to make it to the door, the lock box can be easily opened by police or EMS. Additionally, emergency contact names, numbers, etc. are stored in the communications center for each resident that is a part of the lock box program.

This free program is specifically targeted for citizens who are at least 55 years old or who have a serious medical condition. Almost every lock box within our inventory is now in use in the City, and this program has been a tremendous success.

In order to continue the "Lock Box Program" we are requesting funding for an additional 48 Shurlock lock boxes at a cost of \$18.95 per box, a total expenditure of \$909.60.

BUDGET IMPACT:

This expenditure request of \$909.60 will be offset by forfeitures received through the Law Enforcement Trust Fund to date.

RECOMMENDATION:

Request Commission authorize purchase of 48 Shurlock Lock Boxes in an amount not to exceed \$909.60.



CITY MANAGER'S REPORT

DATE: February 18, 2016
TO: Mayor and City Commission
FROM: Sgt. Kevin Pratt, Special Operations
THRU: Steve A. Bracknell, Chief of Police, N.A. 246
VIA: Jackie Sova, City Manager
SUBJECT: Surplus item - speed measurement devices and printers

The Police Department is requesting approval to surplus two Pro Laser III units and associated equipment. The devices and equipment are in various conditions and age. The equipment has been replaced with updated Laser technology.

We are also requesting approval to surplus two Zebra 420 Printers. One printer has a bad media port; the other has a bad printing head. All printers have an estimated flat repair cost of \$345 each. These units are out of warranty and the repair rate does not warrant replacing these dated printing units.

- Pro Laser III LMPD# 2158 Serial# PL21159
- Pro Laser III LMPD# 2304 Serial# PL22721
- Zebra 420 LMPD# 2777 Serial# XXRC06-06-5033 (Bad Media Port)
- Zebra 420 LMPD# 2858 Serial# XXRCj123800040 (Bad Head Unit)

Associated Equipment:

- Two (2) Pro Laser Black Carry Cases
- Two (2) Pro Laser III Battery Cigarette Lighter Adapter

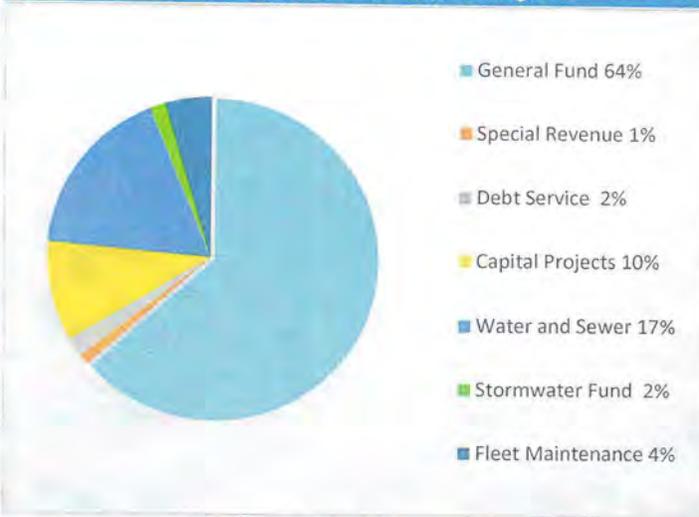
RECOMMENDATION:

Request Commission declare above-referenced items surplus and authorize City Manager to dispose of same.

City of Lake Mary Budget Snapshot as of December 31, 2015

(25% of fiscal year elapsed)

Fiscal Year 2015 - 2016 Adopted Budget



General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,760,607	\$ 5,983,321	88.5%
Franchise & Utility Taxes	6,194,184	973,542	15.7%
Business Tax Receipts	121,900	114,160	93.7%
Permits	433,143	545,632	126.0%
Fines & Forfeitures	73,500	20,220	27.5%
Intergovernmental	1,675,523	293,218	17.5%
Charges for Services	1,547,700	378,546	24.5%
Investment Income/Other	227,000	37,355	16.5%
Operating Transfers In	1,100,000	275,000	25.0%
Total Revenues	\$ 18,133,557	\$ 8,620,994	47.5%

General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	\$ 99,604	\$ 24,887	25.0%
City Manager	652,327	146,034	22.4%
City Attorney	105,000	10,665	10.2%
City Clerk	241,778	57,027	23.6%
General Government	751,423	138,652	18.5%
Risk Management	17,000	10,269	60.4%
Finance	533,836	128,624	24.1%
Information Systems	306,013	83,844	27.4%
Community Development	572,852	134,979	23.6%
Building	430,762	91,668	21.3%
Facilities Maintenance	392,583	70,939	18.1%
Police Operations	5,131,582	1,228,303	23.9%
Fire Combat	4,784,977	1,062,301	22.2%
Fire Prevention	394,401	91,774	23.3%
Support Services	957,233	213,011	22.3%
PW Admin & Engineering	235,232	54,032	23.0%
Streets/Sidewalks	565,389	79,387	14.0%
Parks & Recreation	1,798,322	400,169	22.3%
Events Center	465,396	111,418	23.9%
Community Center	186,889	36,364	19.5%
Senior Center	105,797	21,068	19.9%
Tennis Center	57,618	10,861	18.9%
Transfers Out	1,397,928	349,482	25.0%
Total Expenditures	\$ 20,183,942	\$ 4,555,758	22.6%
<i>Fund Balance Forward</i>	12,624,225	15,368,972	121.7%
Current Fund Balance	\$ 10,573,840	\$ 19,434,208	183.8%

Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	\$ 336,928	\$ 84,232	25.0%
Expenditures			
PIRRB Series 2007	\$ 290,679	\$ 290,679	100.0%
PIRRN Series 2012	\$ 332,904	\$ 291,440	87.5%

Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 28,700	31,856	111.0%
Cemetery Sales	4,000	1,200	30.0%
Fines & Forfeitures	7,000	2,864	40.9%
Investment Income/Other	5,400	473	8.8%
Total	\$ 45,100	\$ 36,393	80.7%

Expenditures

Training	\$ 23,000	\$ 1,101	4.8%
Operating & DARE	67,000	1,450	2.2%
Contributions	-	-	0.0%
Capital	33,500	1,069	3.2%
Heritage Park	185,000	-	0.0%
Cemetery Operations	13,100	1,177	9.0%
Total	\$ 321,600	\$ 4,797	1.5%

Fund Balance Forward 700,850 700,850 100.0%

Current Fund Balance \$ 424,350 \$ 732,446 172.6%

Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 6,000	\$ 315	5.3%
Grants	78,312	-	0.0%
Intergovernmental/Other	843,570	218,285	25.9%
Transfers In	760,000	190,000	25.0%
Total	\$ 1,687,882	\$ 408,600	24.2%

Expenditures

Capital Projects	3,178,895	56,613	1.8%
Total	\$ 3,178,895	\$ 56,613	1.8%

Fund Balance Forward 1,662,350 1,662,350 100.0%

Current Fund Balance \$ 171,337 \$ 2,014,337 1176%

Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 1,950,000	\$ 467,239	24.0%
Sewer Revenue	1,935,000	485,971	25.1%
Reclaimed Water	200,000	46,060	23.0%
Water Impact Fees	50,000	1,356	2.7%
Sewer Impact Fees	5,000	145	2.9%
Investment Income/Other	183,000	40,995	22.4%
Total	\$ 4,323,000	\$ 1,041,766	24.1%

Expenditures

Operating Expenses	1,738,576	376,447	21.7%
Capital Projects	1,267,000	487,907	38.5%
Wholesale swr/reclaimed	1,345,000	258,377	19.2%
Transfers Out	1,149,000	287,250	25.0%
Total	\$ 5,499,576	\$ 1,409,981	25.6%

Beg Unrestrict Net Assets 13,443,265 13,443,265 100.0%

Available Net Assets \$ 12,266,689 \$ 13,075,050 106.6%

Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 396,000	\$ 92,408	23.3%
Interest/Other	3,000	324	10.8%
Total	\$ 399,000	\$ 92,732	23.2%

Expenditures

Operating Expenses	304,930	43,096	14.1%
Capital Projects	200,000	-	0.0%
Total	\$ 504,930	\$ 43,096	8.5%

Unrestricted Net Assets 423,285 423,285 100.0%

Available Net Assets \$ 317,355 \$ 472,921 149.0%

Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 1,177,740	\$ 228,977	19.4%
Expenditures			
Operating Costs	\$ 312,208	\$ 62,817	20.1%
Vehicle Purchases	\$ 1,154,000	\$ -	0.0%

City of Lake Mary, Florida
General Fund Revenues
As of December 31, 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	5,983,321	88.50%
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,224,950	1,128,047	1,146,509	1,169,179	1,156,874	193,608	16.74%
313-11	FP&L - Franchise	545,433	535,600	591,267	545,849	579,908	51,728	8.92%
313-40	Propane - Franchise	10,010	5,864	8,367	9,280	8,671	2,196	25.33%
313-70	Solid Waste - Franchise	419,745	428,368	441,060	492,835	505,000	92,784	18.37%
	Total Franchise	2,200,138	2,097,879	2,187,203	2,217,143	2,250,453	340,316	15.12%
314-10	Duke Energy - Utility	1,249,357	1,288,610	1,310,121	1,286,439	1,317,217	210,546	15.98%
314-11	FP&L - Utility	601,224	648,297	729,688	747,297	732,236	128,834	17.59%
314-20	Telecommunications	2,011,704	2,093,587	1,746,328	1,647,456	1,838,815	286,490	15.58%
314-80	Propane Gas - Utility	47,512	40,838	52,307	54,645	55,463	7,357	13.26%
	Total Utility	3,909,797	4,071,332	3,838,444	3,735,837	3,943,731	633,227	16.06%
	Total Franchise & Utility	6,109,935	6,169,211	6,025,647	5,952,980	6,194,184	973,543	15.72%
	Licenses and Permits:							
321-60	Business Tax Receipts	115,373	118,964	117,319	121,639	121,900	114,160	93.65%
322-10	Building Permits	851,192	1,543,828	864,080	926,988	365,270	495,029	135.52%
322-20	Electrical Permits	63,819	45,976	77,580	39,037	28,871	25,406	88.00%
322-30	Plumbing Permits	43,687	30,639	28,629	20,018	20,212	9,254	45.78%
322-40	Mechanical Permits	25,243	32,685	50,765	38,298	18,790	15,943	84.85%
	Total Licenses & Permits	1,099,314	1,772,092	1,138,373	1,145,980	555,043	659,792	118.87%
	Fines & Forfeitures:							
351-10	Court Fines	59,132	69,858	71,304	54,473	58,000	7,626	13.15%
351-30	False Alarm Fees	4,225	3,950	500	1,000	500	250	50.00%
351-50	Violation of Local Ordin.	7,810	33,586	47,850	44,588	15,000	12,344	82.29%
	Total Fines & Forfeitures	71,167	107,394	119,654	100,061	73,500	20,220	27.51%
	Intergovernmental:							
312-41	Local Option Gas Tax	224,965	249,978	250,577	260,382	260,987	43,282	16.58%
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	89,289	24.00%
335-14	Mobile Home License	108	114	71	117	70	74	105.71%
335-15	Alcoholic Beverage Lic.	9,829	5,572	20,052	12,099	12,500	-	-
335-18	1/2 Cent Sales Tax	800,439	834,141	880,882	974,881	1,015,962	160,573	15.81%
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	293,218	17.50%

