



LAKE MARY CITY COMMISSION

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

**Regular Meeting
AGENDA**

THURSDAY, SEPTEMBER 22, 2016 7:00 PM

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes: September 8, 2016**
- 6. Special Presentations**
- 7. Citizen Participation - This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally so noted on the agenda and public input will be taken when the item is considered.**
- 8. Unfinished Business**

- A. Ordinance No. 1547 - Final Planned Unit Development (PUD) for Waterside II, a proposed 9-lot single family residential subdivision, located at the southeast corner of W. Lake Mary Blvd. and Stillwood Ln.; ZDA Land Investments, LLC., Allan Goldberg, applicant - Second Reading (Public Hearing) (Quasi Judicial) (Steve Noto, City Planner)**
- B. Preliminary Subdivision Plan for Waterside II, a proposed 9-lot single family residential subdivision, located at the southeast corner of W. Lake Mary Blvd. and Stillwood Ln.; ZDA Land Investments, LLC., Allan Goldberg, applicant (Public Hearing) (Quasi Judicial) (Steve Noto, City Planner)**
- C. Ordinance No. 1548 - Proposed FY 2016/2017 Millage Rate - Second Reading (Public Hearing) (Jackie Sova, City Manager) AND Ordinance No. 1549 - Proposed FY 2016/2017 Budget - Second Reading (Public Hearing) (Jackie Sova, City Manager)**

9. New Business

- A. Resolution No. 985 - Qualified Target Industry (QTI) Resolution for Veritas Technologies LLC, and Approval of Expenditures as Required Local Financial Support for this State Administered Incentive (Tom Tomerlin, Economic Development Director)**
- B. Request from Woodbridge Lakes for a \$14,185.20 Neighborhood Beautification Grant (Steve Noto, City Planner)**
- C. Ordinance No. 1550 - Amending Chapter 92 of the Code of Ordinances entitled "Parks and Playgrounds", amending fees charged for the use of the facilities and programs - First Reading (Bryan Nipe, Parks & Recreation Director)**
- D. Ordinance No. 1551 - Amending Purchasing Policy - First Reading (Dianne Holloway, Finance Director)**

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

- a. Agreement with the Lake Mary Historical Society to operate the Lake Mary Historical Museum**

B. Items for Information

- a. Monthly Department Reports**

C. Announcements

12. Mayor and Commissioners Report - 4

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: October 6, 2016

1 MINUTES OF THE LAKE MARY CITY COMMISSION MEETING held September 8,
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 7:06 P.M.
9

10 2. Moment of Silence
11

12 3. Pledge of Allegiance
13

14 The Pledge of Allegiance was led by Cub Scout Pack 507.
15

16 4. Roll Call
17

18 Mayor David Mealor	Jackie Sova, City Manager
19 Commissioner Gary Brender	Carol Foster, City Clerk
20 Deputy Mayor George Duryea	Dianne Holloway, Finance Director
21 Commissioner Sidney Miller	John Omana, Community Development Dir.
22 Commissioner Jo Ann Lucarelli	Steve Noto, City Planner
23	Bruce Paster, Public Works Director
24	Bryan Nipe, Parks & Recreation Director
25	Tom Tomerlin, Economic Development Dir.
26	Steve Bracknell, Police Chief
27	Frank Cornier, Fire Chief
28	Tara Gould, Acting City Attorney
29	Mary Campbell, Deputy City Clerk
30	

31 5. Approval of Minutes: August 18, 2016
32

33 **Motion was made by Commissioner Brender to approve the minutes of the**
34 **August 18, 2016, City Commission meeting, seconded by Commissioner Lucarelli**
35 **and motion carried unanimously.**
36

37 6. Special Presentations
38

39 A. Mosquito Control Program – Zika Virus Update – Gloria Eby, Principal
40 Environmental Scientist, Lake Management & Mosquito Control Programs,
41 Seminole County Watershed Management Division and ~~Donna J. Walsh,~~
42 ~~Acting Health Officer~~ Dr. Rachael Straver, Community & Population Health
43 Division, Florida Department of Health in Seminole County
44

45 Gloria Eby, Principal Environmental Scientist, Lake Management & Mosquito Control
46 Program, Seminole County Watershed Management Division, came forward. She said

1 we were having technical difficulties with the Department of Health presentation. They
2 talk about the Zika Virus and she talks about how to control Zika with mosquitoes. It
3 would be more appropriate for the Department of Health to go first. The PowerPoint
4 was encrypted but the City's system is not compatible with it so she will do some verbal
5 conversations about the Zika Virus and then we will go into mosquito control efforts.
6

7 Some informational items were distributed. Copies attached.
8

9 Mayor Meador said this is an issue beyond statewide concern. We thought it
10 appropriate to provide an update.
11

12 Dr. Rachael Straver with Emerging Infectious Diseases gave an update on Zika. Zika is
13 a flavivirus. There are other flaviviruses including West Nile, dengue, Japanese
14 encephalitis, and yellow fever. Because of that we have a lot of cross reactivity with
15 those viruses which can be a problem. Even people who have been vaccinated for
16 yellow fever or Japanese encephalitis can have issues.
17

18 Dr. Straver said it was originally identified in Uganda in the Zika Forest in 1947. They
19 were looking for yellow fever and they found Zika. Transmission generally is via
20 mosquito, the *Aedes aegypti* but also the *Aedes albopictus* can also be a factor.
21 Transmission in the womb or at the time of birth is possible as well as sexual
22 transmission, blood transfusions, and lab exposures. It can be detected in breast milk,
23 saliva and urine but so far no documented transmission but that could change. We
24 have had outbreaks since 2007 in the Island of Veape and the French Polynesian area.
25

26 Dr. Straver showed the current distribution in the Americas on the overhead. We didn't
27 have Zika in the Americas until 2015. This information is from the CDC. Travel related
28 cases in the U.S. are almost 3,000. Laboratory acquired is one case, sexually
29 transmitted is 24 cases, and giambra syndrome which is a possibility with this virus is
30 seven. In the U.S. territories they have flip-flopped from us because they have mostly
31 locally transmitted cases and they are approaching 16,000. It is difficult for them to tell
32 if it is a travel associated case because they already have it on the islands. They also
33 have 31 giambra syndromes.
34

35 Dr. Straver the Zika incubation period is generally two to 14 days. That's why we ask
36 people where they have traveled within 14 days. Generally 80% of the people are not
37 symptomatic so only one out of five is about how many we see with actual symptoms.
38 There are few hospitalizations with this disease and fewer fatalities. The foremost
39 common symptoms we see are fever, rash, joint pain and red eyes but you can also
40 have muscle pain, headaches, pain behind the eye, vomiting, diarrhea and sore throat.
41

42 Dr. Straver said it is a flavivirus and dengue is another flavivirus as well but
43 chikungunya isn't but they both can be carried by the same mosquito. With dengue you
44 tend to have fever, rash, severe pain behind the eyes, headache, and even
45 hemorrhagic issues. With chikungunya you tend to have joint pain and fever. Zika is
46 generally a milder disease than both of those. You treat symptomatically just like for

1 dengue and chikungunya. You avoid aspirin or INSAIDS because of the possibility it
2 could be dengue and hemorrhagic problems.

3
4 Dr. Straver said there is currently no vaccine but research is ongoing and heard they
5 just started some human vaccination studies. Possible issues with the giambra
6 syndrome have been noted and poor pregnancy outcomes including microcephaly
7 cases with developmental problems, other brain abnormalities, and issues with sight or
8 hearing. Microcephaly is the big one everyone has heard about. It's the one CDC said
9 was linked to Zika. Microcephaly is an abnormality where the infant's head is
10 significantly smaller than an infant of the same age and sex. This can lead to
11 developmental issues.

12
13 Dr. Straver showed a map of microcephaly cases from 2010 to 2014. There is one case
14 of microcephaly per 1,000 live births. The map shown on the right is just 2015 and that
15 represents anywhere from 45 to 86 cases of microcephaly per 1,000 live births. That's
16 four years versus one year and it's an amazing increase in that one year. 2015 is when
17 Zika came to the Americas.

18
19 Dr. Straver said everyone wants to know about Florida and as of yesterday the number
20 for travel related cases is 596 and 80 pregnant women have infections. They don't
21 combine those two numbers and separate those numbers at the state level. The non-
22 travel related cases don't just include Miami but also some in Broward, Palm Beach and
23 Pinellas Counties is at 56. In Seminole County we have 19 travel related cases and no
24 locally acquired. That doesn't mean those are the only ones we have worked on in
25 epidemiology. We have worked on close to 100 suspect cases.

26
27 Dr. Straver said some things the health department is doing is getting with the blood
28 banks to make sure the blood supply is safe, doing investigations around the state and
29 partnering with CDC on that. We inform our state level if we suspect any locally
30 acquired cases. The governor has said the health department can offer free testing to
31 any pregnant woman in Florida. We continue to improve our laboratory capacity of
32 doing that testing. We do outreach with hospitals and the American Congress for
33 Obstetricians and Gynecologists to make sure they have the information, and midwives
34 and nurses. We also work with our Birth Defects Registry at the state level and
35 Maternal Child Health. We do syndrome surveillance so we look for possible cases at
36 the emergency departments or urgent care centers of Zika, giambra syndrome or
37 microcephaly. We do complete interviews with everybody. We offer prevention
38 methods and how to prevent yourself from getting bitten while you're ill so we don't
39 transmit locally. We also report any suspect cases to Mosquito Control so they can do
40 their proper control measures and we inform the public on all the information available.

41
42 Dr. Straver explained what a case generally goes through. You have a sick person that
43 goes to a doctor. It is a reportable disease so they have to report it to the health
44 department. They send off samples to a commercial lab. Some go straight to a state
45 lab but if it goes to a commercial lab and it comes back positive it goes to the state lab
46 for confirmation. The health department begins doing interviews with the person. We

1 find all the information about travel, if they are pregnant and anything like that. We
2 inform Mosquito Control. We inform our state level. They are the experts and they do
3 our guidance. They report to the national levels and that's CDC and they are the ones
4 that publish our statewide data that goes into the National ArboNET Bank and then
5 everybody tells the public.
6

7 Dr. Straver said our requirements for testing seem to be Zika at the moment. We are
8 looking at one of the four common symptoms. We look at where they were in the last
9 two weeks and did they travel to an area of ongoing transmission. Pregnant women are
10 different because we are testing any pregnant woman in Florida with or without
11 symptoms or with or without travel to an epidemic area. For local cases we make sure
12 that we exhaust any of the other differential diagnoses and is this something else. If it
13 isn't then a full investigation comes down. Our laboratory testing that we do for Zika is
14 we do PCR which is looking for the virus itself or a piece of the virus. Those are early
15 into the infection. We look for an antibody against the virus that comes later. We look
16 for the virus itself and right now we are looking at serum and urine. We can do that for
17 up to three weeks. The antibodies can last for several months. The problem with
18 antibodies is they do like to cross so any time we get a positive on an antibody we
19 always send it off to CDC because they can run a test that can try to differentiate
20 between Zika and dengue; however, a good number of people have also been exposed
21 to dengue so they may have both.
22

23 Dr. Straver said for mosquito prevention, "drain and cover" is our motto. There are
24 certain mosquito repellents that you should use as a pregnant woman. Just follow the
25 recommendations and make sure they are EPA approved.
26

27 Contact information:
28

29 Tania Slade – 407-665-3266, tania.slade@FLHealth.gov.

30 Rachael Straver – 407-665-3219, mary.straver@FLHealth.gov.
31

32 Mayor Mealor said the Seminole County cases did not originate here in Seminole
33 County.
34

35 Dr. Straver said they are all travel related in Seminole County. The only counties in
36 Florida that have had the locally acquired are Pinellas, Broward, Palm Beach Counties
37 and Miami but the only ones ongoing limited transmission are the two areas in Miami.
38

39 Commissioner Brender said it was said one case in five is symptomatic. If someone is
40 not symptomatic they wouldn't go to the doctor which means the number of cases could
41 be higher.
42

43 Dr. Straver said that is right and is why in Miami they are doing that one square mile
44 around the locally acquired cases. They doing around and doing urine surveys at the
45 outer edges of that one square mile box first. They have not found any cases in those
46 areas around the edge so now they are working their way in.

1
2 Commissioner Miller said he had a decorative fountain in front of his house that has
3 water in it. He runs the fountain an hour and a half to two hours a day but also puts 15-
4 20% Clorox in it. He asked if he was safe from breeding mosquitoes or did he need to
5 drain it.
6

7 Gloria Eby, Director of the Seminole County Mosquito Program, came forward. She
8 said if you don't want to maintain it to where it's constantly flowing, the Clorox isn't
9 enough to kill off the larvae. You can use mosquito dunks which are available at a local
10 big box such as Home Depot or Lowe's. You can throw that dunk in about once a
11 week. It lasts about seven days and that would be an easier effort.
12

13 Ms. Eby said the Commission learned about the Zika virus and are now going to learn
14 about how we control mosquitoes in Seminole County. She showed on the overhead
15 images of the two vector species that they deal with when it comes to Zika, dengue and
16 chikungunya. The one on the left is *Aedes aegypti* which is the primary vector which
17 means it spreads disease. The one on the right is the *Aedes albopictis*, also known as
18 the Asian tiger mosquito. Some of the markings on them that you readily see is they
19 have white stripes on their legs. These types of mosquitoes are very sneaky. They like
20 to breed in unusual locations. We like to say cryptic locations. Small containers
21 whether natural or artificial is where they like to harbor and breed. They don't take
22 much water. It is as little as a bottle cap filled with water and that is enough to breed
23 these types of mosquitoes. They have an affinity for manmade containers so the things
24 we typically see around a home such as flower pots, bromeliads, unkempt hot tubs,
25 tarps associated to boats and whatever it is holding water are the types of areas those
26 mosquitoes love.
27

28 Ms. Eby said what is interesting about these two species that sets them off from the rest
29 is that they are daytime biters. They are not nighttime biters and they have a short flight
30 range. They typically go 150 to 200 meters from where they emerged as an adult. She
31 showed images of places that they often find these species and where citizens need to
32 be vigilant about draining and covering these types of habitats. The plant that is very
33 lush in the center is called the bromeliad. Most people are familiar with those but
34 they harbor a lot of mosquitoes.
35

36 Ms. Eby said when we get the call from the Department of Health, our response needs
37 to be very rapid because we need to control the mosquito population in a short amount
38 of time. For the testing results to come back from an individual that is suspect Zika
39 virus, it could take up to ten days to get testing results back from the state lab. We can't
40 wait. We have to operate as soon as we get that phone call. We implement aggressive
41 widespread treatments doing larvaecides, adulticides which is using the fog machines,
42 we do targeted control for door-to-door sweeps, and we are very public about our
43 efforts. A lot of our messaging and information can be found on our website and we
44 have a standard operating procedure for diseases in our response plan that you can
45 find on our website.
46

1 Ms. Eby said when it comes to response, we use an integrated approach—a multi-
2 pronged bunch of things at once. No. 1 is public education. She showed on the
3 overhead the door hanger they provide when they do the source reduction. That is their
4 most successful activity against these local mosquitoes. We do larvaeciding where we
5 treat to kill the larvae before it becomes an adult. We also do target adultaciding
6 (fogging) and we do extensive surveillance. We set traps out to see what our mosquito
7 numbers are doing and we also test mosquitoes.

8
9 Ms. Eby said for source reduction we literally do go door to door. Another terminology
10 in the news is called boots on the ground. When we have a suspect case, we will
11 canvass or go door to door in a one mile square radius from the patient's home. In
12 addition we do adultaciding work within a half mile square radius of the patient's home.
13 We provide those door hangers for the majority of the homes that are within that
14 location. Anything that we cannot treat such as a fountain that is too large for us to pick
15 up and tip, we will put a larvaecide in there which is the mosquito dunk we mentioned.
16 We have a different formulation of that. It is a bacteria.

17
18 Ms. Eby said she mentioned the adult surveillance they do. We also do Zika testing for
19 our mosquitoes. The BG Sentinel Trap is one of the premier traps for the Aedes
20 species. It mimics what we are as humans, our body convections and scent, and we
21 use CO₂ in the form of compressed gas or dry ice to attract them in a 24-hour period.
22 When we collect and identify the Aedes species, they get separated and get sent to the
23 state laboratory. To date we have collected over 2,300 mosquitoes and none of these
24 mosquitoes have tested positive for Zika. They are negative. This is throughout the
25 county.

26
27 Ms. Eby said we do an extensive educational campaign. The messaging is “drain and
28 cover” and eliminate these types of sources that people don't think of for these types of
29 mosquitoes. Seminole County specifically as done an extensive educational effort
30 including all the things mentioned here. Social media is a great thing. We use our
31 website, digital boards, outreach, and garden shows. When we see a bunch of
32 bromeliads on sale we are there with our fliers. We do parks and libraries. We gave
33 the City of Lake Mary a stack of fliers to be distributed to the park system. And any
34 community event or meetings that we have. We have an extensive outreach program in
35 our Watershed Management Division and will provide mosquito outreach at those
36 locations.

37
38 Ms. Eby said we had almost 100 travel suspect cases serviced by DOH. We have had
39 92 serviced countywide. These mosquitoes also transmit dengue and chikungunya.
40 Currently we have ten cases pending lab results. Two of those cases are within the City
41 of Lake Mary.

42
43 Ms. Eby said the most important plan we have been working on since our confirmed
44 case in February is developing a plan. It should be called planned developed. We are
45 very advanced in this. We have been meeting with a lot of our municipalities including
46 the City of Lake Mary. Dave Dovan is a member of our Mosquito Control Advisory

1 Committee which we meet monthly to talk about these issues. Bruce Paster is very
2 supportive of the mosquito control services. We meet regularly to talk about our
3 emergency operation plans. If we get a local case and it happens to be within your city
4 we need to be ready to go. What we have learned from the other counties and districts
5 is that public fear becomes No. 1 and there are a lot of calls that come in and we need
6 to be ready for that. We have been working behind the scenes to put a prepared plan
7 together to handle the call volume and we have also been doing cross training with the
8 cities in the sense that when we need help, we can get members from your Public
9 Works Department to help our crews and go out and do what we need to do with the
10 steps we have shown you as far as source reduction. Ms. Eby said she was happy to
11 announce that Lake Mary has been very proactive in that suit. She thanked staff for
12 that.

13
14 Contact information for Ms. Eby: geby@seminolecountyfl.gov, 407-665-2439.

15
16 Commissioner Brender said he recently read an article regarding a spray program that a
17 county in Ohio had started, and they brought on a massive bee kill. He asked if we
18 have been sensitive to the kinds of sprays and fogs that we are using.

19
20 Ms. Eby said we are very cognizant of our beekeeper associations that are out there.
21 We do request that they register with the state so we know where they are. She said
22 she was very familiar with that article and forwarded it to the advisory committee. That
23 happened in South Carolina. They did an aerial treatment during the day for Zika travel
24 related cases that caused millions of honeybee kills. The unfortunate thing on those is
25 that the bees like to forage during the daytime and most of the adultaciding happens at
26 night, but these mosquitoes are active during the day. She said she would say the
27 lesson learned from them would be to provide more public notification, especially to the
28 local beekeeper associations so they are able to protect their hives a lot more. We do
29 have a network where we are able to notify those that do register.

30
31 Ms. Eby said the pesticide question of what did they use and what do we use. What
32 they used for that application was using a fixed wing aircraft using a dibrom or naled.
33 That is what is also being used in South Florida. We do not have fixed wing services
34 because we have a good ground crew and trucks using a different type of chemical that
35 is in the pyrethroid family base. Pyrethrum is the primary pesticide that we use truck
36 mount and that is a much less caustic type of chemical that we use in Seminole County.
37 We are able to use that because we do resistance testing on our mosquitoes as well.
38 There are other associations that do not have that capability because their mosquitoes
39 are resistant to the pyrethroid family of chemicals.

40
41 Mayor Mealor thanked Ms. Eby and Dr. Straver for the presentation. It was most
42 informative and timely. We will continue to work with you and we appreciate everything
43 you do. It is a very important community health issue.

44
45 Ms. Eby thanked the Commission for the opportunity to provide more education.
46

1 7. Citizen Participation – This is an opportunity for anyone to come forward and
2 address the Commission on any matter relating to the City or of concern to our
3 citizens. This also includes: 1) any item discussed at a previous work session;
4 2) any item not specifically listed on a previous agenda but discussed at a
5 previous Commission meeting; or 3) any item on tonight’s agenda not labeled as
6 a public hearing. Items requiring a public hearing are generally so noted on the
7 agenda and public input will be taken when the item is considered.
8

9 Renee Gordon, 500 Pickfair Terrace, Woodbridge Lakes subdivision, came forward.
10 She said she had a question about the Zika virus presentation. She asked the timespan
11 of the symptoms. She asked if it was similar to a common cold.
12

13 Dr. Straver said generally the symptoms are four to seven days.
14

15 Ms. Gordon asked how a person would know to go to the doctor if they are feeling
16 symptoms that are similar to a regular cold and mild fever that they have felt all their
17 lives and just took a couple of Tylenol and went to bed.
18

19 Dr. Straver said that’s kind of the problem. They can be very non-specific symptoms.
20 Rash does tend to be more common with this one. If you have a strange rash,
21 particularly if you have traveled somewhere that has active Zika, that should be in your
22 thought process. If you go to the doctor they should be asking travel questions,
23 pregnancy status and those sorts of things. The docs are good about trying to get you
24 tested if they feel it needs to be done even if you have one symptom.
25

26 Ms. Gordon said the reason she asked is she wanted to point out she works for a
27 consulting company and we travel all the time whether it is to Miami, California, or Ohio.
28 We travel to a lot of different locations so we are constantly having consultants travel
29 and come back into the office. She wanted to know what they should be on the lookout
30 for. She said she was sent to Miami to help and they covered everything they could
31 cover with long sleeves and long pants. Try to stay indoors in the AC if you can. Stay
32 in places that have AC and screens so they can’t get indoors and also putting repellent
33 on even when you come back. In case you are one of the asymptomatic people, you
34 can prevent our mosquitoes here from biting you and getting infected and potentially
35 spreading it. Coming back from that area you can do something proactively.
36

37 Ms. Gordon said she has had three different companies in three different areas where
38 she has lived and they provided mosquito service. She asked if the mosquito service
39 the pest control companies provide conflict with what the county is doing. She asked
40 what was going on between the pest control companies and the county to make sure
41 they are using the same kind of chemicals so they don’t conflict with one another and be
42 ineffective.
43

44 Ms. Eby said we don’t have the knowledge of what private companies are doing so they
45 can be using a lot of different chemicals than what we use. Ours is scientifically based
46 and we do the resistance testing with our mosquitoes. To equate it to why you don’t

1 want to use too much in our environment, think about the antibiotics we use for
2 ourselves. When you have prevalence of antibiotic use, you build up a resistance and
3 that is what we are trying to fight. When you have different measures going it, it
4 presents that concern. If you have a mosquito control concern and have nuisance bugs
5 in your area, you're more than happy to call our free services and we will have an
6 inspector come out and take a look at it. It could be something very simplistic within
7 your area that is problematic that can be easily taken care of. If you are by a swamp
8 you are going to have that as part of your natural dwelling.

9
10 Ethan Eisenburg, 817 Silversmith Circle, came forward. He said his understanding of
11 viruses is that they never go away. If this virus is eradicated, if somebody contracts it or
12 if it is just dormant, if it is just dormant what happens for it to come up again.

13
14 Dr. Straver said that is something a lot of scientists are working on right now, especially
15 with the issue of birth defects and things like that. They are trying to figure out that
16 maybe women planning on becoming pregnant go to an area where they know they had
17 Zika transmission and you come back then how long should you wait before you
18 conceive. CDC has guidance on that. CDC has come out with its own new
19 recommendations because they think it may be lasting longer in the body. They found it
20 in semen for months. They are looking for people to practice safe sex or abstinence for
21 at least six months after they travel to a place with active Zika transmissions. CDC's
22 recommendations are eight weeks for women and six months for men but that may be
23 changing.

24
25 Mayor Mealor said the wonderful thing about the Seminole County Health Department is
26 they are very responsive. Don't hesitate to reach out to them.

27
28 No one else came forward and citizen participation was closed.

29
30 8. Unfinished Business

31
32 There was no unfinished business at this time.

33
34 9. New Business

35
36 A. Traffic Enforcement Agreement for Woodbridge Subdivision (Jackie Sova,
37 City Manager)

38
39 Ms. Sova said she received a request from the HOA Board of Woodbridge Lakes to
40 have traffic enforcement within their gated community. The community has been there
41 over ten years without this. They provided a map where they feel like most of the
42 unwanted activity is taking place. This is a typical agreement we have. The City
43 Attorney did note that the name they used wasn't their official name so we will fix that
44 scrivener's error for when the Mayor signs the agreement. We would recommend
45 approving this. We have some board members present if the Commission had any
46 questions of them. This is pretty straight forward for us in gated communities.

1
2 Mayor Meador said we have had a wonderful relationship with the board members at
3 Woodbridge Lakes. He believed one of the board members would like to speak.

4
5 Jim Heeren, 788 Pickfair Terrace, came forward. We have had some concerns with
6 people running stop signs and speeding throughout our community. It has been
7 brought up by several of our residents, safety concerns for children, and we want to
8 avoid accidents and that type of thing. We have had a great relationship with you guys
9 and would like to take advantage of your services and have the police patrol our
10 neighborhood.

11
12 Alfred Cann, 358 Lake Dawson Place, came forward. He said he goes by Skip. We
13 have a great community but we have human beings living in the community. Because
14 we have human beings living there we sometimes have issues. We feel like the
15 speeding and the stop signs have been often enough and are here before you to try to
16 get a little relief and to help us out.

17
18 Mayor Meador said we appreciate the work your group does.

19
20 Mr. Cann said "and vice versa".

21
22 Commissioner Miller asked if they would publicize this change to everyone in the
23 community so they are not suddenly surprised that they can't run stop signs and speed.

24
25 Ms. Sova said we will be putting our speed/sign trailer out there so they will get some
26 warning.

27
28 **Motion was made by Commissioner Miller to approve the Traffic Enforcement**
29 **Agreement for Woodbridge Lakes Subdivision and authorize the Mayor to**
30 **execute, seconded by Commissioner Lucarelli and motion carried unanimously.**

31
32 Mayor Meador said our City Attorney Ms. Reischmann is in the City of Casselberry
33 swearing in their new elected officials. He asked the Acting City Attorney to identify
34 herself.

35
36 Tara Gould stated she was with the law firm of Garganese, Weiss & D'Agresta and was
37 sitting in on behalf of Katie Reischmann.

38
39 Mayor Meador said we will now take up Items B, C and D. They will be discussed
40 simultaneously. We will hold a public hearing. We will vote on Items B and C and for
41 Item D we will take action on that at our next meeting.

- 42
43 B. Preliminary Planned Unit Development (PUD) for Waterside II, a proposed 9-
44 lot single family residential subdivision located at the southeast corner of
45 West Lake Mary Boulevard and Stillwood Lane; ZDA Land Investments, LLC.

1 Allan Goldberg, applicant (Public Hearing) (Quasi-Judicial) (Steve Noto, City
2 Planner)
3

4 The Acting City Attorney read Ordinance No. 1547 by title only on first reading.
5

6 Mr. Noto showed the location map on the overhead of the subject property of 13.22
7 acres. It is located at the eastern end of the City boundary. To the west is Stillwood
8 Lane and the Waterside I project which was approved previously by the City
9 Commission. The request is to subdivide the 13.22 acres into nine single-family
10 residential lots.
11

12 Commissioner Brender asked if he was correct that most of that was powerline.
13

14 Mr. Noto said that was correct. He showed on the overhead the preliminary final PUD
15 and the preliminary subdivision plan. On the right side of the plan, the rectangle is
16 indicative of the FPL easement. When it first came in for our review, Lot 9's boundaries
17 included the easement. It was like an 86,000 square foot lot. What occurred at the P&Z
18 meeting was discussion about the properties to the south of the subject property. This
19 easement continues south into the subdivision. All of those lots south of this property
20 include the easement in their backyard and it creates an eyesore with folks storing large
21 vehicles, boats, and things of that nature. The discussion that occurred was that Lot 9
22 was not to include the easement in its property and that there would also be a fence in
23 that general location. This property is located within the Big Lake Mary Overlay and as
24 a result lots have to be 40,000 square feet in size. What we ran into with Lot 9 is that if
25 they took it completely out of the easement, it would be under the 40,000 square foot
26 size. Even though it is a PUD and there's flexibility, we wanted to respect the Big Lake
27 Mary Overlay. What is actually in the developer's agreement is a revised plan that
28 shows the proposed boundary of Lot 9. It goes a little to the east of the fence so there
29 is a little bit of it that will be going into the easement but with the fence it will not be
30 accessible by the person who owns Lot 9. It is still 40,000 square feet in size.
31

32 Mr. Noto said these lots are a minimum of 40,000 square feet in size, the land use
33 category is Low Density Residential which allows up to 2-1/2 units per acre. Being just
34 over 13 acres in size, this property could hypothetically fit 33 single family lots. With the
35 9-lot proposal, the applicant is going for a density of less than 1 unit per acre.
36

37 Mr. Noto said over the years with this property being vacant, we have received a lot of
38 phone calls for different types of development ranging from apartments to commercial
39 uses and the like. We feel this development is most in keeping with the surrounding
40 communities, especially that it is very similar to Waterside I with respect to lot sizes and
41 things of that nature.
42

43 Mr. Omana said dovetailing on Mr. Noto's comments, in his tenure here with the City we
44 have received calls and proposals for apartments, retail shopping center,
45 communication tower, house of worship, and a car dealership.
46

1 Mr. Noto said along with the easement there is a wetland area at the northeast corner of
2 the site. That area will be undisturbed and there is proposed a 25-foot wetland buffer
3 adjacent to Lots 1 to 4 as well as Lot 9.

4
5 Mr. Noto said access to the project will be from Lake Mary Boulevard via Stillwood
6 Lane. We have provided a write up in the staff report about some addressing issues
7 that we have encountered unexpectedly at the DRC level. As a result Stillwood Lane is
8 having some readdressing done. The applicant worked closely with County Addressing.
9 That is all being resolved as we speak with new street signs going in within the next
10 couple of days.

11
12 Mr. Noto said the site will be accessed from Lake Mary Boulevard via Stillwood Lane.
13 There is going to be some widening of Stillwood Lane. He showed the plan on the
14 overhead. On the left hand side in the lighter gray you have the existing Stillwood Lane.
15 The darker gray on the right is where the widening will occur. Essentially the first 115
16 feet of Stillwood will be widened to 28 feet wide to allow for a larger more accessible
17 access point from Lake Mary Boulevard. After 115 feet it will narrow down to 24 feet
18 and then closer to the south it goes 20 feet and then 12 feet. The 12-foot section
19 occurs after this internal roadway, Jerusalem Point, south of that is where the 12-foot
20 section is.

21
22 Deputy Mayor Duryea said on the north side of Cardinal Oaks Cove there is a big ditch
23 that the County used for the overflow of Lake Mary going east. He asked if that was
24 affected by this subdivision at all.

25
26 Mr. Noto answered negatively. That will not be impacted by this subdivision.

27
28 Mr. Noto said he would now talk about some of the differences between Waterside I and
29 Waterside II. Waterside I was a result of a settlement agreement so there are some
30 design specifications that couldn't be changed over time. The design is somewhat
31 similar to this in that you have stormwater ponds throughout the lots. As development
32 permits were submitted and issued, each individual lot owner and developer was
33 required to construct their pond one at a time. It's not like the typical subdivision where
34 they go in and put in the streets, underground utilities and the stormwater pond. As a
35 result we had issues during construction and we did not want to see those issues
36 happening again. As a result we worked with the applicant. The areas you see for
37 stormwater which are to the east of Lots 1 to 4, north side of Lot 9, east side of Lot 5
38 and the southern end of Lots 6, 7 and 8, those stormwater ponds are going to be
39 developed at the same time as all the other infrastructure is done.

40
41 Mr. Not said in addition, we have had some issues with finished floor elevations and
42 other engineering specifics. We are going to allow the developer to pre-clear or do
43 some pre-development clearing of each individual lot. That way when the building
44 permits come in on each lot, those developers don't have to go backwards with the
45 grading. All the grading will be done on each lot, all the stormwater will be in and will be
46 ready to roll like a more standard subdivision and we should avoid all the issues we

1 encountered with Waterside I. The stormwater ponds do not back up to other
2 properties. The southern pond is much smaller than the one on the northeast corner of
3 the site. These are almost like large swales instead of having some of the larger
4 stormwater ponds seen in other developments.

5
6 Mayor Meador said what Mr. Noto is talking about is a direct result of some of the
7 concerns we had from residents at the P&Z meeting related to some off the things that
8 occurred with Waterside I.

9
10 Mr. Noto said that is correct.

11
12 Mayor Meador said we are making sure that is not repeated.

13
14 Mr. Noto said that is correct.

15
16 Mr. Noto said the applicant is going to connect to the existing lift station that was built as
17 part of Waterside for sewer connections. There are also potable water and reclaimed
18 water connections being made generally in that same location.

19
20 Mr. Noto said in your staff report and as was stated, this is a request to rezone from A-1
21 Agricultural to PUD. As a result there are a number of PUD findings from Chapter
22 154.61 in the Code that we have outlined. We have found that the request for the
23 preliminary and final PUD for Waterside II is consistent with those sections. The
24 findings are located on Pages 5 and 6 of the staff report.

25
26 Mr. Noto said it is also a rezoning so we had to review the four findings of fact for a
27 rezoning that are outlined on Pages 6, 7 and 8 of your staff report. We found that
28 request was consistent with the Land Development Code.

29
30 Mr. Noto said the Planning & Zoning Board heard this item at their regular August 9,
31 2016, meeting and they had four conditions. In order to make it clean we plugged those
32 conditions into the PSP, but they are for the entire project. One of those was with Lot 9.
33 What we are going to do is since the applicant has gone ahead and adjusted the
34 boundaries for Lot 9, we included that plan into the developer's agreement. The large
35 plans you have are the same that P&Z saw so the change was not made on the large
36 plans. If approved in two weeks we are going to have the applicant resubmit a final
37 PUD plan that shows the changes as approved by the Commission for filing purposes
38 so there is not confusion in the future.

39
40 Mr. Noto said in the developer's agreement on Page 2 and in speaking to the applicant
41 today, we are going to make two small changes to Sections 4 and 5. They are
42 clarification items to ensure that we are on the same page as he is when we get to
43 construction. We will make those two changes at second hearing.

1 Mr. Noto said staff has found that the preliminary and final planned unit development for
2 Waterside II is consistent with the City's Land Development Code and Comprehensive
3 Plan and we are recommending approval with the three conditions on Page 9. In two
4 weeks when we come back for the preliminary subdivision plan, we will make our
5 recommendation for that at that time.

6
7 Commissioner Brender said there are not any other lots that will tie into Stillwood Lane.

8
9 Mr. Noto said that was correct. There are existing lots on the west side of Stillwood.

10
11 Commissioner Brender said they would be limited to Waterside I and II and those few
12 houses.

13
14 Mr. Noto said that was correct.

15
16 Mayor Mealor asked if anyone would like to speak in reference to the preliminary
17 planned unit development for Waterside II, the final planned unit development for
18 Waterside II, and/or the preliminary subdivision plan for Waterside II. No one came
19 forward and the public hearings were closed.

20
21 **Motion was made by Commissioner Lucarelli to approve the Preliminary Planned**
22 **Unit Development for Waterside II with the four findings of fact, seconded by**
23 **Deputy Mayor Duryea and motion carried by roll-call vote: Commissioner**
24 **Brender, Yes; Deputy Mayor Duryea, Yes; Commissioner Miller, Yes;**
25 **Commissioner Lucarelli, Yes; Mayor Mealor, Yes.**

26
27 C. Ordinance No. 1547 – Final Planned Unit Development (PUD) for Waterside
28 II, a proposed 9-lot single family residential subdivision located at the
29 southeast corner of West lake Mary Boulevard and Stillwood Lane; ZDA
30 Investments, LLC. Allan Goldberg, applicant – First Reading (Public Hearing)
31 (Quasi-Judicial) (Steve Noto, City Planner)

32
33 Ordinance No. 1547 was read by title only, presented, discussed, and public hearing
34 held under Item B.

35
36 **Motion was made by Commissioner Brender to approve Ordinance No. 1547 on**
37 **first reading, seconded by Commissioner Lucarelli and motion carried by roll-call**
38 **vote: Deputy Mayor Duryea, Yes; Commissioner Miller, Yes; Commissioner**
39 **Lucarelli, Yes; Commissioner Brender, Yes; Mayor Mealor, Yes.**

40
41 Mayor Mealor said he thought Mr. Noto said Items 4 and 5 in the developer's agreement
42 will be modified slightly and we will have new information brought back to us. That is
43 related to the preliminary subdivision plan and asked if that will come back as a final
44 subdivision plan.

1 Mr. Noto said it will still be a preliminary subdivision in two weeks. Later down the road
2 we will bring the final subdivision.

3
4 Mayor Mealor thanked the residents who came out for this item. We look forward to
5 working with Mr. Goldberg and if there is any way we can be helpful to let us know.
6

7 D. Preliminary Subdivision Plan for Waterside II, a proposed 9-lot single family
8 residential subdivision located at the southeast corner of West lake Mary
9 Boulevard and Stillwood Lane; ZDA Investments, LLC. Allan Goldberg,
10 applicant (Public Hearing) (Quasi-Judicial) (Steve Noto, City Planner) **NOTE:**
11 **THIS ITEM WILL BE HEARD BUT NO ACTION IS TO BE TAKEN UNTIL**
12 **SECOND READING OF THE FINAL PUD**
13

14 E. Ordinance No. 1548 – Proposed FY 2016/2017 Millage Rate – First Reading
15 (Public Hearing) (Jackie Sova, City Manager) AND Ordinance No. 1549 –
16 Proposed FY 20-16/2017 Budget – First Reading (Public Hearing) (Jackie
17 Sova, City Manager)
18

19 The Acting City Attorney read Ordinance No. 1548 and Ordinance No. 1549 but title
20 only on first reading.
21

22 Ms. Sova said the City Commission held a workshop on July 28, 2016, and established
23 a tentative millage rate of 3.5895. The rolled-back rate is 3.4658. We have a citywide
24 balanced budget of \$31,574,139. Establishing the millage rate at 3.5895, the yield is
25 approximately the same as Fiscal Year 2016, measuring the rolled back rate at 3.4658
26 mills. The value of a mill in the City is calculated to be \$1,988,743. In ad valorem tax
27 revenues, our projected total is \$7,138,594. The total General Fund budget is
28 \$21,172,538 which is up 4.9% from the previous fiscal year.
29

30 Ms. Sova said our total Capital Improvement budget is \$4,278,713 including
31 approximately \$535,000 in carry forward projects. The type of projects we have include
32 the Wilbur Avenue traffic signal and Crystal Lake Avenue sidewalk and turn lane
33 projects totaling \$335,000; the U.S. 17-92/Weldon Boulevard CRS streetscape project
34 in the amount \$355,470; a \$300,000 general administrative projects reserve to make
35 high dollar repairs to our buildings and facilities. We can't determine the timing on those
36 projects but they do come up. Our Senior Center expansion at about \$200,000; and the
37 design of Central Park improvements including the Fourth Street entry feature. Also
38 planned are the purchase of a rescue at \$262,000, a Caterpillar loader in the amount of
39 \$200,000, and economic incentive payments.
40

41 Ms. Sova said we have personnel changes with the addition of a new Staff Assistant for
42 the Building Department; a new Senior Planner in Community Development, and we did
43 add that after the budget workshop that was discussed with everyone. The City
44 Engineer has been moved to Public Works and will be funded 50/50 between
45 Stormwater and Public Works Administration. The GIS Specialist has also been moved
46 to Public Works Administration. With the departure of the Support Services Supervisor,

1 we will be evaluating the structure of that division and make some internal accounting
2 changes to better capture the cost of the Communications Center separate from
3 departmental support functions. The two School Resource Officers will now be in the
4 schools full time. The part-time resource officer was converted to full time to keep the
5 police department fully staffed. We switched a reserve police officer to full time and
6 brought the reserve officer back into the department to do other duties in Community
7 Services. In an effort to reduce overtime, the Fire Department will study adding a part-
8 time reserve firefighter. We have allowed up to a 3% merit increase and budgeted
9 \$150,000 for pay inequities for our employees. We have economic incentives that Dr.
10 Tomerlin will discuss at this time.

11
12 Dr. Tom Tomerlin, Economic Development Director, came forward. He will give a
13 presentation on something the Commission requested a couple of meetings ago which
14 is looking at the returns to the City for participating in economic development incentives.

15
16 Dr. Tomerlin showed the seven active projects on the books on the overhead. Those
17 seven active projects mean that we still owe money on them. The first thing he wanted
18 to note about that list of projects is the identifier in the first column. There are two
19 acronyms. One is QTI across six of those projects and one is JGI. The QTI is a state
20 incentive. It is administered by the state, monitored by the state, and is audited by the
21 state. The state pays 80 cents out of every dollar spent. We have been lucky to have a
22 good partner in Seminole County. They pay 10% and we pay 10%. Eighty percent
23 state, 10% City of Lake Mary, and 10% Seminole County for the 100% incentive. No
24 more than 25% of an incentive is paid out in any one year according to the state's
25 guidelines for QTI. These incentives labeled QTI we don't pay all up front.

26
27 Dr. Tomerlin said the things he would like to highlight instead of delving into one
28 particular project is to show the job creation is 2,622. Later he will talk about how that
29 number is multiplied to be a much higher number once we consider the economic
30 impacts.

31
32 Dr. Tomerlin said the capital investment of all those projects is \$142.5 million, new
33 payroll of over \$132 million, 710,000 square feet absorbed within the City of Lake Mary
34 as part of those projects, and our total incentive for these projects is \$2.2 million. This
35 is one way to look at this. He calls this the capital investment multiplier. He looked at
36 what the capital investment is. The capital investment takes the form of improvements
37 to real property and it takes the form of tangible personal property (furniture, fixture
38 equipment, computer equipment). That \$142 million of private capital investment
39 brought about by that \$2.2 million investment is a multiplier of about \$62. For every
40 dollar spent we get \$62 back in private capital investment. That number is the City
41 portion. When we are able to leverage the contributions by the state, 80 cents out of
42 every dollar and Seminole County putting in 10 cents and Lake Mary putting in 10 cents
43 for that dollar that multiplier goes down. From the City's perspective it is a pretty
44 handsome multiplier.

45

1 Dr. Tomerlin said utilizing our millage rate of 3.5895 and applying that across the capital
2 investment, we try to zero in on that capital investment that is truly taxable. We look at
3 that \$142 million in capital investment and our \$2.2 million investment in that, it works
4 out on return of investment of about 4.5 years. There is a variance on how those
5 projects get paid back.

6
7 Dr. Tomerlin said we have one JGI which is the local incentive. That JGI stands for Job
8 Growth Incentive. It is administered by Seminole County. For the Deloitte project, it's
9 operating at a hybrid level because Deloitte is not getting paid any incentive dollars until
10 those jobs are both created and sustained for two years. That's what it means to be
11 vested. That's not traditional according to JGI. The JGI allows for up-front money
12 provided there is some surety instrument that the company posts with us—a letter of
13 security from a bank or a performance bond. When we look at that JGI of Deloitte, it's
14 truly a hybrid program where Deloitte said we don't want to put up a surety bond. We
15 will create those jobs and we'll keep them for as long as you want us to keep them
16 before we get paid. That is a noteworthy aspect of that.

17
18 Dr. Tomerlin said where possible we like to leverage state dollars. That has been a
19 pursuit of ours. We always lead with the QTI foot first when it comes to any kind of
20 incentive. Tax revenue across those seven projects is just over \$500,000.

21
22 Dr. Tomerlin said this is the payout schedule so none of these incentive dollars are paid
23 all at once. The color orange which is Verizon is a big component of this. The blue is
24 Deloitte which is another big component. The reason these are the large incentives is
25 because they are the big job numbers. This is the payout schedule so if he put in a
26 hard red line the tax revenue generated is about half a million. We see that we are
27 going to enter into a couple of years where we are paying out more than we are getting
28 in. After that the payoff becomes very clear. Much of this tax revenue once you get
29 something new in the ground such as the Verizon building that remains on the books in
30 perpetuity and these companies do replenish their tangible personal property because
31 they have to continue to do business. There are a couple of years where the payout is
32 going to exceed what we receive back in ad valorem revenue; however, it's not bad at
33 that multiplier of 62. We do return to a place where the tax revenue earned as a result
34 of participating in these incentives exceeds the payout.

35
36 Dr. Tomerlin said often times the City of Lake Mary work these projects and they never
37 get to an incentive which is something important to know. He showed some examples
38 on the overhead. We can point to another example this week and is an example he
39 would love to take credit for but can't is AT&T. AT&T is locating on Lake Emma Road
40 and they will be occupying an entire floor creating 200 jobs. They are call center jobs.
41 Call center jobs don't typically meet the wage requirements of any incentive and that's
42 an important thing to note.

43
44 Dr. Tomerlin said these incentives have strict criteria. The criteria is that the jobs have
45 to be new to the State of Florida, the jobs have to pay 115% or more of the County's
46 average annual wage which is \$48,000 or greater, and it has to be within a target

1 industry. Florida Blue got some good press and those 180 jobs he thought they were all
2 familiar with. The other two projects had the code names. These economic
3 development projects early on are assigned some level of confidentiality and often times
4 are just referred in e-mails and communication via code name. The reason for that
5 confidentiality and the fact that Florida Statute allows for that is often times these
6 economic development decisions, especially when we're talking about a relocation from
7 one community to the other, they can be sensitive. You don't want the labor force to get
8 disrupted wherever the sending location is. We have been fortunate to be the receiving
9 location most of the time.

10
11 Dr. Tomerlin said a world traveler is Hotels Pro that created 25 jobs in the North Point
12 office park, and Project RCA is one that has been bubbling in the background for years
13 which is the Institute for Internal Auditors. They finally consolidated their entire
14 operations within the City of Lake Mary and created 22 additional jobs this year as a
15 result of that. Approximately \$16 million in new capital investment resulting in projects
16 we worked very closely with but didn't result in any kind of direct incentive. We do our
17 best to land a project and offer other resources to them outside of incentives.

18
19 Dr. Tomerlin said he was fortunate to work with Dr. Vernet Lasrado at the University of
20 Central Florida a few years back. We looked at the effect of adding 100 target sector
21 jobs and we worked with that target industry list. He showed a table on the overhead.
22 The first bubble is the direct impact. When Verizon came to town they talked about the
23 creation of 750 jobs. They added onto that to a goal of 1,100 without any additional
24 incentive dollars. That's the direct impact. The indirect impacts refer to the fact that
25 now that you have an establishment here such as Verizon, they do business with local
26 business. All they purchase from local businesses is what is referred to as an indirect
27 impact. An induced impact means you have all these new workers in town and they are
28 spending their wages in the community. When they spend their wages in the
29 community in something like a Publix, they require a new demand for labor and there is
30 a multiplier effect. The total economic impact if you look at 100 jobs being created
31 within the target sector, we can expect about 65 additional jobs being created as an
32 indirect effect, and 73 additional jobs being created as an induced effect. Sixty-five
33 additional jobs are being supported by that 100. Keep in mind you are not called a
34 target industry job unless you are a high paying job. That 100 target industry jobs
35 create 65 additional jobs from people that supply inputs to that firm. The 73 are
36 basically the fact that all of these people spend their wages in the community and
37 requires additional demand within the community. Labor income says of that 100 direct
38 industry jobs this is the wage they will earn of \$6 million. The 65 indirect jobs are in
39 wages. The 73 induced jobs create wages and then the value added is how much you
40 can attribute to those new jobs and how much you can attribute to total output. What
41 are they providing to total output beyond what everything earlier in the chain provided.
42 All the inputs they had to produce some kind of final good or service. The total output in
43 the end is GDP.

44
45 Dr. Tomerlin entertained questions but the intent here is to shift back into the budget.
46

1 Commissioner Miller said the population of Lake Mary is 15,920 and the workforce is
2 32,000. As we grow if you think about how many of those 15,920 people are in the
3 workforce or eligible for the workforce, our economic development initiatives are
4 supporting many other communities in addition to the City of Lake Mary. When he looks
5 at some of these stats he loves it and thought we were doing the right thing. He thought
6 a lot of this impact accrues to other economies besides ours. With these numbers it's
7 not all ours.

8
9 Dr. Tomerlin said Commissioner Miller was correct. Lake Mary is a job center.

10
11 Commissioner Miller said we are doing fantastic and a great of that is due to Dr.
12 Tomerlin personally.

13
14 Dr. Tomerlin said there is a great deal of spillover effect and there is no doubt we are
15 supporting many a rooftop in Deltona.

16
17 Commissioner Miller said just those two numbers says it has to be. Fifteen thousand
18 nine hundred and twenty people and 32,000 people work here.

19
20 Dr. Tomerlin said procedurally the action required by the Commission is two steps. The
21 first step is to adopt the millage rate at 3.5895 which is what the rate was last year. The
22 rolled back rate that yields the same tax yield as last year is 3.4658 mills. That is done
23 via adopting Ordinance No. 1548. The second thing for Commission is to adopt the
24 Fiscal Year 2016-2017 budget and that is done via adopting Ordinance No. 1549.

25
26 Mayor Meador asked if anyone wanted to speak in reference to Ordinance No. 1548
27 and/or Ordinance No. 1549. No one came forward and the public hearing was closed.

28
29 **Motion was made by Commissioner Miller to approve Ordinance No. 1548 on first**
30 **reading establishing the millage rate of 3.5895 mills, seconded by Commissioner**
31 **Lucarelli and motion carried by roll-call vote: Commissioner Miller, Yes;**
32 **Commissioner Lucarelli, Yes; Commissioner Brender, Yes; Deputy Mayor Duryea,**
33 **Yes; Mayor Meador, Yes.**

34
35 **Motion was made by Commissioner Brender to approve Ordinance No. 1549 on**
36 **first reading, seconded by Commissioner Lucarelli and motion carried by roll-call**
37 **vote: Commissioner Lucarelli, Yes; Commissioner Brender, Yes; Deputy Mayor**
38 **Duryea, Yes; Commissioner Miller, Yes; Mayor Meador, Yes.**

39
40 Mayor Meador thanked staff for the work they put in the past five to six months preparing
41 this to come before us this evening. We appreciate it and it serves our citizens well.

42
43 10. Other Items for Commission Action

44
45 There were no items to discuss at this time.

1 11. City Manager's Report

2

3 A. Items for Approval – None

4 B. Items for Information – None

5 C. Announcements

6

7 Ms. Sova congratulated Mayor Mealor, Commissioner Brender and Commissioner
8 Miller. They were unopposed and will be reelected to serve another two-year term.

9

10 Ms. Sova said our water system received the Water Fluoridation Quality Award for 2014
11 issued by the U.S. Center for Disease Control and Prevention. This award recognizes
12 water systems that adjust the fluoride concentration in drinking water to achieve a
13 monthly average fluoride level that is within the optimal range.

14

15 Ms. Sova said our Police Department will be holding a one day training on babysitting
16 safety to include injury prevention, simple first aid and much more. Also included is the
17 American Heart Association Infant and Child CPR course. The class will be held
18 Saturday, September 10th from 9:00 A.M. to 3:00 P.M. It's free unless someone wants
19 an individualized CPR card and then there would be a \$10 fee. You can call 407-585-
20 1305 to inquire about that.

21

22 Ms. Sova said the 9-11 Memorial will be held Sunday at the Police Department
23 beginning at 6:30 P.M. Please join us as we honor and remember the many lives lost
24 on that tragic day. There will be presentations by city officials, military officials, and our
25 fire and police honor guards.

26

27 Ms. Sova said representatives from FDOT and HNTV will be using our chambers on
28 October 5th from 5:30 P.M. to 7:30 P.M. to hold a public hearing on Segment 3 of the I-4
29 Beyond the Ultimate project. They wanted to be here during WineART Wednesday to
30 create some interest and have some walk-ins.

31

32 Ms. Sova said we have received several calls from residents thanking us for approving
33 the sidewalk on Emma Oaks Trail. We were finally able to get that moving. It was
34 delayed by the power company for quite a bit.

35

36 Ms. Sova said she was proud to announce that with the support of the community we
37 collected 320 pairs of shoes during our recent GotSneakers and SolesforSouls drive.
38 The goal was 50 and we got 320.

39

40 12. Mayor and Commissioners' Reports – 3

41

42 Mayor Mealor said WineART Wednesday last night was an incredible success. We had
43 great turnout and the weather was perfect. A number of residents thanked him and he
44 had to let them know to thank Radley (Williams) and others because they are the ones
45 making it happen.

46

1 Commissioner Miller said he attended the Municipal Advisory Committee meeting as
2 part of Metroplan Orlando today and there were two items. One item was adding a
3 Lynx bus stop in Longwood in a location where the bus stop is visible to where SunRail
4 stops. The other item was a lengthy discussion about a seven-mile section of 408 being
5 added parallel to State Road 50 to go from where 408 ends today all the way out
6 through Bithlo. That is going to take a lifetime. The engineering has been extended
7 another year and this goes through Lake Pickett and the Econlockhatchee River.

8
9 Commissioner Lucarelli said we lost one of our art festival board members. George
10 Weld and his wife owned Valerie's School of Dance in Sanford and had been on our
11 board for many years doing our entertainment arrangements. He was ill with cancer and
12 recently passed away. There will be a service on Saturday, September 10th at the
13 Presbyterian Church at Oak and Elm Streets in Sanford.

14
15 Commissioner Brender said he attended CALNO. Lee Constantine from the County
16 hosted but it was hosted in Altamonte Springs in the offices of Picerne Development.
17 Picerne Development is doing a 102 unit affordable house unit in the vicinity of the
18 Altamonte Springs train station. They wanted to introduce the concept that even though
19 it is affordable housing, it is not Section 8 housing. Section 8 housing is not necessarily
20 Sanford Housing Authority Housing. There are different housing options for a lot of
21 these folks. This is a brand new facility, 102 units complete with swimming pool,
22 daycare center, and a job training center on site. There is a lot going on in the
23 affordable housing industry. These are supported through an \$8 billion federal budget
24 which is eventually fed down to the states and in turn fed down to the counties. It was
25 an interesting presentation.

26
27 Commissioner Brender said Lee (Constantine) also mentioned Sid's comment regarding
28 the development heading east of the Econlockhatchee River. The City of Orlando is
29 taking up the southern development parcel. Our County Commission is still
30 aggressively fighting that development as well as the one farther north which will adjoin
31 us via Highway 50 by Bithlo and that area. They are talking about 7,000 or 8,000
32 homes all together. Four thousand is the southern development and the next
33 development is another 3,800 or 4,000. It is a huge development and it will set the
34 stage for a continuation eastbound of development probably all the way to the
35 headwaters of the St. Johns. The County Commission is aggressively working with
36 Orange County and the City of Orlando to make sure that some of these traffic concerns
37 will be addressed.

38
39 Deputy Mayor Duryea said he went to the Firefighters' Awards dinner and it was a great
40 party. He appreciated the invitation.

41
42 Deputy Mayor Duryea commented on Ms. Sova's budget and reiterated that they do a
43 good job. We still have the lowest millage rate in Seminole County. He asked how long
44 that has been.

45
46 Ms. Sova said we are probably pushing the ten year mark.

1
2 Deputy Mayor Duryea said Dr. Tomerlin did a great presentation on the corporate
3 welfare we have been doing.
4

5 Mayor Mealor followed up on Commissioner Brender's comment about the Orange
6 County development in the southern part of our county. It has tremendous impact. He
7 said he serves on the Regional Planning Council which Commissioner Constantine
8 chairs. In listening to the discussion and the difficulties we have had out there, the City
9 of Lake Mary has been fortunate in joint planning agreements we have had with both
10 the County and the City of Sanford and has allowed us to do things in a manner that
11 has been somewhat seamless. After a great deal of discussion he offered the motion
12 that the Regional Planning Council come back and request of Orange County and the
13 other area of Seminole County a discussion for long range planning through joint
14 planning agreements as to how we can work through some of those issues as we have
15 in this part of Seminole County. It passed unanimously and will be brought back at our
16 next meeting. It is one of those fine lines between the sovereignty of a particular
17 governmental group but at the same time trying to find a way to collaboratively problem
18 solve so that the issues on both sides of an item can be worked through and hopefully
19 the consensus built. He is encouraged about what will happen because that eastern
20 boundary goes out to Brevard County and others and it will change the whole field of an
21 area that our citizens have voted to protect.
22

23 13. City Attorney's Report

24 Ms. Gould had no report.

25 Mayor Mealor thanked Ms. Gould for being here this evening. She is welcome at any
26 time and we appreciate her input.
27

28 14. Adjournment

29 There being no further business, the meeting adjourned at 8:40 P.M.
30
31
32
33
34
35

36
37 _____
38 David J. Mealor, Mayor

36
37 _____
38 Mary Campbell, Deputy City Clerk

39
40
41 ATTEST:

42
43
44
45 _____
46 Carol A. Foster, City Clerk



MEMORANDUM

DATE: September 22, 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. 1547 - Final Planned Unit Development (PUD) for Waterside II, a proposed 9-lot single family residential subdivision, located at the southeast corner of W. Lake Mary Blvd. and Stillwood Ln.; ZDA Land Investments, LLC., Allan Goldberg, applicant - Second Reading (Public Hearing) (Quasi Judicial) (Steve Noto, City Planner)

APPLICANT: ZDA Land Investments, LLC.
Mr. Allan Goldberg.

REFERENCES: City Comprehensive Plan, Code of Ordinances, Development Review Committee, proposed Waterside II Development and PUD Agreement.

REQUEST: The applicant proposes to subdivide the subject property into 9 single-family residential lots. The project has been reviewed as a Final Planned Unit Development (PUD) as well as a Preliminary Subdivision Plan. There is one set of plans that has been designed as a 30% engineered plan in order to comply with the minimum engineering standards of the Final PUD and Preliminary Subdivision Plan ordinances.



DISCUSSION:

Location and History: The subject property is located at the southeast corner of W. Lake Mary Blvd., and Stillwood Ln. and contains +/- 13.22 acres. The property is currently vacant.

Zoning

NW City of Sanford Multi-Family	N City of Sanford Multi-Family/AG	NE City of Sanford Multi-Family/RCOM
W PUD/A-1	SITE A-1*	E City of Sanford Ag
SW R-1AA	S R-1AA	SE City of Sanford Ag

Future Land Use

NW City of Sanford MDR	N City of Sanford MDR	NE City of Sanford MDR
W LDR	SITE LDR	E City of Sanford Public/Semi Public
SW LDR	S LDR	SE City of Sanford Public/Semi Public

***Staff Note:** On March 6, 2008, the City Commission adopted Ordinance No. 1282, establishing the Big Lake Mary Overlay zoning district. The regulations of the Big Lake Mary overlay zoning district apply to the subject property, as well as all properties to the west (until the railroad tracks). To the extent that it does not conflict with the proposed PUD Agreement, the provisions of the Big Lake Mary overlay zoning district apply to the subject property.

FINAL PUD PLAN AND PRELIMINARY SUBDIVISION PLAN: The applicant chose to combine the Final PUD and Preliminary Subdivision Plan into one document. Chapter 154.61(F) outlines that a Final PUD Plan shall have 30% engineering details. The purpose of the preliminary subdivision plan is to provide complete and accurate representation of technical data and preliminary engineering drawings in a manner as to allow complete review and evaluation of the proposed development and its impact upon both the site and surrounding areas. The submittal requirements for a preliminary subdivision plan are outlined in Chapter 155.21. It is generally a 30% engineered plan, which is the same requirement of the Final PUD Plan. As a result of this, the proposed plan provides 30% engineering detail.

As previously mentioned, the 13.22 acre property is proposed to be subdivided into 9 lots. The proposed minimum lot size is 40,000 sq. ft., which complies with the Big Lake Mary Overlay Zoning District (LM Overlay) requirement outlined in Chapter 154.90. The Future Land Use Category of the site is LDR, which allows up to 2.5 units per acre, or 33 lots. With the subject property being part of the LM Overlay, the allowed density is actually 1.09 units per acre, or 14 lots. However, by proposing 9 lots, the applicant is developing at less than 1 unit per acre.

The smallest lot is Lot 8 at 40,120 sq. ft. The largest lot is Lot 9 at 86,133 sq. ft. The remaining 7 lots range in size from 40,232 to 50,091. The applicant proposes the following setbacks:

Front Yard: 25'
Side Yard (Interior Lots): 20' combined, minimum 8' each side.
Rear Yard: 30'
Corner Lots: Lot 1 from Lake Mary Blvd.: 20'. Lot 5 from Jerusalem Pt.: 10'. Lot 6 from S. Stillwood Ln.: 10'.

The only difference between the proposed setbacks and the LM Overlay is the front yard setback. The LM Overlay requires 40' or 60' front yard setbacks, depending on the depth of the lot, for buildings that are constructed adjacent to the right-of-way of Lake Mary Blvd. With the proposed subdivision, the only Lot that this impacts is Lot 1. Lot 1 is unique from almost all other lots within the LM Overlay due to it being a corner lot, and also not having its main access from Lake Mary Blvd. A majority of the lots within the LM Overlay are long and narrow, have access from Lake Mary Blvd., and aren't situated on a corner. As a side note, none of the proposed lots are on Big Lake Mary.

In addition to the 30' rear yard setback, the applicant is proposing a 25' undisturbed wetland buffer easement adjacent to Lots 1-4, and 9.

Addressing and Access Roadways – Seminole County Addressing, which is part of the Office of Emergency Management, is a review partner within the City's Development Review Committee (DRC). As such, County Addressing staff receives a copy of all development proposals and provides comments related to site addressing. Upon receiving the Waterside II plan, County Addressing staff contacted the City's public safety staff to relay concerns related to the addressing of the Waterside II project. The issue revolved around the fact that Stillwood Ln. does not have directional in front of it (ex: W. Stillwood Ln., S. Stillwood Ln.), even though a segment of Stillwood Ln. goes west, and another segment goes south. City staff had a number of in-depth discussions internally, with the applicant and with County Addressing staff, to try and resolve this issue since it was going to be exacerbated due to the Waterside II project. The resulting direction of those meetings, which was ultimately the decision of Seminole County E-911, was that all properties along Stillwood Ln. would be re-addressed. This would provide for an appropriate directional without having to provide new numerical ranges for all properties in the area. A graphic that was done by Seminole County staff is attached to this staff report for informational purposes. New street signs were installed by the applicant as a result of the required changes. This addressing synopsis is provided for informational purposes.

The site will have primary access from Stillwood Ln. via the existing curb cut on Lake Mary Blvd. Lots 6-9 will have access from Stillwood Ln., and a new roadway that has been approved with the name of Jerusalem Pt. Portions of Stillwood Ln. will be improved. The northern-most portion, which is adjacent to Lot 1, will be improved to a 28' wide roadway. After approximately 115', the roadway will narrow to 24'. At the point where Stillwood forks to the west and to the south, the southern segment will be widened to 20'. Lastly, the final +/- 180', which is 12' wide, will be paved per an agreement with the adjoining property owner.

The eastern median within the Lake Mary Blvd. right-of-way will be trimmed back to align with the expanded Stillwood Ln. roadway width. A Seminole County permit is required for that work.

Environmental: An environmental study was completed by the applicant and subsequently reviewed by the City's consultant, CPH. A number of gopher tortoises were observed on site. As a result, the applicant will have to coordinate with the Florida Fish and Wildlife Conservation Commission prior to development of the subject property and comply with their regulations and requirements. No other issues were identified.

Landscaping/Site Clearing and Construction – No additional landscape buffers are required as the surrounding zoning districts are all residential in nature. There are no historic trees on site.

This development will be constructed differently than the first Waterside project. That project was a result of a lawsuit, and many of the specific designs and outcomes were a result of that. For example, each lot was designed to have its own independent stormwater pond that was to be constructed when each home was built. Typically, a subdivision has a master pond that is constructed when all other infrastructure is built. The former example is what will be done for Waterside II. Along the eastern boundaries of Lots 1-4, a portion of the northern boundary of Lot 9, the southern boundaries of Lots 6-8, and the northeast corner of Lot 5, is the stormwater infrastructure for the entire subdivision.

This stormwater infrastructure will be built while all other infrastructure is built for the project. In addition, each building pad area will be cleared and prepared for construction so that the appropriate elevations are achieved to maximize the stormwater design as early as possible. As a condition of approval, each lot will be seeded so that they aren't just dirt in the event development does not occur.

Perimeter Wall/Signage: There will be no additional signage as a result of this development. A perimeter wall, similar in design to the wall built for the first Waterside project, will be built along the northern boundary of the project area, 174' east of the western most point of Lot 1. This is shown in detail on Sheet ST-1 of the plans. The wall won't go the full limits of the northern boundary adjacent to Lake Mary Blvd. due to changes in elevation and wetland issues.

Seminole County Public Schools – A School Impact Analysis was provided in 2014 when the project was submitted as an 8-lot subdivision. At the time of submittal for Final Subdivision, a School Capacity Availability Letter of Determination (SCALD) will be obtained.

Stormwater – As previously mentioned, stormwater will be handled via three different pond areas. The ponds will be managed and maintained via drainage easements to be recorded during the platting process.

Transportation: The proposed development does not generate more than 300 average daily trips or 50 peak hour trips. No traffic study is required.

Utilities – The applicant will be connecting to the existing lift station that was built as part of the first Waterside project. A connection will be made to the existing 10” water main at the corner of Lake Mary Blvd. and Stillwood Ln., as well as the existing 6” reclaimed water main in generally the same location.

The Applicant shall coordinate with the City of Lake Mary and the City of Sanford in relation to the Utility Agreement that was entered into during the first Waterside project. This is due to the lift station being utilized for Waterside II. That agreement shall be modified and approved by the City of Lake Mary and the City of Sanford prior to the approval of the Final Subdivision Plan. In addition, the applicant is required to comply with all comments provided by the City of Sanford review staff.