City of Lake Mary, Florida
General Fund Revenues
As of December 31, 2015

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Actual	% FYTD
Charges for Services:								
341-80	County Business License	10,715	10,836	11,098	11,199	11,200	5,648	50.43%
341-21	Zoning Fees	21,798	22,074	20,334	21,559	10,500	10,259	97.70%
341-22	Site Plan Fees	3,200	10,200	12,849	4,800	6,500	7,500	115.38%
342-10	Police Services	63,085	57,744	50,067	60,941	45,000	8,604	19.12%
342-60	Rescue Transport Fees	609,044	597,065	513,365	623,215	600,000	141,369	23.56%
347-10	Events Center Rental	513,448	489,532	533,740	565,101	590,000	150,960	25.59%
347-15	Community Center	-	-	21,147	73,571	85,000	21,573	25.38%
347-20	Summer Camp Fees	-	-	51,475	73,170	70,000	-	-
347-30	Farmers Market	31,379	29,719	23,107	22,897	23,000	6,984	30.37%
347-40	Skate Park Fees	8,819	4,221	3,198	3,243	4,000	734	18.35%
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	505	20.20%
347-60	Sports Complex Rentals	27,330	29,288	30,620	29,534	32,000	13,889	43.40%
347-70	Softball Leagues	13,930	16,575	14,050	14,975	15,000	3,975	26.50%
347-80	Concession Revenues	679	2,435	7,326	11,512	10,000	2,510	25.10%
347-90	Tennis Center Revenues	50,231	40,729	23,364	22,870	18,000	3,710	20.61%
	Total Charges for Services	1,378,562	1,334,311	1,342,283	1,565,369	1,547,700	378,543	24.46%
Other:								
361-10	Interest	192,570	(1,038)	173,777	188,214	130,000	10,550	8.12%
363-10	Streetlighting	32,780	32,484	32,729	32,945	32,000	7,366	23.02%
364-00	Sale of Capital Assets	51,917	388	701	2,362	-	324	-
369-00	Other Miscellaneous Rev.	160,060	126,900	151,663	140,794	65,000	19,095	29.38%
	Total Other Revenue	437,327	158,734	358,870	364,315	227,000	37,335	16.45%
Transfers In:								
381-00	Transfers from W&S	850,000	900,000	985,000	1,015,000	1,100,000	275,000	25.00%
381-00	Transfers from Cemetery FD	125,000	900,000	985,000	1,015,000	1,100,000	275,000	25.00%
	Total Transfers In	975,000	900,000	985,000	1,015,000	1,100,000	275,000	25.00%
	Total General Fund Revenue	17,469,389	17,868,336	17,622,881	18,171,364	18,133,557	8,620,972	47.54%
	Carry-forward Fund Balance	15,066,183	16,369,093	17,541,260	15,368,972	12,624,225	15,368,972	121.74%
	Total Available	\$ 32,535,572	\$ 34,237,429	\$ 35,164,141	\$ 33,540,336	\$ 30,757,782	\$ 23,989,944	78.00%

FINANCE DEPARTMENT
MONTHLY REPORT
December 2015

Purchasing/AP Activity	Dec-15	FYTD	Dec-14	FYTD
Purchase Orders Encumbered	21	192	23	162
Bids/RFPs Processed	0	1	1	1
Express Purchase Orders Processed	5	23	13	45
Express P.O. - Average \$ Value	\$189		\$155	
Checks Issued to Vendors	251	687	211	715
P-Card Transactions	264	872	286	920
P-Card Average \$ Value	\$125		\$112	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	41	118	37	132
Items Deposited	2,736	8,332	2,562	8,400
Deposited Items Returned	2	13	3	15
Credit/Debit Card transactions	557	1,691	520	1,529
Credit/Debit Card Sales	\$109,203	\$310,351	\$82,697	\$201,119
Employees Paid	586	1,540	589	1,527

Utilities Activity				
Utility Refund Checks	38	57	1	41
Utility Turn-offs for Non-payment	23	88	22	63
Door Hangers for Non-pay prepared	162	582	168	449
Delinquent Letters Mailed Out	N/A		359	
Utility Service Complaints Handled	10	32	23	47
Garbage Service Complaints Handled	N/A		27	49
Existing Utility Accounts Closed	54	157	61	194
New Utility Accounts Opened	57	182	64	188
Utility Bank Draft Customers	1,215		1,147	
Electronic Utility Payments	1,142	3,299	1,226	3,413
Paperless Billing Customers	708		732	
Current Residential Water Customers	4,747		4,743	
Current Residential Sewer Customers	2,585		2,585	
Current Residential Garbage Customers	5,046		4,934	
Current Commercial Water Customers	457		449	
Current Commercial Sewer Customers	389		385	
Current Commercial Garbage Customers	247		242	

IT Activity				
Helpdesk tickets logged	121	375	137	353
Computer/Server/Network tickets	119	370	134	340
Cell Phone tickets	6	14	4	16
Helpdesk tickets resolved	124	382	138	356
Average resolution time (days)	1		1	
Intranet/Website Updates	7	19	6	18
Unique Website Visitors	16,593	51,992	15,659	48,638

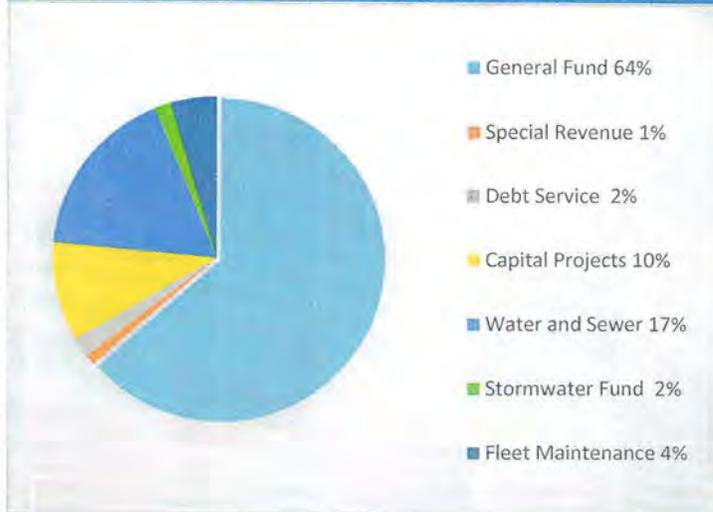
Items of Interest During Reporting Period				

City of Lake Mary

Budget Snapshot as of January 31, 2016

(33.33% of fiscal year elapsed)

Fiscal Year 2015 - 2016 Adopted Budget



General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,760,607	\$ 6,208,727	91.8%
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Fines & Forfeitures	73,500	26,571	36.2%
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Charges for Services	1,547,700	523,008	33.8%
Investment Income/Other	227,000	65,363	28.8%
Operating Transfers In	1,100,000	366,667	33.3%
Total Revenues	\$ 18,133,557	\$ 9,845,916	54.3%

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City Attorney	105,000	15,911	15.2%
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Fire Combat	4,784,977	1,426,365	29.8%
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Debt Service Funds

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Transfers In	\$ 336,928	\$ 112,309	33.3%
Expenditures			
PIRRB Series 2007	\$ 290,679	\$ 290,679	100.0%
PIRRN Series 2012	\$ 332,904	\$ 291,440	87.5%

Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 28,700	36,763	128.1%
Cemetery Sales	4,000	1,200	30.0%
Fines & Forfeitures	7,000	13,651	195.0%
Investment Income/Other	5,400	909	16.8%
Total	\$ 45,100	\$ 52,523	116.5%

Expenditures

Training	\$ 23,000	\$ 2,601	11.3%
Operating & DARE	67,000	1,450	2.2%
Contributions	-	-	0.0%
Capital	33,500	6,964	20.8%
Heritage Park	185,000	-	0.0%
Cemetery Operations	13,100	1,591	12.1%
Total	\$ 321,600	\$ 12,606	3.9%

<i>Fund Balance Forward</i>	700,850	635,032	90.6%
Current Fund Balance	\$ 424,350	\$ 674,949	159.1%

Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 6,000	\$ 804	13.4%
Grants	78,312	-	0.0%
Intergovernmental/Other	843,570	284,695	33.7%
Transfers In	760,000	253,333	33.3%
Total	\$ 1,687,882	\$ 538,832	31.9%

Expenditures

Capital Projects	3,178,895	100,635	3.2%
Total	\$ 3,178,895	\$ 100,635	3.2%

<i>Fund Balance Forward</i>	1,662,350	1,545,785	93.0%
Current Fund Balance	\$ 171,337	\$ 1,983,982	1158%

Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 1,950,000	\$ 647,090	33.2%
Sewer Revenue	1,935,000	678,262	35.1%
Reclaimed Water	200,000	64,987	32.5%
Water Impact Fees	50,000	1,356	2.7%
Sewer Impact Fees	5,000	145	2.9%
Investment Income/Other	183,000	61,539	33.6%
Total	\$ 4,323,000	\$ 1,453,379	33.6%

Expenditures

Operating Expenses	1,738,576	525,091	30.2%
Capital Projects	1,267,000	501,385	39.6%
Wholesale swr/reclaimed	1,345,000	387,951	28.8%
Transfers Out	1,149,000	383,000	33.3%
Total	\$ 5,499,576	\$ 1,797,427	32.7%

<i>Beg Unrestrict Net Assets</i>	13,443,265	14,150,241	105.3%
Available Net Assets	\$ 12,266,689	\$ 13,806,193	112.6%

Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 396,000	\$ 126,934	32.1%
Interest/Other	3,000	677	22.6%
Total	\$ 399,000	\$ 127,611	32.0%

Expenditures

Operating Expenses	304,930	55,835	18.3%
Capital Projects	200,000	-	0.0%
Total	\$ 504,930	\$ 55,835	11.1%

<i>Unrestricted Net Assets</i>	423,285	480,836	113.6%
Available Net Assets	\$ 317,355	\$ 552,612	174.1%

Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 1,177,740	\$ 299,581	25.4%
Expenditures			
Operating Costs	\$ 312,208	\$ 82,143	26.3%
Vehicle Purchases	\$ 1,154,000	\$ 36,797	3.2%

City of Lake Mary, Florida
General Fund Revenues
As of January 31, 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	6,208,727	91.84%
	Franchise & Utility:							
313-10	Duke Energy - Franchise	1,224,950	1,128,047	1,146,509	1,169,179	1,156,874	282,629	24.43%
313-11	FP&L - Franchise	545,433	535,600	591,267	545,849	579,908	99,150	17.10%
313-40	Propane - Franchise	10,010	5,864	8,367	9,280	8,671	2,196	25.33%
313-70	Solid Waste - Franchise	419,745	428,368	441,060	492,835	505,000	100,996	20.00%
	Total Franchise	2,200,138	2,097,879	2,187,203	2,217,143	2,250,453	484,971	21.55%
314-10	Duke Energy - Utility	1,249,357	1,288,610	1,310,121	1,286,439	1,317,217	306,566	23.27%
314-11	FP&L - Utility	601,224	648,297	729,688	747,297	732,236	183,326	25.04%
314-20	Telecommunications	2,011,704	2,093,587	1,746,328	1,647,456	1,838,815	429,152	23.34%
314-80	Propane Gas - Utility	47,512	40,838	52,307	54,645	55,463	12,357	22.28%
	Total Utility	3,909,797	4,071,332	3,838,444	3,735,837	3,943,731	931,401	23.62%
	Total Franchise & Utility	6,109,935	6,169,211	6,025,647	5,952,980	6,194,184	1,416,372	22.87%
	Licenses and Permits:							
321-60	Business Tax Receipts	115,373	118,964	117,319	121,639	121,900	117,828	96.66%
322-10	Building Permits	851,192	1,543,828	864,080	926,988	365,270	630,409	172.59%
322-20	Electrical Permits	63,819	45,976	77,580	39,037	28,871	31,407	108.78%
322-30	Plumbing Permits	43,687	30,639	28,629	20,018	20,212	12,830	63.48%
322-40	Mechanical Permits	25,243	32,685	50,765	38,298	18,790	19,237	102.38%
	Total Licenses & Permits	1,099,314	1,772,092	1,138,373	1,145,980	555,043	811,711	146.24%
	Fines & Forfeitures:							
351-10	Court Fines	59,132	69,858	71,304	54,473	58,000	11,027	19.01%
351-30	False Alarm Fees	4,225	3,950	500	1,000	500	400	80.00%
351-50	Violation of Local Ordin.	7,810	33,586	47,850	44,588	15,000	15,144	100.96%
	Total Fines & Forfeitures	71,167	107,394	119,654	100,061	73,500	26,571	36.15%
	Intergovernmental:							
312-41	Local Option Gas Tax	224,965	249,978	250,577	260,382	260,987	64,513	24.72%
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	119,053	32.01%
335-14	Mobile Home License	108	114	71	117	70	85	121.43%
335-15	Alcoholic Beverage Lic.	9,829	5,572	20,052	12,099	12,500	930	0
335-18	1/2 Cent Sales Tax	800,439	834,141	880,882	974,881	1,015,962	242,916	23.91%
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	427,497	25.51%

City of Lake Mary, Florida
General Fund Revenues
As of January 31, 2015

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Actual	% FYTD
Charges for Services:								
341-80	County Business License	10,715	10,836	11,098	11,199	11,200	6,164	55.04%
341-21	Zoning Fees	21,798	22,074	20,334	21,559	10,500	12,409	118.18%
341-22	Site Plan Fees	3,200	10,200	12,849	4,800	6,500	7,500	115.38%
342-10	Police Services	63,085	57,744	50,067	60,941	45,000	16,808	37.35%
342-60	Rescue Transport Fees	609,044	597,065	513,365	623,215	600,000	210,347	35.06%
347-10	Events Center Rental	513,448	489,532	533,740	565,101	590,000	200,340	33.96%
347-15	Community Center	-	-	21,147	73,571	85,000	28,134	33.10%
347-20	Summer Camp Fees	-	-	51,475	73,170	70,000	-	-
347-30	Farmers Market	31,379	29,719	23,107	22,897	23,000	9,115	39.63%
347-40	Skate Park Fees	8,819	4,221	3,198	3,243	4,000	1,001	25.03%
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	555	22.20%
347-60	Sports Complex Rentals	27,330	29,288	30,620	29,534	32,000	18,249	57.03%
347-70	Softball Leagues	13,930	16,575	14,050	14,975	15,000	3,975	26.50%
347-80	Concession Revenues	679	2,435	7,326	11,512	10,000	2,874	28.74%
347-90	Tennis Center Revenues	50,231	40,729	23,364	22,870	18,000	5,214	28.97%
	Total Charges for Services	1,378,562	1,334,311	1,342,283	1,565,369	1,547,700	523,008	33.79%
Other:								
361-10	Interest	192,570	(1,038)	173,777	188,214	130,000	24,535	18.87%
363-10	Streetlighting	32,780	32,484	32,729	32,945	32,000	10,108	31.59%
364-00	Sale of Capital Assets	51,917	388	701	2,362	-	324	-
369-00	Other Miscellaneous Rev.	160,060	126,900	151,663	140,794	65,000	30,396	46.76%
	Total Other Revenue	437,327	158,734	358,870	364,315	227,000	65,363	28.79%
Transfers In:								
381-00	Transfers from W&S	850,000	900,000	985,000	1,015,000	1,100,000	366,667	33.33%
381-00	Transfers from Cemetery FD	125,000	-	-	-	-	-	-
	Total Transfers In	975,000	900,000	985,000	1,015,000	1,100,000	366,667	33.33%
	Total General Fund Revenue	17,469,389	17,868,336	17,622,881	18,171,364	18,133,557	9,845,916	54.30%
	Carry-forward Fund Balance	15,066,183	16,369,093	17,541,260	15,368,972	12,624,225	15,368,972	121.74%
	Total Available	\$ 32,535,572	\$ 34,237,429	\$ 35,164,141	\$ 33,540,336	\$ 30,757,782	\$ 25,214,888	81.98%

FINANCE DEPARTMENT
MONTHLY REPORT
January 2016

Purchasing/AP Activity	Jan-16	FYTD	Jan-15	FYTD
Purchase Orders Encumbered	47	239	23	185
Bids/RFPs Processed	1	2	0	1
Express Purchase Orders Processed	6	29	10	55
Express P.O. - Average \$ Value	\$73		\$271	
Checks Issued to Vendors	234	921	241	956
P-Card Transactions	275	1,147	299	1,219
P-Card Average \$ Value	\$177		\$130	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	38	156	47	179
Items Deposited	2,669	11,001	2,511	10,911
Deposited Items Returned	2	15	4	19
Credit/Debit Card transactions	680	2,371	535	2,064
Credit/Debit Card Sales	\$112,364	\$422,715	\$85,321	\$203,742
Employees Paid	374	1,914	384	1,911

Utilities Activity				
Utility Refund Checks	23	80	40	81
Utility Turn-offs for Non-payment	27	115	24	87
Door Hangers for Non-pay prepared	195	777	156	605
Delinquent Letters Mailed Out	N/A		422	
Utility Service Complaints Handled	19	51	19	66
Garbage Service Complaints Handled	N/A		10	59
Existing Utility Accounts Closed	50	207	42	236
New Utility Accounts Opened	50	232	39	227
Utility Bank Draft Customers	1,208		1,152	
Electronic Utility Payments	1,076	4,375	1,042	4,455
Paperless Billing Customers	719		736	
Current Residential Water Customers	4,766		4,751	
Current Residential Sewer Customers	2,598		2,588	
Current Residential Garbage Customers	5,040		4,673	
Current Commercial Water Customers	458		450	
Current Commercial Sewer Customers	392		385	
Current Commercial Garbage Customers	246		243	

IT Activity				
Helpdesk tickets logged	100	475	134	487
Computer/Server/Network tickets	94	464	129	469
Cell Phone tickets	6	20	5	21
Helpdesk tickets resolved	100	482	134	490
Average resolution time (days)	1		1	
Intranet/Website Updates	6	25	6	24
Unique Website Visitors	18,755	70,747	18,981	67,619

Items of Interest During Reporting Period



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Bryan Nipe, Parks and Recreation Director

VIA: Jackie Sova, City Manager

SUBJECT: Parks and Recreation Update for December 2015

December 2015 Descriptive Reports

Community Center	
Rentals	<ul style="list-style-type: none"> There were 28 rentals in December 2015, a 33% increase from December 2014 At December's end 268 rentals have been completed in calendar year 2015
Programs	<ul style="list-style-type: none"> Class average for Tri-Balance Martial Arts, Yoga, and Zumba dropped a little due to the holidays in December 2015 Senior Center programs are still utilizing the Community Center for overflow due to the packed class schedule at the Senior Center. Senior yoga and meditation classes are staying steady with a 6 person class average. Sweating with Helen had an average of 17 seniors per class average. A new Senior Center program class was added in December, Training and Toning, and has had a 6 person average per class
Sports Complex	
Rentals	<ul style="list-style-type: none"> All Sports Complex fields closed for the fall Soccer field bookings began 12/7 for City Residents and 12/15 for open bookings
Programs	<ul style="list-style-type: none"> Adult Softball Winter league starts Jan. 4th
Skate Park & Batting Cages	<ul style="list-style-type: none"> 52 Annual Skate park passes were sold in the calendar year. Turned out to be a successful program that doesn't require kids to carry entrance fees each visit. Skate Park Pass usage is up 327% compared to December 2014 52 Batting Cage tokens were sold in December 2015 (new program as of 2015)
Splash Pad	<ul style="list-style-type: none"> Closed for the season
Farmers Market	
	<ul style="list-style-type: none"> Farmers Market vendor occupancy rate is down 29% from December 2014 Weekly attendance is up 62% from December 2014
Events Center	
	<ul style="list-style-type: none"> LMEC hosted 20 weddings in December and 8 corporate/social events

	<ul style="list-style-type: none"> • Some notable events in December include Seminole County Chamber Breakfast and Elevation Health • SIG (Senior Intervention Group), once again, held its annual Christmas party at the Events Center • Collaborative Wealth and Paylocity once again, celebrated their annual holiday parties at the Events Center • Crooms Class of 58' hosted their class reunion in the ballroom and Ladybird Academy held their graduation in the ballroom
Tennis Center	
	<ul style="list-style-type: none"> • Now offering 35 instructional slots for Junior Tennis Program • Featured first Junior Tennis team • Tennis membership is at 165 members for December 2015, a 6% increase from December 2014
Senior Center	
	<ul style="list-style-type: none"> • The Senior Center's new instructor, Helen, has received such positive feedback and has added another class. Strength Training and Toning is offered at the Community Center twice per week. • Rather than cancelling classes to have a Christmas Party, the Senior Center tried something new and had it off-site. Those that did not want to attend could still take their regular classes at the Senior Center. The Christmas Party was held at Chianti's and they opened their restaurant for breakfast to serve the senior citizens.
Museum	
	<ul style="list-style-type: none"> • Recent surge in volunteerism at the museum • Festival of Trees event in December had over 150 guests.
Parks and Facilities Maintenance	
	<ul style="list-style-type: none"> • Staff is working with Little League on opening day festivities and field preparation • Holiday in the park season was once again a success with thousands of visitors

MEMO

TO: Bryan Nipe, Director of Parks & Recreation
 FROM: Cristin Rumler, Customer Service Representative
 DATE: January 14, 2016



**PARKS AND RECREATION MONTHLY ACTIVITY REPORT
 FOR THE MONTH OF: December 2015**

EVENTS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
non-revenue uses	2	2	4	4
rentals	28	26	83	86
catering revenue	\$ 4,660.97	NR	\$ 16,278.95	NR
rental revenue	\$ 41,789.76	\$ 43,932.97	\$ 134,681.27	\$ 144,720.05
total revenue	\$ 46,450.73	\$ 43,932.97	\$ 150,960.22	\$ 144,720.05
expenses	\$ 36,078.94	\$ 33,996.03	\$ 111,417.52	\$ 109,092.35

SENIOR CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	121	104	365	347
individual participants	1,883	1,870	5,941	6,143
revenue	\$ 2,994.82	\$ 2,379.12	\$ 3,398.93	\$ 4,177.76
expenses	\$ 6,849.09	\$ 7,453.44	\$ 21,068.37	\$ 21,483.56

COMMUNITY CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	57	52	190	161
non-revenue uses	6	9	23	28
rentals	28	21	90	65
rental revenue	\$ 6,160.30	\$ 7,308.70	\$ 21,573.50	21,981.90
expenses	\$ 9,646.33	\$ 8,111.63	\$ 36,363.84	\$ 29,977.97

TENNIS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
memberships	165	156		
revenue ***	\$ (416.70)	\$ 1,508.15	\$ 3,710.50	\$ 3,055.50
expenses	\$ 5,506.53	\$ 7,036.51	\$ 10,861.10	\$ 12,774.44

OTHER REVENUES	Current Month	This Month Last YR	Current YTD	Previous YTD
Farmers Market	\$ 2,820.37	\$ 1,544.33	\$ 6,983.79	\$ 4,846.23
Skate Park	\$ 245.55	\$ 345.26	\$ 733.53	\$ 1,106.70
Splash Park	\$ -	\$ -	\$ 323.39	\$ 239.62
Park Rentals	\$ 330.00	\$ 595.00	\$ 505.00	\$ 919.06
Sports Complex	\$ 4,134.02	\$ 2,748.47	\$ 13,888.73	\$ 10,935.72
Leagues	\$ 3,575.00	\$ 3,900.00	\$ 3,975.00	\$ 4,300.00
Concession (Trailhead & Sports Comp.)	\$ 41.12	\$ -	\$ 2,509.67	\$ 753.91
Summer Camp	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER REVENUES	\$ 11,146.06	\$ 9,133.06	\$ 28,919.11	\$ 23,101.24

***Tennis Revenue for December 2015 was adjusted by Finance for accounting purposes. Revenue collected during month was \$1842.20.

FACILITIES MAINTENANCE
MONTHLY REPORT



WORK ORDER EXPENSES

TYPE	Dec-15	YTD	Dec-14	YTD	Dec-15	YTD	Dec-14	YTD
LABOR	45%	53%	47%	50%	\$ 2,430.79	\$ 18,127.31	\$ 3,532.89	\$ 15,632.92
MATERIALS	45%	35%	20%	27%	\$ 2,417.28	\$ 10,605.14	\$ 1,496.63	\$ 8,694.23
CONTRACTOR	10%	12%	33%	23%	\$ 558.00	\$ 4,564.95	\$ 2,518.00	\$ 6,736.73
TOTALS	100%	100%	100%	100%	\$ 5,406.07	\$ 33,297.40	\$ 7,547.52	\$ 31,063.88

WORK ORDERS BY BUILDING

FACILITY	Dec-15	YTD	Dec-14	YTD
CITY HALL	2	18	9	120
COMMUNITY CENTER	0	7	9	62
EVENTS CENTER	4	12	5	65
EMPLOYEE HEALTH CLINIC	0	1	0	1
FLEET	1	4	3	24
FRANK EVANS MUSEUM	1	8	1	14
LIBERTY PARK	0	1	1	5
MUNICIPAL COMPLEX	7	23	9	95
PARKS BUILDING	0	7	2	19
POLICE DEPARTMENT	2	9	7	82
PUBLIC WORKS BUILDING	2	6	2	36
SPORTS COMPLEX	2	12	0	46
STATION #33	2	14	1	42
STATION #37	2	5	1	33
TENNIS CENTER	3	11	3	48
TRAILHEAD PARK	0	4	1	18
WATER TREATMENT PLANT	1	2	0	15
TOTALS	29	144	54	725

WORK ORDERS BY CATEGORY

FACILITY	Dec-15	YTD	Dec-14	YTD
APPLIANCES	2	6	6	52
DOORS - INT, EXT, & HARDWARE	4	10	4	55
ELECTRICAL	10	46	17	230
FIRE ALARM SYSTEMS	0	0	0	5
FIRE SPRINKLER SYSTEMS	0	0	0	0
HVAC	4	15	6	52
JANITORIAL	0	2	1	19
MISCELLANEOUS	5	19	2	108
PAINT - INTERIOR & EXTERIOR	0	3	0	12
PEST CONTROL	0	1	0	14
PLUMBING	3	11	5	52
PREVENTATIVE MAINTENANCE	1	31	13	118
SECURITY SYSTEMS	0	0	0	6
SEPTIC TANKS	0	0	0	0
VENDING	0	0	0	3
TOTALS	29	144	54	725