PUD FINDINGS: Section 154.61 (D) (2) (d) of the City’s Code of Ordinances states that the City Commission shall make the following findings:

ITEM No. 1:
That there is substantial compliance with the purpose of the Planned Unit Development District and the preliminary development plan;
FINDINGS OF FACT No. 1:
The PUD zoning district lists seven purposes in Chapter 154.61. The Preliminary and Final PUD plan substantially complies with all seven purposes: <ol style="list-style-type: none">1. The design of the development provides for a planned residential community through the 9 lots which allow for unique building layouts and designs;2. It is compatible with permitted land uses on abutting properties based on the minimum acreage and setback requirements;3. A more efficient use of utilities and infrastructure is being utilized through the use of the existing lift station and minor expansion of Stillwood Ln.;4. The final development plan will occur according to the limitations of use, design, density, coverage, and phasing since it is only 9 lots and not a larger mixed use, multi-phase development;5. Preservation of natural amenities and environmental assets are occurring through the use of Tract A and a 25’ undisturbed wetland buffer easement adjacent to Lots 1-4 and Lot 9.6. Conventional zoning regulations would require Stillwood Ln. and the internal roadway to be a 50’ wide right-of-way, in addition all of the lots would have to be 3 acres in size. By allowing lot sizes that are more consistent with the surrounding neighborhoods, and providing for narrower street widths, more open space areas are able to be provided for, as outlined in point 5 above (i.e. Tract A and the buffer easement).7. The number of lots and the lot sizes proposed allow for the opportunity of unique site planning and aesthetically pleasing living through the application of linear retention, wetland buffers, existing infrastructure use, and environmental preservation.

ITEM No. 2:

That the phase of development in question can exist as an independent unit capable of creating an environment of substantial desirability and stability;

FINDINGS OF FACT No. 2:

This is proposed as a one phase development, therefore it can exist as an independent unit creating an environment of substantial desirability and stability.

ITEM No. 3:

That existing or proposed utility services and transportation systems are adequate for the population densities proposed;

FINDINGS OF FACT No. 3:

The proposed utility and transportation plans have been reviewed and are adequate for the proposed development. The proposed density is consistent with the surrounding utility and transportation network.

ITEM No. 4:

That the preliminary engineering plans as required by the City Engineer have been approved;

FINDINGS OF FACT No. 4:

The development program has been reviewed by the Development Review Committee (DRC), which includes the City Engineer. The Final PUD Plans have been reviewed concurrent with the Preliminary Subdivision Plans. City staff is recommending approval of that Preliminary Subdivision Plan.

PUD FINDINGS OF FACT: Staff finds that the request for Final Planned Unit Development for Waterside II is consistent with Section 154.61 (D) (2) (d) of the City's Code of Ordinances.

REZONING: The applicant has requested a rezoning of A-1, Agriculture, to PUD, Planned Unit Development. All rezoning requests shall be reviewed in light of the provisions of Section 154.27(A) (2) of the City's Code of Ordinances.

Determination of Items and Findings of Fact: The four (4) items listed below are to be used to support the written recommendations:

ITEM No. 1:

The need and justification for the change;

FINDINGS OF FACT No. 1:

Over the last two to three years, City staff has been paying close attention to the daytime population of the City compared to the nighttime population through coordination with the City's Economic Development Director. It has been determined that the City is very "jobs heavy" and that the need and demand for all types of housing is very high. According to the Census Bureau, the City's current population is 16,021, and there are 5,922 housing units. In the Housing Element of the Comprehensive Plan, original forecasts had the City's population at 14,044 in 2010, with 5,810 housing units. Staff has found that the City continues to trend upward in not only population, but also in the number of citizens that come from around the region to the City for work, and then leave the City afterwards. As a result, emphasis has been placed on continuing to support the Goals, Objectives, and Policies of the Future Land Use Element and the Housing Element which promote development plans that provide for housing that meets the demand of the local market and the needs of the City.

ITEM No. 2:

The effect of the change, if any, on the particular property and on surrounding properties;

FINDINGS OF FACT No. 2:

The subject property is currently vacant, so there will be an effect on surrounding properties. However, given that the proposed lots are similar in size and design as the surrounding neighborhoods, the impact will be minimal.

ITEM No. 3:

The amount of undeveloped land in the general area and in the city having the same classification as that requested;

FINDINGS OF FACT No. 3:

In the general area, the original Waterside development is the only area with PUD zoning. In the City, there are a number of tracts within the Colonial Center PUD, Rinehart Place PUD, and Primera PUD's that have remaining entitlements. However, all three PUD's continue to be under development.

ITEM No. 4:

The relationship of the proposed amendment to the purpose of the City's Comprehensive Plan, with appropriate consideration as to whether the proposed change will further the purpose of this chapter [Chapter 154 – Zoning Code] and the comprehensive plan.

FINDINGS OF FACT No. 4:

The PUD request is in compliance with the Future Land Use category of the subject property, LDR (Low Density Residential). As mentioned in Finding of Fact No. 1, the proposal also assists in the furtherance of compliance with the Goals, Objectives, and Policies of both the Future Land Use Element and the Housing element.

REZONING FINDINGS OF FACT: Staff finds that the request for a rezoning of A-1, Agriculture, to PUD, Planned Unit Development is consistent with provisions of Section 154.27(A) (2) of the City's Code of Ordinances.

PRELIMINARY SUBDIVISION PLAN FINDINGS OF FACT: Staff finds that the request for Preliminary Subdivision Plan for Waterside II is consistent with 155.12 of the City's Code of Ordinances.

PLANNING AND ZONING BOARD: At their regular August 9, 2016 meeting, the Planning and Zoning Board took the following actions:

- 2016-RZ-03: Final PUD for Waterside II, the Planning and Zoning Board Recommended approval, 4-0.
- 2016-PSP-04: Preliminary Subdivision Plan for Waterside II, the Planning and Zoning Board Recommended approval, 4-0, with the following conditions:
 1. Only access to the lots would be via the easements and the streets and not the FPL easement.
 2. The property under the FPL easement is to be owned and maintained by the HOA.
 3. The property under the retention pond which is now shown as Lot 5 would become part of Lot 9 and the property under the FPL easement which is now shown as Lot 9 would become an HOA tract.
 4. The FPL easement is to have a six-foot high fence of some type running along the western boundary to the southern border.

Staff Note: The applicant has taken these conditions into consideration. Condition #3 could not be met due to minimum lot size requirements not being met. As a result, Lot 9 does include a small segment of the FPL easement; however, that segment will be permanently fenced off.

STAFF RECOMMENDATION: Staff finds that the request for Final Planned Unit Development and Preliminary Subdivision Plan for Waterside II is consistent with the City's Land Development Code and Comprehensive Plan, and recommends approval with the following conditions:

1. The applicant shall meet the requirements of the City of Sanford as it relates to the Utility Agreement and all other engineering related requirements.
2. Each lot shall be seeded upon clearing of the stormwater pond and building pad areas.
3. The final subdivision plan shall show sidewalks on at least one side of both Stillwood Ln. and Jerusalem Pt.

LEGAL DESCRIPTION: The South 899.84 feet of the North 924.84 feet of the East 1/2 of the Northwest 1/4 of the Northeast 1/4 of Section 15, Township 20 South, Range 30 East, Seminole County, Florida. Less and except that certain Trustee's Deed to Seminole County, Florida recorded in Official Records Book 2574, page 431, of the Public Records of Seminole County, Florida, more particularly described as follows:

A parcel of land lying in Section 15, Township 20 South, Range 30 East, Seminole County, Florida being more particularly described as follows: From a point of Reference being the Northeast corner of said Section 15; thence North 89°36'35" West along the North line of said Section 15 a distance of 1,316.65 feet; thence South 00°41'40" West, a distance of 30.00 feet to the Point of Beginning; thence South 00°41'40" West, a distance of 18.20 feet; thence North 89°56'53" West, a distance of 658.40 feet; thence North 00°40'42" East, a distance of 22.09 feet; thence South 89°36'35" East, a distance of 658.38 feet to the Point of Beginning.

ATTACHMENTS:

- Ordinance No. 1547 (For 2016-RZ-03, Final PUD)
- PUD Developer's Agreement, as Attachment "A" of Ordinance No. 1547
- Location Map
- Zoning Map
- Future Land Use Map
- Aerial
- Addressing Graphic
- August 9, 2016 Planning & Zoning Board Minutes

ORDINANCE NO. 1547

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA REZONING CERTAIN LANDS WITHIN THE CITY OF LAKE MARY, CONSISTING OF APPROXIMATELY 13.22 ACRES, LOCATED AT THE SOUTHEAST CORNER OF WEST LAKE MARY BOULEVARD AND STILLWOOD LANE, HEREIN DEFINED FROM THE PRESENT CITY ZONING CLASSIFICATION OF A-1, AGRICULTURE, TO PUD, PLANNED UNIT DEVELOPMENT, PURSUANT TO THE TERMS OF THE FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, ZDA Land Investments, LLC., Applicant, has petitioned the City of Lake Mary, Florida, to rezone the following described properties located within the City of Lake Mary, Florida, which are currently in a zoning classification of A-1, Agriculture; and

WHEREAS, the City Commission of the City of Lake Mary, Florida, held a duly noticed public hearing on the proposed zoning change set forth herein and considered findings and advice of staff, citizens, and all interested parties submitting written and oral comments and supporting data and analysis, and after complete deliberation, hereby finds the requested change consistent with the City of Lake Mary's Comprehensive Plan and that sufficient competent and substantial evidence supports the zoning change set forth herein; 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 in order to promote the health and general welfare of the citizens of Lake Mary, Florida, to rezone the subject property to PUD, Planned Unit Development; and

WHEREAS, the Planning and Zoning Board recommended approval of this rezoning at its August 9, 2016 meeting; and

WHEREAS, the City finds that said requested zoning classification is in conformity with present zoning classifications of other properties in the same immediate area.

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 properties from their present A-1, Agriculture, zoning district to the PUD, Planned Unit Development zoning district:

SEE EXHIBIT “A” OF ATTACHMENT “A” FOR LEGAL DESCRIPTION

Section 2. This rezoning action is subject to the conditions provided for and agreed to in the PUD Agreement attached hereto as Attachment “A” and incorporated therein.

Section 3. 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 4. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of any conflict.

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

FIRST READING: September 8, 2016

SECOND READING: September 22, 2016

PASSED AND ADOPTED this 22nd day of September, 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 REISCHMANN, CITY ATTORNEY

ATTACHMENT "A"

Prepared by:
Allan Goldberg, Manager
ZDA at Sandpiper, LLC
100 S. Virginia Avenue #201
Winter Park, FL 32789

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

WATERSIDE II PLANNED UNIT DEVELOPMENT AGREEMENT

This Planned Unit Development Agreement (the "Agreement") is made and entered into as of the ____ day of _____, 2016 by and between **ZDA at Sandpiper, L.L.C. ("ZDA")**, a Delaware limited liability company with an address of 100 S. Virginia Ave., Unit 201, Winter Park, Florida 32789 (hereinafter "Developer") and **City of Lake Mary, Florida**, a municipal corporation with an address of 100 N. Country Club Road, Lake Mary, Florida 32746 (the "City").

RECITALS:

WHEREAS, on September 22, 2016, the City approved Ordinance 1547 rezoning relating to the 13.218 (+/-) acre site located at 1201 West Lake Mary Boulevard, Lake Mary, Florida, as more particularly described on Exhibit "A" attached hereto and made a part hereof (hereinafter referred to as the "Property" or the "Subdivision") to Planned Unit Development ("PUD") subject to the terms of the Agreement; and

WHEREAS, the Agreement grants the right to develop a 9 lot subdivision on the Property with certain conditions to protect the public (the "Original Project"); and

WHEREAS, ZDA is the Developer for Property; and

WHEREAS, this Agreement is entered into under the City's Home Rule Authority, is not a statutory development agreement under Fla. Stat. 163.3221, et seq., and is required for property zoned PUD.NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter stated, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT:

1. Recitals. The foregoing recitals are true and correct and are incorporated herein by reference.

2. Planned Unit Development and Permitted Development Uses. The City shall review the final PUD and Development plan and other required submittals, provide information and input to the Developer, and respond to inquiries by the Developer in a good-faith and timely manner so as to facilitate the final approval of the PUD, and approval of the final Plat.

3. Development Uses.

(i) The Property shall be developed as a subdivision of up to 9 lots in accordance with the Preliminary Development Plan (“PDP”) attached hereto and made a part hereof as Exhibit "B." All notations, including those regarding lot lines, setbacks, and, as set forth in the PDP are incorporated herein by reference and made a part hereof. The minimum lot sizes, and setbacks, and location of easements shall be as depicted on the PDP.

(ii) The minimum square footage of each residence shall be 2,500 square feet, excluding any detached guest house which is an authorized ancillary use, so long as said guest house is consistent with City Code, including setback requirements.

(iii) Clearing of all easement and retention areas and areas needed to mobilize for removal of cleared materials and equipment will be allowed during the initial infrastructure construction permit.

(iv) The PDP attached hereto depicts access to lots 1-9 from the 20 foot ingress/egress easements on the Property also known as a portion of S. Stillwood Lane. The Developer will construct a paved asphalt road, with one inch of asphalt, within the 20 foot easements. The pavement within the easements and the private roads will be maintained by the Waterside at Lake Mary Homeowners Association (“Homeowners Association”).

(v) The Developer will construct a six (6) foot tall painted masonry precast wall along Lake Mary Boulevard to be of the same style as was constructed in the Waterside I project located to the west of the project. Additionally, a six (6) foot fence, material to be selected by the Developer, will be installed along the eastern portion of Lots 8 & 9 as noted on the PDP. The property located under the Florida Power and Light easement adjacent to the eastern portion of Lots 8 and 9 will be owned and maintained in a separate tract by the Homeowners Association, and there will be no access to Lots 1-9 after infrastructure and home construction from the Florida Power and Light easement.

(vi) Retention/detention areas required to treat drainage from each lot, will be constructed during the initial infrastructure permit and will be maintained by the Homeowners Association.

(vii) Lot Setbacks:

Front – 25’

Rear – 30’

Side – 20’ combined (8’ minimum)

Corner - Lot 1 setback from Lake Mary Blvd - 20’

Lot 5 setback from Jerusalem Point -10’

Lot 6 Setback from S Stillwood Lane – 10'

4. Sewer. The Developer will connect the sewer system on the Property to the lift station on Tract A on the Plat of Waterside I, Plat Book 78, Page 13. The City has entered into a reciprocal utility agreement (the "Utility Agreement") with the City of Sanford pursuant to which the Property will be serviced by the City of Sanford wastewater system. The manner of connection, sewer tap fees, and customer service charges have been set forth in the Utility Agreement; provided, however, that the City shall not, with the exception of a one time administrative charge per lot (as provided by Code), levy any additional charges or fees in excess of those imposed by the City of Sanford. The sewer system located on the Property shall be owned and maintained by the Homeowners Association. The sewer system will be constructed and completed prior to the first home's Certificate of Occupancy.

5. Homeowners Association. The Waterside at Lake Mary Homeowners Association shall provide for the maintenance of all easements, and the Florida Power and Light easement, within the Property as depicted on the PDP; and for the purpose of regulating and enforcing subdivision restrictions. All ingress and egress easements and private roads shown on the PDP shall be maintained by the Homeowners Association as private roads subject only to use by third parties as are permitted or required by existing recorded easements.

6. Other Requirements. With the exception of the matters reflected on the PUD or in this Agreement, any issues not specifically addressed in this Agreement shall be subject to review through the City's standard review processes and shall reflect standards consistent with the City Code, as it may be from time to time amended.

7. Further City Commission Review and Additional Approvals. It is understood that in addition to approval of the PDP, the City must conduct other additional hearings to approve the rezoning of the Property, the final PUD, and the Plat. Further, in order for development of the lots to proceed, the City must review and approve final engineering plans for the Property and issue individual building permits. The failure of this Agreement to address a particular permit, condition, term or restriction shall not relieve the Developer from the necessity of complying with the law governing such permitting requirements, condition, terms or restrictions.

8. Comprehensive Plan. This Agreement is consistent with the City of Lake Mary Comprehensive Plan and shall be consistent with the land development regulations of the City of Lake Mary, Florida in effect at the time of this Agreement.

9. Term. The duration of this Agreement shall be for a term of 50 years from the effective date of this Agreement. If development of the Property is not completed in accordance with the final PUD and Plat, the terms and conditions of this Agreement and applicable state laws of the State of Florida within 10 years from the effective date of this Agreement, then in that event, the City of Lake Mary shall not be precluded, prohibited, or stopped from redesigning and/or rezoning all or any portion of the Property.

10. Binding Covenants. This Agreement shall run with the title to the Property and the benefits and burdens hereof shall inure to the benefit of all successors in interest to the parties hereto; provided, however, the provisions of this paragraph are not intended to imply or require the City's consent or joinder in mortgages encumbering the restrictions, execution or easements or any other instrument executed in connection with the development or sale of the Property.

11. Agreement. This Agreement may be amended by mutual consent of the parties of this Agreement or by their successors in interest pursuant to the public notice requirements of the City.

12. Definition of Terms. Except as defined herein, other terms shall have the meaning and definition as set forth in the City of Lake Mary Code of Ordinances in effect as of the date hereof.

13. Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and the City of Lake Mary. The venue for purposes of litigation shall be Seminole County, Florida, or Orlando, Florida, if federal action.

14. Notice. Any notice of either party to the other shall be in writing, and shall be given and be deemed to have been duly given, if either delivered personally or mailed in a registered or certified postage paid envelope addressed to the addressee set forth below. Either party may, at any time, change the address for notices to such party by the delivery or mailing as aforesaid of a notice stating the change and setting forth the changed address:

To City: Jackie Sova, City Manager
City of Lake Mary
P.O. Box 958445
Lake Mary, FL 32795-8445

To Developer: ZDA at Sandpiper L.L.C.
Attn: Allan Goldberg, Manager
100 S. Virginia Avenue, Unit 201
Winter Park, FL 32789

15. Cooperation in the Event of Legal Challenge. In the event of any legal action instituted by a third party or other governmental entity or official challenging the validity of any provisions of this Agreement, the parties hereby agree to cooperate in defending such action and Developer shall reimburse the City for any legal expenses and costs incurred in defense of this Agreement.

16. Invalidity. If any sentence, phrase, paragraph, provision or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portion thereto unless the same shall frustrate the intentions of either party hereto in entering into this Agreement.

17. Compliance with Laws. The failure of this Agreement to address a particular permit, condition, term, or restriction shall not relieve Developer of the necessity of complying with the law governing said permitting requirements, conditions, term, or restriction.

18. Recording. This Agreement shall be recorded by the City, at the Developer's expense, in the public records of Seminole County, Florida within fourteen (14) days after this Agreement is approved by the City Commission of the City and signed by all parties hereto.

19. No Representations. The City and Developer jointly and individually represent and warrant that they have freely and voluntarily entered into and executed this Agreement, and that they have not been induced to enter into and execute this Agreement by any warranty, representation, promise, covenant, or Agreement made by or on behalf of any other party hereto, except as specifically set forth herein.

20. Disclaimer of Third Party Beneficiaries. This Agreement is solely for the benefit of the formal parties to this Agreement and no right or cause of action shall accrue by reason hereof to or for the benefit of any third party not, a formal party hereto. Nothing in this Agreement, expressed or implied, is intended or shall be construed to confer upon or give any person or entity any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof, other than the parties hereto and their respective representatives, successors and assigns.

21. Effective Date. This Agreement shall not be effective or binding on any party until this Agreement is approved by the City Commission of the City and signed by all parties hereto, and until recorded.

[signatures to follow]

WITNESSES:

ZDA at Sandpiper, L.L.C., a Delaware limited liability company

(print)

By: _____
Allan Goldberg, Manager

(print)

STATE OF FLORIDA
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Allan Goldberg, Manager of ZDA at Sandpiper L.L.C., who is personally known to me.

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

WITNESSES:

CITY OF LAKE MARY, FLORIDA

By: _____

David J. Mealor, Mayor

(print)

ATTEST:

By: _____

Carol A. Foster, City Clerk

(print)

Date: _____

STATE OF FLORIDA
COUNTY OF SEMINOLE

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by David J. Mealor, Mayor of the City of Lake Mary, Florida, who is personally known to me.

Notary Public – State of Florida

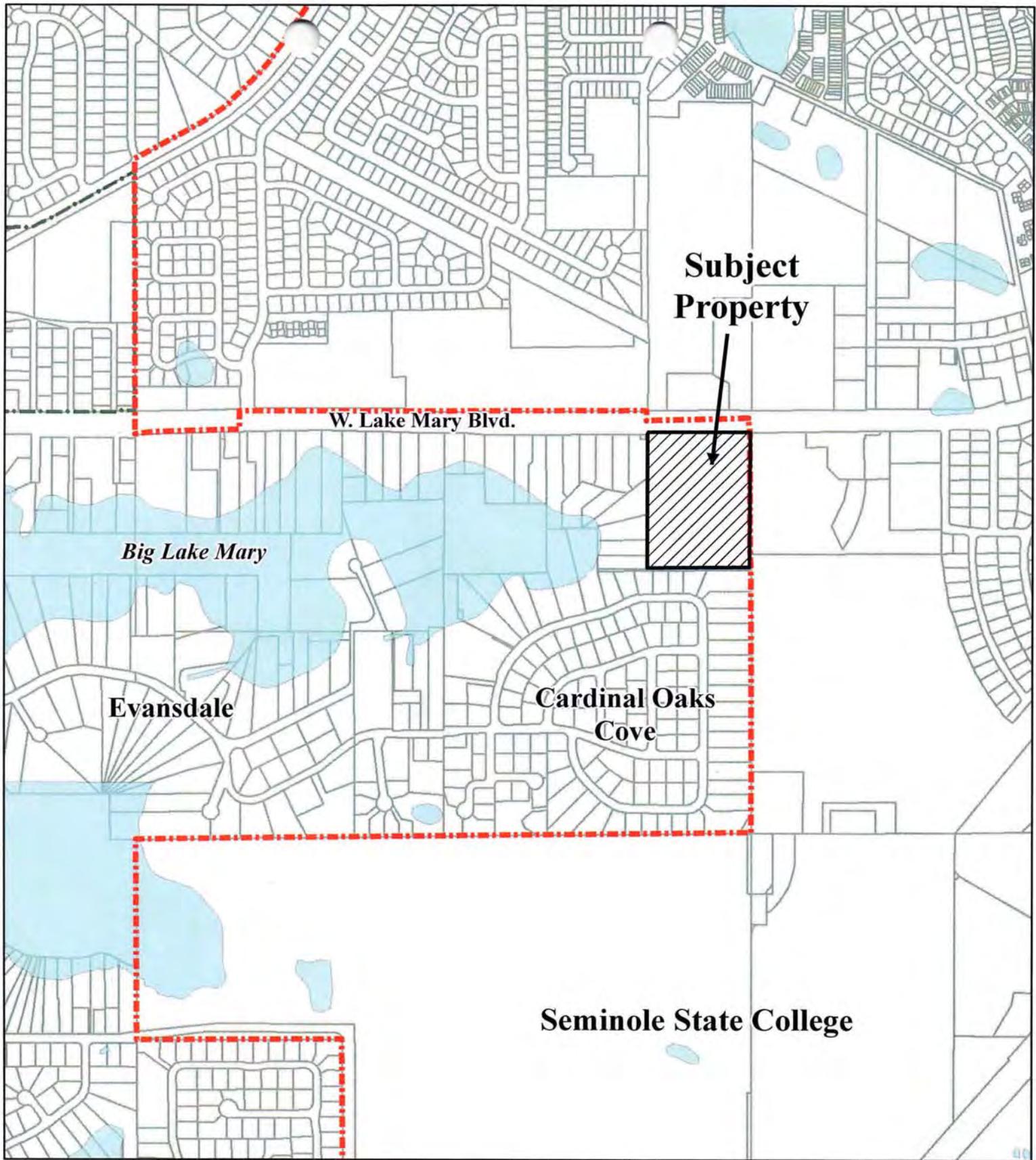
Print name: _____

My Commission expires:

EXHIBIT "A"

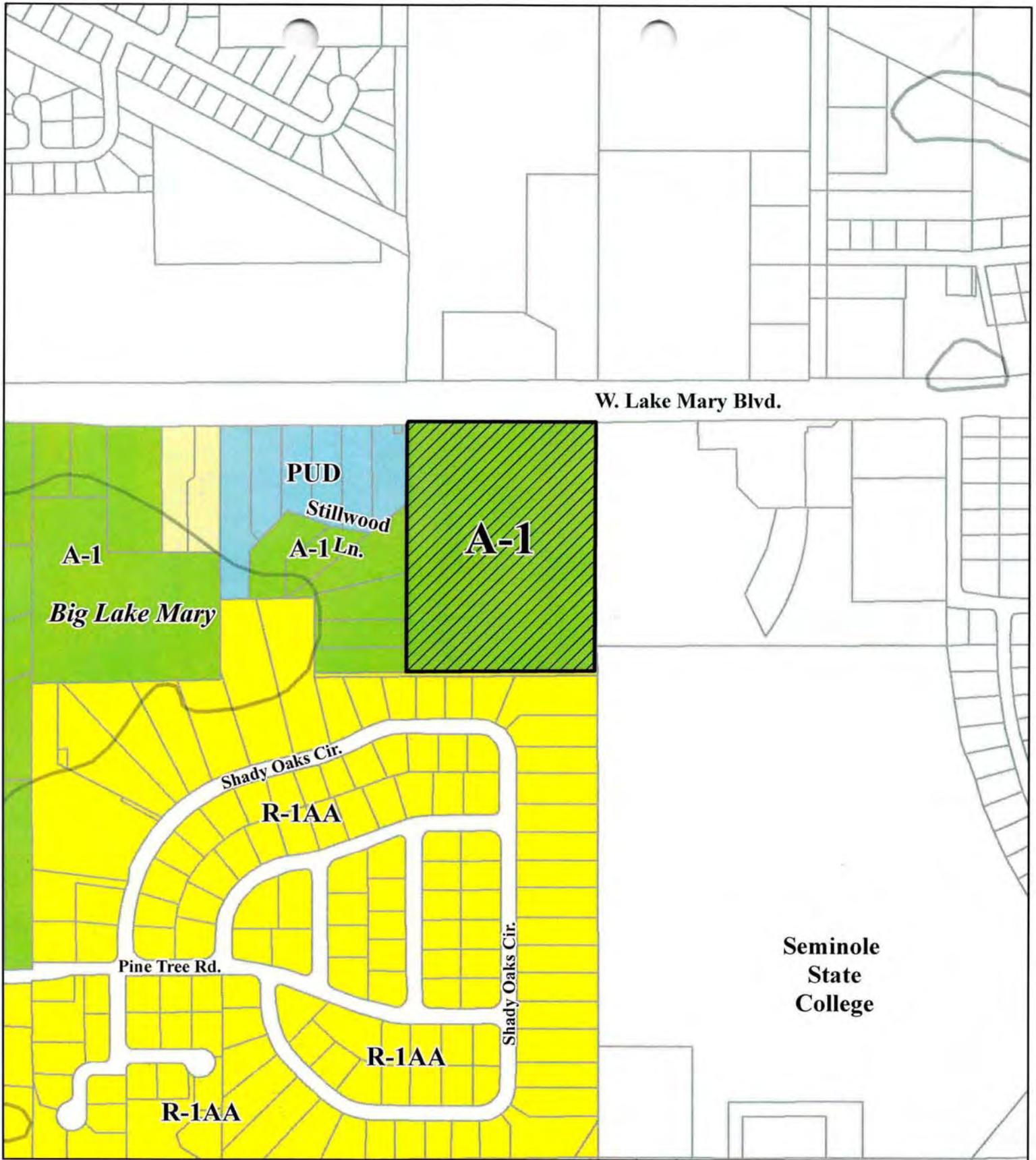
The South 899.84 feet of the North 924.84 feet of the East 1/2 of the Northwest 1/4 of the Northeast 1/4 of Section 15, Township 20 South, Range 30 East, Seminole County, Florida. Less and except that certain Trustee's Deed to Seminole County, Florida recorded in Official Records Book 2574, page 431, of the Public Records of Seminole County, Florida, more particularly described as follows:

A parcel of land lying in Section 15, Township 20 South, Range 30 East, Seminole County, Florida being more particularly described as follows: From a point of Reference being the Northeast corner of said Section 15; thence North $89^{\circ}36'35''$ West along the North line of said Section 15 a distance of 1,316.65 feet; thence South $00^{\circ}41'40''$ West, a distance of 30.00 feet to the Point of Beginning; thence South $00^{\circ}41'40''$ West, a distance of 18.20 feet; thence North $89^{\circ}56'53''$ West, a distance of 658.40 feet; thence North $00^{\circ}40'42''$ East, a distance of 22.09 feet; thence South $89^{\circ}36'35''$ East, a distance of 658.38 feet to the Point of Beginning.



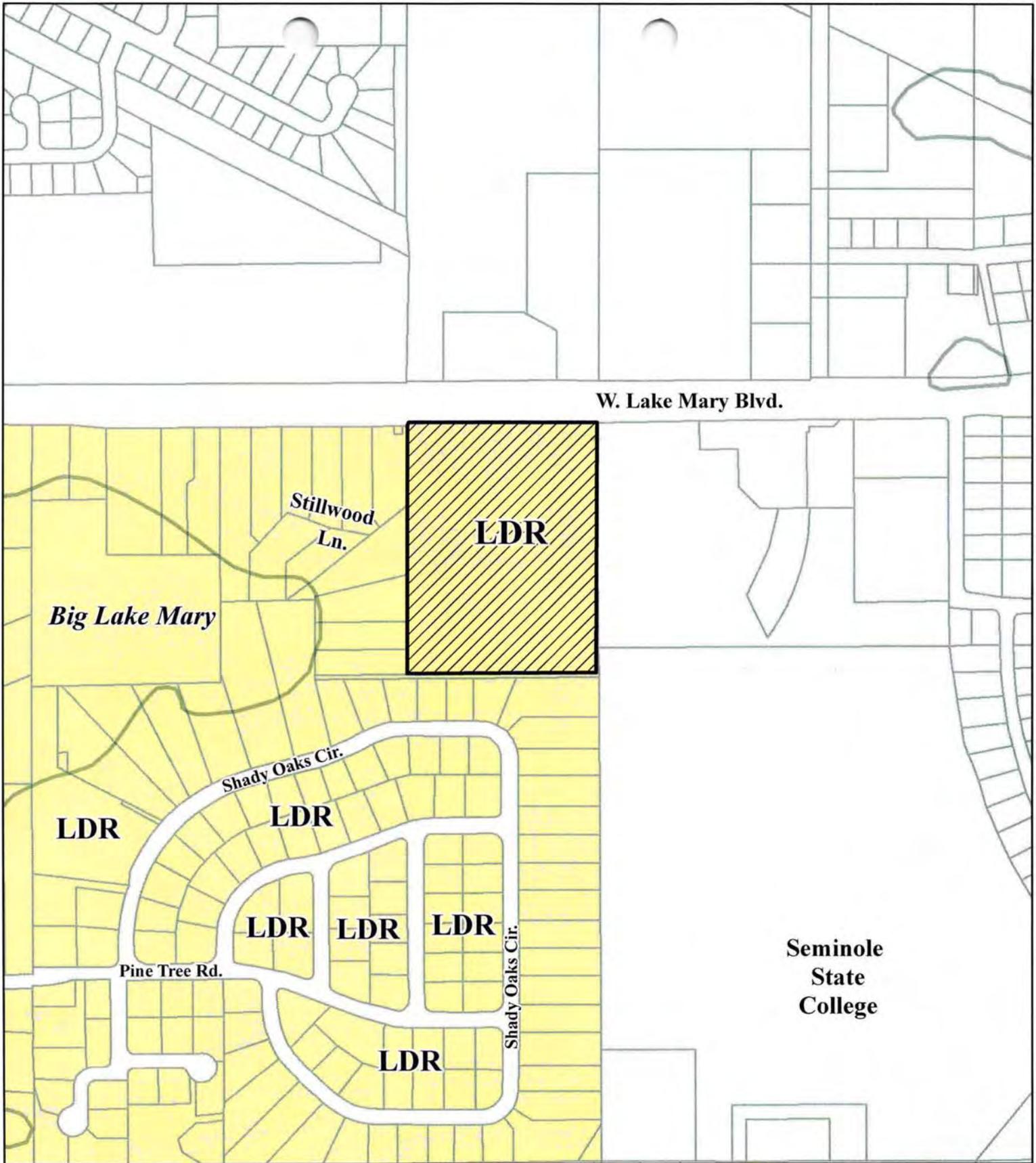
Location Map
Waterside II





Zoning Map
Waterside II





Future Land Use Map
Waterside II



W. Lake Mary Blvd.



12821

W LAKE MARY BLVD

W LAKE MARY BLVD

(South)

1325

1305

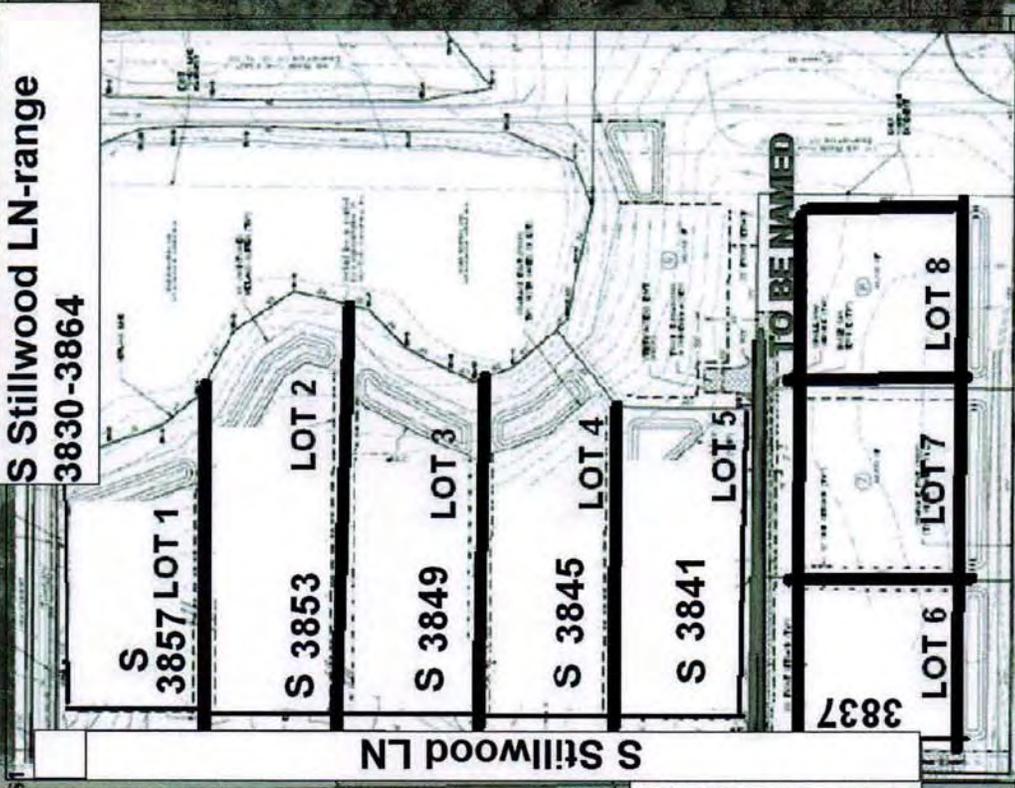
3864

L/S

W STILLWOOD LN

W Stillwood LN-range
3865-3885

W Stillwood LN



223

225

229

231

233

1 B. 2016-RZ-02, 2016-RZ-03, and 2016-PSP-04: Recommendation to the Mayor
2 and City Commission regarding a request for a Preliminary and Final Planned
3 Unit Development (PUD) and a Preliminary Subdivision Plan for Waterside II,
4 a proposed 9-lot single family residential subdivision located at the southeast
5 corner of West Lake Mary Boulevard and Stillwood Lane. Applicant: ZDA
6 Land Investments, LLC, Mr. Allan Goldberg (Public Hearing – Quasi Judicial)
7

8 Mr. Noto said for the three file names just read off we will do separate motions for each
9 one. He clarified that 2016-RZ-02 and 2016-RZ-03 are rezoning requests of A-1
10 Agricultural to PUD.
11

12 Mr. Noto showed the location map on the overhead. This is the 13-acre property at the
13 very eastern portion of the city limits. To the west is Waterside Phase I, Stillwood Lane,
14 and some of the other development projects that have occurred over Lake Mary
15 Boulevard.
16

17 Mr. Noto showed the combined preliminary/final PUD plan and preliminary subdivision
18 plan on the overhead. The reason they are combined is the preliminary PUD plan is
19 just a concept plan. This is more detailed than what you would see with a preliminary
20 PUD. The final PUD and preliminary subdivision plan requires 30% engineering. The
21 plans you have received are 30% engineering. From this stage they would submit the
22 final engineering plan and final subdivision which is 100% engineered.
23

24 Mr. Noto said the request is to rezone the property to PUD Planned Unit Development
25 and the preliminary subdivision plan and final PUD showing a 9-lot subdivision. The
26 minimum lot size required for this parcel is 40,000 square feet. That is due to the Big
27 Lake Mary overlay that was adopted by the City many years ago. This project complies
28 with that minimum lot size of 40,000 square feet. The A-1 zoning category requires lots
29 of three acres in size. We don't see many three-acre properties in this direct vicinity.
30 The land use category is LDR which is Low Density Residential and allows up to 2-1/2
31 units per acre. As a whole they could attempt to squeeze 33 lots out of this parcel.
32 Over the years we have gotten calls from developers that wanted to do apartment
33 projects and townhome projects. Due to a number of reasons, zoning and land use
34 regulations being part of that, those projects did not pan out. What we are left with is
35 this 9-lot subdivision which comes in at less than one unit per acre based on the layout
36 being proposed.
37

38 Mr. Noto said the smallest lot will be Lot 8 which is at the southeast corner of the project
39 which is just over 40,000 square feet. The largest lot is Lot 9 located at the southeast
40 corner of the project area. There is a large FPL easement that eats up the entire
41 eastern boundary of the property area. Lot 9 is big but their buildable area is going to
42 be constrained to where he circled in the red.
43

44 Mr. Noto said there are some wetland areas on the project site. As part of the
45 developer's agreement they are proposing a 25-foot undisturbed buffer that would run
46 adjacent to Lots 1 to 4 and then the northern part of Lot 9. The stormwater ponds run

1 parallel to Stillwood Lane. They are in the rear lot area of Lots 1 through 4. There is a
2 pond area at the northeast corner of Lot 5, the northern part of Lot 9, and more
3 stormwater area on the rear of Lots 6, 7 and 8.

4
5 Mr. Noto said there is a big difference between Waterside I and Waterside II. Aside
6 from the fact that the City had to deal with a lawsuit with Waterside I around ten years
7 ago, those lots were developed with individual stormwater ponds on them. That is how
8 the project was approved and is how the project was permitted. The subdivision
9 occurred and as individual homebuilders came in it was their responsibility to build a
10 stormwater pond on that parcel. The stormwater ponds were not built as part of the
11 overall infrastructure for Waterside I. That caused some problems during construction
12 because it was left up to the homebuilders to build the ponds and to grade the lots at
13 the same time. They were occurring at different times and different lots. It was as the
14 market went along. We talked with the developer about that and we said we don't want
15 that to happen again. It doesn't happen too often with residential subdivisions.
16 Typically a developer will have a large parcel and will do one stormwater pond, do that
17 when they do the infrastructure and be done with it. What happened with Waterside I
18 was a little different due to the lawsuit and some other constraints of the project area.

19
20 Mr. Noto said some of the members were not on the Board when Sandhill Cove came
21 through but Chairman Hawkins and Member Taylor may recall Sandhill Cove off Linda
22 Lane is a similar project in that they built stormwater behind the lots and had swales
23 along the front. The stormwater will be built when the site construction permit is issued
24 so when all the infrastructure goes in and the improvements to Stillwood Lane they
25 would go ahead and build the stormwater pond areas, will build the swales in front of
26 Lots 1 through 5, to prepare the homebuilders to have a lot that is ready to be built
27 upon. They don't have to worry about different elevations being done, don't have to
28 worry about adding stormwater ponds or taking stormwater away. It will be ready to go.
29 We expect that to help how the neighbors are impacted by this development when the
30 individual homes are built.

31
32 Mr. Noto said along the north side of the project area, for Waterside I they have a
33 decorative wall that runs parallel to Lake Mary Boulevard. That type of wall design will
34 be continued. It won't go all the way to the east. There are some severe elevation
35 changes and then the wetland area so there is not going to be any construction
36 occurring in that general vicinity anyway. Where there will be a home you will have that
37 decorative wall.

38
39 Mr. Noto said for Waterside I a lift station was built. A lot of coordination was had with
40 the City of Sanford. Sewer connections will be made to that lift station and the
41 appropriate amendments are going to be made to those prior agreements between the
42 developer and the City of Sanford.

43
44 Mr. Noto said we have a number of findings in the staff report. This report is a
45 combination of three different processes. Two of those processes, the final PUD and
46 preliminary subdivision, have their own findings of fact. This is also a rezoning so we

1 have a number of pages of findings that we had to go through with the Code to ensure
2 this request complied with City Code and the Comprehensive Plan. That starts on Page
3 5 where we have the PUD findings. There were four findings of fact we had to review
4 as part of the request. In some you can see that all of the requirements were met. He
5 pointed out finding of fact No. 1 had seven sub-findings that the applicant had to meet in
6 order for us to find that the request was consistent with code. The findings range from
7 things having to deal with unique layouts and unique development designs that would
8 improve the neighborhood and be consistent with the neighborhood and how
9 conventional zoning would require a design that would not work in this area. You can
10 see in sub-finding No. 6 we entered some language saying when you have the lot sizes
11 consistent with the surrounding neighborhoods such as Waterside I and the
12 development to the south it allows for a more unique design with Stillwood Lane.
13 Instead of having to be a 50-foot right-of-way it can be closer to 20 and 30 feet wide.
14

15 Mr. Noto said going into Page 6, 7 and part of 8 we have the rezoning findings of fact.
16 Those have to do with the need and justification of change, how it impacts the
17 surrounding properties, and compliance with the Comprehensive Plan. The PUD
18 zoning district lines up with just about every land use category we have in our
19 Comprehensive Plan. This piece of property has LDR Low Density Residential land use
20 and how the PUD is structured is in compliance with the Comp Plan.
21

22 Mr. Noto said he would briefly talk about Finding No. 1 as far as the need and
23 justification. For years we have been looking at housing needs of the City. He touched
24 on the fact that our population from 8:00 A.M. to 5:00 P.M. almost triples because so
25 many people are coming in for work. We find we have a 2-1/2 ratio of jobs to housing.
26 We are trying to find that balance and we find that projects like this really fill up quickly.
27 Not only is Waterside I filling up quickly we have two other projects we are doing
28 inspections on Washington Avenue and off Crystal Drive. The need for housing is
29 definitely there and we are finding the market responding well.
30

31 Mr. Noto said as opposed to the rezoning findings of fact and the PUD findings of fact,
32 the preliminary subdivision findings of fact is just that it is consistent with Chapter
33 155.12 of the City's Code.
34

35 Mr. Noto said how the process works from here is the Board is making a
36 recommendation on each item: 2016-RZ-02, 2016-RZ-03, and 2016-PSP-04 to the
37 Mayor and City Commission. There will be two readings of 2016-RZ-03. That is the
38 final PUD developer's agreement. That will be an ordinance and is why there are two
39 readings. The Commission will also act on 2016-PSP-04. All of this will be occurring in
40 the September cycle. From there the applicant would submit his final subdivision plan
41 and it would come back before you at a later date.
42

43 Mr. Noto said for the PUD findings of fact, staff finds the request for the preliminary and
44 final planned unit development for Waterside II is consistent with Section 154.61 (D) (2)
45 (d) of the City's Code of Ordinances. We are recommending approval of the PUD.
46

1 Mr. Noto said as it relates to the rezoning, we found the request to rezone from A-1 to
2 PUD did comply with Section 154.27 (A) (2) of the City's code of Ordinances.
3
4 Mr. Noto said we found the preliminary subdivision plan is consistent with Chapter
5 155.12 of the Code of Ordinances.
6
7 Mr. Noto said we are recommending approval of both rezones and the preliminary
8 subdivision plan.
9
10 Mr. Noto said the main access is on Stillwood Lane. That is how Waterside I and the
11 residents of Stillwood Lane access their property. If you recall for Waterside I there is an
12 access easement for all to use. Certain parts of Stillwood will be widened at different
13 degrees as you go from the north to the south. There is a certain amount of paving
14 being added in certain areas dependent upon how much pavement exists. For
15 example, the northern part of Stillwood Lane in the middle of that circle you can see
16 there is a little less pavement being added. As you move south is the 20-foot wide
17 section that is being paved. That will act as improved access for the current residents
18 of Stillwood and the future access for those on Lots 3, 4, 5, 6, 7, 8 and 9.
19
20 Chairman Hawkins asked if the southern little tail of Stillwood was paved.
21
22 Mr. Noto said it is improved but this pavement will help it and widen it. They are adding
23 a 12-foot paved section so it goes approximately five feet wide to 17. That's through a
24 separate agreement with the residents of those lots. It will be paved.
25
26 Chairman Hawkins said it seemed that the plans showed it as dirt.
27
28 Mr. Noto said the 12-foot section will be paved. He asked the applicant if the remaining
29 section is going to be paved or left as is on the west side of the property line.
30
31 Mr. Goldberg answered from the audience it would remain dirt.
32
33 Mr. Noto said there would be a dirt segment and then the 12-foot of pavement on the
34 east side of the property line.
35
36 Chairman Hawkins said the dirt part is not on their property.
37
38 Mr. Noto said that is correct.
39
40 Mr. Noto said we have three conditions. We are recommending approval based on the
41 findings and have three conditions outlined on Page 8 of the staff report.
42
43 Chairman Hawkins said he was fine with the wall not going down into the wetlands.
44 Sidewalks aren't depicted. He said Mr. Noto stated a sidewalk was to be placed on one
45 side or the other of Stillwood Lane.
46

1 Mr. Noto said Condition 3 says the final subdivision plan shall show sidewalks on at
2 least one side of both Stillwood Lane and Jerusalem Point. We will at least have it on
3 one side. We wanted to see how the engineering works out.
4

5 Chairman Hawkins said he thought it should be on the east side because adjacent to
6 Lot 2 you've got a driveway there so it doesn't make sense to cross it over. He asked if
7 there was any problem with changing that to the east side of Stillwood.
8

9 Mr. Goldberg answered from the audience that was fine.
10

11 Chairman Hawkins said he lives in Cardinal Oaks Cove just to the south of here. We
12 have historically and currently have problems with people utilizing the power line
13 easement for the running of businesses from the back of their homes. Two things he
14 was not happy with about this plan and that is he didn't believe that Lot 9 should own
15 any of the power line easement. He strongly felt that the subdivision ought to own all
16 the property in the power line easement because it shouldn't be up to the owner of Lot 9
17 to deal with the power line company and the power line easement. It should be up to
18 the subdivision to do that. The second thing is along that regard is he believes this
19 subdivision should erect and maintain a fence between the power line and the
20 subdivision. That is from personal experience with Cardinal Oaks Cove. Property 9 is
21 the one that is L shaped. Cut off 9 to not include the power line easement.
22

23 Mr. Noto said he thought they could work with that but we have to be sure Lot 9 is a
24 minimum of 40,000 square feet. If the Board will allow some flexibility to meet that
25 minimum lot size we will work with the applicant to see what can be done.
26

27 Chairman Hawkins said he firmly believed that the onus to maintain the power line
28 easement should be property owner 9's responsibility or conversely for them to be able
29 to use the power line easement as their personal property. In other words put a gate
30 and fence and clear that land and cut it.
31

32 Mr. Noto said he asked Mr. Goldberg if FPL was required to maintain the easement
33 area and he said yes. There may also be some restrictions in their easement. Let's
34 assume if Lot 9 were to stay in its current configuration, it is likely that easement area
35 includes language that says you cannot have fences or other types of improvements to
36 allow for FPL to maintain and access their easement.
37

38 Chairman Hawkins said his point is property owner 9 could utilize that easement for
39 their own personal whatever within the boundaries of whatever is being set. That is the
40 problem with Cardinal Oaks Cove. The people along the power line own part of that
41 easement and have been using it to run trucks in and out to the back of their property.
42 That's why he is strongly in favor of a 6-foot chain link fence north to south on property
43 9. Reconfigure this a bit however you want to do it. The lots are plenty big enough.
44 Besides that this would be a very nice subdivision with nice homes. He was strongly in
45 favor of it after going through what we went through in Waterside I.
46

1 Member Taylor had a question about how it is set up. This is 2016-RZ-02 and RZ-03
2 and are separate amendments.
3
4 Mr. Noto said RZ-02 is the preliminary PUD requirements which provide a concept plan.
5 That goes to the City Commission as the concept plan but the plan itself shown on the
6 overhead is the concept plan, the final PUD, and the preliminary subdivision.
7
8 Member Taylor said for voting purposes she was trying to figure out their titles.
9
10 Mr. Noto said RZ-02 is the preliminary planned unit development, RZ-03 is the final
11 planned unit development, and PSP-04 is the preliminary subdivision plan.
12
13 Member Taylor asked Mr. Noto if he said there was a rezoning request from A-1 to PUD
14 or is that sustained within that.
15
16 Mr. Noto said it is part of RZ-03. You also have a copy of the developer's agreement
17 that will be going forward to the City Commission so if you have any comments on that
18 please let us know.
19
20 Allan Goldberg, Manager of ZDA Land Investments, LLC, 100 South Virginia Avenue,
21 Winter Park, Florida, came forward. He said he concurred with staff's recommendations
22 and the three additional considerations they have provided.
23
24 Mr. Goldberg said to address the concern on Lot 9, if we eliminate the additional
25 property that's on the power line easement, Lot 9 doesn't meet the minimum
26 requirements of 40,000 square feet. Because of the concern about driving from the
27 south side of the easement into those lots he suggested we put language in the
28 declarations that can be approved by the City Council only allowing access to those lots
29 on the easements that are provided so that the HOA wouldn't allow any direct access
30 from the power easement.
31
32 Chairman Hawkins asked Mr. Goldberg if he wanted to put a chain link north to south.
33
34 Mr. Goldberg said he didn't want to put a chain link fence in this community period.
35
36 Chairman Hawkins said with all due respect, what you are suggesting will not work
37 based on personal and HOA experience with Cardinal Oaks Cove. He said he would
38 like you to work something else out. He said that was his request.
39
40 Mr. Goldberg said if we are not allowed to use that property in the calculation of acreage
41 for Lot 9, it won't exist. It is not a minimum of 40,000 square feet.
42
43 Mr. Noto asked if another type of fence material would be acceptable.
44
45 Chairman Hawkins said whatever; just something prohibitive. Just a 6-foot high fence
46 from the retention pond south. He didn't think it needed to go further north.

1
2 Mr. Goldberg said you are requesting a 6-foot high fence and it can be polyvinyl.
3
4 Chairman Hawkins said whatever you want.
5
6 Mr. Goldberg said from the southern point of the retention pond to the southernmost
7 point of the property line.
8
9 Chairman Hawkins said to include the declarations you mentioned.
10
11 Mr. Goldberg said the calculation of Lot 9 is still a concern. If you put the fence along
12 the eastern portion of Lot 9, we don't have a 40,000 square foot lot.
13
14 Member Aycoth asked how big was Lot 9 as it is currently configured because it looks to
15 be about twice as big as 7 and 8.
16
17 Chairman Hawkins said the solution is to make Lot 9 part of the wetland. Make Lot 9 up
18 to 40,000 square foot and include whatever part of the wetland you want.
19
20 Mr. Goldberg asked if that was allowable under code.
21
22 Ms. Reischmann said she thought they would require some kind of fencing but still have
23 Lot 9 own under the power line and it would still count as part of their property but you
24 could require some sort of fencing in the covenants and restrictions as well. It wouldn't
25 eliminate the square footage of the lot.
26
27 Chairman Hawkins said he liked his idea better. He lives on Lake Mary and had an
28 acre lot and about a third of it is Lake Mary and is wetland. He didn't see what was
29 wrong with part of Lot 9 extending into the wetland.
30
31 Ms. Reischmann said they are going to have the HOA own the retention ponds and the
32 wetlands.
33
34 Chairman Hawkins said he just didn't like Lot 9 owning part of the power easement.
35
36 Mr. Goldberg said as a PUD we are allowed to have variances from specific codes
37 within the City and asked if the Board would allow Lot 9 to be less than 40,000 square
38 feet.
39
40 Mr. Noto said Lot 9 is 86,000 square feet as proposed. If you have Lot 9 take up less of
41 the easement, they will barely have any of the easement if at all, and we should still
42 meet 40,000 square feet. The reason for the 40,000 is we wanted to respect the Big
43 Lake Mary overlay requirement of the minimum 40,000 square foot lot. Right now as it
44 sits it is an 86,000 square foot lot with most of it unusable because of the easement.
45 We'll have to get the scale out and figure out where the actual 40,000 lands.
46

1 Chairman Hawkins asked Mr. Noto if he could do that at final subdivision.
2
3 Mr. Noto answered affirmatively.
4
5 Chairman Hawkins said he was okay with that.
6
7 Member Aycoth said that would seem to make sense because that would satisfy
8 Chairman Hawkins' concerns about access. If they own a piece they can't access then
9 who cares.
10
11 Member Taylor said control of the fence would belong to the HOA and the responsibility
12 for the unfenced portion of the easement would belong to the HOA. One of the other
13 concerns the Chairman brought up was the individual homeowner having to negotiate or
14 coordinate with FPL. This should be at a minimum an HOA responsibility. That
15 language you would be able to put either in the developer's agreement or the bylaws.
16
17 Mr. Goldberg said he would rather have the owner of the fences be the lot owners up to
18 the point of their property line rather than having the HOA responsible for the fence. It
19 is going to sit on those two individual lots.
20
21 Member Taylor said the concern for that is if the homeowner decides to take the fence
22 down.
23
24 Chairman Hawkins said the HOA needs to own, erect and maintain the fence.
25
26 Mr. Goldberg said so there needs to be a separate tract where the fence sits on their
27 lots.
28
29 Member Taylor said if the HOA owns the remainder of the easement then the HOA
30 would be within their right to coordinate with FPL to put the fence on that easement.
31
32 Mr. Goldberg said he wasn't sure which electric company owns that but wasn't sure
33 they were allowed to put up a fence on their property. It would have to be on the lot
34 side.
35
36 Member Taylor said there was a subdivision on 46A where we couldn't put a solid fence
37 and it had to be a wrought iron-type fence in between brick because that was on a utility
38 easement. It was a non-standard fence and the trees all go through it but it had to be
39 that way because of the utility easement.
40
41 Mr. Noto said there is a substantial easement that runs along Rinehart Road which is
42 pretty much the same as this one and it has its own regulations that each property
43 owner has to follow. He asked the Board to let him look into that and see what the
44 easement restricts and allows.
45

1 Chairman Hawkins said he didn't think there needs to be a separate tract because the
2 southern portion of old Lot 9 you are going to be able to put a fence not on Lot 8's
3 property or Lot 9's property necessarily but north south.
4
5 Mr. Goldberg said he was not trying to be difficult. He said he thought he had a good
6 feeling for what needs to be done there. If you put it on the lots the HOA can't own or
7 maintain a feature on somebody's lot.
8
9 Mr. Reischmann said they can with an easement. They can have an easement.
10
11 Chairman Hawkins asked what was wrong with extending Lot 9 into the wetland.
12
13 Mr. Goldberg said because the HOA has to maintain and own the wetland per the St.
14 Johns agreement.
15
16 Chairman Hawkins said "so"?
17
18 Mr. Goldberg said if Lot 9 is the owner of a portion of that wetland it can't be included in
19 the square footage of the lot.
20
21 Member Taylor asked if Lot 5 without the retention pond was over 40,000 square feet.
22
23 Mr. Goldberg answered affirmatively.
24
25 Member Taylor asked if the retention pond could belong to Lot 9 thereby making that
26 over 40,000 square feet.
27
28 Mr. Goldberg said it absolutely could. It came up to the wetland line.
29
30 Chairman Hawkins said let's do that. That way you can have the HOA put a fence north
31 to south. The HOA is going to own that piece of property east of that red line. They can
32 put the fence on that part of the property and maintain it.
33
34 Mr. Goldberg said he understood the intent and if the Board would allow him to work
35 with staff and the City Council they could get that done.
36
37 Chairman Hawkins said okay and make that little retention pond part of Lot 9.
38
39 Chairman Hawkins asked Mr. Goldberg if he had anything further to add and Mr.
40 Goldberg answered negatively.
41
42 Chairman Hawkins asked if anyone wanted to speak for or against these three items.
43
44 Lee Batenchuk, 227 Shady Oaks Circle, came forward. The wall that was built on Lake
45 Mary Boulevard are they going to continue that along our property lines on the south
46 side.

1
2 Chairman Hawkins answered negatively. There is not going to be a wall on the south
3 side of this property. He asked Mr. Noto if that was correct.
4
5 Mr. Noto said that is correct.
6
7 Ms. Batenchuk said so it will just be open the same way our properties appear.
8
9 Chairman Hawkins said unless the property owners of 6, 7 and 8 want to put a fence on
10 their property.
11
12 Ms. Batenchuk said there is a 25-foot easement off their property.
13
14 Mr. Noto said there is a 30-foot setback.
15
16 Chairman Hawkins said 30 feet off their property line is the closest their home could be.
17
18 Mr. Noto said they will likely be closer to the north because they might want a swimming
19 pool or some other ancillary structure.
20
21 Thomas Lake, 3830 Stillwood Lane, came forward. He asked if Stillwood would be
22 changed to West Stillwood immediately or is that upon approval of the development.
23
24 Mr. Noto said the date we have from the County is September 8th and is when the street
25 signs will be installed.
26
27 Mr. Lake said that is going to be a change no matter what.
28
29 Mr. Noto said it appears that way.
30
31 Mr. Lake asked if Lake Mary had been in touch with or working with Sanford or
32 Seminole County on the median problem at Lake Mary Boulevard entering onto
33 Stillwood Lane.
34
35 Mr. Noto said the applicant will need to get a right-of-way permit. There is a small
36 adjustment being made to the median so it lines up with the curb cut on Stillwood. He
37 will be required to get a right-of-way utilization permit from Seminole County as part of
38 the final engineering.
39
40 Mr. Lake said we have had a lot of flooding. The Waterside I, however the engineers
41 okayed it did not account for all the flooding that is going to happen. We've all lived out
42 there for 50 years and there has never been any flooding until the development got put
43 in. It was up to Carol Logan's doorstep. Johnny Thomas's beach was completely
44 eroded. He asked if there was any kind of guarantee that's not going to happen to us.
45 His whole family lives on 38, 30, 40 and 50.
46

1 Chairman Hawkins said all the water on this site will be contained within this site.
2
3 Mr. Lake said any kind of flow is going to go east. He asked if that was a guarantee we
4 are not going to raise the elevation so much that it is going to go down towards Lake
5 Mary.
6
7 Chairman Hawkins said if the properties to the west of Stillwood have drainage that
8 goes east, it could be a problem.
9
10 Mr. Noto said part of the issue with Waterside I is all the stormwater ponds are on the
11 southern side of those lots in their front yards. That's because the drainage headed
12 south towards the lake. The problem we had with Waterside I while it was under
13 construction is that the ponds weren't built when they should have been built when the
14 houses were going in. To try and alleviate that from happening again it is a construction
15 methods decision and engineering. You will notice that ponds Lots 1, 2, 3, 4, 5, and 9
16 are all to the east. That's because that is where the water flows. There should be no
17 water looping to the west as a result of this project.
18
19 Mr. Lake said the elevation will not be raised up.
20
21 Mr. Noto said because of the elevations and because we are making them put all the
22 stormwater structure in first as opposed to people raising concrete and doing all this
23 other work for a house when the stormwater pond is not there. It's going to be done
24 differently to avoid those problems.
25
26 Chairman Hawkins said the properties on the south of Jerusalem Point will have
27 retention in that long skinny pond because those properties the water flows south and
28 not east. He asked if that was correct.
29
30 Mr. Noto said that is correct.
31
32 Chairman Hawkins said the only problem that could arise as long as none of the
33 properties to the west of Stillwood water flows east, that's going to be a problem.
34
35 Mr. Goldberg said if you go north/south Stillwood is the crown of the property.
36 Everything on the east side goes east and everything on the west side goes west.
37 Nothing from the west side should go east because it falls toward Big Lake Mary.
38
39 Chairman Hawkins said that is what we don't want to happen.
40
41 Mr. Goldberg said that was correct. Topo-wise the crown is the high point.
42
43 Chairman Hawkins asked Mr. Lake if that answered his question.
44
45 Mr. Lake answered affirmatively.
46

1 No one else came forward and the public hearing was closed.

2
3 Ms. Reischmann made a suggestion about the motion to simplify it and make sure we
4 get all the conditions. On RZ-02 and RZ-03 we make a motion without the conditions
5 with the understanding that the conditions under PSP-04 would be memorialized in the
6 PUD agreement or the CCRs. We will put all the conditions under PSP-04 for
7 inclusiveness so we don't have to figure out what should go in the PUD or what should
8 go in the CCRs, the CCRs being the covenants and restrictions of the HOA. Simply
9 have all the conditions listed under PSP-04.

10
11 Mr. Noto said all three items are quasi-judicial and there is a sign-up sheet in the back.

12
13 Member Taylor said she thought it looked like a good development and with some minor
14 tweaking will be a good addition.

15
16 **Colleen Taylor moved to approve 2016-RZ-02, recommendation to the Mayor and**
17 **City Commission regarding a Preliminary PUD for Waterside II, a proposed nine-**
18 **lot single family residential subdivision located at the southeast corner of West**
19 **Lake Mary Boulevard and Stillwood Lane with the four findings of fact, seconded**
20 **by Sam Aycoth and motion carried unanimously 4 - 0.**

21
22 **Colleen Taylor moved to approve 2016-RZ-03, recommendation to the Mayor and**
23 **City Commission regarding a Final PUD for Waterside II, a proposed nine-lot**
24 **single family residential subdivision located at the southeast corner of West Lake**
25 **Mary Boulevard and Stillwood Lane with the four findings of fact, seconded by**
26 **Sam Aycoth.**

27
28 Chairman Hawkins asked Mr. Noto if they needed to make any changes to the final
29 PUD based on our discussions about Lot 9.

30
31 Ms. Reischmann said when we list all the conditions of PSP-04 we indicate in there that
32 those changes are to be memorialized either within the PUD agreement or the
33 covenants and restrictions as appropriate despite the fact that we are making this
34 motion which is more general, but it is understood that some changes will be made. We
35 also have some tweaks to be made legally to the PUD agreement with the Board's
36 indulgence.

37
38 **Motion carried unanimously 4 - 0.**

39
40 **Colleen Taylor moved to approve 2016-PSP-04, recommendation to the Mayor and**
41 **City Commission regarding a Preliminary Subdivision Plan for Waterside II, a**
42 **proposed nine-lot single family residential subdivision located at the southeast**
43 **corner of West Lake Mary Boulevard and Stillwood Lane with three conditions of**
44 **staff with condition No. 3 being modified to show sidewalks on the east side of**
45 **Stillwood Lane and at least one side of Jerusalem Point and four conditions of**
46 **the Planning & Zoning Board:**

1
2 **STAFF CONDITIONS:**
3

- 4 1. The applicant shall meet the requirements of the City of Sanford as it
5 relates to the Utility Agreement and all other engineering related
6 requirements.
7 2. Each lot shall be seeded upon clearing of the stormwater pond and
8 building pad areas.
9 3. The final subdivision plan shall show sidewalks on the east side of
10 Stillwood Lane and at least one side of Jerusalem Point.
11

12 **PLANNING & ZONING BOARD CONDITIONS:**
13

- 14 4. Only access to the lots would be via the easements and the streets and not
15 the FPL easement.
16 5. The property under the FPL easement is to be owned and maintained by
17 the HOA.
18 6. The property under the retention pond which is now shown as Lot 5 would
19 become part of Lot 9 and the property under the FPL easement which is
20 now shown as Lot 9 would become an HOA tract.
21 7. The FPL easement is to have a six-foot high fence of some type running
22 along the western boundary to the southern border.
23

24 **Seconded by Sam Aycoth and motion carried unanimously 4 - 0.**
25

26 Chairman Hawkins asked when this would go to the City Commission.
27

28 Mr. Noto said in the September cycle.
29

30 X. Community Development Director's Report
31

32 Mr. Omana said since there was no City Commission meeting on August 4th he had no
33 report.
34

35 XI. Other Business
36

37 There was no other business to discuss at this time.
38

39 XII. Reports of Other Members
40

41 Chairman Hawkins said he sees we are getting a brick planter to the sign.
42

43 Chairman Hawkins asked staff to find out along Interstate 4 there are four temporary
44 signs, two are billboards and two are signs. These face I-4 as you are going from Lake
45 Mary east. They are in Primera. Two of them are 16' X 16' and are illegal. All of them
46 need to be one per parcel and need a permit.