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Bryan Nipe, Parks and Recreation Director

VIA: Jackie Sova, City Manager

SUBJECT: Parks and Recreation Update for January 2016

January 2016 Descriptive Reports

Community Center	
Rentals	<ul style="list-style-type: none"> • There were 29 rentals in January 2016, a 32% increase from January 2015 • At January's end, 119 rentals have been completed in fiscal year 2016, compared to only 87 during the same time period in fiscal year 2015 (37% increase) • HOA free usage dropped by 50% this January compared to January 2015
Programs	<ul style="list-style-type: none"> • Compared to January 2015: <ul style="list-style-type: none"> ○ Tri-Balance Martial Arts class average showed 20% growth in participants ○ Zumba class average showed 14% growth in participants ○ Yoga class average dropped by 20% • All of the Senior Center overflow programs, with the exception of Sweating with Helen have either moved back to the Senior Center or been cancelled due to low attendance. <ul style="list-style-type: none"> ○ Sweating with Helen continues to do well at the Community Center with high attendance
Sports Complex	
Rentals	<ul style="list-style-type: none"> • Compared to January 2015: <ul style="list-style-type: none"> ○ Soccer field rentals up 10% ○ Baseball/softball rentals up 111% ○ LMLL practices down by 44%
Programs	<ul style="list-style-type: none"> • Adult Softball Winter League started Jan. 4th <ul style="list-style-type: none"> ○ Monday Men's League filled up with 6 teams ○ Wednesday Co-ed League running one team short, with 5
Skate Park & Batting Cages	<ul style="list-style-type: none"> • 10 Annual Skate park passes were sold in January 2016 • Pass usage is up 37% compared to January 2015 • 97 Batting Cage tokens were sold in January 2016 – staff selling tokens outside of concessionaire time is a new program, no comparables yet.
Splash Pad	<ul style="list-style-type: none"> • Closed for the season

Farmers Market	
	<ul style="list-style-type: none"> • Compared to January 2015: <ul style="list-style-type: none"> ○ Vendor space occupancy is up 37% ○ Weekly shopper average is down 8%. Most likely due to cold weather and rain on a few Saturdays
Events Center	
	<ul style="list-style-type: none"> • The Lake Mary Events Center hosted 15 weddings in January and 10 corporate/social events • Some notable events in January include Seminole County Chamber Breakfast, Flagler Hospital and Elevation Health • Remington College of Nursing held their graduation in the Grand Ballroom • Sanford Chamber booked the building once again for their officers Gala • Lake Mary Events Center was booked by the Seminole County Chamber to hold their Expo/Tradeshaw and Buckler Advertising hosted a Health and Senior Expo in the Grand Ballroom
Tennis Center	
	<ul style="list-style-type: none"> • Tennis membership is at 168 members for January 2016, a 4% increase from January 2015 • Staff is working with the Director of Tennis on providing an updated system for court rentals
Senior Center	
	<ul style="list-style-type: none"> • The Senior Center has 399 memberships thus far for 2016 • Shred-A-Thon was held January 31st and had 1,298 vehicles and raised over \$10,500 for senior programs – by far the most successful and well run event to date
Museum	
	<ul style="list-style-type: none"> • 127 visitors in January • Lake Mary Life will be publishing an article on the Historic Walking tour created by Jerry at the Museum • The Historical Society received a \$2,000 donation from the Paulucci Foundation • Child Abuse Prevention Awareness Event – April 1, 2016
Parks Maintenance	
	<ul style="list-style-type: none"> • Netting replaced on the batting cages • Two batting tunnels will be installed outside of field 2 through a cost share with Lake Mary Little League • Staff will be adding some pavers in Central Park this spring to mitigate for the amount of foot traffic our successful events have created.

MEMO

TO: Bryan Nipe, Director of Parks & Recreation
 FROM: Cristin Rumler, Customer Service Representative
 DATE: February 9, 2016



PARKS AND RECREATION MONTHLY ACTIVITY REPORT FOR THE MONTH OF: January 2016

EVENTS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
non-revenue uses	0	0	4	4
rentals	26	29	109	112
catering revenue	\$ 4,780.90	NR	\$ 21,059.85	NR
rental revenue	\$ 44,599.26	\$ 49,343.16	\$ 179,280.53	\$ 194,063.21
total revenue	\$ 49,380.16	\$ 49,343.16	\$ 200,340.38	\$ 194,063.21
expenses	\$ 34,937.03	\$ 33,259.25	\$ 146,354.55	\$ 142,351.60

SENIOR CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	128	120	493	467
individual participants	2,346	2,340	8,287	8,483
revenue	\$ 4,810.31	\$ 4,934.81	\$ 8,209.24	\$ 9,112.57
expenses	\$ 7,394.40	\$ 7,869.30	\$ 28,462.77	\$ 29,352.86

COMMUNITY CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	65	63	255	224
non-revenue uses	8	14	35	42
rentals	29	22	119	87
rental revenue	\$ 6,560.60	\$ 7,422.20	\$ 28,134.10	\$ 29,404.10
expenses	\$ 11,230.78	\$ 11,151.29	\$ 47,594.62	\$ 41,129.26

TENNIS CENTER	Current Month	This Month Last YR	Current YTD	Previous YTD
memberships	168	161		
revenue	\$ 1,503.36	\$ 1,195.60	\$ 5,213.86	\$ 4,251.10
expenses	\$ 2,596.65	\$ 2,625.18	\$ 13,457.75	\$ 15,399.62

OTHER REVENUES	Current Month	This Month Last YR	Current YTD	Previous YTD
Farmers Market	\$ 2,131.00	\$ 1,935.51	\$ 9,114.79	\$ 6,781.74
Skate Park	\$ 267.11	\$ 554.92	\$ 1,000.64	\$ 1,661.62
Splash Park	\$ -	\$ -	\$ 323.39	\$ 239.62
Park Rentals	\$ 50.00	\$ -	\$ 555.00	\$ 919.06
Sports Complex	\$ 4,360.10	\$ 2,589.46	\$ 18,248.83	\$ 13,525.18
Leagues	\$ -	\$ 200.00	\$ 3,975.00	\$ 4,500.00
Concession (Trailhead & Sports Comp.)	\$ 364.49	\$ 850.00	\$ 2,874.16	\$ 1,603.91
Summer Camp	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER REVENUES	\$ 7,172.70	\$ 6,129.89	\$ 36,091.81	\$ 29,231.13

**WORK ORDER EXPENSES**

TYPE	Jan-16	YTD	Jan-15	YTD	Jan-16	YTD	Jan-15	YTD
LABOR	46%	52%	13%	41%	\$ 4,749.76	\$ 22,877.07	\$ 5,478.55	\$ 21,111.47
MATERIALS	45%	37%	7%	22%	\$ 4,608.40	\$ 15,213.54	\$ 2,866.98	\$ 11,561.21
CONTRACTOR	9%	11%	80%	38%	\$ 971.75	\$ 5,536.70	\$ 33,792.32	\$ 40,529.05
TOTALS	100%	100%	100%	100%	\$ 10,329.91	\$ 43,627.31	\$ 42,137.85	\$ 73,201.73

WORK ORDERS BY BUILDING

FACILITY	Jan-16	YTD	Jan-15	YTD
CITY HALL	9	27	6	39
COMMUNITY CENTER	2	9	9	23
EVENTS CENTER	12	24	9	20
EMPLOYEE HEALTH CLINIC	0	1	1	1
FLEET	0	4	1	8
FRANK EVANS MUSEUM	1	9	1	2
LIBERTY PARK	0	1	1	2
MUNICIPAL COMPLEX	5	28	4	22
PARKS BUILDING	5	12	3	6
POLICE DEPARTMENT	6	15	6	25
PUBLIC WORKS BUILDING	3	9	1	8
SPORTS COMPLEX	3	15	4	14
STATION #33	7	21	8	13
STATION #37	9	14	6	11
TENNIS CENTER	3	14	0	14
TRAILHEAD PARK	1	5	0	5
WATER TREATMENT PLANT	1	3	2	4
TOTALS	67	211	62	217

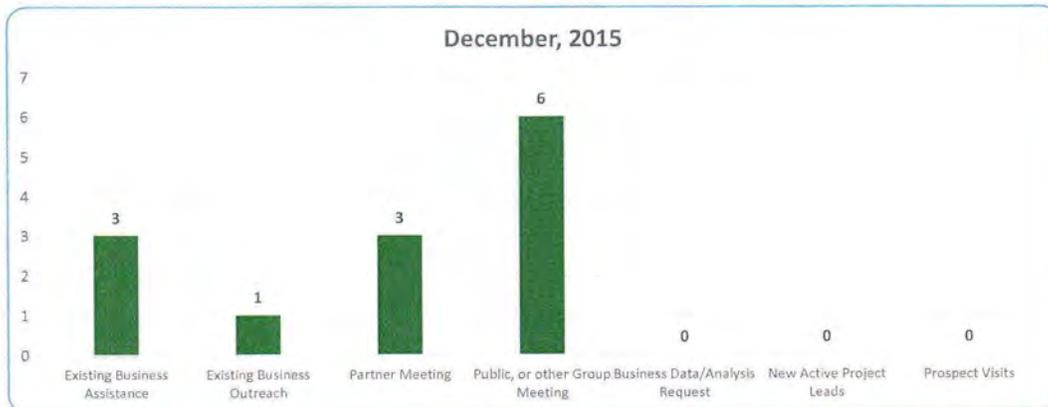
WORK ORDERS BY CATEGORY

FACILITY	Jan-16	YTD	Jan-15	YTD
APPLIANCES	3	9	4	15
DOORS - INT, EXT, & HARDWARE	4	14	10	18
ELECTRICAL	18	64	22	91
FIRE ALARM SYSTEMS	0	0	1	1
FIRE SPRINKLER SYSTEMS	1	1	0	0
HVAC	7	22	2	13
JANITORIAL	0	2	2	4
MISCELLANEOUS	15	34	8	23
PAINT - INTERIOR & EXTERIOR	3	6	1	3
PEST CONTROL	2	3	2	3
PLUMBING	6	17	8	18
PREVENTATIVE MAINTENANCE	8	39	1	24
SECURITY SYSTEMS	0	0	1	4
SEPTIC TANKS	0	0	0	0
VENDING	0	0	0	0
TOTALS	67	211	62	217

Activity Summary

City of Lake Mary, Economic Development Activity Summary December, 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	December, 2015
Existing Business Assistance	3
Existing Business Outreach	1
Partner Meeting	3
Public, or other Group Meeting	6
Business Data/Analysis Request	0
New Active Project Leads	0
Prospect Visits	0
Total Count	13



Milestones:

City approval of Project Blue Marlin (Axium Healthcare). This project will result in the creation of 225 new jobs and involve a capital investment of \$25 million.

As a year end assessment, Lake Mary saw six new active projects in CY2015 qualify for an incentive resulting in the creation of 1,622 new jobs.



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

December, 2015

Name	Date	Activity Code	Explanation
Tom	12/1/15	Existing Business Outreach	Meeting with realtor to view commercial/industrial space in Lake Mary. Discuss possible tenants and property attributes.
Tom	12/3/15	Public, or other Group Meeting	City Commission meeting. Qualified Target Industry incentive for Axiom Healthcare was considered and approved.
Tom	12/4/15	Public, or other Group Meeting	Assisted with Governor Rick Scott's visit to Paylocity Corporation.
Tom	12/7/15	Partner Meeting	Coordination with Seminole County economic development in advance of county's consideration of Axiom Healthcare.
Tom	12/8/15	Public, or other Group Meeting	Chamber's Lake Mary Coffee Club Meeting.
Tom	12/8/15	Public, or other Group Meeting	Attend Seminole County Board of County Commissioners meeting.
Tom	12/9/15	Existing Business Assistance	Meeting with shopping plaza property owners located on US 17-92 to discuss Lake Mary's request for CRA grant funds. The property owners support the City's proposed project.
Tom	12/15/15	Partner Meeting	Meeting to discuss lake management alternatives with staff from the Extension Services and Seminole County.
Tom	12/16/15	Existing Business Assistance	Meeting with national home builder to discuss property available throughout the City. The product is an active adult condominium midrise with garages.
Tom	12/16/15	Public, or other Group Meeting	Municipal Economic Developer Organization (MEDO) meeting hosted by City of Lake Mary. Meeting focused on the regional trail system and how this translates into an economic development asset.
Tom	12/17/15	Public, or other Group Meeting	City Commission Meeting.
Tom	12/17/15	Existing Business Outreach	Meeting with a Lake Mary based media business to discuss the development of a video series for the City.
Tom	12/18/15	Partner Meeting	Coordination with Seminole County economic development.
Tom	12/28/15	Existing Business Assistance	Meeting with Griffin Farms development team to discuss planning and transportation.