1
2 Mr. Noto said for the parking garage at Colonial, we did their final inspections recently
3 and they provided more magnolias than required and they look good.
4

5 Chairman Hawkins said he noticed that and was hoping they will grow and fill out. In
6 hindsight he wished they had made that façade on that side a little different.
7

8 Member Aycoth said on Rinehart Road in the Stirling Center, there are some very large
9 trees there. They have not been trimmed in quite a while. They are at a point now
10 where they are unruly as well as they block the visibility of the buildings. He asked if
11 there was anything that can be done to address that.
12

13 Mr. Noto said he would look at the property maintenance code. Every now and then
14 those trees get chopped up by the power company. He asked the Board to allow them
15 to get with Bruce Fleming (Code Enforcement Officer).
16

17 Member Aycoth said he was concerned because they are now three stories tall.
18 Several of those buildings are for sale or lease and they have been having a problem
19 doing that because there is no visibility on Rinehart for signage with those trees there.
20 They run from the bottom of the second floor at least to the top of the buildings.
21

22 XIV. Adjournment
23

24 **Steven Gillis moved to adjourn, seconded by Sam Aycoth and motion carried**
25 **unanimously.**
26

27 There being no further business, the meeting adjourned at 7:22 P.M.
28
29
30
31

32 _____
Robert Hawkins, Chairman

Mary Campbell, Deputy City Clerk



MEMORANDUM

DATE: September 22, 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: Preliminary Subdivision Plan for Waterside II, a proposed 9-lot single family residential subdivision, located at the southeast corner of W. Lake Mary Blvd. and Stillwood Ln.; ZDA Land Investments, LLC., Allan Goldberg, applicant (Public Hearing) (Quasi Judicial) (Steve Noto, City Planner)

APPLICANT: ZDA Land Investments, LLC.
Mr. Allan Goldberg.

REFERENCES: City Comprehensive Plan, Code of Ordinances, Development Review Committee, proposed Waterside II Development and PUD Agreement.

REQUEST: The applicant proposes to subdivide the subject property into 9 single-family residential lots. The project has been reviewed as a Final Planned Unit Development (PUD) as well as a Preliminary Subdivision Plan. There is one set of plans that has been designed as a 30% engineered plan in order to comply with the minimum engineering standards of the Final PUD and Preliminary Subdivision Plan ordinances.



DISCUSSION:

Location and History: The subject property is located at the southeast corner of W. Lake Mary Blvd., and Stillwood Ln. and contains +/- 13.22 acres. The property is currently vacant.

Zoning

NW City of Sanford Multi-Family	N City of Sanford Multi-Family/AG	NE City of Sanford Multi-Family/RCOM
W PUD/A-1	SITE A-1*	E City of Sanford Ag
SW R-1AA	S R-1AA	SE City of Sanford Ag

Future Land Use

NW City of Sanford MDR	N City of Sanford MDR	NE City of Sanford MDR
W LDR	SITE LDR	E City of Sanford Public/Semi Public
SW LDR	S LDR	SE City of Sanford Public/Semi Public

***Staff Note:** On March 6, 2008, the City Commission adopted Ordinance No. 1282, establishing the Big Lake Mary Overlay zoning district. The regulations of the Big Lake Mary overlay zoning district apply to the subject property, as well as all properties to the west (until the railroad tracks). To the extent that it does not conflict with the proposed PUD Agreement, the provisions of the Big Lake Mary overlay zoning district apply to the subject property.

FINAL PUD PLAN AND PRELIMINARY SUBDIVISION PLAN: The applicant chose to combine the Final PUD and Preliminary Subdivision Plan into one document. Chapter 154.61(F) outlines that a Final PUD Plan shall have 30% engineering details. The purpose of the preliminary subdivision plan is to provide complete and accurate representation of technical data and preliminary engineering drawings in a manner as to allow complete review and evaluation of the proposed development and its impact upon both the site and surrounding areas. The submittal requirements for a preliminary subdivision plan are outlined in Chapter 155.21. It is generally a 30% engineered plan, which is the same requirement of the Final PUD Plan. As a result of this, the proposed plan provides 30% engineering detail.

As previously mentioned, the 13.22 acre property is proposed to be subdivided into 9 lots. The proposed minimum lot size is 40,000 sq. ft., which complies with the Big Lake Mary Overlay Zoning District (LM Overlay) requirement outlined in Chapter 154.90. The Future Land Use Category of the site is LDR, which allows up to 2.5 units per acre, or 33 lots. With the subject property being part of the LM Overlay, the allowed density is actually 1.09 units per acre, or 14 lots. However, by proposing 9 lots, the applicant is developing at less than 1 unit per acre.

The smallest lot is Lot 8 at 40,120 sq. ft. The largest lot is Lot 9 at 86,133 sq. ft. The remaining 7 lots range in size from 40,232 to 50,091. The applicant proposes the following setbacks:

Front Yard: 25'
Side Yard (Interior Lots): 20' combined, minimum 8' each side.
Rear Yard: 30'
Corner Lots: Lot 1 from Lake Mary Blvd.: 20'. Lot 5 from Jerusalem Pt.: 10'. Lot 6 from S. Stillwood Ln.: 10'.

The only difference between the proposed setbacks and the LM Overlay is the front yard setback. The LM Overlay requires 40' or 60' front yard setbacks, depending on the depth of the lot, for buildings that are constructed adjacent to the right-of-way of Lake Mary Blvd. With the proposed subdivision, the only Lot that this impacts is Lot 1. Lot 1 is unique from almost all other lots within the LM Overlay due to it being a corner lot, and also not having its main access from Lake Mary Blvd. A majority of the lots within the LM Overlay are long and narrow, have access from Lake Mary Blvd., and aren't situated on a corner. As a side note, none of the proposed lots are on Big Lake Mary.

In addition to the 30' rear yard setback, the applicant is proposing a 25' undisturbed wetland buffer easement adjacent to Lots 1-4, and 9.

Addressing and Access Roadways – Seminole County Addressing, which is part of the Office of Emergency Management, is a review partner within the City's Development Review Committee (DRC). As such, County Addressing staff receives a copy of all development proposals and provides comments related to site addressing. Upon receiving the Waterside II plan, County Addressing staff contacted the City's public safety staff to relay concerns related to the addressing of the Waterside II project. The issue revolved around the fact that Stillwood Ln. does not have directional in front of it (ex: W. Stillwood Ln., S. Stillwood Ln.), even though a segment of Stillwood Ln. goes west, and another segment goes south. City staff had a number of in-depth discussions internally, with the applicant and with County Addressing staff, to try and resolve this issue since it was going to be exacerbated due to the Waterside II project. The resulting direction of those meetings, which was ultimately the decision of Seminole County E-911, was that all properties along Stillwood Ln. would be re-addressed. This would provide for an appropriate directional without having to provide new numerical ranges for all properties in the area. A graphic that was done by Seminole County staff is attached to this staff report for informational purposes. New street signs were installed by the applicant as a result of the required changes. This addressing synopsis is provided for informational purposes.

The site will have primary access from Stillwood Ln. via the existing curb cut on Lake Mary Blvd. Lots 6-9 will have access from Stillwood Ln., and a new roadway that has been approved with the name of Jerusalem Pt. Portions of Stillwood Ln. will be improved. The northern-most portion, which is adjacent to Lot 1, will be improved to a 28' wide roadway. After approximately 115', the roadway will narrow to 24'. At the point where Stillwood forks to the west and to the south, the southern segment will be widened to 20'. Lastly, the final +/- 180', which is 12' wide, will be paved per an agreement with the adjoining property owner.

The eastern median within the Lake Mary Blvd. right-of-way will be trimmed back to align with the expanded Stillwood Ln. roadway width. A Seminole County permit is required for that work.

Environmental: An environmental study was completed by the applicant and subsequently reviewed by the City's consultant, CPH. A number of gopher tortoises were observed on site. As a result, the applicant will have to coordinate with the Florida Fish and Wildlife Conservation Commission prior to development of the subject property and comply with their regulations and requirements. No other issues were identified.

Landscaping/Site Clearing and Construction – No additional landscape buffers are required as the surrounding zoning districts are all residential in nature. There are no historic trees on site.

This development will be constructed differently than the first Waterside project. That project was a result of a lawsuit, and many of the specific designs and outcomes were a result of that. For example, each lot was designed to have its own independent stormwater pond that was to be constructed when each home was built. Typically, a subdivision has a master pond that is constructed when all other infrastructure is built. The former example is what will be done for Waterside II. Along the eastern boundaries of Lots 1-4, a portion of the northern boundary of Lot 9, the southern boundaries of Lots 6-8, and the northeast corner of Lot 5, is the stormwater infrastructure for the entire subdivision.

This stormwater infrastructure will be built while all other infrastructure is built for the project. In addition, each building pad area will be cleared and prepared for construction so that the appropriate elevations are achieved to maximize the stormwater design as early as possible. As a condition of approval, each lot will be seeded so that they aren't just dirt in the event development does not occur.

Perimeter Wall/Signage: There will be no additional signage as a result of this development. A perimeter wall, similar in design to the wall built for the first Waterside project, will be built along the northern boundary of the project area, 174' east of the western most point of Lot 1. This is shown in detail on Sheet ST-1 of the plans. The wall won't go the full limits of the northern boundary adjacent to Lake Mary Blvd. due to changes in elevation and wetland issues.

Seminole County Public Schools – A School Impact Analysis was provided in 2014 when the project was submitted as an 8-lot subdivision. At the time of submittal for Final Subdivision, a School Capacity Availability Letter of Determination (SCALD) will be obtained.

Stormwater – As previously mentioned, stormwater will be handled via three different pond areas. The ponds will be managed and maintained via drainage easements to be recorded during the platting process.

Transportation: The proposed development does not generate more than 300 average daily trips or 50 peak hour trips. No traffic study is required.

Utilities – The applicant will be connecting to the existing lift station that was built as part of the first Waterside project. A connection will be made to the existing 10” water main at the corner of Lake Mary Blvd. and Stillwood Ln., as well as the existing 6” reclaimed water main in generally the same location.

The Applicant shall coordinate with the City of Lake Mary and the City of Sanford in relation to the Utility Agreement that was entered into during the first Waterside project. This is due to the lift station being utilized for Waterside II. That agreement shall be modified and approved by the City of Lake Mary and the City of Sanford prior to the approval of the Final Subdivision Plan. In addition, the applicant is required to comply with all comments provided by the City of Sanford review staff.

PUD FINDINGS: Section 154.61 (D) (2) (d) of the City’s Code of Ordinances states that the City Commission shall make the following findings:

ITEM No. 1:
That there is substantial compliance with the purpose of the Planned Unit Development District and the preliminary development plan;
FINDINGS OF FACT No. 1:
The PUD zoning district lists seven purposes in Chapter 154.61. The Preliminary and Final PUD plan substantially complies with all seven purposes: <ol style="list-style-type: none">1. The design of the development provides for a planned residential community through the 9 lots which allow for unique building layouts and designs;2. It is compatible with permitted land uses on abutting properties based on the minimum acreage and setback requirements;3. A more efficient use of utilities and infrastructure is being utilized through the use of the existing lift station and minor expansion of Stillwood Ln.;4. The final development plan will occur according to the limitations of use, design, density, coverage, and phasing since it is only 9 lots and not a larger mixed use, multi-phase development;5. Preservation of natural amenities and environmental assets are occurring through the use of Tract A and a 25’ undisturbed wetland buffer easement adjacent to Lots 1-4 and Lot 9.6. Conventional zoning regulations would require Stillwood Ln. and the internal roadway to be a 50’ wide right-of-way, in addition all of the lots would have to be 3 acres in size. By allowing lot sizes that are more consistent with the surrounding neighborhoods, and providing for narrower street widths, more open space areas are able to be provided for, as outlined in point 5 above (i.e. Tract A and the buffer easement).7. The number of lots and the lot sizes proposed allow for the opportunity of unique site planning and aesthetically pleasing living through the application of linear retention, wetland buffers, existing infrastructure use, and environmental preservation.

ITEM No. 2:

That the phase of development in question can exist as an independent unit capable of creating an environment of substantial desirability and stability;

FINDINGS OF FACT No. 2:

This is proposed as a one phase development, therefore it can exist as an independent unit creating an environment of substantial desirability and stability.

ITEM No. 3:

That existing or proposed utility services and transportation systems are adequate for the population densities proposed;

FINDINGS OF FACT No. 3:

The proposed utility and transportation plans have been reviewed and are adequate for the proposed development. The proposed density is consistent with the surrounding utility and transportation network.

ITEM No. 4:

That the preliminary engineering plans as required by the City Engineer have been approved;

FINDINGS OF FACT No. 4:

The development program has been reviewed by the Development Review Committee (DRC), which includes the City Engineer. The Final PUD Plans have been reviewed concurrent with the Preliminary Subdivision Plans. City staff is recommending approval of that Preliminary Subdivision Plan.

PUD FINDINGS OF FACT: Staff finds that the request for Final Planned Unit Development for Waterside II is consistent with Section 154.61 (D) (2) (d) of the City's Code of Ordinances.

REZONING: The applicant has requested a rezoning of A-1, Agriculture, to PUD, Planned Unit Development. All rezoning requests shall be reviewed in light of the provisions of Section 154.27(A) (2) of the City's Code of Ordinances.

Determination of Items and Findings of Fact: The four (4) items listed below are to be used to support the written recommendations:

ITEM No. 1:

The need and justification for the change;

FINDINGS OF FACT No. 1:

Over the last two to three years, City staff has been paying close attention to the daytime population of the City compared to the nighttime population through coordination with the City's Economic Development Director. It has been determined that the City is very "jobs heavy" and that the need and demand for all types of housing is very high. According to the Census Bureau, the City's current population is 16,021, and there are 5,922 housing units. In the Housing Element of the Comprehensive Plan, original forecasts had the City's population at 14,044 in 2010, with 5,810 housing units. Staff has found that the City continues to trend upward in not only population, but also in the number of citizens that come from around the region to the City for work, and then leave the City afterwards. As a result, emphasis has been placed on continuing to support the Goals, Objectives, and Policies of the Future Land Use Element and the Housing Element which promote development plans that provide for housing that meets the demand of the local market and the needs of the City.

ITEM No. 2:

The effect of the change, if any, on the particular property and on surrounding properties;

FINDINGS OF FACT No. 2:

The subject property is currently vacant, so there will be an effect on surrounding properties. However, given that the proposed lots are similar in size and design as the surrounding neighborhoods, the impact will be minimal.

ITEM No. 3:

The amount of undeveloped land in the general area and in the city having the same classification as that requested;

FINDINGS OF FACT No. 3:

In the general area, the original Waterside development is the only area with PUD zoning. In the City, there are a number of tracts within the Colonial Center PUD, Rinehart Place PUD, and Primera PUD's that have remaining entitlements. However, all three PUD's continue to be under development.

ITEM No. 4:

The relationship of the proposed amendment to the purpose of the City's Comprehensive Plan, with appropriate consideration as to whether the proposed change will further the purpose of this chapter [Chapter 154 – Zoning Code] and the comprehensive plan.

FINDINGS OF FACT No. 4:

The PUD request is in compliance with the Future Land Use category of the subject property, LDR (Low Density Residential). As mentioned in Finding of Fact No. 1, the proposal also assists in the furtherance of compliance with the Goals, Objectives, and Policies of both the Future Land Use Element and the Housing element.

REZONING FINDINGS OF FACT: Staff finds that the request for a rezoning of A-1, Agriculture, to PUD, Planned Unit Development is consistent with provisions of Section 154.27(A) (2) of the City's Code of Ordinances.

PRELIMINARY SUBDIVISION PLAN FINDINGS OF FACT: Staff finds that the request for Preliminary Subdivision Plan for Waterside II is consistent with 155.12 of the City's Code of Ordinances.

PLANNING AND ZONING BOARD: At their regular August 9, 2016 meeting, the Planning and Zoning Board took the following actions:

- 2016-RZ-03: Final PUD for Waterside II, the Planning and Zoning Board Recommended approval, 4-0.
- 2016-PSP-04: Preliminary Subdivision Plan for Waterside II, the Planning and Zoning Board Recommended approval, 4-0, with the following conditions:
 1. Only access to the lots would be via the easements and the streets and not the FPL easement.
 2. The property under the FPL easement is to be owned and maintained by the HOA.
 3. The property under the retention pond which is now shown as Lot 5 would become part of Lot 9 and the property under the FPL easement which is now shown as Lot 9 would become an HOA tract.
 4. The FPL easement is to have a six-foot high fence of some type running along the western boundary to the southern border.

Staff Note: The applicant has taken these conditions into consideration. Condition #3 could not be met due to minimum lot size requirements not being met. As a result, Lot 9 does include a small segment of the FPL easement; however, that segment will be permanently fenced off.

STAFF RECOMMENDATION: Staff finds that the request for Final Planned Unit Development and Preliminary Subdivision Plan for Waterside II is consistent with the City's Land Development Code and Comprehensive Plan, and recommends approval with the following conditions:

1. The applicant shall meet the requirements of the City of Sanford as it relates to the Utility Agreement and all other engineering related requirements.
2. Each lot shall be seeded upon clearing of the stormwater pond and building pad areas.
3. The final subdivision plan shall show sidewalks on at least one side of both Stillwood Ln. and Jerusalem Pt.

LEGAL DESCRIPTION: The South 899.84 feet of the North 924.84 feet of the East 1/2 of the Northwest 1/4 of the Northeast 1/4 of Section 15, Township 20 South, Range 30 East, Seminole County, Florida. Less and except that certain Trustee's Deed to Seminole County, Florida recorded in Official Records Book 2574, page 431, of the Public Records of Seminole County, Florida, more particularly described as follows:

A parcel of land lying in Section 15, Township 20 South, Range 30 East, Seminole County, Florida being more particularly described as follows: From a point of Reference being the Northeast corner of said Section 15; thence North 89°36'35" West along the North line of said Section 15 a distance of 1,316.65 feet; thence South 00°41'40" West, a distance of 30.00 feet to the Point of Beginning; thence South 00°41'40" West, a distance of 18.20 feet; thence North 89°56'53" West, a distance of 658.40 feet; thence North 00°40'42" East, a distance of 22.09 feet; thence South 89°36'35" East, a distance of 658.38 feet to the Point of Beginning.

ATTACHMENTS:

- Location Map
- Zoning Map
- Future Land Use Map
- Aerial
- Addressing Graphic
- August 9, 2016 Planning & Zoning Board Minutes



MEMORANDUM

DATE: September 22, 2016

TO: Mayor and City Commission

FROM: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1548 - Proposed FY 2016/2017 Millage Rate - Second Reading (Public Hearing) (Jackie Sova, City Manager) AND Ordinance No. 1549 - Proposed FY 2016/2017 Budget - Second Reading (Public Hearing) (Jackie Sova, City Manager)

Tonight we finish the formal process of adopting the Fiscal Year 2016/2017 budget. To comply with the Truth-in-Millage Section 200.065, Florida Statutes, we must conduct public hearings to discuss the tentative millage rate and proposed budget. Tonight is the second and final public hearing.

The Florida Department of Revenue provides procedural guidance as to what substantive issues should be discussed at the public hearings to adopt a millage rate and budget. We must:

1. State that the proposed millage rate of 3.5895 mills is a tax increase of 3.57% from the rolled-back rate of 3.4658 mills.
2. Allow for public comments or questions about the tentative millage rate and proposed budget prior to adoption.
3. Adopt by **separate** vote Ordinance No. 1548 - the tentative millage rate **before** the tentative budget.
4. Adopt by **separate** vote Ordinance No. 1549 – the proposed budget.
5. Close the public hearing.

Discussion: The City Commission held a workshop on July 28, 2016 to discuss the tentative millage and proposed budget for FY 2016/2017. Following the workshop at a regular Commission meeting, the tentative millage rate was established. The proposed FY 2016/2017 city-wide budget is balanced at a total of \$31,574,139 and represents:

Establishing the ad valorem millage rate at 3.5895 mills, and the rolled-back (“forward”) rate that is estimated to yield approximately the same tax levy as FY 2016 is 3.4658 mills. The value of a mill in the city is calculated to be \$1,988,743 and ad valorem tax revenues are projected to be some \$7,138,594. The total General Fund budget is \$21,172,538 up 4.90% from the previous fiscal year.

The total Capital Improvement Budget is \$4,278,713, including approximately \$535,000 of carry forward projects. Projects include:

- The Wilbur Avenue Traffic Signal and Crystal Lake Avenue Sidewalk and Turn Lane Projects totaling \$335,000.
- The US 17-92/Weldon Boulevard – CRA Streetscape Project in the amount of \$355,470.
- A \$300,000 General Administrative Projects Reserve to make high-dollar repairs to our buildings and facilities for which we cannot determine the timing.
- The Senior Center Expansion.
- The design of Central Park Improvements including the 4th Street Entry Feature.

Planned are the purchase of a rescue at \$262,000 and a Caterpillar loader in the amount of \$200,000. Economic incentive payments scheduled this year total \$356,125.

Personnel changes include the addition of a new Staff Assistant in the Building Department and a new Senior Planner in Community Development. The City Engineer has been moved to Public Works and will be funded 50/50 between Stormwater and Public Works Administration. The GIS Specialist has also been moved to Public Works Administration. With the departure of the Support Services Supervisor, we will evaluate the structure of that division and make some internal accounting changes to better capture costs of the communications center and departmental support functions. The City’s two (2) School Resource Officers will now be in the schools full-time. The School Board will reimburse 50% of salaries and benefits and a part-time reserve officer was converted to full-time to help keep the Police Department fully staffed. In an effort to reduce overtime, the Fire Department will study adding part-time reserve firefighters. Up to a 3% merit increase has been budgeted and \$150,000 is set aside to address any pay plan inequities that may arise from a pay study.

The action required by the Commission tonight is to first adopt the millage rate at 3.5895 mills, the rolled-back rate at 3.4658 mills, and by separate vote adopt the Fiscal Year 2016/2017 budget.

ORDINANCE NO. 1548

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, ESTABLISHING THE AD VALOREM RATE FOR THE CITY OF LAKE MARY, FLORIDA FOR THE FISCAL YEAR 2016/2017; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the City of Lake Mary, Florida, is required by Chapter 200.065, Florida Statutes, to adopt an ad valorem tax millage rate pursuant to either a Resolution or an Ordinance; and

WHEREAS, said Resolution or Ordinance is required to state the percent, if any, by which the millage rate to be levied differs from the rolled-back rate, computed as the percentage change in the previous year's property tax revenue of the City.

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

1. The City of Lake Mary, Florida, hereby adopts an Ad Valorem Rate to be levied for the Fiscal Year 2016/2017 beginning October 1, 2016, equal to 3.5895 mills, which is a 3.57 percent increase from the rolled-back rate of 3.4658 as certified by the Seminole County Property Appraiser.

2. That all ordinances or parts of ordinances in conflict herewith shall be and the same are hereby repealed.

3. If any section or portion of a section or subsection of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section, portion of a section, subsection, or part of this Ordinance.

4. This Ordinance shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 22nd day of September 2016.

FIRST READING: September 8, 2016

SECOND READING: September 22, 2016

CITY OF LAKE MARY, FLORIDA

MAYOR, DAVID J. MEALOR

ATTEST:

CITY CLERK, CAROL A. FOSTER

ORDINANCE NO. 1549

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, ESTABLISHING THE BUDGET FOR THE CITY OF LAKE MARY FLORIDA, FOR THE FISCAL YEAR 2016/2017; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AMENDMENT BY RESOLUTION; PROVIDING FOR SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, the City of Lake Mary, Florida, must establish the Budget for the City of Lake Mary, Florida, for the ensuing Fiscal Year 2016/2017, beginning October 1, 2016; and

WHEREAS, the City Commission of the City of Lake Mary, Florida, has made a determination of the amounts of revenue available and the corresponding appropriations and expenditures for the Fiscal Year 2016/2017.

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

1. That the approved budget for Fiscal Year 2016/2017, as attached hereto, is hereby declared to be adopted as the City of Lake Mary's Budget for the Fiscal Year 2016/2017.
2. That all ordinances or parts of ordinances in conflict herewith shall be and the same are hereby repealed.
3. This Ordinance may be amended by the City Commission from time to time by adoption of a Resolution to that effect.
4. If any section or portion of a section or subsection of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the

validity, force or effect of any other section, portion of a section, subsection, or part of this Ordinance.

5. This Ordinance shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this 22nd day of September 2016.

FIRST READING: September 8, 2016

SECOND READING: September 22, 2016

CITY OF LAKE MARY, FLORIDA

MAYOR, DAVID J. MEALOR

ATTEST:

CITY CLERK, CAROL A. FOSTER

NOTICE OF PROPOSED TAX INCREASE

The City of Lake Mary, Florida has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

A. Initially proposed tax levy.....	\$	<u>7,116,428</u>
B. Less tax reductions due to Value Adjustment Board and other assessment changes.....	\$	<u>(4,966)</u>
C. Actual property tax levy.....	\$	<u>7,121,424</u>

This year's proposed tax levy..... \$ 7,514,309

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

SEPTEMBER 22, 2016, 7:00 pm
at
CITY of LAKE MARY COMMISSION CHAMBERS
100 N. COUNTRY CLUB ROAD
LAKE MARY, FL 32746

A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.

BUDGET SUMMARY
CITY OF LAKE MARY, FLORIDA - FISCAL YEAR 2016 - 2017

Millage Per \$1,000 General Fund		3.5895											
ESTIMATED REVENUES	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE FUNDS	INTERNAL SERVICE	TOTAL ALL FUNDS						
Taxes:													
Ad Valorem Tax	\$ 7,138,594	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,138,594						
Franchise & Utility Taxes	5,622,822	-	-	-	-	-	5,622,822						
Licenses and Permits	809,500	-	-	-	-	-	809,500						
Fines and Forfeitures	77,000	7,000	-	-	-	-	84,000						
Intergovernmental	1,817,585	-	-	1,402,474	-	-	3,220,059						
Charges for Services	1,646,500	29,500	-	-	4,854,000	1,238,172	7,768,172						
Other	212,000	3,485	-	3,000	153,000	65,000	436,485						
TOTAL SOURCES	17,324,001	39,985	-	1,405,474	5,007,000	1,303,172	25,079,632						
Transfers In	1,200,000	-	335,807	970,000	-	290,000	2,795,807						
Fund Balance/Reserves/Net Assets	13,050,138	456,364	295,466	888,339	14,280,571	2,374,792	31,345,670						
TOTAL REVENUES, TRANSFERS & BALANCES	\$31,574,139	\$ 496,349	\$ 631,273	\$ 3,263,813	\$19,287,571	\$ 3,967,964	\$59,221,109						
EXPENDITURES													
General Government	2,501,108	-	-	-	-	-	2,501,108						
Finance	881,211	-	-	-	-	-	881,211						
Building	502,188	-	-	-	-	-	502,188						
Police	6,240,469	52,400	-	-	-	-	6,292,869						
Fire	5,464,044	-	-	-	-	-	5,464,044						
Public Works	970,335	-	-	-	-	-	970,335						
Parks and Recreation/Facilities Maintenance	3,057,976	8,600	-	-	-	-	3,066,576						
Water and Sewer Operating	-	-	-	-	3,465,665	-	3,465,665						
Stormwater	-	-	-	-	294,567	-	294,567						
Vehicle Maintenance	-	-	-	-	-	314,185	314,185						
Health Insurance	-	-	-	-	-	340,291	340,291						
Capital Projects	-	200,500	-	2,179,763	764,750	1,133,700	4,278,713						
Debt Service	-	-	333,867	-	-	-	333,867						
TOTAL EXPENDITURES	\$19,617,331	\$ 261,500	\$ 333,867	\$ 2,179,763	\$ 4,524,982	\$ 1,788,176	\$28,705,619						
Transfers Out	1,555,207	-	-	-	1,240,600	-	2,795,807						
Fund Balance/Reserves/Net Assets	10,401,601	234,849	297,406	1,084,050	13,521,989	2,179,788	27,719,683						
TOTAL APPROPRIATED EXPENDITURES													
TRANSFERS, RESERVES & BALANCES	\$31,574,139	\$ 496,349	\$ 631,273	\$ 3,263,813	\$19,287,571	\$ 3,967,964	\$59,221,109						

The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.



FY 2016/2017 Budget

- Workshop July 28, 2016 – Tentative Millage Rate Established = **3.5895**
- Rolled Back Rate = **3.4658**
- City-Wide balanced Budget = **\$31,574,139**

- **3.5895** Millage Rate – Same as last year
- Rolled Back Rate – Millage Rate that yields same tax levy as last year **3.4658**
- Value of one Mill in City = **\$1,988,743**
- Ad-Valorem Tax Revenues FY 2016 = **\$7,138,594**
- Total General Fund Budget = **\$21,172,538** (Up 4.90% from last year)

Capital Improvements Budget

- Wilbur Ave. Traffic Signal/Crystal Lk. Ave. Sidewalk-Turn Lane **\$335,000**
- US 17-92/Weldon Boulevard – CRA Streetscape Project **\$355,470**
- **\$300,000** General Administrative Projects Reserve for high-dollar repairs to buildings and facilities for which we cannot determine the timing
- The Senior Center Expansion
- Central Park Design and Improvements & 4th Street Entry Feature.
- Purchase of rescue at **\$262,000**
- Purchase of Caterpillar loader at **\$200,000**

Personnel Changes

- New Staff Assistant - Building Department
- Senior Planner - Community Development
- City Engineer moved to Public Works –
 - funded 50/50 between Stormwater and Public Works Administration
- GIS Specialist moved to Public Works Administration
- Evaluate Structure of Support Services Division
 - better capture costs of the communications center and departmental support functions
- City's two (2) School Resource Officers will now be in the schools full-time
 - School Board reimburse 50% of salaries/benefits
 - Part-time reserve officer converted to full-time help keep the Police Department fully staffed
- Effort to reduce overtime, Fire Department will study adding part-time reserve firefighters
- Up to a 3% merit increase has been budgeted and \$150,000 is set aside to address any pay plan inequities that may arise from a pay study

Economic incentive payments scheduled this
year total **\$356,125**

Returns to City --
From Participation in Economic Development
Incentives

Outstanding Economic Development Projects Awarded with Participation from 2013 - Current

	Date of Award	Name of Company	Type	Jobs	Average Wage	Capital Investment	New Payroll	Square Feet (approx)	Total Incentive Amount (City)
QTI	2/28/2013	Verizon	New	1000	\$ 42,000	\$ 50,000,000	\$ 42,000,000	220,000	\$1,125,000
QTI	12/8/2015	Axium Healthcare Pharmacy	Expansion	225	\$ 46,877	\$ 25,000,000	\$ 10,547,325	150,000	\$112,500
QTI	9/22/2015	Jeunesse, LLC	Expansion	150	\$ 46,880	\$ 27,150,000	\$ 7,032,000	150,000	\$75,000
QTI	8/25/2015	Paylocity Corporation	Expansion	176	\$ 47,000	\$ 16,000,000	\$ 8,272,000	35,000	\$88,000
JGI	4/14/2015	Deloitte Consulting LLP & Affiliates	New	1000	\$ 60,520	\$ 22,200,000	\$ 60,520,000	130,000	\$850,000
QTI	3/24/2015	FARO Technologies, Inc.	Expansion	51	\$ 61,145	\$ 749,000	\$ 3,118,395		\$30,600
QTI	3/10/2015	Dixon Ticonderoga Company	Expansion	20	\$ 46,700	\$ 1,500,000	\$ 934,000	25,000	\$10,000
			Totals	2,622		\$ 142,599,000	\$ 132,423,720	710,000	\$2,291,100

$$\text{Capital Investment Multiplier} = \frac{\text{Cap. Inv.}}{\text{City Award}} =$$
$$\frac{\$142,599,000}{\$2,291,100} = 62.2x$$

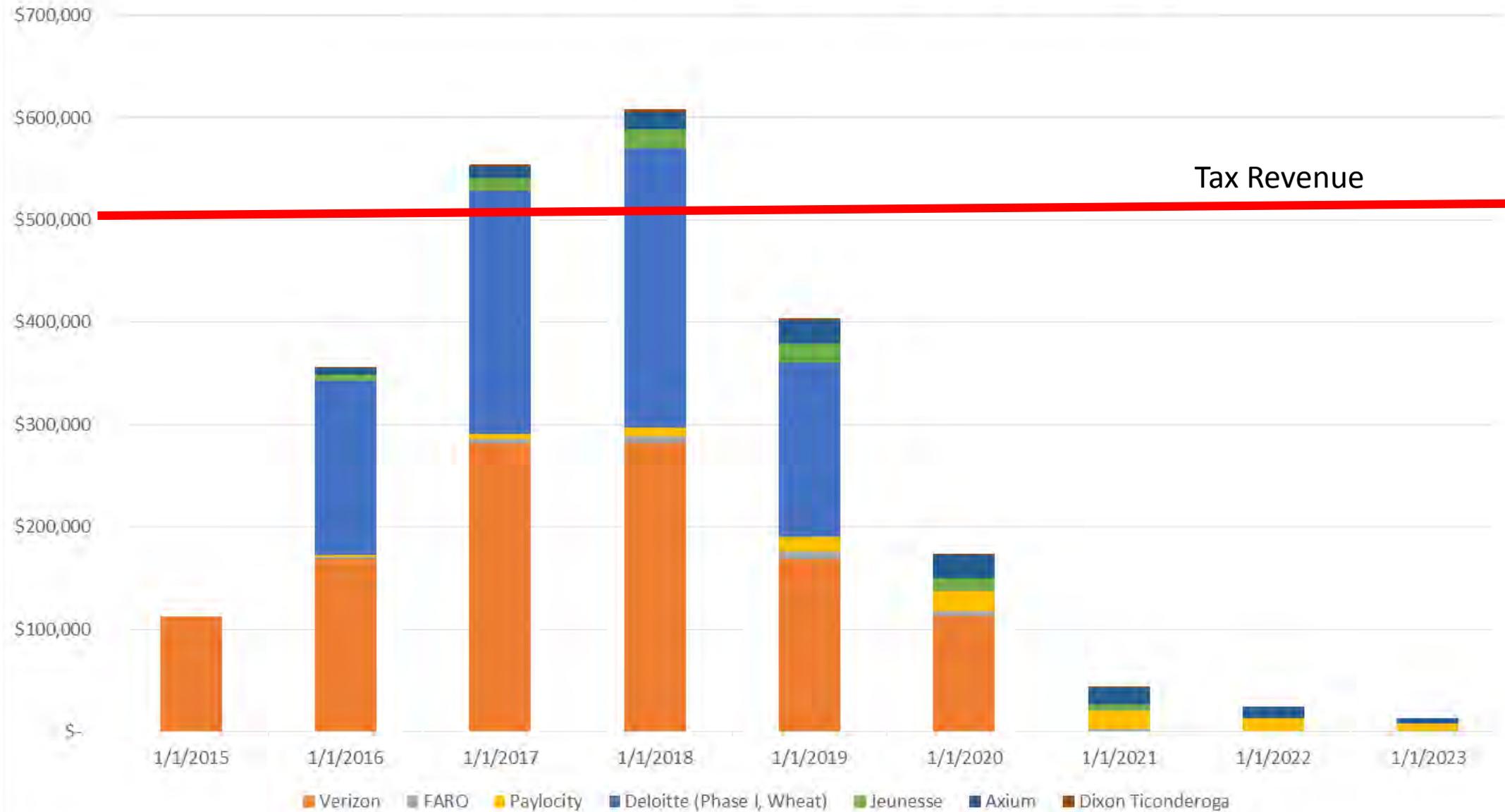
(every dollar spent on incentives brings \$62 in private capital investment)