City of Lake Mary -
Economic Development Activity Report

Activity Detail

City of Lake Mary, Economic Development Activity Log

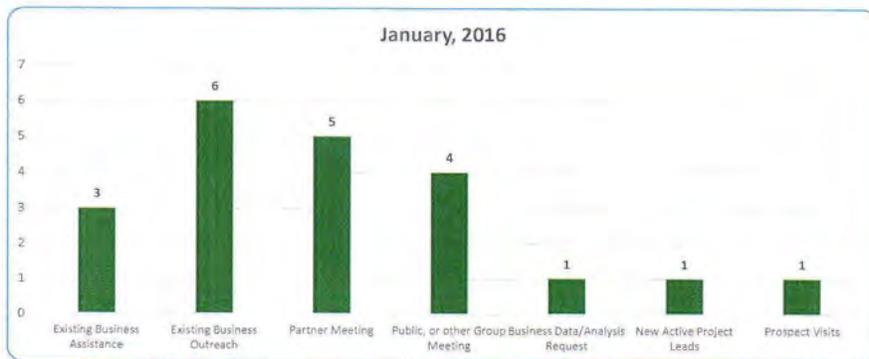
January, 2016

Name	Date	Activity Code	Explanation
Tom	1/5/16	Existing Business Assistance	First Step meeting with business interested in converting a home into a small professional office on Seminole Ave in downtown.
Tom	1/5/16	Partner Meeting	Coordination meeting with Seminole County Staff to discuss economic incentive monitoring.
Tom	1/6/16	Existing Business Outreach	Presenter at the SeminoleTech meeting. Discussed last year's economic development projects and new jobs that will be created in high-tech. Discussed the City's potential interest in a shared workspace facility popular with small tech startups.
Tom	1/7/16	Public, or other Group Meeting	Good Morning Seminole event showcasing real estate. Presenters pointed out the need for more multifamily housing and development projects around SunRail station stops.
Tom	1/7/16	Partner Meeting	Internal meeting to discuss the next State of the City. Goal is to produce three video segments showcasing the City.
Tom	1/8/16	Public, or other Group Meeting	Leadership Seminole Meeting.
Tom	1/11/16	Existing Business Outreach	Bimonthly SEDEN (Seminole Econ Dev Education Network) meeting. Meeting featured the construction sector in Seminole County and included companies on the commercial side of the industry.
Tom	1/12/16	Existing Business Outreach	Chamber's Lake Mary Coffee Club meetings.
Tom	1/12/16	Existing Business Assistance	First Step meeting and site visit for office property located at 36 Skyline. This property is the largest contiguous office space currently available in the City. Additional parking is needed for this 90,000+ sq. ft. facility.
Tom	1/13/16	Existing Business Assistance	Meeting with startup company that develops smart lighting solutions. Connected the company with Duke Energy for follow-up.
Tom	1/14/16	Partner Meeting	Meeting between City and County to discuss the urban bear management area. Conclusion is to treat the area East of Interstate 4 as a caution zone where the new rules will not be effective until further monitoring.
Tom	1/14/16	Partner Meeting	Prepared annual economic monitoring report for the EDR.
Tom	1/19/16	Existing Business Assistance	Meeting with Deloitte Consulting to discuss submission of JGI incentive monitoring report.
Tom	1/20/16	Existing Business Outreach	Meeting with Crawford Group (a Lake Mary Video Production Company) regarding the development of video clips for the 2016 State of the City.
Tom	1/21/16	Public, or other Group Meeting	Attended the Orange County Economic Development Summit.
Tom	1/21/16	Prospect Visits	Meeting between SSC and a firm that deals with entrepreneurship development. Discussed synergy between SSC capstone projects and entrepreneurship.
Tom	1/22/16	Business Data/Analysis Request	Meeting with the Florida Virtual Entrepreneur Center (FLVEC) discussed developing a resource toolkit portal on our website to help new business establish and grow in Lake Mary.
Tom	1/22/16	Partner Meeting	Meeting with City of Winter Park Economic Development Staff.
Tom	1/25/16	Existing Business Outreach	Meeting with Orlando Magic to discuss ticket options for Lake Mary companies.
Tom	1/27/16	Existing Business Outreach	Attended the Seminole County Chamber Business Expo. The City was a table sponsor and interacted with nearly all 700 business participants by virtue of its table location at the front welcome area.
Tom	1/29/16	Public, or other Group Meeting	Seminole County Schools Leadership Academy.
Tom	1/29/16	New Active Project Leads	New active project discussion for a life sciences firm.

Activity Summary

City of Lake Mary, Economic Development Activity Summary January, 2016	
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	January, 2016
Existing Business Assistance	3
Existing Business Outreach	6
Partner Meeting	5
Public, or other Group Meeting	4
Business Data/Analysis Request	1
New Active Project Leads	1
Prospect Visits	1
Total Count	21



Milestones:

- Assisted City Manager with an in-depth analysis of the County's new Bear Protection Ordinance and how these new rules affect City residents and businesses.
- Significant project work coordinating real estate matters surrounding the Axium Healthcare expansion in Lake Mary. The project resulted in the sale of property in the amount of \$18.3 million, as announced on February 8, 2016.
- Attended the Seminole County Chamber Business Expo. The City was a table sponsor and interacted with nearly all 700 business participants by virtue of its table location at the front welcome area.
- Continued project work associated with a major economic development project. The project is expected to be considered by the City Commission in Spring 2016, resulting in a major jobs announcement.



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 MANAGER'S REPORT

DATE: January 13, 2016

TO: Mayor and City Commission

FROM: Bobbie Jo Keel, Permitting/Zoning Coordinator

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: December Monthly Report

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Dec-15	YTD	Dec-14	YTD	Dec-15	YTD	Dec-14	YTD
COMMERCIAL - NEW	0	1	0	1	\$ -	\$ 6,124,097	\$ -	\$ 1,032,000
COMMERCIAL - ALTERATION	7	34	4	29	\$ 4,409,639	\$ 10,359,782	\$ 635,659	\$ 8,653,357
RESIDENTIAL - NEW	11	41	1	11	\$ 2,562,110	\$ 9,464,660	\$ 240,000	\$ -
RESIDENTIAL - ALTERATION	11	29	0	30	\$ 280,101	\$ 414,164	\$ -	\$ 250,007
ELECTRICAL - NEW/ALTERATION	30	113	24	79	\$ 532,285	\$ 3,260,665	\$ 190,875	\$ 1,231,413
ELECTRICAL - TEMP/PREPOWER	27	43	7	24	\$ 3,200	\$ 4,800	\$ 700	\$ 4,260
MECHANICAL - NEW/ALTERATION	29	80	20	65	\$ 496,921	\$ 2,057,845	\$ 171,012	\$ 920,874
PLUMBING - NEW/ALTERATION	32	77	18	49	\$ 228,846	\$ 949,046	\$ 90,549	\$ 260,978
ROOFING - TILE, METAL & FLAT	10	24	0	8	\$ 69,051	\$ 150,856	\$ -	\$ 55,391
RE-ROOFING	58	196	22	78	\$ 797,914	\$ 1,897,538	\$ 635,116	\$ 2,140,475
SWIMMING POOL	1	2	0	4	\$ 31,960.00	\$ 86,740.00	\$ -	\$ 151,300.00
SCREEN ENCLOSURE	2	4	2	5	\$ 13,745	\$ 23,545	\$ 12,610	\$ 33,157
FENCE	6	12	5	22	\$ 28,184	\$ 35,884	\$ 10,276	\$ 41,340
SIGN	9	24	1	9	\$ 88,579	\$ 186,173	\$ 100	\$ 26,420
FOUNDATION ONLY	0	0	0	0	\$ -	\$ -	\$ -	\$ -
DEMOLITION	0	0	1	2	\$ -	\$ -	\$ 3,700	\$ 3,700
TOTALS	233	680	105	416	\$ 9,542,535	\$ 35,015,795	\$ 1,990,597	\$ 15,678,886

BUILDING INSPECTIONS PERFORMED				
TYPE	Dec-15	YTD	Dec-14	YTD
BUILDING	348	1057	214	834
ELECTRICAL	77	269	116	280
MECHANICAL	44	128	42	130
PLUMBING	67	192	66	160
TOTALS	536	1646	438	1404

MAJOR PROJECTS

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

FIRST STEP MEETINGS



CITY MANAGER'S REPORT

DATE: February 8, 2016

TO: Mayor and City Commission

FROM: Bobbie Jo Keel, Permitting/Zoning Coordinator

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: January Monthly Report

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Jan-16	YTD	Jan-15	YTD	Jan-16	YTD	Jan-15	YTD
COMMERCIAL - NEW	0	1	0	1	\$ -	\$ 6,124,097	\$ -	\$ 1,032,000
COMMERCIAL - ALTERATION	15	49	8	37	\$ 2,759,229	\$ 13,119,011	\$ 3,198,569	\$ 11,851,926
RESIDENTIAL - NEW	8	49	0	11	\$ 1,810,400	\$ 11,275,060	\$ -	\$ -
RESIDENTIAL - ALTERATION	8	37	11	41	\$ 99,590	\$ 513,754	\$ 92,919	\$ 342,926
ELECTRICAL - NEW/ALTERATION	27	150	15	94	\$ 1,574,522	\$ 4,835,187	\$ 288,687	\$ 1,520,100
ELECTRICAL - TEMP/PREPOWER	19	62	1	25	\$ 1,100	\$ 5,900	\$ 100	\$ 4,360
MECHANICAL - NEW/ALTERATION	36	116	28	93	\$ 417,632	\$ 2,475,477	\$ 297,415	\$ 1,218,289
PLUMBING - NEW/ALTERATION	8	85	15	64	\$ 66,270	\$ 1,015,316	\$ 82,410	\$ 343,388
ROOFING - TILE, METAL & FLAT	11	35	0	8	\$ 329,664	\$ 480,520	\$ -	\$ 55,391
RE-ROOFING	48	244	25	103	\$ 651,418	\$ 2,548,956	\$ 278,052	\$ 2,418,527
SWIMMING POOL	0	2	1	5	\$ -	\$ 86,740.00	\$ 55,000.00	\$ 206,300.00
SCREEN ENCLOSURE	3	7	0	5	\$ 17,669	\$ 41,214	\$ -	\$ 33,157
FENCE	2	14	4	26	\$ 8,005	\$ 43,889	\$ 5,984	\$ 47,324
SIGN	4	28	2	11	\$ 60,372	\$ 246,545	\$ 4,208	\$ 30,628
FOUNDATION ONLY	0	0	0	0	\$ -	\$ -	\$ -	\$ -
DEMOLITION	0	0	0	2	\$ -	\$ -	\$ -	\$ 3,700
TOTALS	189	879	110	526	\$ 7,795,871	\$ 42,811,666	\$ 4,303,344	\$ 19,108,016

BUILDING INSPECTIONS PERFORMED				
TYPE	Jan-16	YTD	Jan-15	YTD
BUILDING	366	1423	229	1063
ELECTRICAL	116	385	94	374
MECHANICAL	73	201	33	163
PLUMBING	81	273	67	227
TOTALS	636	2282	423	1827

- MAJOR PROJECTS**
1. Fountain Parke
 2. Central Parc
 3. Pediatric Urgent Care
 4. Starbucks

- FIRST STEP MEETINGS**
1. 156 Seminole Ave.
 2. 1201 W. LK Mary Blvd.
 3. 36 Skyline Dr.
 4. Longwood-LK Mary Rd.
 5. 127 S. Country Club Rd.