Ad-Valorem Tax Revenue

City Millage = 3.5895

	Name of Company	Capital Investment	Total Incentive Amount (City)	Tax Revenue	ROI Years to pay off incentive
QTI	Verizon	\$ 50,000,000	\$ 1,125,000	\$ 179,475	6.3
QTI	Axium Healthcare Pharmacy	\$ 25,000,000	\$ 112,500	\$ 89,738	1.3
QTI	Jeunesse, LLC	\$ 27,150,000	\$ 75,000	\$ 97,455	0.8
QTI	Paylocity Corporation	\$ 16,000,000	\$ 88,000	\$ 57,432	1.5
JGI	Deloitte Consulting LLP & Affiliates	\$ 22,200,000	\$ 850,000	\$ 79,687	10.7
QTI	FARO Technologies, Inc.	\$ 749,000	\$ 30,600	\$ 2,689	11.4
QTI	Dixon Ticonderoga Company	\$ 1,500,000	\$ 10,000	\$ 5,384	1.9
		\$ 142,599,000	\$2,291,100	\$ 511,859	4.5

Economic Development Project Payouts, Lake Mary

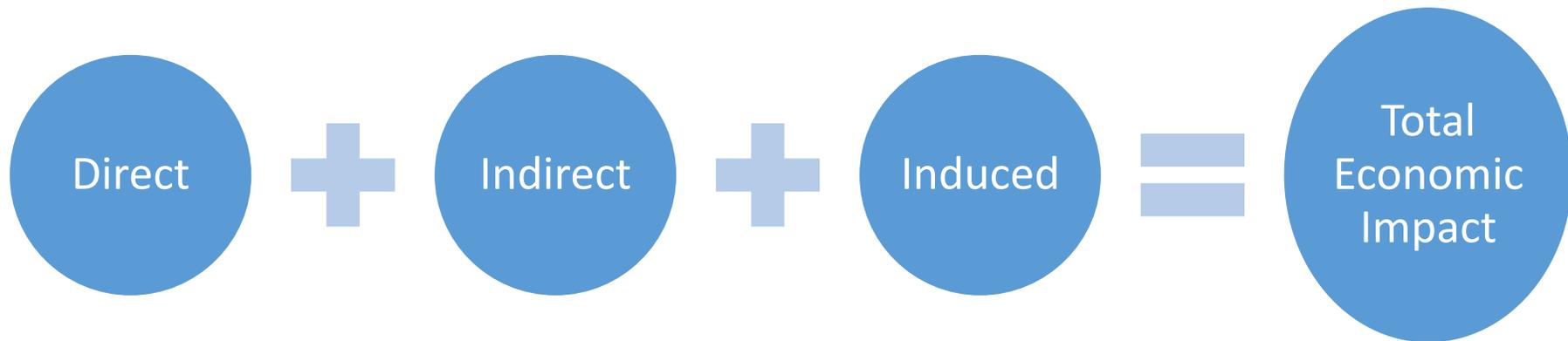


Projects Won, No Incentives

<u>Type</u>	<u>Project Name</u>	<u>Full-Time New Jobs</u>	<u>Average Annual Wage (AAW)</u>	<u>% Compare to County AAW</u>	<u>Capital Investment</u>	<u>Square Footage</u>	
N/A	Florida Blue <i>No Code Name</i>	180	\$ 35,792	86%		30,500	In addition to the 180 new, full-time employees at the new call center, located at 701 International Parkway, they will add 100 seasonal, contracted workers as well.
N/A	World Traveler <i>Hotels Pro</i>	25	\$ 46,877	115%	\$ 53,000	4,000	New business to Seminole County in Lake Mary; Regional headquarters for travel wholesaler, providing back office operations (sales, contract management, customer support)
N/A	Project RCA <i>Internal Institute of Auditors</i>	22	\$ 46,877	115%	\$ 16,272,230	57,000	Expansion within Seminole County in Lake Mary; Nonprofit financial services professional association
		227	\$ 43,182	105%	\$ 16,325,230	91,500	
		TOTAL	AVG	AVG	TOTAL	TOTAL	

Adding 100 target sector jobs ...

Impact Type	Employment	Labor Income	Value Added	Output
Direct Effect	100	\$6,529,443	\$8,616,779	\$18,748,386
Indirect Effect	65	\$3,267,540	\$5,239,955	\$8,994,455
Induced Effect	73	\$3,112,044	\$5,616,171	\$9,478,989
Total Effect	238	\$12,909,027	\$19,472,905	\$37,221,830



Data from UCF

Action required by the Commission tonight:

- First adopt the millage rate at **3.5895** mills, the rolled-back rate at **3.4658** mills (Ord No. 1548)
- Second, by separate vote, adopt the Fiscal Year 2016/2017 budget (Ord No. 1549)



MEMORANDUM

DATE: September 22, 2016

TO: Mayor and City Commission

FROM: Tom Tomerlin, Economic Development Director

VIA: Jackie Sova, City Manager

SUBJECT: Resolution No. 985 - Qualified Target Industry (QTI) Resolution for Veritas Technologies LLC, and Approval of Expenditures as Required Local Financial Support for this State Administered Incentive (Tom Tomerlin, Economic Development Director)

BACKGROUND:

The State of Florida administers the Qualified Target Industry (QTI) Tax Refund incentive for companies that create high wage jobs in targeted high value-added industries. Qualified companies who create jobs in Florida receive tax refunds depending on the number of new jobs created, salary level, and certain other criteria. The local community where the company locates typically contributes 20 percent of the total tax refund. In cases where a project locates into a City, the County and City have traditionally split the 20 percent local financial support required by the program.

DESCRIPTION OF THE PROJECT:

Veritas Technologies LLC currently operates in the City of Lake Mary at 801 International Parkway, Lake Mary, Florida. In August 2015, Veritas Technologies spun off of former parent company Symantec Corporation. Veritas is a global leader in information management system solutions specializing in data storage management software. The company currently maintains 782 employees in Lake Mary and will retain all of these jobs as part of this project. Additionally, the company will add 150 new jobs to their Lake Mary footprint, and this incentive deals with this new job growth.

The Lake Mary operation serves as Veritas' regional headquarters and is comprised of positions engaged in software engineering, customer sales, and technical support for

their software and information management products. To accommodate this growth, Veritas will renovate the first four floors (approximately 120,000 sq. ft.) of the 801 International Parkway building. The renovations will be completed in order to meet the company design standards and include new collaborative and agile workspace, new amenities such as a cafeteria, fitness and training center, and tech stop among other additions. Capital investment associated with the project will include \$21 million in real property improvements and renovations, and \$4 million in tangible personal property for office furniture and computer equipment for a total capital investment of approximately \$25 million.

This incentive is geared only toward new job creation. The company plans to hire an additional 150 new employees that will be housed in their newly renovated regional headquarters building. Veritas Technologies LLC plans to create these 150 new jobs by the end of calendar year 2017. These new jobs will pay an average annual wage that is 150% greater than the Seminole County average, or \$62,664+ per year. This tax refund incentive is intended to retain and grow Veritas Technologies LLC in the City of Lake Mary.

Funding Explanation

Veritas Technologies LLC is eligible for a \$6,000 tax refund per net new full-time job, as follows:

- \$3,000 per new job (Section 288.106(3)(b)1, Florida Statutes); plus
- An additional \$2,000 per job based on the business being in a high-impact sector (Section 288.106(3)(b)4a, Florida Statutes); plus
- An additional \$1,000 per job based on an average annual wage equal to 150% of the County's private sector wage (Section 288.106(3)(b)2, Florida Statutes).

The QTI program requires Local Financial Support (LFS) in an amount equal to 20% of the annual tax refund, which equals \$1,200 per new full-time job in this case. The total tax refund available to Veritas is equal to \$900,000 (150 new jobs x \$6,000/job). The State of Florida typically carries 80% of the incentive, which equates to \$720,000. Therefore, the Local Financial Support for these 150 new full-time jobs is \$180,000. You are being asked to authorize a 50% local match equal to \$90,000 (or \$600/job) for this QTI incentive.

Seminole County will consider participation in this incentive as part of its review process. The County is anticipated to be an equal funding partner for an additional \$90,000. Together, the County and City's local match of \$90,000 each (i.e., \$180,000 in total) will make up the full 20% Local Financial Support necessary under the program. In order for Veritas to be approved as a qualified applicant for the QTI program, you must adopt a resolution recommending the company for the program, and affirming a commitment to fund the required Local Financial Support. The payout schedule for the City's LFS will be distributed in four payments across a four year period in accordance with a payout schedule to be approved by the State of Florida. The first payment is expected to occur at the end of calendar year 2018.

DISCUSSION:

This project is the result of several months of business retention and expansion efforts. Veritas currently maintains a facility in the City of Lake Mary, however, an alternative site in Minnesota is also being considered for this consolidation. The company currently employs 782 workers in Lake Mary, and will create an additional 150 new jobs. Being a regional headquarter operation for Veritas helps to further identify the City as a hub for information technology, computer science, and software development. Thankfully, these jobs reside within a sector of the economy experiencing high demand that also tends to pay above average wages.

Although this incentive is geared toward an additional 150 new hires, this QTI helps make a statement regarding the importance of retaining and growing an existing employer within the community.

The amount of time it will take the City to recover its contribution to the award, in the form of increased property tax revenue, is approximately 1.0 year. This timeframe is based on a total capital investment of \$25,065,833, which includes real property improvements and new tangible personal property. This project will also result in the creation of \$9.4 million in new wages.

While this return timeframe provides a perspective on fiscal impacts, the project will result in a much larger economic impact within the community in the form of multiplier effects. For example, indirect and induced impacts will occur as the company buys inputs from local companies and hired workers spend their wages in the community.

RECOMMENDATION:

Staff recommends that the City Commission approve and execute Resolution No. 985 recommending Veritas Technologies LLC for the Qualified Target Industry incentive and approve the expenditure of \$90,000 (over a four year timeframe) as Local Financial Support toward the incentive, an amount representing 10% of the total tax refund.

ATTACHMENTS:

- Veritas Technologies LLC QTI Resolution

RESOLUTION NO. 985

REGARDING THE QUALIFIED TARGET INDUSTRY TAX REFUND PROGRAM; RECOMMENDING VERITAS TECHNOLOGIES LLC BE APPROVED AS A QUALIFIED TARGET INDUSTRY BUSINESS PURSUANT TO SECTION 288.106, FLORIDA STATUTES; PROVIDING LOCAL FINANCIAL SUPPORT TO THE QTI AWARD; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the business under consideration is Veritas Technologies LLC; and

WHEREAS, Veritas Technologies, is currently located at 801 International Parkway, Lake Mary, Florida, and intends to expand operations in the City of Lake Mary, Florida; and;

WHEREAS, Veritas Technologies LLC will invest up to TWENTY FIVE MILLION SIXTY FIVE THOUSAND EIGHT HUNDRED THIRTY THREE AND NO/100 DOLLARS (\$25,065,833.00) in Lake Mary including the purchase of tangible personal property and improvements to real property; and

WHEREAS, Veritas Technologies LLC will create a minimum of one hundred and fifty (150) new, target industry jobs over a one (1) year period beginning in 2017, with an annual average salary of SIXTY TWO THOUSAND SIX HUNDRED SIXTY FOUR AND NO/100 DOLLARS (\$62,664.00), an amount equal to or greater than 150% of the 2015 annual average wage of \$41,776 for Seminole County according to the State of Florida Incentive Average Wage Requirements effective January 1, 2016; and

WHEREAS, Enterprise Florida, Inc. has determined that Veritas Technologies LLC, qualifies as a Qualified Target Industry Business pursuant to Section 288.106, Florida Statutes, and is eligible to apply for the Qualified Target Industry Tax Refund; and

WHEREAS, the City of Lake Mary has committed to provide up to \$90,000 which is a ten percent (10%) match of the QTI per job award, and together with Seminole

County, providing the complete twenty percent (20%) local match required of the QTI program, and providing Veritas Technologies LLC with important financial support pursuant to Section 288.106, Florida Statutes; and

WHEREAS, the grant of local participation is derivative of and dependent upon the monitoring and administration of the QTI program by the State of Florida.

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

1. The City of Lake Mary recommends Veritas Technologies LLC be approved as a QTI Business pursuant to Section 288.106, Florida Statutes;

2. The City of Lake Mary has determined the basis of this project's average private sector wage commitment calculation shall be a minimum of one hundred fifty percent (150%) of the County average annual wage, effective January 1, 2016;

3. The cash commitment of local financial support for the Qualified Target Industry Tax Refund Program equally exists from the City of Lake Mary and Seminole County for Veritas Technologies LLC totaling an amount not to exceed ONE HUNDRED AND EIGHTY THOUSAND AND NO/100 DOLLARS (\$180,000.00); that this amount will be split equally between the City of Lake Mary and Seminole County for a total payment of NINETY THOUSAND AND NO/100 DOLLARS (\$90,000.00) by the City of Lake Mary; that this amount will be made available in accordance with the guidelines set forth by the Florida Department of Economic Opportunity with the stipulation that these funds are intended to represent the "local financial support" required by Section 288.106, Florida Statutes.

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

PASSED AND ADOPTED this 22nd day of September 2016.

CITY OF LAKE MARY, FLORIDA

MAYOR, DAVID J. MEALOR

ATTEST:

CITY CLERK, CAROL A. FOSTER

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

CATHERINE REISCHMANN, CITY ATTORNEY



MEMORANDUM

DATE: September 22, 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: Request from Woodbridge Lakes for a \$14,185.20 Neighborhood Beautification Grant (Steve Noto, City Planner)

BACKGROUND: The purpose of the Neighborhood Beautification Grant (NBG) Program is to promote the undertaking of activities by City neighborhoods to beautify their developments and to avoid blighted areas. The City Commission has approved project funding in the amount of \$25,000.00 per fiscal year, which would allow for organized neighborhood associations to apply to the City for monies to be used in executing a neighborhood beautification program. Promotion of high quality neighborhoods shows commitment by the City and its citizens in the areas of economic stability, exceptional quality of life, and community security. There is currently \$14,185.20 remaining for projects in this fiscal year. This request would be the final project of the fiscal year.

DESCRIPTION OF PROJECT: In 2014, the Mayor and City Commission approved a Neighborhood Beautification Grant for Woodbridge Lakes in the amount of \$6,915.00. That project was for the installation of commercial grade lighting along the perimeter wall that is adjacent to Rinehart Road. The current request looks to build upon that original project by increasing the amount of landscaping along the wall, removing and replacing dead/declining plantings, modifying the irrigation as needed, and increasing the amount of landscape lighting. The total cost of the project is \$42,363.00. The Woodbridge Lakes HOA has budgeted \$28,177.80 for the project. As a result, they have requested the remaining balance of NBG funds left this fiscal year for the project, \$14,185.20.

Note that in the supplemental documents provided by the applicant, they rounded their numbers. The documents show \$28,000 from the applicant and a \$42,000 project cost. Per the estimates given by the vendors, the overall cost is actually \$42,363.00, making the applicant cost \$28,177.80.

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

Proposed Improvements: The project will accomplish the following goals:

- Removal of dead/dying shrubs/trees along Rinehart Road
- Installation of new hedges/trees/sod/mulch
- Installation of new up-lighting (180' on either side), continuing the improvements from 2014
- Increased safety in the evening hours due to the additional up-lighting
- Improved aesthetics of the Rinehart Trail

The applicant has provided concept graphics as shown in the "Existing Site and Clean Site Plan" section of their attached request. As shown, the new landscaping would fill in the gaps left from dead and declining plantings. In addition, due to the types of plants planned, color will be added to the corridor. In the past, these types of gateway improvement projects have been viewed favorably by the City Commission.

The applicant has chosen Girard as the preferred vendor for the landscaping and irrigation. Girard is providing more plants than the other vendors, and an indefinite warranty. The lighting contractor is the same vendor they used in 2014, which has a lifetime warranty on fixtures and transformers.

Aside from the Hills of Lake Mary request, which was a unique scenario, this is the most expensive request that has been made since the NBG program was created in 2013. Having said that, the \$28,000.00 budgeted by the applicant is also the highest amount guaranteed to be spent by an applicant for a NBG project and greatly exceeds the minimum 5% match.

FINDING OF FACT: Staff has found that the request for a Neighborhood Beautification Grant for Woodbridge Lakes meets the requirements of the Neighborhood Beautification Program. Staff recommends approval of \$5,000.00 in grant funding. If the City Commission wishes to approve a higher funding amount, staff recommends the following:

- That the board find that unique circumstances exist, in that the applicant is providing \$28,177.80 of private funding towards the \$42,363.00 total project cost. In addition, the project would also improve the aesthetics of the Rinehart Trail along with the entrance to the subdivision.

ATTACHMENTS:

- Woodbridge Lakes Neighborhood Beautification Grant Application Package



Woodbridge Lakes Beautification Project

Landscaping and Lighting along perimeter wall on Rinehart road

Grant Application



CITY OF LAKE MARY NEIGHBORHOOD BEAUTIFICATION GRANT APPLICATION

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

Grant Requested: Neighborhood Entry Beautification Community Beautification

Name of Neighborhood: WOODBRIDGE LAKES OF LAKE MARY
 Location of Neighborhood (Roadway Boundaries): 1 MILE "N" ON RINEHART FROM LAKE MARY BLVD
 Project Location (Address Required for Permitting): _____
 Has the Neighborhood Won Grant Funding in the Past? Yes No
 If Yes, When and How Much? FALL 2014 \$6915⁰⁰

Brief Description of Project:
THE GOAL IS TO IMPROVE OUR PERIMETER WALL LANDSCAPING BY
REMOVING DEAD AND DECLINING PLANTS, ADD ADDITIONAL PLANTS,
MODIFY IRRIGATION, MULCH, AND INCREASE THE LANDSCAPE
LIGHTING

Grant Amount Requested: \$ 14,185.20 Neighborhood Match Amount: \$ 28,000
(min. 5% of Grant Amount)

REQUIRED ATTACHMENTS

- Three (3) quotes of all proposed work
- A complete budget showing total cost of project
- Photos of existing site conditions
- A clean site plan showing the location of all improvements
- Notarized meeting minutes
- Project Action Team (PAT) contact information
- A completed GAP with Maintenance Agreement
- Other documentation specifically requested by staff
- First Step Meeting Synopsis

THE ABOVE INFORMATION IS SOLELY PROVIDED FOR PURPOSES OF APPLYING FOR THE NEIGHBORHOOD BEAUTIFICATION GRANT (NBG) AND UNDERSTAND IT DOES NOT IMPLY APPROVAL. I CERTIFY THE ABOVE INFORMATION TRUE. I HAVE RECEIVED, READ, AND AGREE WITH THE NBG PACKAGE.

Signed: _____
 Print Name: ALFRED CANN
 Title: PROJECT MANAGER
 Date: 8-26-16

Project Narrative

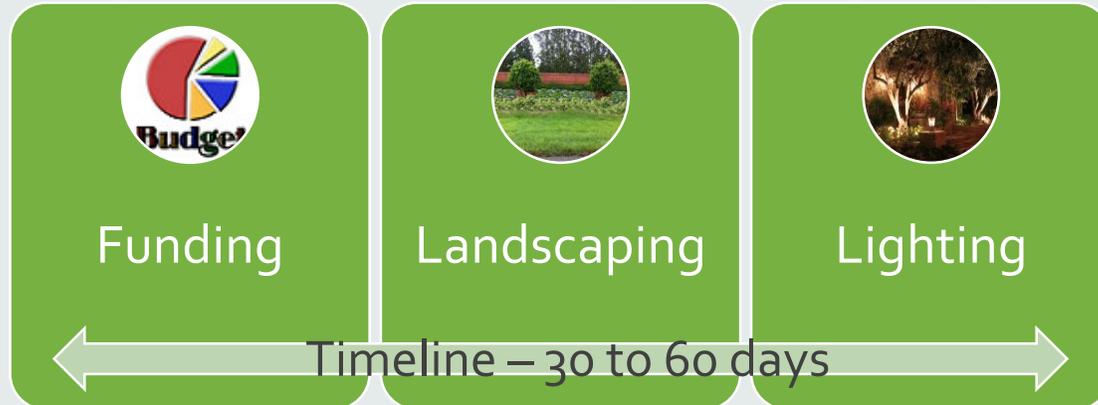
- Wall Landscaping and Lighting Improvement
- Why?
 - Current plantings are in various stages of health
 - 20 year old original landscaping in need of updating
 - Improve the ambiance of the Community as well as City of Lake Mary (~1/4 mile of frontage on Rinehart Road)
 - Improve the night time security along the adjacent bike trail
- Woodbridge Lakes (WBL) HOA is committed to this project
- **WBL requests a favorable decision from the City**

Help us make Lake Mary more beautiful!

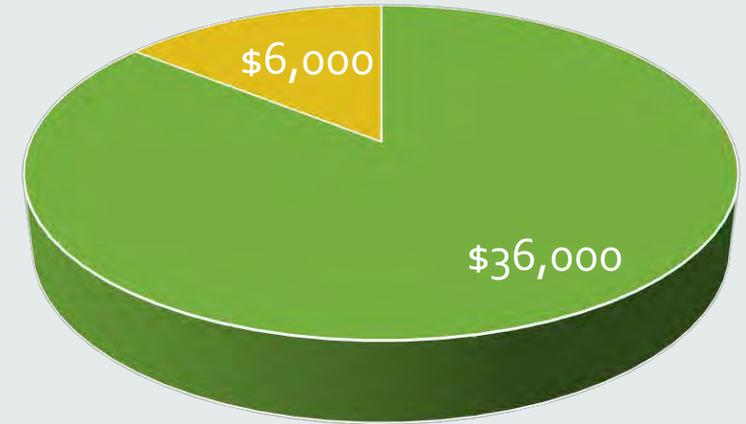


Project Narrative

- Woodbridge Lakes Community's exterior wall runs along Rinehart Road approximately ¼ mile.
- ~\$42,000 – Total cost of the project
- ~\$28,000 – Woodbridge Lakes HOA funding
- ~\$14,000 – Application for the Neighborhood Beautification Grant (NBG)
- ~30 – 45 days – Timeline for completing Landscaping work
- ~7 – 14 days – Timeline for completing Lighting work

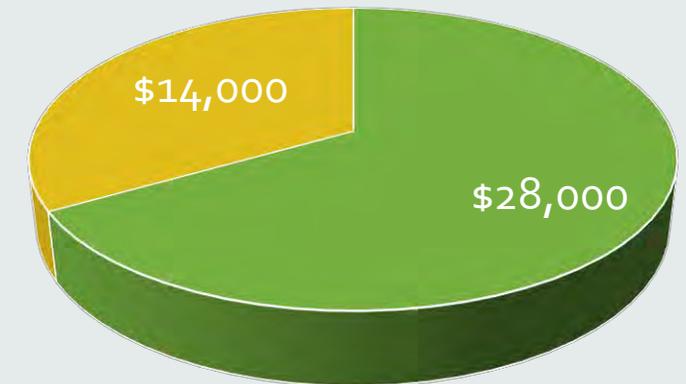


Total Budget - \$42K



■ Landscaping ■ Lighting

Cost Share



■ Woodbridge HOA
■ Neighborhood beautification grant



Proposals Received

Landscaping- Proposal 1

BLG ENVIRONMENTAL LLC
547 Thomas Circle
Longwood, FL 32750
BLGEnvironmental.com
Robert@blgenvironmental.com



Proposal

Date	Estimate #
2/5/2016	1001385

CLIENT
WOODBRIIDGE LAKES HOA LAKE MARY, FL

PROJECT
RHINEHART ROAD LANDSCAPE

Item	Description	Qty	Rate	Total
Tree Instal...	NORTH SIDE OF ENTRY- 1325 LINEAR FT Ornamental trees/palms- 45/65 gal 10-12ft full, palms 7-8' triple	20	360.00	7,200.00
Plant Mate...	Shrubs/tropicals- 3 gal- planted 24" on center	445	11.85	5,273.25
Plant Mate...	Ligstrum- green- 3 gal- planted 24" on center	300	11.45	3,435.00
Plant Mate...	Groundcover- 1 gal- planted 18" on center	155	5.50	852.50
Mulch	Yards pine bark mulch installed at 2-3 inch depth by hand	115	54.50	6,267.50
Irrigation ...	Tree bubblers for new trees	20	19.50	390.00
Tree Instal...	SOUTH SIDE OF ENTRY- 535 LINEAR FT Ornamental trees/palms- 45/65 gal 10-12ft full, palms 7-8' triple	8	360.00	2,880.00
Plant Mate...	Shrubs/tropicals- 3 gal- planted 24" on center	170	11.85	2,014.50
Plant Mate...	Ligstrum- green- 3 gal- planted 24" on center	70	11.45	801.50
Plant Mate...	Groundcover- 1 gal- planted 18" on center	45	5.50	247.50
Mulch	Yards pine bark mulch installed at 2-3 inch depth by hand	40	54.50	2,180.00
Irrigation ...	Tree bubblers for new trees	8	19.50	156.00
Clean-up	Clean- up for north/south flowerbeds to include: - Remove diseased/old plants - Remove old grasses/plants under ligstrum trees - Transplant ligustrum tree - Transplant/consolidate flax lily - Expand flowerbeds as needed - Remove weed infested plants - Grade out as necessary - Dispose of all debris	1	2,990.00	2,990.00

All work will be performed in accordance with the specifications submitted and completed in a substantial workmanlike manner. If this proposal reflects your understanding of the job please sign below. Any alteration or deviation from stated specifications involving extra costs will be executed only upon a written change order and will become an extra charge over and above the proposal. Prices are valid for 30 days. Changes in quantities or separating deliveries may incur additional charges.

Total

Signature _____

Date _____

BLG ENVIRONMENTAL LLC
547 Thomas Circle
Longwood, FL 32750
BLGEnvironmental.com
Robert@blgenvironmental.com



Proposal

Date	Estimate #
2/5/2016	1001385

CLIENT
WOODBRIIDGE LAKES HOA LAKE MARY, FL

PROJECT
RHINEHART ROAD LANDSCAPE

Item	Description	Qty	Rate	Total
Irrigation ...	System will be checked & adjusted. Any changes/repairs will be billed at \$45 per man hour plus materials		0.00	0.00
WARRAN...	100% Guarantee for six months (if we plant) we will replace once at full cost of trees, shrubs, equipment and labor for six months from signed contract date providing the plants have received proper care from the owner: watering, feeding, insect control and staking of trees. providing the plants have not received animal damage, storm damage, freeze damage or mechanical injury and that the grade or growth condition have not been materially changed. No Guarantee on annuals, perennials, sod or transplants and material planted in potterly.		0.00	0.00

All work will be performed in accordance with the specifications submitted and completed in a substantial workmanlike manner. If this proposal reflects your understanding of the job please sign below. Any alteration or deviation from stated specifications involving extra costs will be executed only upon a written change order and will become an extra charge over and above the proposal. Prices are valid for 30 days. Changes in quantities or separating deliveries may incur additional charges.