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

	FY 2016		FY 2015	
	DEC. 15	YTD	DEC. 2014	YTD
MINUTES PREPARED (SETS)	2	5	2	6
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	1	1	0	1
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	1	2	1	1
PROCLAMATIONS PREPARED	1	4	1	3
OCCUPATIONAL LICENSES				
NEW	18	85	13	98
RENEWALS	13	241	35	286
TRANSFERS	3	8	1	17
REVENUE GENERATED	\$2,206.00	\$17,759.25	\$3,412.00	\$19,582.50
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	4	20	4	12
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0

**CITY CLERK'S OFFICE MONTHLY REPORT
JANUARY 2016**

	FY 2016		FY 2015	
	JAN. 16	YTD	JAN. 2015	YTD
MINUTES PREPARED (SETS)	1	6	1	7
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	0	1	1	2
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	1	3	1	2
PROCLAMATIONS PREPARED	0	4	2	6
OCCUPATIONAL LICENSES				
NEW	23	108	17	115
RENEWALS	35	276	24	310
TRANSFERS	9	17	2	19
REVENUE GENERATED	\$3,862.50	\$21,621.75	\$2,062.50	\$21,655.00
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	3	23	2	14
RECORDS DESTROYED (CUBIC FEET)	0	0	0	0



MEMORANDUM

DATE: January 21, 2016

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP
City Planner

THRU: John Omana, Community Development Director

VIA: Jackie Sova, City Manager

SUBJECT: December 2015 Planning and Development Activity

FY2015-2016 WORKLOAD DATA

	FY2015		FY2016	
	DEC.	Total YTD	DEC.	Total YTD
Land Use Amendments	0	0	0	1
Rezoning	0	3	0	1
Conditional Use	0	1	0	2
Subdivisions/Plat	1	2	1	3
Site Plans	1	2	4	5
Variances	1	1	0	0
Vacates	0	0	0	0
Annexations	0	0	0	0
DRI Development Agreement & Amendments	0	0	0	0
PUD Development Agreement & Amendments	0	0	0	1
Development Agreements, New	0	0	0	0
DRC Reviews	0	0	0	3
Home Occupation Review	1	11	2	13
Business License Review	6	69	18	72
Arbor Permits (non-development related)	10	41	4	22
Zoning Verification Letters	1	3	5	11
Site Permits Issued	0	4	0	2
Building Permits Review	26	91	47	137
Number of Project Files Scanned	0	0	0	1

Significant Meetings & Issues

December 2 - MetroPlan Bicycle and Pedestrian Advisory Committee
December 3 - S. Country Club. Round-a-bout Meeting w/Kittleson & Associates
December 4 - MetroPlan Transportation Advisory Committee and Transportation Systems Management and Operations Meetings
December 8 - Ms. June Williamson Meeting (294 Evansdale Rd.), Planning & Zoning Board Regularly Scheduled Meeting
December 9 - Weldon Publix-17/92 CRA Gateway Meeting, Staff Meeting
December 10 - First Step Meeting NW Corner of International Parkway and Business Center Drive Parking Lot, Station Pointe Site Visit Meeting
December 16 - Residential Land Uses/Economic Development Meeting
December 18 - 116 Humphrey Road Meeting w/David Weekly Homes
December 21 - Feather Edge Neighborhood Grant Submittal Review Meeting
December 28 - Griffin Farm at Midtown Meeting

Current Active Projects

2015-LU-01/02 Griffin Farm Land Use Amendments
2015-RZ-03 Griffin Farm Preliminary PUD
2015-RZ-05 Griffin Farm @ Midtown Final PUD
2015-NBG-03 Feather Edge Phase 2 Neighborhood Grant
Oaks Rezone/FLU Amend
Tower Realty Lot Split
2015-FP-12 12 Oaks Final Plat
2015-SP-05 Oaks Retention Pond Site Plan
2015-SP-06 TGI Friday Redevelopment Site Plan
2015-SP-07 1001 Heathrow Parking Garage
2015-SP-08 Williston Park Lot 2 Site Plan
2015-CU-03 Focus Performing Arts Dance Studio Conditional Use
2015-SP-04 Focus Performing Arts Dance Studio Site Plan
2015-CU-04 D-1 Sports
2013-SP-07 138 W Crystal Site Plan (Shaw)
2014-SP-02 Station Pointe
17/92 CRA Project



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Stephen J. Noto, AICP 
City Planner

THRU: John Omana, Community Development Director 

VIA: Jackie Sova, City Manager

SUBJECT: January 2016 Planning and Development Activity

FY2015-2016 WORKLOAD DATA

	FY2015		FY2016	
	JAN.	Total YTD	JAN.	Total YTD
Land Use Amendments	0	0	0	1
Rezoning	0	0	0	1
Conditional Use	0	1	0	2
Subdivisions/Plat	0	1	1	3
Site Plans	0	1	2	7
Variances	0	0	0	0
Vacates	0	0	0	0
Annexations	0	0	0	0
Neighborhood Beautification Grants	0	3	0	1
DRI Development Agreement & Amendments	0	0	0	0
PUD Development Agreement & Amendments	0	0	0	1
Development Agreements, New	0	1	0	0
DRC Reviews	0	2	3	6
Home Occupation Review	3	14	2	15
Business License Review	19	88	26	98
Arbor Permits (non-development related)	14	55	16	38
Zoning Verification Letters	0	3	0	11
Site Permits Issued	1	5	0	2
Building Permits Review	35	126	25	162
Number of Project Files Scanned	0	0	0	1

Significant Meetings & Issues

- January 5 - First Step Meeting 156 Seminole Ave.
- January 6 - DRC Oaks at Lake Mary Phase 3 Site Plan; Lake Mary Pediatrics Final Inspection
- January 7 - State of City Video Shoot Meeting
- January 8 - Downtown Lake Mary Sign Site Meeting
- January 11 - Fishbones Site Visit for New Dumpster
- January 12 - First Step Meeting Waterside II, First Step Meeting 36 Skyline Dr.
- January 13 - 674 Longwood Lake Mary Rd Meeting; Tower Realty Lot Split; Woodbridge Lot Development
- January 19 - C.O. Phasing for Central Park Heathrow Phase 3; Phone Conference with City Attorney
- January 20 - DRC TGIFriday Site; True Place Lot Owner Development Opportunities; W. Crystal Lake Ave. lot Owner Development Opportunities
- January 21 - Seminole County Community Redevelopment Agency Technical Advisory Committee Meeting; First Step Meeting Griffin Farm at Midtown
- January 22 - MetroPlan Transportation Systems Management and Operations Meeting and Technical Advisory Committee Meeting
- January 25 - Follow up meeting with W. Crystal Lake Ave. lot Owner Development Opportunities
- January 26 - First Step Hidden Treasures Private School; Staff Meeting
- January 27 - DRC Williston Park Lot 2 Site Plan; UCF Masters of Science in Urban and Regional Planning Advisory Board Meeting
- January 28 - First Step Lot behind Lake Mary Pediatrics; County meeting on digital site plan review
- January 29 - Fountain Parke Site Inspection

Current Active Projects

- 2015-LU-01/02 Griffin Farm Land Use Amendments
- 2015-RZ-03 Griffin Farm Preliminary PUD
- 2015-RZ-05 Griffin Farm @ Midtown Final PUD
- 2015-NBG-03 Feather Edge Phase 2
- 2015-RZ-06/LU-03 Oaks Rezone/FLU Amend
- 2015-FP-13 Tower Realty Lot Split
- 2015-FP-12 12 Oaks Final Plat
- 2016-SP-01 Century Point Office Building
- 2015-SP-02 Lake Emma Properties Additional Parking
- 2015-SP-05 Oaks Retention Pond Site Plan
- 2015-SP-06 TGIFriday Redevelopment SP
- 2015-SP-07 1001 Heathrow Parking Garage
- 2015-SP-08 Williston Park Lot 2 SP
- 2015-CU-03 Focus Performing Arts Dance Studio (CU)
- 2015-SP-04 Focus Performing Arts Dance Studio (SP)
- 2013-SP-07 138 W Crystal Site Plan (Shaw)
- 2014-SP-02 Station Pointe
- 17/92 CRA Project
- SunRail/Palmetto St. Entry Sign
- Goldberg Feather Edge Subdivision Site Con. Permit

Bike/Ped Master Plan

2015-MISC-01 Downtown Master Plan Update

2013-SP-08 Central Park Place Ph2 (Shaw)

Downtown Traffic Study Implementation Plan



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



Monthly Report

December 2015

Administration and Emergency Operations Division (EOD)

We responded to 374 emergency alarms, had 169 transports, and accumulatively participated in 316.5 hours of EMS and fire related training during the month of December.

DC Landreville working on submission for AFG grant to purchase ballistic protection for firefighters during active shooter scenarios.

FDOT grant executed for the purchase of records management software, hardware and Wi-Fi for apparatus. Purchase orders completed awaiting equipment.

Initial pre-build meeting held in Ohio reviewing shop order and changes for new fire engine.

Emergency Operations Division personnel continue to work with Fire Prevention Division on EOD company inspection program. 81 company inspections completed in the month of December.

Work continues, with the assistance of local academia and Dr. Tomerlin, on performing an economic study and strategic plan for the Department.

Completed Medicaid revalidation application with EMS billing company for EMS transport.

Conducted monthly station (33 & 37), apparatus and safety inspections.

Assisted Parks and Recreation with holiday in the park event.

Conducted firefighter new hire process and interviews.

Conducted interviews and hired for Fire Dept. Sr. Admin. Asst. position.

We continue to review internal policies and memos.

Fire Prevention

Fire inspectors conducted 214 combined inspections and 49 plan reviews.

Activities included –

- Site visits for several projects to resolve issues
- Continued the Company Inspection field training with the Ops crews – conducted 81 inspections – total of 30 hours
- Trained/worked with Mobile Eyes on new inspection software program
- Continued working with Mobile Eyes on building address logs, data entry for program, spreadsheets for violations and various entry fields
- Worked on Retirement Planning/Party for Linda Norman
- Assisted with City Santa Parade
- Assisted with fundraiser breakfast for Jill Alvarez

Meetings attended –

Safety, Staff, CFFMIA Luncheon, Budget, Elder Affairs, Holiday in the Park and contractor/project meetings

Met with Parks and Tank consultant regarding 911 Wallace Court upgrade

Classes/Training Completed/Attended –

Mobile Eyes Inspection Software – 16 hours
CFFMIA Lunch and Learn – 1 hour

Public Education Events –

Holiday in the Park – Santa – 2 hours

Fire Drill – Duke Energy – 1.5 hours and 200 participants total

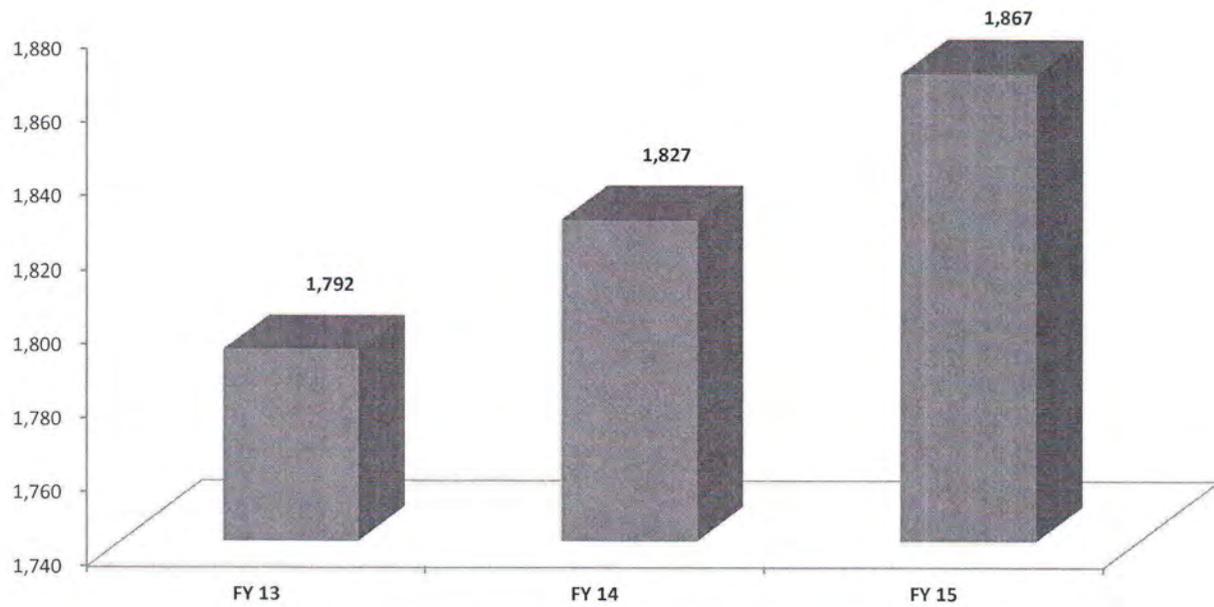
Fire Extinguisher Training (2) – Noah's Event Center – 3 hours and 65 participants total