Total

\$34,687.75

Signature _____

Landscaping- Proposal 2

LAND TECHNOLOGIES Landscape & Pavers Services

4770 Orange Blvd
Sanford, FL 32771
www.LandTechnologies.net

Estimate

Name / Address
Woodbridge Lakes HOA Skip Cann Rinehart Road Lake Mary FL 32746

Date	Estimate #
8/9/2016	5418

Project	LANDSCAPE RENOVATIONS								
Description	Qty	Cost	Total						
----- RIGHT SIDE OF ENTRANCE									
Roebelenii - Triple - 5'CT	3	395.00	1,975.00						
Crape Myrtle - 30 gal	4	250.00	1,000.00						
Trinnett - 3 gal	40	12.00	480.00						
Plumbago - 3 gal	65	12.00	780.00						
Croton Petra - 3 gal	15	12.00	180.00						
Snow on the Mountain - 3 gal	25	12.00	300.00						
Ligustrum Green - 3 gal	25	10.00	250.00						
Hawaiian Ti Red Sister - 3 gal	12	12.00	144.00						
Drift Rose Red - 3 gal	8	20.00	160.00						
Stromanthe - 3 gal	8	18.00	144.00						
Bulbine Orange - 1 gal	36	6.00	216.00						
Floristam Sod - per pallet	1	350.00	350.00						
Mulch Brown - 2cf Bags	375	4.00	1,500.00						
Labor	1	3,000.00	3,000.00						
----- SUBTOTAL RIGHT SIDE OF ENTRANCE			10,479.00						
Deposit of 50% required - balance due upon completion. Credit card payments will incur a 3.5% fee.			Subtotal						
			Sales Tax (7.0%)						
<table border="1"> <tr> <td>Phone #</td> <td>Fax #</td> <td>E-mail</td> </tr> <tr> <td>407-322-8949</td> <td>407-321-5247</td> <td>info@landtechnologies.net</td> </tr> </table>			Phone #	Fax #	E-mail	407-322-8949	407-321-5247	info@landtechnologies.net	Total
Phone #	Fax #	E-mail							
407-322-8949	407-321-5247	info@landtechnologies.net							

LAND TECHNOLOGIES Landscape & Pavers Services

4770 Orange Blvd
Sanford, FL 32771
www.LandTechnologies.net

Estimate

Name / Address
Woodbridge Lakes HOA Skip Cann Rinehart Road Lake Mary FL 32746

Date	Estimate #
8/9/2016	5418

Project	LANDSCAPE RENOVATIONS								
Description	Qty	Cost	Total						
----- LEFT SIDE OF ENTRANCE									
Roebelenii - Triple - 5'CT	8	395.00	3,160.00						
Crape Myrtle - 30 gal	7	250.00	1,750.00						
Trinnett - 3 gal	40	12.00	480.00						
Plumbago - 3 gal	100	12.00	1,200.00						
Croton Petra - 3 gal	30	12.00	360.00						
Snow on the Mountain - 3 gal	60	12.00	720.00						
Ligustrum Green - 3 gal	55	10.00	550.00						
Hawaiian Ti Red Sister - 3 gal	17	12.00	204.00						
Drift Rose Red - 3 gal	8	20.00	160.00						
Stromanthe - 3 gal	58	18.00	1,044.00						
Bulbine - 1 gal	108	6.00	648.00						
Floristam Sod - per pallet	1	350.00	350.00						
Mulch Brown - 2cf Bags	750	4.00	3,000.00						
Labor	1	5,000.00	5,000.00						
----- SUBTOTAL LEFT SIDE OF ENTRANCE			18,626.00						
Deposit of 50% required - balance due upon completion. Credit card payments will incur a 3.5% fee.			Subtotal						
			Sales Tax (7.0%)						
<table border="1"> <tr> <td>Phone #</td> <td>Fax #</td> <td>E-mail</td> </tr> <tr> <td>407-322-8949</td> <td>407-321-5247</td> <td>info@landtechnologies.net</td> </tr> </table>			Phone #	Fax #	E-mail	407-322-8949	407-321-5247	info@landtechnologies.net	Total
Phone #	Fax #	E-mail							
407-322-8949	407-321-5247	info@landtechnologies.net							



Page 1



Page 2



Landscaping– Proposal 3



Template Revised 04/25/2012

Project Name: **Woodbridge Lakes**
 Project Phase: **Front Entry Walls**
 Proposal Date: **Monday, June 6, 2016**

Submitted By: _____ Submitted To: _____

Girard Environmental Services, Inc.
 Mailing: Post Office Box 1119 Sanford, FL 32772
 Physical: 701 Codisco Way Sanford, FL 32771

Owner/GC: _____
 Address: _____
 Attention: **Skip**
 Email: acann@cfl.rr.com

Irrigation System	\$2,131
Hardscape Package	\$0
Landscape Package	\$35,057
Total Lump Sum	\$37,188

_____/_____/_____
 Authorized Signature Date Signed

Payment Terms: **Due Upon Completion**

Print Name & Title

Irrigation System				\$2,131
Description of Work	Qty	Each	Total	
Irrigation System Permit				0.00
Travel Expense, Lodging & Per Diem				0.00
irrigation repairs and retrofit	1	2,131.00		2,131.00
				0.00
				2,131.00

Hardscape Package				\$0
Description of Work	Qty	Each	Total	
Hardscape Package Permit				0.00
Travel Expense, Lodging & Per Diem				0.00
				0.00

Landscape Package				
Description of Work		Qty	Each	Total
Landscape Package Permit				0.00
Travel Expense, Lodging & Per Diem				0.00
Ligustrium "lucidium"	7gl	137	36.00	4,932.00
Plumbago	3gl	720	12.00	8,640.00
Arbicola "Trinette"	3gl	680	12.00	8,160.00
				0.00
Crape myrtle, Multi	30gl Tuscora	22	200.00	4,400.00
mulch	per sq yd installed	75	48.00	3,600.00
demo labor and dump fees	remove existing and remove from site	1	1,250.00	1,250.00
				0.00
large holly tree at sighn walls	cut down and remove from site	1	200.00	200.00
Triple trunk Reobillini palm	6'oa	5	335.00	1,675.00
St Augustine sod	Bedline adjustment, per sq ft	1,000	0.65	650.00
Sylvester Palm, Robusta, diamond cut	10'CT	0	0.00	0.00
Oak removed behind sign wall	cut down and remove debris from site	2	225.00	450.00
Remove Ligustriums	cut down and remove debris from site	2	200.00	400.00
Ligustrium tree	9x9	1	700.00	700.00
Total				35,057.00
Total Sum				37,188.00

Lighting – Proposal

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

Estimate

Date	Estimate #
8/22/2016	1848

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



Project

Item	Description	Qty	Cost	Total
ALF1001	Bullet Light with combination of 5 and 7 watt LEDs, 30, 60, and 100 degree spread	27	200.00	5,400.00
Special Work	Special Work- add risers for signage lights, run additional lines for new lights	1	175.00	175.00
ALF1001	Bullet Light- use existing lights from center entry palm in expansion	-2	200.00	-400.00
Total				\$5,175.00

FLORIDA LICENSE # ES 12000757
 LICENSED & INSURED

Phone #		E-mail	Web Site
888-720-5483	321-303-9760	Justin@accentlightsfl.com	www.accentlightsfl.com

Selected Vendors

- Landscaping

- Girard Environmental Services



- Lighting

- Accent Outdoor Lighting (Previously known as Lighthouse Lighting)
 - Lighthouse Lighting installed our existing landscape lighting 2yrs ago





Budget

Woodbridge Lakes

Balance Sheet

Accrual Basis, As of 6/30/2016

Assets

Current Asset

WB - Opr - FCB	\$37,372.61
WB - Opr- CSB	\$59,505.98
WB - Card - BBT	\$1,053.75
WB - MM - FCB	\$15,024.98
WB - Res - CSB	\$54,054.40
WB MM BBT	\$6.65
WB - RES - FCB	\$180,078.92

Subtotal Cash

WB Schwab Acct. (Cost Only) **\$347,097.29**

Subtotal Schwab

WB CD Seaside [7/16] **\$290,039.55**

Subtotal CDs

1310 - Prepaid Insurance **\$28,975.62**

Accounts Receivable \$625.21

Total Current Asset \$6,213.28

Fixed Asset

1400 - Electric Deposit \$2,120.00

1411 - Water Deposit \$95.00

Total Fixed Asset \$2,215.00

Total Assets

\$675,165.95

Liabilities & Equity

Current Liability

Accounts Payable \$125.00

Advanced paid Association Fees \$21,974.92

Total Current Liability \$22,099.92

Long Term Liability

2201 - Reserve General \$9,678.00

2215 - Reserves - Roads \$433,076.53

2230 - Reserve - Gate/ Fence \$32,303.26

2235 - Reserves - Maintenance \$57,018.22

2265 - Reserve Property \$20,799.81

2290 - Res - Interest Accrual \$3,405.92

Total Long Term Liability \$556,281.74

Equity

Fund Balance \$96,784.29

Total Equity \$96,784.29

Total Liabilities & Equity

\$675,165.95

BUDGETED AMOUNT-
~\$28K FROM OPERATING
ACCOUNT AT CENTER STATE BANK

CURRENT BALANCE - ~\$59K



Existing site and clean site plan

Thriving



Surviving



Declining



Dead



Landscaping

Current



Future



Landscaping

Current



Future



Landscaping

Current



Future



Landscaping

Current



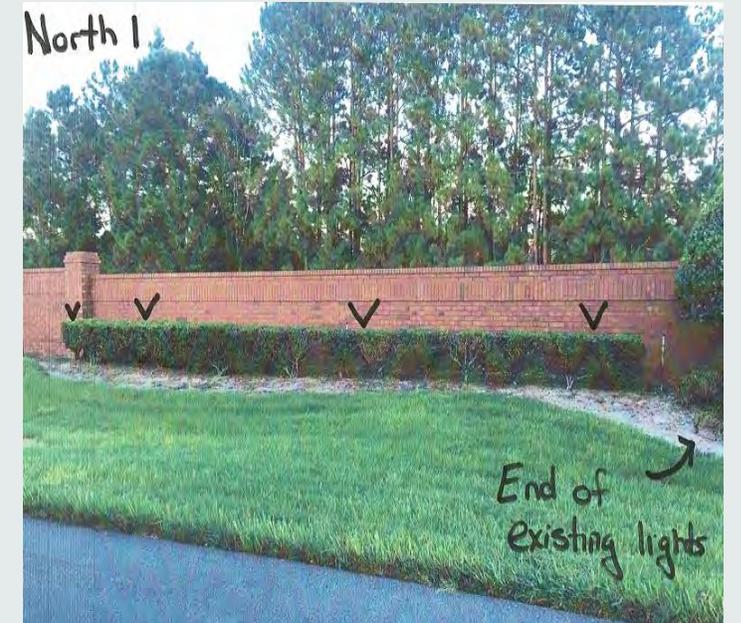
Future



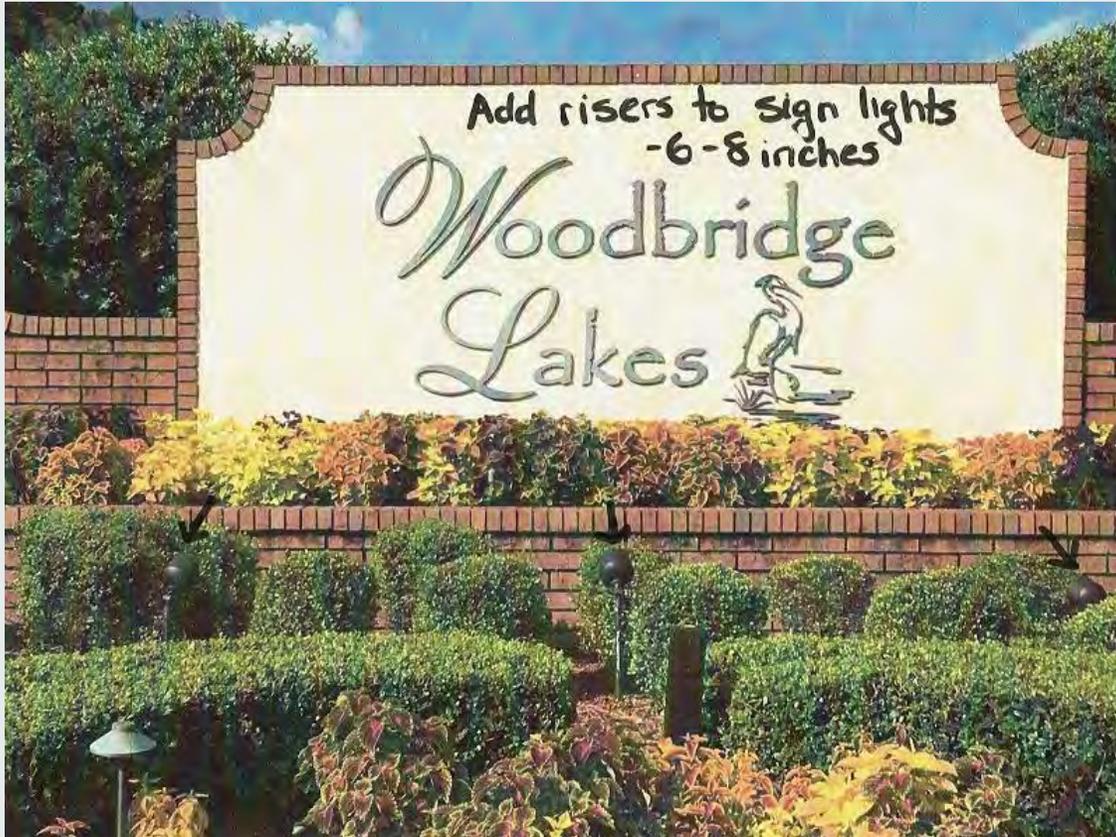
Lighting – South Wall



Lighting – North wall



Lighting – Front Entry





Board of Directors Meeting Minutes

Woodbridge Lakes of Lake Mary HOA, INC.

BOARD OF DIRECTORS MEETING

August 17, 2016

DRAFT MINUTES

Call of Order- The meeting was called to order at 7:00 pm

Quorum:

Board members present were as follows:

Butch
Skip
Jim
John
Lauren
Andy

Absent were as follows:

Karin

Also present were Mark Michalek and Mel Moses of Leland Management

Proof of Notice:

Notice was posted on the community bulletin board at the exit lane of the community.

Minutes:

Skip moved to amend the meeting minutes of 7-27-16 to change the line on the Lake Mary enhancement grant to read: "Skip is working on getting bids for the wall planting and lighting". Andy seconded the motion, all were in favor, motion carried to approve the minutes from the board of directors meeting held on 7-27-16.

Financials:

Mark provided written financials as of 7/31/16. Discussion was had on balance sheet and aged receivables.

Committee Reports:

Skip updated the board on the landscape enhancement project.

Woodbridge Lakes HOA Board of Directors voted to seek grant monies for the purpose of beautifying our perimeter wall along Rinehart road. It was passed by unanimous vote.

The amount approved by the board is not to exceed \$45,000.00.

Skip will once again be the Project Manager regarding application and submission to the City of Lake Mary for grant monies from the "Neighborhood Beautification Fund".

The project will be known as "Woodbridge Lakes Wall Project".

A Project Action Team (PAT) was formed to include these Woodbridge residents:

Alfred "Skip" Cann	Acann@clrr.com (Project Manager)
Andy Goodman	ahgwoodbridge@aol.com
Milind Pathak	milindp@hotmail.com
Lori Grane	lgrane@clrr.com
Petra Cohen	petra@artepmedia.com

The goal of the project is to improve and add to our wall landscaping with additional plantings, removal of declining plants, irrigation system modifications, mulching and increase in the landscape lighting.

Violations- A written violation report was provided to the Board for review. Due to time limitations, board members advised they would review and advise of any changes needed

Unfinished Business:

Keypad update - Board discussed issue of long distance calls. Leland to follow up with provider and pricing, etc.

Website Upgrade- Graham updated the board on website options provided by Leland and is to meet with IT Director at Leland at a later date. Board advised Leland is not to pay invoices for website maintenance from existing site.

ARB Form Update - Board approved draft ARB with minor changes. Butch made a motion to suspend approval of fence installations on the lakes and golf courses until the governing documents are finalized and approved. Skip seconded the motion and motion passed with none opposed.

Gate repairs: Board reported recent repairs on pedestrian gates are not acceptable; Leland to follow up, springs are not working and there are no handles.

Seal Coating bids - Mark advised we have not received 2 of the 3 bids requested but will provide to Board upon receipt.

New Business:

Fining Process: Discussion pursued on Fining process. Board is to follow up with attorney before proceeding with fining; demo letters were provided as well as a sample resolution.

Vendor Invoices: Board requested that Leland contact vendors to request waiver of all late fees. It was noted that the water bills for the park were higher than usual and irrigation and toilets need to be checked.

Alliance Collection Update:

It was noted that 2 accounts are with Alliance for collection; lots 95 and lot 122. Butch made a motion to proceed with foreclosure on Lot 95; Jim seconded the motion and motion carried with none opposed. Discussion was had on lot 122 attempting to make a payment and requesting the board to waive collection fees through alliance.

Board later questioned who takes title if Alliance processes foreclosure, Leland to follow up and proceed with next step based upon answer from Alliance.

Tot Lot Fence- Butch made a motion to approve adding rings to the fence quote increasing the quote by \$495. Jim seconded the motion and the motion carried with none opposed. Discussion was had on the permit requesting going through the city not the county.

Surveillance Cameras: Board requested bids for cameras at entrance and park; Leland to follow up with bids.

Open Forum

Questions and concerns from homeowners were addressed by the Board.

Adjournment- Butch moved to adjourn at 9:05 pm.; Jim seconded the motion and the meeting adjourned with none opposed.



A handwritten signature in black ink, appearing to read "Lori L. Grane".



Project Action Team (PAT) Contact Information

Project Action Team Contact Information

- Alfred "Skip" Cann
(Project Manager). Acann@cfl.rr.com
- Andy Goodman ...ahgwoodbridge@aol.com
- Milind Pathak ...milindtp@hotmail.com
- Lori Grane ... Lgrane@seedconsulting.net
- Petra Cohen ... petra@artepmedia.com





Grant Action Plan

Grant Action Plan

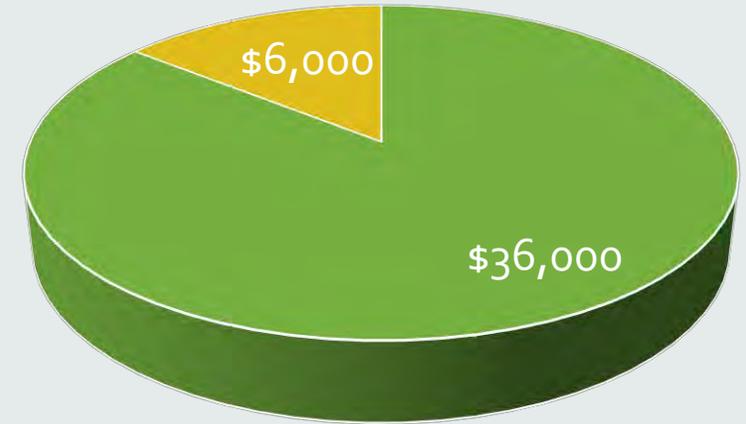
- ~\$42,000 – Total cost of the project
- ~\$28,000 – Woodbridge Lakes HOA funding
- ~\$14,000 – Application for the Neighborhood Beautification Grant
- ~30 – 60 days – Timeline for completing Landscaping work
- ~7 – 14 days – Timeline for completing Lighting work

WBL will finance its share of the costs from the operating fund of Center State Bank as previously highlighted on the balance sheet dated 6/30/2016.

Woodbridge Lakes requests a favorable decision from the City for this project to come to fruition as described in this application.

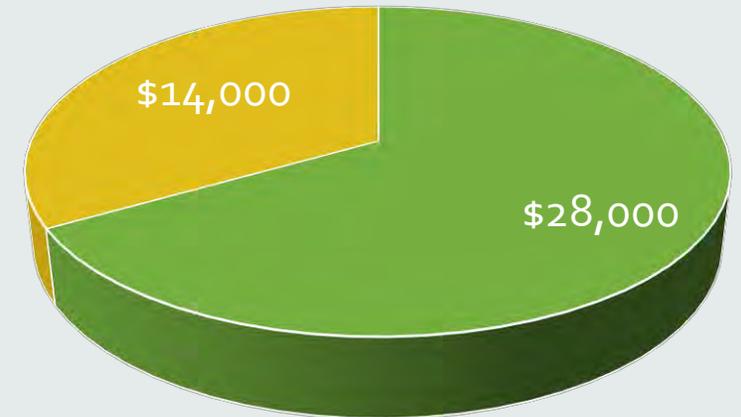
Help us make Lake Mary more beautiful!

Total Budget - \$42K



■ Landscaping ■ Lighting

Cost Share



■ Woodbridge HOA
■ Neighborhood beautification grant



Woodbridge Lakes Beautification Project

Landscaping and Lighting along perimeter wall on Rinehart Road



MEMORANDUM

DATE: September 22, 2016

TO: Mayor and City Commission

FROM: Gunnar Smith, Parks & Recreation Business Manager
Radley Williams, Recreation and Events Manager

THRU: Bryan Nipe, Director of Parks and Recreation

VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1550 - Amending Chapter 92 of the Code of Ordinances entitled "Parks and Playgrounds", amending fees charged for the use of the facilities and programs - First Reading (Bryan Nipe, Parks & Recreation Director)

Fees for use of many parks and recreation facilities and programs operated and maintained by the City of Lake Mary have remained unchanged for many years, while costs for maintenance and operation have slowly increased year after year. To help prevent a widening imbalance, staff reviewed costs and conducted a market analysis of similar facilities in the surrounding community (see attached). As a result, the following fee updates are proposed to Chapter 92: Parks and Playgrounds, of the Code of Ordinances.

- **Lake Mary Events Center** – Saturday rate increase from \$3,200 to \$3,500.
- **Lake Mary Community Center** – Increase resident rates by \$5 per hour and non-resident rates by \$10 per hour, in both Room 1 and Room 2. Increase refundable damage deposit fee for one room by \$50, to \$200. Create full building refundable damage deposit fee of \$300.
- **Lake Mary Sports Complex** – Reclassify current general rental rate to create resident and non-resident rates for baseball/softball fields, multipurpose/soccer field, and basketball courts. Resident rates would be the current hourly rental rates, while non-resident rental rates would be an additional \$10 per hour. Create a Field Preparation fee of \$10 per game for any rental that needs additional

preparations for game play (i.e. chalk foul lines). Remove the fee giving AAU/ASSSA leagues special Sunday rate of \$75 plus tax for six hours of usage.

- **Skate Park** – Remove current daily and annual pass fees. Change park rental fee to \$50 per hour (minimum two hours) and open up park rental availability to any time during the park’s hours of operation.
- **Splash Pad at Trailblazer Park** – Raise resident season pass from \$15 per person to \$20 per person. Leave daily fee at \$2 per person.
- **Batting Cages** – Create a new \$1 per token fee.
- **Central Park Gazebo** – Remove half-day/full-day rental rate structure and replace with an hourly rental structure (minimum of two hours) for residents at \$25 per hour and non-residents \$35 per hour. Remove language regarding when reservations can be made to be consistent with language in ordinance for other park and recreation rental facilities.
- **New recommended fees for all rental facilities** –
 - Excessive cleaning fee - \$50 per hour
 - Overtime charge – two (2) times the hourly rate
 - Additional staffing fee (minimum two hours) - \$35 per hour
- **Adult Softball** – Increase registration from \$300 to \$400 per team/season.
- **Adult Kickball** – Increase registration from \$200 to \$300 per team/season.
- **Summer Camp** – Increase non-resident registration \$10 to \$135 per week.

RECOMMENDATION:

Request Commission approve proposed fee changes for the listed park and recreation facilities and authorize Mayor to execute Ordinance No. 1550 adopting said changes into Chapter 92 of the Code of Ordinances.

Attached:

1. Facility/Program Fee Analysis

ORDINANCE NO. 1550

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, AMENDING CHAPTER 92 OF THE CODE OF ORDINANCES ENTITLED "PARKS AND PLAYGROUNDS"; AMENDING FEES FOR THE USE OF THE LAKE MARY PARKS AND FACILITIES; ESTABLISHING ADDITIONAL FEES FOR SERVICES BEING PROVIDED; PROVIDING FOR CODIFICATION, PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the fees for use of many parks and recreation facilities and programs have remained unchanged for many years while the costs for maintenance and operation have slowly increased year after year; and

WHEREAS, to help prevent a widening imbalance, staff reviewed costs and conducted a market analysis of similar facilities and programs in surrounding cities; and

WHEREAS, words with single underlined type shall constitute additions and ~~strike through~~ shall constitute deletions to the original text from the language existing prior to adoption of this Ordinance.

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

SECTION 1. That Chapter 92 of the Code of Ordinances entitled "Parks and Playgrounds" is hereby amended as follows:

 § 92.09 CENTRAL PARK; GAZEBO.

~~(A) Reservations for Central Park/gazebo must be made at Lake Mary Community Center during regular business hours (8:00 a.m. to 5:00 p.m. Monday-Friday) at least three business days in advance.~~

~~(B)~~ (A) All facilities are reserved on a first come basis. All park facilities are provided to the user "as is" and all preparation, set up, take down, and clean up shall be the responsibility of the user.

~~(C)~~ (B) A refundable deposit of \$100 shall be required in addition to the standard fees and must be received with the required reservation form. This deposit is subject to forfeiture for the following reasons:

- (1) Excessive clean up required.

(2) Damage of facilities or furnishings. (Damage exceeding the deposit amount shall be assessed and billed to the reserving party.)

~~(D)~~ (C) Alcohol is prohibited in the city parks.

~~(E)~~ (D) The use of city facilities for the purpose of fund raising or selling goods or services must be approved by the City Manager or his or her designee prior to signing the rental agreement.

~~(F)~~ (E) Fee schedule for the use of the gazebo and adjacent picnic grounds:

Residents	\$50/half day <u>\$25/hour (minimum of two hours)*</u>	\$75/full day
Non-Residents	\$75/half day <u>\$35/hour (minimum of two hours)*</u>	\$100/full day
Half Day	Monday – Friday	5:30 p.m. – 9:30 p.m.*
	Saturday – Sunday & official city holidays	9:00 a.m. – 2:00 p.m. 3:30 p.m. – 9:30 p.m.
Full Day	Saturday – Sunday & official city holidays	9:00 a.m. – 9:30 p.m.
<u>Additional Staffing Fee</u>	<u>\$35/hour</u>	
<u>Excessive Cleaning Fee</u>	<u>\$50/hour</u>	
<u>Overtime Charge</u>	<u>2 times the hourly rate</u>	
*no rentals prior to 5:30 p.m. on weekdays, unless it is designated as an official city holiday.		

 § 92.10 TENNIS FACILITY. NO CHANGE

 § 92.11 SKATEBOARD/BIKE PARK.

Fee schedule for the use of the skateboard/bike park located at the Sports Complex. Applicable sales tax will be added.

Daily Pass	\$2
Annual Pass	\$20

<u>\$50/hour (minimum two hours) during park's hours of operation</u>	
Private Parties — on Saturdays and Sundays Only	
10:00 a.m. - 11:30 a.m.	\$75 plus applicable tax for 20 people or less
-	Daily fee per person over 20 not to exceed a total of 40
6:30 p.m. — 8:00 p.m.	\$75 plus applicable tax for 20 people or less
-	
8:00 p.m. - 8:30 p.m.	an additional \$25 plus applicable sales tax
8:30 p.m. - 9:00 p.m.	an additional \$25 plus applicable sales tax
-	Daily fee per person over 20 not to exceed a total of 40
<u>Additional Staffing Fee</u>	<u>\$35/hour</u>
<u>Excessive Cleaning Fee</u>	<u>\$50/hour</u>
<u>Overtime Charge</u>	<u>2 times the hourly rate</u>

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

(A) If an adult softball league(s) is established by the city it will be sanctioned by the Amateur Softball Association and administrated by rules as set forth by the city and the Amateur Softball Association.

(B) Each team participating in the city recreation adult softball league program will pay a fee of ~~\$300~~ \$400 per season. All fees will be due and paid in advance of league play.

(C) ~~A \$15 per hour/per field fee for the rental of the softball field and baseball fields before 7:00 p.m. and an additional \$10 per hour/per field fee after 7:00 p.m. will be charged to all users other than for city recreation and other city sponsored games. A \$20 fee per hour for the rental of multi-purpose field before 7:00 p.m.~~

~~and an additional \$10 per hour after 7:00 p.m. will be charged to all users other than for the city recreation and other city sponsored games.~~

(C) Rentals Baseball/Softball Fields and Multi-Purpose/Soccer Fields. Fees will be charged to all users other than for the city recreation and other city sponsored games.

<u>BASEBALL/SOFTBALL FIELDS</u>	<u>Before 7:00PM</u>	<u>After 7:00PM</u>
<u>Residents</u>	<u>\$15 per hour/per field</u>	<u>\$25 per hour/per field</u>
<u>Non-Residents</u>	<u>\$25 per hour/per field</u>	<u>\$35 per hour/per field</u>
<u>MULTI-PURPOSE/SOCCER FIELD</u>	<u>Before 7:00PM</u>	<u>After 7:00PM</u>
<u>Residents</u>	<u>\$20 per hour per field</u>	<u>\$30 per hour per field</u>
<u>Non-Residents</u>	<u>\$30 per hour per field</u>	<u>\$40 per hour per field</u>
<u>HALF OF MULTI-PURPOSE/SOCCER FIELD</u>	<u>Before 7:00PM</u>	<u>After 7:00PM</u>
<u>Residents</u>	<u>\$10 per hour per field</u>	<u>\$15 per hour per field</u>
<u>Non-Residents</u>	<u>\$15 per hour per field</u>	<u>\$20 per hour per field</u>
<u>A Field Preparation Fee of \$10 per game will be charged for any rental that needs additional preparations for game play, i.e, chalk foul lines, etc.</u>		
<u>\$35/hour Staffing Fee</u>		

This section shall not apply to Lake Mary Little League. ~~AAU/USSSA Leagues can rent the field for five hours on Sundays between 8:00 a.m. and 6:00 p.m. for \$75 plus tax and get the sixth hour free.~~ Applicable sales tax shall also be charged. Full-time employees shall be entitled to a 50% discount of rental rates.

(D) Lake Mary Little League shall pay the city two payments of \$6,250 each for two distinct blocks of time during each year, spring season and fall season. These blocks will apply to Fields 1, 2 and 3, Monday through Saturdays and Field 4 on Saturdays only and on Tuesdays and Thursdays if needed for a girls softball program. The dates for

each season shall be provided to the Parks and Recreation Director at least 30 days prior to each season and if acceptable, will be approved by the Director.

~~(E) Rental of half the multi-purpose field will be \$10 per hour before 7:00 p.m. and \$15 per hour after 7:00 p.m.~~

(F) (E) Teams will be required to register all players prior to commencement of adult softball league play and will be required to maintain a valid team roster with the city. No more than two games may be played during the same time frame on the multi-use field and no more than four teams may simultaneously use said field. No tents, chairs, benches, etc. may be located or placed on the field without written permission from the Parks and Recreation Director.

(G) (F) Adult kickball program: ~~\$200~~ \$300 per team, per season.

§ 92.13 BASKETBALL COURTS AT THE SPORTS COMPLEX.

The following reservation plan is hereby established:

(A) Reservations would have to be made at least three business days in advance for one of the two courts. Only one court at a time is to be reserved, except for city sponsored leagues and/or special event type activities.

(B) The fee is \$10 per hour for residents and \$20 per hour for non-residents, day or night. Lighting is included until court closing at 10:00 p.m. nightly.

(C) The contract used for field rentals is hereby amended to include basketball courts.

§ 92.14 BATTING CAGES

The fee for use of Batting Cages at the Sports Complex is \$1.00 per token.

NAMING

 § 92.20 GUIDELINES FOR NAMING OF CITY PARKS, FACILITIES, STREETS, AND OTHER CITY-OWNED PROPERTY. NO CHANGE

FEES

 § 92.25 AMENDING FEES.

Fees established in this chapter may be amended from time to time by resolution.

LAKE MARY EVENTS CENTER

 § 92.30 DISCOUNTS. NO CHANGE

 § 92.31 (RESERVED).

 § 92.32 BLOCK RATES.

(A) Daytime and weekday evening block rates are available.

Weekday blocks are Monday - Thursday 8:00 a.m. through 4:30 p.m., Friday 8:00 am. through 2:00 p.m., and Monday - Wednesday 6:00 p.m. through 11:00 p.m.	
Daytime Block Rental	Daytime Block Rates
Grand Ballroom	\$550
Ballroom A	\$400
Ballroom B	\$350
Meeting Room	\$300
Conference Room	\$155
Conference Room (2 hours only)	\$60
Rotunda	\$400
Full Building	\$850
Lakeside Ceremony Site (2 hours only)	\$350
Weekday evening blocks - Thursday 4:00 p.m. through 11:00 p.m.	
Thursday Evening Block Rental	Evening Block Rates
Full Building	\$1,250
Friday evening block is 3:00 p.m. through 11:00 p.m.	
Friday Evening Block Rental	Friday Evening Block Rates
Full building rental	\$2,500
Saturday Daily Rental	Daily Rate
Any 8-hour block between 10:00 a.m. - 11:00 p.m.	\$3,200 <u>\$3,500</u>
Sunday and Holiday* Daily	Daily Rate

Rental	
Any 8-hour block between 10:00 a.m. - 11:00 p.m.	\$2,500
* If a holiday falls on a Saturday, Saturday rates shall apply.	
Sunday Rentals - Prior to a Monday Holiday	Daily Rate
Any 8-hour block between 10:00 a.m. - 11:00 p.m.	\$3,200

(B) If a Saturday is not rented 60 days out, the Friday evening block rate applies.

Remainder remains unchanged

CITY OF LAKE MARY FARMER'S MARKET

📖 § 92.50 FARMER'S MARKET. NO CHANGE

TRAILBLAZER PARK

📖 § 92.55 FEES.

Entrance to the playground shall remain free to all users. The following fees are hereby established for the use of the splash park:

(A) *Daily fees:* \$2 per person per day. Fees to be non-refundable in the event of inclement weather.

(B) *Annual pass:* Resident - ~~\$15~~ \$20 per person.

Remainder remains unchanged

SENIOR CENTER

📖 § 92.60 FEES. NO CHANGE

LAKE MARY CEMETERY

📖 § 92.70 - 📖 § 92.79 NO CHANGE

LAKE MARY COMMUNITY CENTER

📖 § 92.80 FEES.

The following fees are hereby established for use of the Lake Mary Community Center. Sales tax as applicable shall also be paid. Full-time city employees shall pay the city resident fee on rentals.

	Room 1	Room 2
Rental Fee	\$70 <u>\$80</u> per hour (2 hour minimum)	\$50 <u>\$60</u> per hour (2 hour minimum)
City Resident Fee*	\$50 <u>\$55</u> per hour (2 hour minimum)	\$35 <u>\$40</u> per hour (2 hour minimum)
Refundable Deposit	\$150 <u>\$200</u>	\$150 <u>\$200</u>
	<u>FULL BUILDING \$300</u>	
TV/DVD	\$25	\$25
Cancellation Notice	60 days	60 days
*City Resident Discount - must reside in the city limits of Lake Mary to be eligible for the discount. Proof of residency required.		

SUMMER CAMP

📖 § 92.90 FEES.

The following fees are hereby established for summer camp.

	City Resident*	Non-Resident
Two-Week Program	\$200 per child	\$250 <u>\$270</u> per child
One-Week Program	\$100 per child	\$125 <u>\$135</u> per child
Late Pick-up Fee	\$5 for every 10 minutes late	
*A resident is someone who lives within the corporate city limits of Lake Mary. Proof of residency will be required. Full-time city employees shall pay the same fee as a resident.		

SECTION 2. 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 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. 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 5. Effective Date. This Ordinance shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2016.