CPR Training – 5 hours and 5 participants total

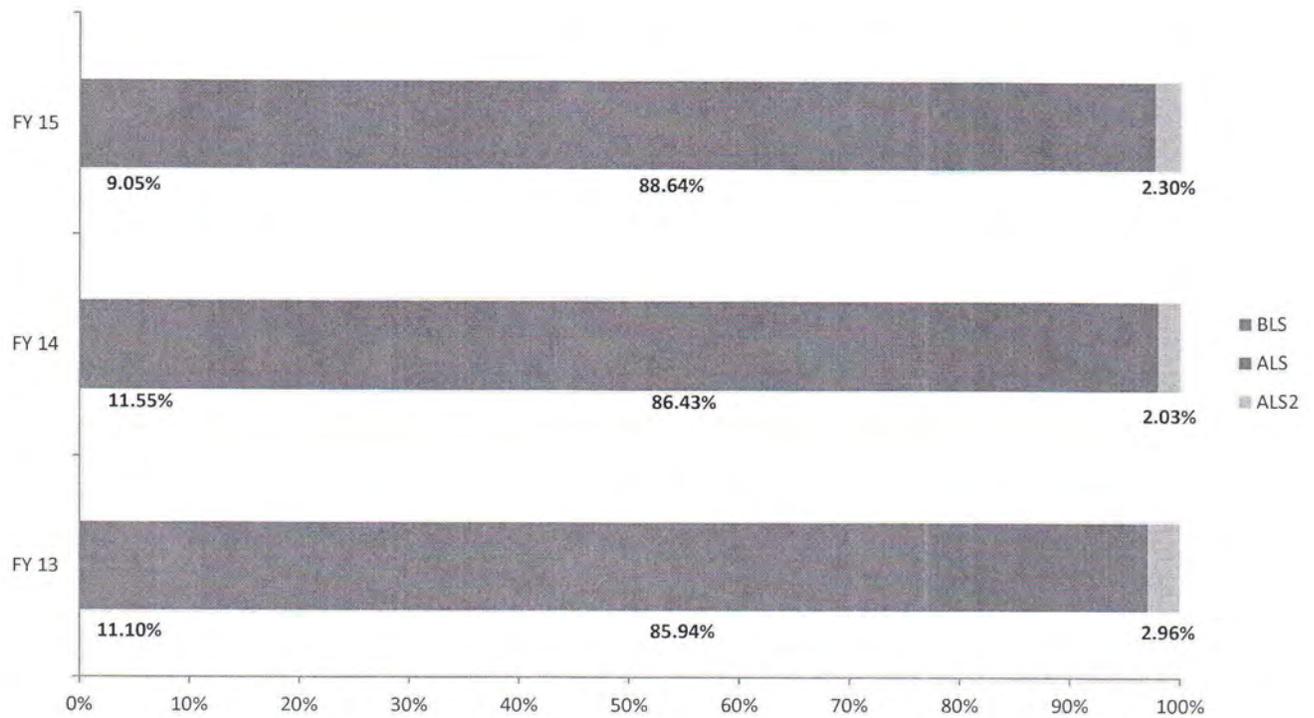


City of Lake Mary
Business Review
November 18, 2015

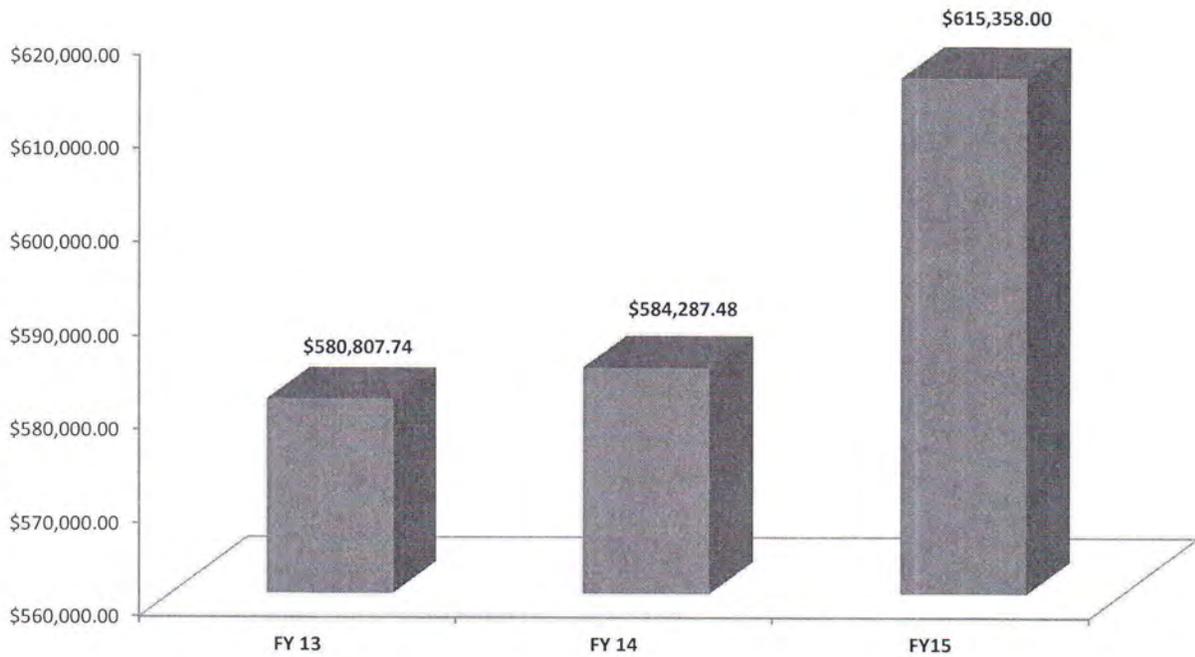
Transport Volume Trends By Date of Service



Level of Service Mix



Collection Performance Based on Deposit Date





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



Monthly Report January 2016

Administration and Emergency Operations

We responded to 358 emergency alarms, had 169 transports, and accumulatively participated in 497.4 hours of EMS and fire related training during the month of January.

DC Landreville submitted an application for the AFG grant to be able to purchase air filtration systems for apparatus bays.

Administrative staff attended meetings and procured equipment to put new information collection and management systems in service.

New personal safety equipment such as Self Contained Breathing Apparatus (SCBA) and a Thermal Imaging Camera (TIC) was purchased to improve our safe operating practices at fires and bring them into current standards.

Fire Prevention

Fire inspectors conducted 175 combined inspections and 77 plan reviews.

Activities included –

- Site visits for several projects resulting in three code cases.
- Site visits for follow up on company inspections and false alarms.
- Continued the Company Inspection field training with the Ops crews.
- Continued working with Mobile Eyes on data entry for program, spreadsheets for violations, various entry fields and inspection entries.
- Trial run on using Mobile Eyes in the field on a few inspections.
- Working with FF Mata while on light-duty.

Meetings attended –

Staff, CFFMIA Luncheon, Elder Affairs, Safe Kids, Special Needs, DRC, First Step, Florida Fire Sprinkler Coalition, FFMIA and contractor/project meetings

Classes/Training Completed/Attended –

Systems Class – Seven Causes and Cures by Orr – 4 hours
Child Safety Seat Training/Certification – 24 hours
Legislative Introduction – 5 hours
CFFMIA Lunch and Learn – 1 hour

Public Education Events –

Junior F/F For A Day – 4 hours and 2 participants total
Juvenile Firesetter Class – 2.5 hours and 2 participants total
Smoke Alarm Check – 1.5 hours
Boy Scouts – CPR Overview – 2 hours and 15 participants
CPR Training – 3.5 hours and 5 participants total

PUBLIC WORKS UPDATE

December 2015

Streets/Sidewalks – 432

1. Traffic signal at Country Club and Wilbur Avenue to be designed by Seminole County.
2. New sidewalk and turn lane on E. Crystal Lake Avenue in design.
3. Emma Oaks Trail sidewalk bids received, waiting on Progress Energy work to be completed prior to award.
4. Milling and paving to begin in February.

Water Treatment – 434

1. 12-month average daily water demand 3.13 million gallons (6% above previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.38, plant capacity 9.99 MGD. Rainfall five inches below average year to date.
2. New high service pump variable frequency drives bid date 1/6/16.

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 24th. Will include turn lane on LMB at Palmetto. Estimated completion by the end of January.

Public Works has not had a lost-time accident for 1366 days.

	Dec-15	FYTD	Dec-14	FYTD
Work Orders Completed	28	94	15	78
Sidewalks Repaired (Feet)	0	35	10	250
Street Signs Installed	7	28	11	32
Streets Paved (Miles)	0	0.00	0	0
Paved Streets Maintained (Asphalt - Tons)	1.50	9.00	2.50	8
Million Gallons Treated	94	292	85	276
New Water Meters Installed	1	6	5	7
Waterlines Installed (Feet)	0	0	0	0
Waterline Breaks Repaired	21	48	19	60
Meters Exchanged	30	83	19	64
Turn-On/Turn-Off (Customer Request)	111	339	125	382
Turn-Offs/Non-Payment	23	85	22	63
Water System Dist. Valves Exercised	23	23	0	5
Vehicle Preventative Maint. Inspections	55	152	48	148
Vehicles/Equipment Serviced	87	253	92	284

PUBLIC WORKS UPDATE

January 2016

Streets/Sidewalks – 432

1. Traffic signal at Country Club and Wilbur Avenue being designed by Seminole County. Will need to widen Country Club to accommodate turn lanes.
2. New sidewalk & turn lane on E. Crystal Lake Ave. in design. Preliminary plans due 2/11.
3. Emma Oaks Trail sidewalk bids received, waiting on Progress Energy work to be completed prior to award.
4. Milling and paving project has begun. Expect completion in early March.

Water Treatment – 434

1. 12-month average daily water demand 3.13 million gallons (6% above previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.38, plant capacity 9.99 MGD. Rainfall five inches below average year to date.
2. New high service pump variable frequency drives bid date 1/6/16.

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Public Works has not had a lost-time accident for 1,395 days.

	Jan-16	FYTD	Jan-15	FYTD
Work Orders Completed	35	129	18	96
Sidewalks Repaired (Feet)	306	341	0	250
Street Signs Installed	9	37	11	43
Streets Paved (Miles)	3	2.88	0	0
Paved Streets Maintained (Asphalt - Tons)	1.50	10.50	2.50	10
Millions Gallons Treated	82	374	81	357
New Water Meters Installed	1	7	0	7
Waterlines Installed (Feet)	0	0	0	0
Waterline Breaks Repaired	22	70	17	77
Meters Exchanged	32	115	63	127
Turn-On/Turn-Off (Customer Request)	100	439	81	463
Turn-Offs/Non-Payment	27	112	24	87
Water System Dist. Valves Exercised	0	23	30	35
Vehicle Preventative Maint. Inspections	45	197	50	198
Vehicles/Equipment Serviced	75	328	83	367

Human Resources

December 2015 Report

Employment	12/15	YTD	12/14	YTD
Applications received/acknowledged	47	141	20	162
New Hire Orientations	2	4	3	11
Resignations/Terminations	5	8	1	5
Current Vacancies (FT/PT Employment Opportunities)	6	15	4	18
Positions filled in house	0	1	1	1
Positions filled outside	2	4	3	11
Surveys Conducted/Completed	12	38	3	16
Employee Evaluations	10	42	4	35
Employee Verifications	2	7	7	17
Personnel Actions Initiated	25	82	23	85
Grievances Filed	0	0	0	2
Employee Insurance Assistance	15	40	3	4
Current Full Time Employees	174		178	
Current Part Time Employees	16		18	
Special Projects				
Personnel Policy Manual				
Benefit Fair 12/02/15				
Insurance				
	12/15	YTD	12/14	YTD
On the Job Injuries - Medical Attention Required	0	4	1	1
On the Job Injuries - No Medical Attention Required	1	3	0	0
City Vehicle Accidents Reported - Under \$500	1	1	0	1
City Vehicle Accidents Reported - Over \$500	0	1	0	2
Loss/Damage Reports - Under \$500	3	6	1	2
Loss/Damage Reports - Over \$500	0	0	1	2
Damage to City Property by Others - Under \$500	0	1	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	1	0	0
Special Hearings/Mediations	0	0	0	0



Lake Mary Police Department

MONTHLY REPORT - FY 2016 - December

	FY 2016 DEC	FY 2016 YTD	FY 2015 DEC	FY 2015 YTD
Monthly Call Volume	6,380	18,016	4,446	13,518
Response Times (in minutes)				
Priority 1	2.47		3.9	
Priority 2	9.47		7.89	
Priority 3	6.8		7.81	

UCR Crimes

Murders	0	0	0	0
Sex Offenses, Forcible	0	1	1	1
Robbery	0	0	0	1
Assault/Battery	12	31	14	24
Burglary	1	5	6	22
Theft, all other	17	46	13	45
Motor Vehicle Theft	0	2	0	1
Theft of Motor Vehicle Parts	1	4	3	5
Arson	0	0	0	0
D.U.I.	0	5	2	12

Total Arrests

Adults	42	122	32	100
Juveniles	5	6	1	9

Traffic Calls

Crashes	72	188	64	194
Criminal Citations	22	60	5	29
Citations- non criminal	202	633	181	659
Parking citations	5	9	3	15
K9 Deployments	15	42	8	31
Agency Assist; outside Jurisdiction	49	149	41	135

Alarms

Total	103	329	75	301
Business	64	206	39	175
Residential	39	123	36	126

Total Responses to City Ordinance Violations

26	78	31	31
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Lake Mary Police Department

IMPORTANT EVENTS

Patrol Division

Patrol Division's Special Ops provided event security for Holiday in the Park, and also provided escort for Lake Mary's Santa Parade.

Several of Patrol's members provided assistance for Senior Intervention Group's Holiday Luncheon.

Criminal Investigations Division

Five cases were routed to the Economic Crimes Task Force.

CID was called out to work a residential burglary; Capias filed on two Larceny cases.

Det. Hernandez attended the Child Abduction Response Team (CART) Conference.

Det. Umana attended Sexual Abuse Response Team (SART) and Kids House meeting.

CID performed multiple background checks for prospective dispatch and FD positions.

Det. Umana conducted Computer Voice Stress Analysis (CVSA) on five applicants.

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

Community Relations Division

Assisted Parks Division with the Holiday in the Park event - provided crowd control and Santa's escort and arrival.

Career Fair Seminole State College- Ofc. Gillett attended SSC Law Enforcement Career Fair to promote LMPD and do recruiting.

Active Shooter/Workplace Violence Training - instructed over 50 employees at Cymru Inc. on Workplace Violence Indicators and Active Shooter scenario training.

SIG Christmas Luncheon - assisted SIG with volunteer coordination and serving lunch for over 240 seniors. The event was a great success!

Holiday Wish - Officers from Community Relations and Patrol each escorted two in need, deserving children to shop for presents. Each child was awarded \$100 to purchase Christmas gifts. Thanks to Verizon and Target, 21 children were given the opportunity to participate and make their Holiday Wish come true.



Lake Mary Police Department

MONTHLY REPORT - JANUARY 2016

	FY 2016 JAN	FY 2016 YTD	FY 2015 JAN	FY 2015 YTD
Monthly Call Volume	6,359	24,375	4,538	18,056
Response Times (in minutes)				
Priority 1	2.4		0.84	
Priority 2	3.61		3.85	
Priority 3	6.81		7.4	

UCR Crimes

Murders	0	0	0	0
Sex Offenses, Forcible	0	1	0	1
Robbery	0	0	0	1
Assault/Battery	4	35	9	33
Burglary	6	11	8	30
Theft, all other	11	57	20	65
Motor Vehicle Theft	1	3	1	2
Theft of Motor Vehicle Parts	0	4	1	6
Arson	0	0	0	0
D.U.I.	1	6	2	14

Total Arrests

Adults	44	166	34	134
Juveniles	3	9	3	12

Traffic Calls

Crashes	48	236	66	260
Criminal Citations	23	83	15	44
Citations- non criminal	342	975	124	783
Parking citations	2	11	6	21
K9 Deployments	15	57	7	38
Agency Assist; outside Jurisdiction	70	219	47	182

Alarms

Total	121	450	109	410
Business	74	280	48	223
Residential	47	170	61	187

Total Responses to

City Ordinance Violations

40	118	14	14
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Lake Mary Police Department IMPORTANT EVENTS

Patrol Division

LMPD's Honor Guard held a Standards and Training Meeting at the Police Department. K-9 Officer Wheeler participated in the Cops and Kids Car Show in conjunction with the Winter Springs/Oviedo Optimists Club, a benefit for children's charities, special needs and family programs.

Lake Mary's Shred-A-Thon had a record of nearly 1,300 vehicles bring in documents to shred, assisted by LMPD's Patrol Division.

Ofc. Robert Ritter completed Motor Training.

Criminal Investigations Division

Three subjects were arrested for a residential burglary case.

Arrest was made of an ex-employee in the case of burglary to a business.

Det. Umana actively worked a Human Trafficking case and Bank Robbery case with FBI.

Thirteen cases were routed to the Economic Crimes Task Force.

Det.'s McDaniel and Umana worked Tobacco/Alcohol Violations Enforcement Detail (TAVED); three businesses were found to be non-compliant.

Det. Umana attended Human Trafficking Symposium hosted by Congressman Bill Posey and Human Trafficking Awareness Day in Orlando.

Lt. Biles is attending FBI National Academy's 263rd Session in Quantico, VA; with scheduled completion in March.

City Commissioner Jo Ann Lucarelli and Det. Umana attended National Stalking Awareness Month in Orlando

CID was present for Volusia, Lake, and Seminole County's Intel Meetings (SCIM); and represented LMPD at the Safehouse Board, Multi-Disciplinary Team (MDT), and Human Trafficking meetings.

CID assisted Kids House of Seminole County Review Board.

Support Services Division

Communications hired Full Time Emergency Communications Operator Cristen Lewis and part time ECO's Mary Battistone and Carlette Sanders.

Lake Mary Communications is in the final stage of a refresh in our Emergency phone equipment and software installation, as well as additional upgrades to our network and trunk lines.

Communications will also be receiving a new voice recording software NICE; estimated date of project cut-over is February 22, 2016. These upgrades are part of a county wide 9-1-1/NICE Project that will enable Next Generation 9-1-1 and advance Seminole County telephony infrastructure for future expansions.



MEMORANDUM

DATE: February 18, 2016

TO: Mayor and City Commission

FROM: Carol Foster, City Clerk

VIA: Jackie Sova, City Manager

SUBJECT: Appointment to the Parks & Recreation Advisory Board & Elder Affairs Commission

We currently have a vacancy on the Parks & Recreation Board. We received one Board Appointment Form in response to soliciting residents via the monthly utility bills and on our website. Bryan Nipe, Parks & Recreation Director, met with Nicholas Carlin and is recommending he be appointed. A copy of his form is attached.

Additionally, at their meeting of February 8, 2016, the Elder Affairs Commission recommended you appoint Kathryn Kellgren to fill an unexpired term. A copy of her Board Appointment Form is attached for your information.

RECOMMENDATION: Request Commission appoint Mr. Carlin to the Parks and Recreation Board. His term will expire December 31, 2017. Also, you appoint Ms. Kellgren to the Elder Affairs Commission to fill an unexpired term which ends December 31, 2018.



Nicholas Carlin
363 Clermont Ave.
Lake Mary, FL 32746-3629

**CITY OF LAKE MARY
BOARD APPOINTMENT INFORMATION FORM**

(please print)

1. NAME: NICHOLAS CARLIN HOME PHONE: (407) 878-3509
2. HOME ADDRESS: 363 CLERMONT AVE. LAKE MARY FL 32746
E-MAIL ADDRESS: nicholasbcarlin@gmail.com
3. BUSINESS: CARLIN ASSET MANAGEMENT PARTNERS BUSINESS PHONE: 407-383-2161
4. BUSINESS ADDRESS: 215 South Swoope Ave. MAITLAND FL 32781
5. BRIEF RESUME OF EDUCATION AND EXPERIENCE: H.S. Diploma, 3 years Business student @ Rollins College dropped out to run business
6. ARE YOU A REGISTERED VOTER? YES NO
7. ARE YOU A RESIDENT OF THE CITY? YES NO
8. DO YOU OWN PROPERTY IN THE CITY? YES NO
9. DO YOU HOLD A PUBLIC OFFICE? YES NO
10. ARE YOU EMPLOYED BY THE CITY? YES NO
11. HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY, EXCLUDING CIVIL TRAFFIC INFRACTIONS? YES NO
(IF YES, PLEASE PROVIDE INFORMATION--USE SEPARATE SHEET. **NOTE: DUI'S and revoked licenses are NOT "civil traffic infractions" and must be reported.**)
12. HAVE YOU PREVIOUSLY SERVED ON A CITY BOARD? YES NO
If yes, which one(s)? _____
13. PLEASE CHECK THE BOARD(S) YOU ARE INTERESTED IN SERVING ON:

- CODE ENFORCEMENT BOARD* MUST BE A RESIDENT OF LAKE MARY
- ELDER AFFAIRS COMMISSION UP TO 3 MEMBERS MAY BE RESIDENTS OF UNINCORPORATED Lake Mary
- FIREFIGHTER'S PENSION (Trustees)* 2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY
- HISTORICAL COMMISSION NO RESIDENCY REQUIREMENT
- PARKS & RECREATION ADVISORY BOARD MUST BE A QUALIFIED ELECTOR OF LAKE MARY
- PLANNING AND ZONING BOARD* MUST BE A QUALIFIED ELECTOR OF LAKE MARY
- POLICE PENSION (Trustees)* 2 MEMBERS ARE ELECTED BY MEMBERS OF THE PLAN. THE COMMISSION APPOINTS 2 RESIDENTS OF LAKE MARY AND THE 4 MEMBERS ELECT A 5TH MEMBER WHO IS NOT REQUIRED TO RESIDE IN LAKE MARY
*REQUIRES FILING FINANCIAL DISCLOSURE FORM IF APPOINTED.

14. What qualifications would you bring to this Board(s) if appointed? New owner in Lake Mary since 2013, enjoy the community and would like the opportunity to help make even better. I have been a part of parks my whole life. Very business driven and successful with helpful associations, boards of directors presently.
Pursuant to City Code, service on City boards is at the pleasure of the City Commission. Board members may be removed with or without cause upon motion and majority vote of the City Commission. Applicant, by his/her signature below, waives any right under F.S. Section 112.501 to removal for cause and a hearing before removal.

SIGNATURE: 
DATE: 12-9-15

All Boards must function in accordance with Florida Laws regarding GOVERNMENT IN THE SUNSHINE. Return completed form to: City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445, or drop it off at City Hall, 100 N. Country Club Road (entrance on Lakeview Avenue). If you submitted a form within the past year and still desire to be considered for an appointment, please call the City Clerk's Office at 407-585-1423.

Revised 11/5/14

Currently President of Flagship Park CoA since 2010.

**CITY OF LAKE MARY
BOARD APPOINTMENT INFORMATION FORM**

(please print)

1. NAME: Kathryn Kellgren HOME PHONE: 407 322 3185
2. HOME ADDRESS: 343 Lake Rd, Lake Mary
3. E-MAIL ADDRESS: Kkkelg@aol.com
4. BUSINESS: Ø BUSINESS PHONE: Ø
5. BUSINESS ADDRESS: Ø
6. BRIEF RESUME OF EDUCATION AND EXPERIENCE: H.S. grad, BA Sociology from Univ. of Minn, 20yrs retail mgmt, Vol exp-PTA, Meals on Wheels LMSI Cnt.
7. ARE YOU A REGISTERED VOTER? YES NO
8. ARE YOU A RESIDENT OF THE CITY? YES NO
9. DO YOU OWN PROPERTY IN THE CITY? YES NO
10. DO YOU HOLD A PUBLIC OFFICE? YES NO
11. ARE YOU EMPLOYED BY THE CITY? YES NO
12. HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY, EXCLUDING CIVIL TRAFFIC INFRACTIONS? YES NO
(IF YES, PLEASE PROVIDE INFORMATION--USE SEPARATE SHEET. **NOTE: DUI'S and revoked licenses are NOT "civil traffic infractions" and must be reported.**)
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- *REQUIRES FILING FINANCIAL DISCLOSURE FORM IF APPOINTED.**

14. What qualifications would you bring to this Board(s) if appointed? I have lived in Lake Mary for 26 years. With my current volunteer work w/ Meals on Wheels & the LMS Senior Center, I would like to continue helping with the Senior Community in the City.

Pursuant to City Code, service on City boards is at the pleasure of the City Commission. Board members may be removed with or without cause upon motion and majority vote of the City Commission. Applicant, by his/her signature below, waives any right under F.S. Section 112.501 to removal for cause and a hearing before removal.

SIGNATURE: Kathryn Kellgren

DATE: 1-12-16

All Boards must function in accordance with Florida Laws regarding GOVERNMENT IN THE SUNSHINE. Return completed form to: City of Lake Mary, P. O. Box 958445, Lake Mary, FL 32795-8445, or drop it off at City Hall, 100 N. Country Club Road (entrance on Lakeview Avenue). If you submitted a form within the past year and still desire to be considered for an appointment, please call the City Clerk's Office at 407-585-1423.