FIRST READING: _____

SECOND READING: _____

Attest:

CAROL A. FOSTER, CITY CLERK

DAVID J. MEALOR, MAYOR

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

CATHERINE D. REISCHMANN, CITY ATTORNEY

Fees for Facility Use

FEE Location	FEE	Current FEE	Proposed FEE	AMT Increase/Decrease	% Increase
Events Center	Saturday Full Building	\$ 3,200.00	\$ 3,500.00	\$ 300.00	9.4% increase
Community Center <i>hourly rates are 2 hr minimums</i> <i>Tax would be added</i>	Resident Fees:				
	Room 1 (Hourly)	\$ 50.00	\$ 55.00	\$ 5.00	10% increase
	Room 2 Resident (Hourly)	\$ 35.00	\$ 40.00	\$ 5.00	14.3% increase
	Non-Resident Fees:				
	Room 1 (Hourly)	\$ 70.00	\$ 80.00	\$ 10.00	14.3% increase
	Room 2 (Hourly)	\$ 50.00	\$ 60.00	\$ 10.00	20% increase
	Other Fees:				
	Damage Fee- one room (refundable)	\$ 150.00	\$ 200.00	\$ 50.00	33.3% increase
	Damage Fee- full building (refundable)	\$ -	\$ 300.00	\$ 300.00	Proposed NEW FEE
	Excessive Cleaning Fee (Hourly)	\$ -	\$ 50.00	\$ 50.00	Proposed NEW FEE
	Overtime Charge	2 times the hourly rate			
	TV add-on	\$ 25.00	\$ -	\$ -	
Sports Complex <i>Tax would be added</i> <i>All fees are hourly</i>	Resident Fees: (currently not classified as resident/non-resident fees)				
	Baseball Fields (before 7pm)	\$ 15.00	\$ 15.00	\$ -	
	Baseball Fields (after 7pm)	\$ 25.00	\$ 25.00	\$ -	
	Multipurpose Field (before 7pm)	\$ 20.00	\$ 20.00	\$ -	
	Multipurpose Field (after 7pm)	\$ 30.00	\$ 30.00	\$ -	
	Basketball Court	\$ 10.00	\$ 10.00	\$ -	
	Non-Resident Fees: (currently not classified as resident/non-resident fees)				
	Baseball Fields (before 7pm)	\$ 15.00	\$ 25.00	\$ 10.00	66.6% increase
	Baseball Fields (after 7pm)	\$ 25.00	\$ 35.00	\$ 10.00	40% increase
	Multipurpose Field (before 7pm)	\$ 20.00	\$ 30.00	\$ 10.00	50% increase
	Multipurpose Field (after 7pm)	\$ 30.00	\$ 40.00	\$ 10.00	33.3% increase
	Basketball Court	\$ 10.00	\$ 20.00	\$ 10.00	100% increase
	AAU/USSSA Sunday fee (6 hours of usage)	\$ 75.00	\$ -	\$ (75.00)	Proposed FEE REMOVAL

FEE Location	FEE	Current FEE	Proposed FEE	AMT Increase/Decrease	% Increase
Sports Complex <i>continued...</i>	New proposed fees:				
	Field Prep for Games	\$ -	\$ 10.00	\$ 10.00	Proposed NEW FEE
	Additional Staffing fee (hourly)	\$ -	\$ 35.00	\$ 35.00	Proposed NEW FEE
Skate Park <i>hourly rates are 2 hr minimums</i>	Daily	\$ 2.00	\$ -	\$ (2.00)	Proposed FEE REMOVAL
	Year Pass	\$ 20.00	\$ -	\$ (20.00)	Proposed FEE REMOVAL
	Park Rental (1.5 hours)	\$ 75.00	\$ -	\$ (75.00)	Proposed FEE REMOVAL
	Park Rental (additional 30 mins)	\$ 25.00	\$ -	\$ (25.00)	Proposed FEE REMOVAL
	Park Rental Damage Fee (refundable)	\$ 100.00	\$ -	\$ -	
	Park Rental (hourly, w/ 2 hr min)	\$ -	\$ 50.00	\$ 50.00	Proposed NEW FEE
	Additional Staffing fee (hourly)	\$ -	\$ 35.00	\$ 35.00	Proposed NEW FEE
	Excessive Cleaning Fee (Hourly)	\$ -	\$ 50.00	\$ 50.00	Proposed NEW FEE
	Overtime Charge	2 times the hourly rate			Proposed NEW FEE
Splash Pad <i>Tax would be included</i>	Daily	\$ 2.00	\$ 2.00	\$ -	
	City Resident Season Pass	\$ 15.00	\$ 20.00	\$ 5.00	33.3% increase
Batting Cages <i>Tax would be included</i>	Per token	\$ -	\$ 1.00	\$ 1.00	Proposed NEW FEE
Central Park <i>hourly rates are 2 hr minimums</i> <i>Tax would be added</i>	Resident Fees:				
	Half-day	\$ 50.00	\$ -	\$ (50.00)	Proposed FEE REMOVAL
	Full-day	\$ 75.00	\$ -	\$ (75.00)	Proposed FEE REMOVAL
	Gazebo (hourly)	\$ -	\$ 25.00	\$ 25.00	Proposed NEW FEE
	Non-Resident Fees:				
	Half-day	\$ 75.00	\$ -	\$ (75.00)	Proposed FEE REMOVAL
	Full-day	\$ 100.00	\$ -	\$ (100.00)	Proposed FEE REMOVAL
	Gazebo (hourly)	\$ -	\$ 35.00	\$ 35.00	Proposed NEW FEE
	Other Fees:				
	Additional Staffing fee (hourly)	\$ 35.00	\$ 35.00	\$ -	Was City Hall restroom fee
	Gazebo Damage fee (refundable)	\$ 100.00	\$ -	\$ -	
	Excessive Cleaning Fee (hourly)	\$ -	\$ 50.00	\$ 50.00	Proposed NEW FEE
Overtime Charge	2 times the hourly rate			Proposed NEW FEE	

Fees for Programs

FEE Location	FEE	Current FEE	Proposed FEE	AMT Increase/Decrease	% Increase
Adult Softball	Season Registration	\$ 300.00	\$ 400.00	\$ 100.00	33.33% increase
Adult Kickball	Season Registration	\$ 200.00	\$ 300.00	\$ 100.00	50% increase
Youth Summer Camp	Resident Camper	\$ 100.00	\$ -	\$ -	
	Non-resident Camper	\$ 125.00	\$ 135.00	\$ 10.00	8% increase
Farmers Market	Full-time Vendor (per Saturday)	\$18	\$ -	\$ -	
	Part-time Vendor (per Saturday)	\$25	\$ -	\$ -	

Fees for Facility Use

Comments	Comparables	Capacity	Resident Hourly Rate	Resident discounts
<p>Events Center</p> <p>This \$300 increase per Saturday will increase revenue approximately \$15,600 per year. This revenue increase will cover any expense increases over the next few years.</p>				
<p>Community Center</p> <p>FY16 projected rental revenue is \$87,540, with a FY16 operating budget of \$128,380, which results in a 68.1% cost recovery (strictly from rental revenue). Based off of FY 16 rental figures, proposed fee increase would account for an additional estimated \$14,000 in rental revenue over FY17. FY17 estimated rental revenue would be \$101,540, with the FY17 operating budget at \$132,880. Estimated cost recovery would be 76.4% (strictly from rental revenue).</p>	<p>Winter Park Country Club</p> <p>Winter Park Civic Center</p> <p>Winter Park Azalea Lane Rec Center</p> <p>Winter Park Womens Club (weekday)</p> <p>Winter Park Lake Island Hall</p> <p>Winter Park Womens Club (weekends)</p> <p>Winter Garden Jessie Brock Community Center</p>	<p>80</p> <p>140</p> <p>70</p> <p>120</p> <p>70</p> <p>120</p> <p>175</p>	<p>\$ 112.50</p> <p>\$ 153.85</p> <p>\$ 70.00</p> <p>\$ 122.00</p> <p>\$ 80.00</p> <p>\$ 144.00</p> <p>\$ 90.00</p>	<p>20% resident discount</p> <p>20% resident discount</p> <p>20% resident discount</p> <p></p> <p></p> <p></p> <p>\$20 discount</p>
<p>Sports Complex</p> <p>Recommending no increase to field rental fees for City residents. Recommending new non-resident fees for all field rental rates to help pay for gradual increases of maintenance and operating costs since the rental fees were originally set in place. Also recommending removing the special Sunday fee for AAU/USSSA leagues (\$75+tax for 5 hours of usage). This fee was seldom used and would not be consistent with proposed fee changes.</p>	<p>Seminole County Sports Complex (before 5)</p> <p>Seminole County Sports Complex (after 5)</p> <p>Winter Springs fields (resident)</p> <p>Winter Springs fields (resident)</p> <p>Winter Springs fields (non-resident)</p> <p>Winter Springs fields (non-resident)</p> <p>Longwood baseball only (without lights)</p> <p>Longwood baseball only (with lights)</p>	<p>b/f 5</p> <p>a/f 5</p> <p>b/f 5</p> <p>a/f 5</p> <p>b/f 5</p> <p>a/f 5</p>	<p>\$ 25.00</p> <p>\$ 35.00</p> <p>\$ 20.00</p> <p>\$ 30.00</p> <p>\$ 40.00</p> <p>\$ 45.00</p> <p>\$ 15.00</p> <p>\$ 25.00</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p>

Comments	Comparables	Capacity	Resident Hourly Rate	Resident discounts
<p>Skate Park Recommend removing Daily and Year Pass. Change park rental fee to \$50/hr with minimum 2 hour rental. Offer ability to rent park anytime during hours of operation.</p>	Longwood Candyland Park Skate Park		FREE	
	Deltona Skate Park 2 year member pass		\$ 5.00	no daily fee
	Oviedo Skate Park Member skate session		\$3-\$4-\$5	depending on day
	Oviedo Skate Park Non-Member skate session		\$8 or \$10	depending on day
	Oviedo Skate Park Member bmx session		\$2 or \$3	depending on day
	Oviedo Skate Park Non-Member bmx session		\$3 or \$4	depending on day
	Oviedo Skate Park Membership Resident		\$ 20.00	
	Oviedo Skate Park Membership Non-resident		\$ 25.00	
<p>Splash Pad The proposed City resident season pass rate equates to 10 visits to the splash pad during the season. Any visits beyond the first 10 visits are essentially free to the City resident.</p>	Sanford Ft Mellon Park Splash Pad	daily	\$ 2.00	
	Sanford Ft Mellon Park Splash Pad	season	\$ 25.00	
	Sanford Ft Mellon Park Splash Pad	1st Friday	FREE	
	Winter Springs Splash Pads (resident)	season	FREE	100% discount
	Winter Springs Splash Pads (non-resident)	daily	\$ 3.00	
<p>Batting Cages New Fee- one token gets twelve pitches</p>				
<p>Central Park Recommending removal of half-day and full-day fees. Replace with hourly rental rates, with a two hour minimum. Resident discount works out to 28.6%. City Hall restroom fee would be changed to a minimum of 2 hours.</p>				

Fees for Programs

Comments	Comparables	Fee	
Adult Softball Recommend increase to account for increased cost of program supplies, contracted umpires. Also to get fees more in line with comparable leagues.	City of Altamonte Springs softball	\$ 400	10 games/6 game balls
	City of Sanford softball	\$ 370	10 games/\$10 per non-resident player
	City of Oviedo softball	\$ 450	
	Seminole County softball	\$ 425	
			6 game balls
Adult Kickball Increase requested to help pay for contracted umpires.	WAKA Kickball Orlando	\$69	per player fee
	Orlando Redball Kickball	\$60	per player fee
	Orlando Sport & Social Club kickball	\$550	team fee
Youth Summer Camp Small increase recommended to account for slight increases in field trip costs the past three summers. Fee adjustment would be for non-residents only.	City of Sanford	\$ 70.00	field trips extra
	City of Winter Springs	\$90/\$110	resident/non-resident w/trips
	City of Casselberry	\$95/\$120	resident/non-resident w/trips
Farmers Market Farmers Market fees are still competitive with area markets.	Winter Park Farmers Market	\$21/\$31	Full-time/Part-time
	Maitland Farmers Market	\$ 20.00	Full-time (no part-time)
	Orlando Farmers Market	\$ 30.00	
	Sweetwater Farmers Market	\$80/\$25	Monthly/Daily



MEMORANDUM

DATE: September 22, 2016

TO: Mayor and City Commission

FROM: Dianne Holloway, Finance Director

VIA: Jackie Sova, City Manager

SUBJECT: Ordinance No. 1551 - Amending Purchasing Policy - First Reading
(Dianne Holloway, Finance Director)

Background: The City's Purchasing Policies are established in Section 31.01 of the Code of Ordinances. The Policy itself was adopted on November 20, 1997 and was last updated to increase the dollar amounts for the authority to approve purchases in December of 2004. Staff has reviewed the policy and is recommending changes be made to reflect current purchasing practices.

Changes include renaming the title "City Purchasing Policies" to "City Purchasing Policy"; adding a purpose paragraph; adding the definition of "Best Value"; revising existing definitions to reflect the language in F.S. § 287.012; increasing the dollar limits of the authority to approve purchases up to F.S. § 287.017 Category Two; adding the language for Evaluated Source; and finally adding a statement regarding the purchase and disposition of real property and disposition of surplus tangible personal property.

Recommendation: The City Commission adopt Ordinance No. 1551, amending Section 31.01, Purchasing, of the City's Code of Ordinances.

ORDINANCE NO. 1551

AN ORDINANCE OF THE CITY OF LAKE MARY, FLORIDA, AMENDING SECTION 31.01, PURCHASING, OF THE LAKE MARY CODE OF ORDINANCES FOR THE PURPOSE OF UPDATING THE CITY PURCHASING POLICY; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Lake Mary, Florida, desires to update the City's Purchasing Policy to reflect current purchasing practices; and

WHEREAS, the City Commission hereby finds this Ordinance to be in the best interests of the public health, safety, and welfare of the citizens of Lake Mary; and

WHEREAS, words with single underlined type shall constitute additions and ~~strike through~~ shall constitute deletions 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. Recitals. The foregoing recitals are hereby fully incorporated herein by this reference as legislative findings and the intent and purpose of the City Commission of the City of Lake Mary.

Section 2. Amendment to Section 31.01 of the City Code. That Section 31.01, "City Purchasing Policies" of Chapter 31, "City Finance" of the City of Lake Mary Code of Ordinances is hereby amended to read as follows:

§ 31.01 CITY PURCHASING POLICIESPOLICY.

(A) Purpose. The City of Lake Mary recognizes fair and open competition is a basic tenant of public procurement. Open competition reduces the appearance and opportunity for favoritism and inspires public confidence. This Purchasing Policy is to ensure fair, open and equitable treatment of all vendors and to provide guidance for the proper procurement of supplies and services for each department within the City. The primary purpose of this policy is to obtain the best quality material and/or services for the City's use while obtaining maximum value for the monies spent. Price may not be the sole consideration.

~~(A)~~(B) Definitions. The following definitions shall apply:

BEST VALUE. The highest overall value based on factors that include, but are not limited to, price, quality, design, and workmanship.

COMMODITY. Any of the various supplies, material, goods, merchandise, food, equipment, information technology, and other personal property, including a mobile home, trailer, or other portable structure that has less than 5,000 square feet of floor space, purchased, leased, or otherwise contracted for by the state and its agencies. The term also includes interest on deferred-payment commodity contracts approved pursuant to F.S. 287.063 entered into by an agency for the purchase of other commodities. However, commodities purchased for resale are excluded from this definition. Printing of publications shall be considered a commodity if procured pursuant to F.S. 283.33, whether purchased for resale or not.

COMPETITIVE SEALED BIDS or COMPETITIVE SEALED PROPOSALS SOLICITATION. Refers to the receipt of two or more sealed bids or proposals submitted by responsive and qualified bidders or offerers. The process of requesting and receiving two or more sealed bids, proposals, or replies submitted by responsive vendors in accordance with the terms of a competitive process, regardless of the method of procurement.

CONTRACTOR. A person who contracts to sell commodities or contractual services to the city.

CONTRACTUAL SERVICES. The rendering by a contractor of time and effort rather than the furnishing of specific commodities excluding legal and special financial services. The term applies only to those services rendered by individuals and firms who are independent contractors, and such services may include, but are not limited to, evaluations; consultations; maintenance; accounting; security; management systems; management consulting; educational training programs; research and development studies or reports on the findings of consultants engaged thereunder; and professional, technical, and social services. The term does not include a contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of a facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to F.S. Chapter 255 and rules adopted thereunder.

PURCHASING POLICY. The policy governing purchasing as adopted by the City Commission.

PURCHASING PROCEDURES AND PRACTICES. The procedures, practices, rules, regulations, or other administrative pronouncements which may be promulgated from time to time by the City Manager to implement and adhere to the purchasing policy.

~~(B)~~(C) Purchasing function and purchasing agent. The City Manager is designated as the Purchasing Agent. It is hereby established that the purchasing

function be provided by the Finance Department. In the absence of the Purchasing Agent, the Finance Director, or designee as approved by the City Manager, shall assume the responsibility and authority of the Purchasing Agent.

~~(C)~~(D) Department authority. The department head is hereby granted authority to purchase or contract for all commodities required by the city or other departments as approved by the City Manager under cooperative purchasing agreements. The department head shall insure that all purchasing policies, procedures and practices are followed.

~~(D)~~(E) Minimum standards.

(1) The following minimum standards are hereby established:

<i>Value of Purchase</i>	<i>Pricing Mechanism</i>	<i>Authority to Approve</i>
Under \$499.99	One verbal quote	Department head of designee as approved by City Manager
\$500 – \$2,499.99	Three verbal quotes	Finance Director
\$2,500. – Category Two, F.S. § 287.017, as amended from time to time	Three written quotes	City Manager
Category Two, F.S. § 287.017, as amended from time to time, and over	Competitive sealed bid or request for proposal	City Commission

a. Purchases up to \$1,000.00. Requires the Department to obtain one (1) verbal quote and have true knowledge of the market pricing generally available. The Department head or designee has the authority to approve.

b. Purchases from \$1,000.01 up to \$5,000.00. Requires the Department to obtain a minimum of three (3) verbal quotes. The Finance Director has the authority to approve.

c. Purchases from \$5,000.01 up to the Category Two threshold amount established pursuant to F.S. § 287.017, as amended from time to time. Requires a minimum of three (3) written quotes from a minimum of three (3) competitive sources. The City Manager or designee has the authority to approve.

d. Purchases in excess of the Category Two threshold amount established pursuant to F.S. § 287.017, as amended from time to time and over must be competitively solicited and approved by the City Commission.

(2) The above-stated minimum standards shall be deemed satisfied and no further solicitation of bids or quotes is necessary if procurement is made pursuant to purchase contracts of the city, any other Florida municipality, a Florida county, the State of Florida, the United States General Services Administrations, or cooperative purchasing made up of any combination of the above, when such contracts are the result of a competitive bidding process.

~~(E)~~(F) Exceptions to minimum standards. When it is determined to be in the best interest of the city, the minimum standards contained in division ~~(DE)~~, above, may be waived on a case-by-case basis. Authority to waive the minimum standards is as follows:

(1) The City Manager may waive the minimum standards for any commodity or contracted service which does not exceed the Category Two threshold amount established pursuant to; F.S. § 287.017, as amended from time to time.

(2) The City Commission may waive the minimum standards for any commodity or contracted service.

~~(F)~~(G) Emergency purchase. Emergency procurement may be made upon the determination by the City Commission that the minimum standards contained in division ~~(DE)~~, above, must be suspended in order to protect the city's interests. The City Manager may also make emergency procurement on his or her own authority when, in his or her judgment, the city's interests would be adversely affected by the delay required to obtain City Commission approval. The City Manager shall report such emergency purchases to the City Commission at the next City Commission meeting.

~~(G)~~(H) Sole source purchase. "Sole source" procurements may be made upon approval of the City ~~Commission~~ Manager without complying with the minimum standards contained in division ~~(DE)~~, above, when only one vendor is able to provide products or services of adequate quality or in adequate quantity to meet the city's requirements, or where compatibility with existing systems requires procurement from a single source.

(I) Evaluated Source. Products or services may be purchased from a vendor without obtaining competitive prices when it has been determined that it is in the

best interest of the City to use that vendor. Documentation must be attached clearly defining why it is in the best interest of the City not to obtain quotes with each purchase and/or why this vendor is to be used when other vendors may supply their products at a lesser price. Proven quality differences and proximity of supplier are some examples of the reasons why a vendor may be declared an "Evaluated Source". The City Manager must give approval for the "Evaluated Source" designation. The "Evaluated Source" designation will expire one year after approval and may be renewed upon submission of a new request with documentation.

~~(H)~~(J) Award criteria.

(1) The quoted purchase price shall not be the sole criteria used in determining the award of a bid or proposal. Although in many cases a bid or service will be awarded to the bidder submitting the lowest numerical bid, the department head or City Manager is not by this section bound to award the purchase or services to the lowest proposal or to recommend the lowest numerical bidder, and the City Commission is not obligated to award the bid to the lowest numerical bidder. As a general standard, bids will be awarded to the bidder offering the product or service specified by the city at the lowest cost to the city, all other considerations being equal; and

(2) The term "cost", as used in this context, is not limited to initial purchase prices, but includes all costs required to procure a product and bring it to the condition and location necessary for its intended use, or to procure the scope and nature of services required to achieve the intended result. Where appropriate and feasible, "cost" may also include the present value of expected future maintenance, training, storage, transport and other costs that may reasonably be associated with the procurement and use of a product or service. In addition to cost, the City Manager may award or recommend bids based on an evaluation of the quality of the product or service proposed, the vendor's experience and dependability in providing similar products or services to the city and to other customers, and other factors having a bearing on the benefits the city can expect to receive from the product or service. Such evaluations shall be structured so as to provide reasonable assurance that a fair and equitable comparison of competing bids is made. However, it is recognized that in many cases it is impossible to reduce all factors to concrete or numeric measures, and the professional judgment of the City Manager and city staff will often be an important component of a bid evaluation. The disposition of bids is at the sole discretion of the City Manager, who may make bid awards when within his or her legal authority to do so, present a bid to the City Commission for approval, reject all bids, cancel a bid solicitation before or after the deadline for receipt of bids, or take other action that is consistent with law and in the best interest of the city.

~~(H)~~(K) Procedures and practices. The City Manager is hereby directed to establish a system, or amend the existing system, of uniform procurement procedures and practices to implement this policy. Additions, deletions or amendments to these procedures and practices shall be at the sole discretion of the City Manager.

~~(J)~~(L) The monetary limits of purchasing authority specified herein are intended to be expressed in dollars of constant purchasing power, and may be increased or decreased ~~annually~~ by resolution of the City Commission ~~to reflect changes in the purchasing power of the dollar.~~

(M) Acquisition and disposal of real property will comply with F.S. § 166.045 and Article XII, Section 12.01 of the City's Charter. Procedures for the disposition of surplus tangible personal property shall be adopted by resolution.

Section 3. **Codification.** It is the intention of the City Commission that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the City of Lake Mary, Florida and the word “ordinance” may be changed to “section”, “article”, or other appropriate word or phrase and the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention.

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 immediately upon passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2016.

FIRST READING:

SECOND READING:

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

g:\docs\cities\lake mary\ordinances\purchasing policy\purchasing policy 9-14-16 final draft.docx



CITY MANAGER'S REPORT

DATE: September 22, 2016
TO: Mayor and City Commission
FROM: Jackie Sova, City Manager
SUBJECT: City Manager's Report

ITEMS FOR COMMISSION ACTION:

1. Agreement with the Lake Mary Historical Society to operate the Lake Mary Historical Museum.

ITEMS FOR COMMISSION INFORMATION:

1. Monthly Department Reports.



CITY MANAGER'S REPORT

DATE: September 22, 2016

TO: Mayor and City Commission

FROM: Bryan Nipe, Director of Parks and Recreation

VIA: Jackie Sova, City Manager

SUBJECT: Agreement with the Lake Mary Historical Society to operate the Lake Mary Historical Museum

The exhibits, artifacts and events at the Lake Mary Historical Museum in the Frank Evans Center are managed by the Lake Mary Historical Society. The Society has provided excellent volunteer service to our residents and visitors for years and the partnership with the City has proven to be an ideal public-private relationship. City staff and the Society are interested in continuing this agreement in which we have seen an increase in the hours that the Museum is open to the public, as well as in the level of service to the Museum visitors. This agreement creates expectations of both the City and the Society for the Museum operation including the City maintaining the structure and grounds, and the Society continuing to provide exhibits, artifacts and events. In order to compensate the Society, staff recommends the City provide a \$25,000 per year stipend to the Society for staffing costs. The agreement will be for a term of one (1) year, with the option to renew for two (2) 12-month periods thereafter.

Recommendation

Staff recommends the Mayor and Commission authorize the City Manager to execute the attached agreement outlining expectations of both the City and the Society for the Museum operation and provide an annual stipend to the Historical Society of \$25,000 for the Society's staffing costs.

Attachments

1. Agreement between the City of Lake Mary and The Lake Mary Historical Society Inc., a non-profit, 501(c)(3) Florida corporation.

MUSEUM SERVICES AGREEMENT

THIS AGREEMENT, made effective as of this ___ day of ___, 2016, between the City of Lake Mary, Florida, a municipal corporation organized and existing under the laws of the State of Florida (the "City"), and The Lake Mary Historical Society Inc., a non-profit, 501(c)(3) Florida corporation (the "Curator").

WITNESSETH:

WHEREAS, the City owns and operates the Lake Mary Historical Museum which is housed in the Frank Evans Center at 158 N. Country Club Road, Lake Mary, FL 32746; and

WHEREAS, the City deems it advantageous to enter into an agreement for the operation and planning of the museum's artifacts, events, exhibits and programs.

NOW THEREFORE, in consideration of the foregoing premises and in consideration of the covenants and agreements hereinafter contained, the City and Curator agree as follows:

1. Contract.

The City shall retain and contract the Curator, and the Curator shall serve on behalf of the City at the Lake Mary Historical Museum, upon the terms and conditions hereinafter set forth.

2. Term.

The term of this Agreement shall be for a period of one year commencing October 1, 2016, and terminating September 30, 2017, subject to prior termination as hereinafter provided. The contract may be renewed by mutual agreement for two (2) 12-month periods thereafter.

3. Responsibilities of the Curator.

Operations.

- a. Provide the City with monthly reports of museum activities, to include daily entry, exhibits, exhibit rotation, and events.
- b. Provide historical and cultural educational opportunities through exhibits, events and programs to all age groups.
- c. Provide a minimum of 4 (four) exhibit rotations and 3 (three) events annually

- d. Keep the museum interior in clean and presentable condition.
- e. Maintain hours of operation of the museum at a minimum of 25 hours per week with additional time allocated to appointments.
- f. Enforce all the museum guidelines governing the use of the facility, its equipment and other property as established by the City and/or Curator.
- g. All artifacts, exhibits and equipment not on borrowed rotation are considered the property of the City.
- h. Collect and retain any donations, fees or retail charges.
- i. Maintain an inventory record of all artifacts within the museum, including their origin, status and value. This list shall be made available to the City upon request, but no less than at the end of each fiscal year.
- j. Ensure the protection of all artifacts and exhibits.
- k. Prepare an annual calendar of exhibits and events for the museum.
- l. The members of the Historical Society Board who interact with and provide service to vulnerable individuals such as youth and the elderly shall submit to level 2 background checks through the City paid for by the Curator.

Marketing.

- a. Market the museum and its activities through various media including print collateral, Social Media, etc.
- b. Provide the City with Copy and Imagery for updates to the City website.

Books, Reports and Audits.

- a. Books and Records: The Curator shall maintain, for a period of no less than three (3) years, weekly reports, receipt books, inventory reports and other such records customarily used by the Curator.

4. Responsibilities of the City.

- a. Provide grounds maintenance including mowing, edging, fertilizing, etc.
- b. All irrigation, plumbing, electrical, structural and mechanical maintenance of the museum.

- c. Assist in marketing the museum and its exhibits/events.
- d. All utility bills including electric, water, sewer, phone, and cable.
- e. Routine janitorial service. Level of service to be determined by the City.

5. Compensation.

a. Basic Compensation.

As compensation for services rendered as Curator under this Agreement, the City shall remit an annual amount not to exceed \$25,000. This amount will be made in 2 (two) biannual payments paid to the Curator. Payments shall be based on the City's fiscal year. Curator agrees that such compensation shall be used solely to fund the employment of a museum manager who shall be responsible for the coordination and operation of the museum on a daily basis.

b. Additional Compensation.

The Curator shall have the right to retain all proceeds from the sale of merchandise, food and beverage sales, and any and all fees received for event or exhibit entry. Curator agrees that retained proceeds will be used for future events and exhibits sponsored by the museum.

c. Benefits.

The Curator shall not be considered as having an employee status with the City or be entitled to participate in any plans, arrangements, or distributions by the City pertaining to or in connection with any pensions, bonuses, workers' compensation benefits, disability benefits, or other similar benefits for employees of the City. The Curator shall be responsible for all salary, compensation, withholding and reporting requirements, workers' compensation coverage, and other expenses and benefits in connection with any employees hired by Curator.

6. Insurance.

- a. **Indemnity.** Curator shall defend, indemnify and hold harmless the City and all of the City's officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of Curator, its officers, agents or employees in performance or non-performance of its obligations under the

Agreement through no fault of the Lake Mary Historical Society Board Members. Curator recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to the City when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by the City in support of these indemnification, legal defense and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve the Curator of its liability and obligation to defend, hold harmless and indemnify the City as set forth in this article of the Agreement.

- b. The City shall provide general building liability insurance covering the grounds, contents and structure.

8. Compliance with Laws.

The Curator agrees that he will comply with all present and future laws, ordinances, rules and regulations of the federal government, State of Florida, Seminole County, and the City, and any and all agencies thereof (including, but not limited to, those relating to health and sanitary conditions and safety and fire prevention), and will not use or cause the museum to be used for any illegal, unsafe or immoral purpose.

9. Termination of Contract.

The City may terminate this Agreement on thirty (30) days written notice to the Curator. If the decision is that of the Curator he or she shall provide thirty (30) days written notice to the City.

11. Headings.

The paragraph headings appearing herein shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of this agreement.

12. Independence of Parties.

It is understood and agreed that nothing contained herein is intended or should be construed in any way as creating or establishing the relationship of co-partners between the parties hereto, or as constituting Curator as the agent or representative of the City for any purpose or in any manner whatsoever. Curator is to be, and shall remain, an independent contractor with respect to all services performed under this agreement.

13. Law, Ordinances, Rules, Regulations and Licenses.

In its operations hereunder, Curator shall comply with all applicable city, county, state and federal laws, ordinances, and regulations, orders, and directives issued by the city, county, or any state or federal agency affecting operation of the museum or the conduct thereof including, but not limited to, the Workmen's Compensation Act, unemployment compensation and affirmative action for equal employment opportunity and shall also conduct said operations in a safe, efficient and lawful manner, in accordance with all appropriate professional standards all to the satisfaction and approval of the City. It is understood that the City shall have neither supervision nor control over Curator's employee in the performance of duties on behalf of Curator. Said employee, however, and any other persons in or about the premises at the instance or request of Curator shall conform to all guidelines established by the City and/or Curator to govern the general conduct of persons in the museum.

14. Representatives.

The City's representative in all business with Curator shall be the City Manager. Curator's representative in all business with the City shall be an appointed member of the Historical Society. All official notification of contract changes or addenda, including but not limited to, cancellation, termination, extension, etc., must be submitted to Curator at the following address:

158 N. Country Club Rd., Lake Mary, FL 32746

15. General Terms

a. Venue.

Venue for any legal action arising out of this agreement shall be in Seminole County, Florida.

b. Choice of laws.

This agreement shall be construed and interpreted according to the laws of Florida.

c. Savings clause.

Should any portion of this agreement be determined illegal or void, said determination shall not otherwise affect the legality or validity of the remainder of the agreement.

d. Counterparts.

This agreement may be executed in counterparts, and each counterpart whether original, photocopy, or facsimile copy, or any amalgamation thereof shall be deemed to be a binding original of this agreement. Facsimile signatures shall be deemed to be original and binding signatures of the various parties.

e. Construction.

This agreement has been reached through mutual negotiation and shall be deemed to have been drafted by both parties and shall not be construed in favor of one party over the other by reason of drafting.

16. Sovereign Immunity.

Nothing in this agreement is intended to abrogate, limit, alter, or modify in any way the City's sovereign immunity under the laws of the State of Florida.

IN WITNESS WHEREOF, the City and Curator have caused this Agreement to be executed as of the day and year first above written.

Signed, sealed and delivered
in the presence of:

CITY OF LAKE MARY, FLORIDA

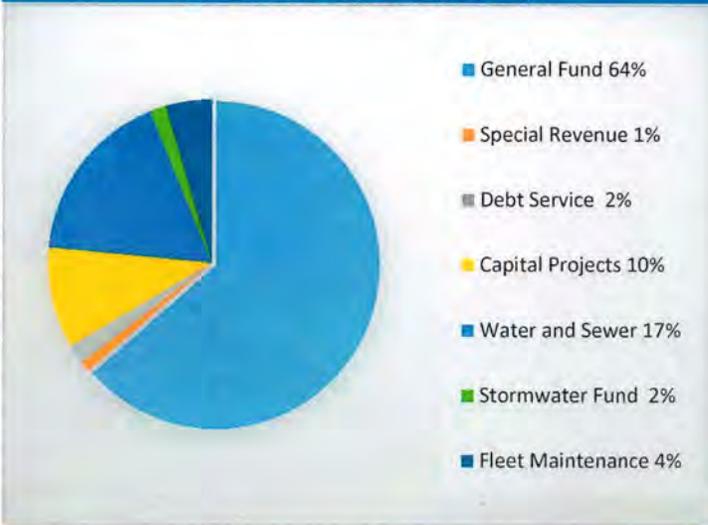
By: _____
Jacqueline B. Sova, City Manager

By: _____
Lake Mary Historical Society

City of Lake Mary Budget Snapshot as of August 31, 2016

(92% of fiscal year elapsed)

Fiscal Year 2015 - 2016 Adopted Budget



General Fund Revenues

Revenues	Budget	Year-to-Date	%
Ad Valorem Taxes	\$ 6,760,607	\$ 6,866,113	101.6%
Franchise & Utility Taxes	6,194,184	4,781,478	77.2%
Business Tax Receipts	121,900	124,769	102.4%
Permits	433,143	1,635,642	377.6%
Fines & Forfeitures	73,500	64,529	87.8%
Intergovernmental	1,675,523	1,449,819	86.5%
Charges for Services	1,547,700	1,502,363	97.1%
Investment Income/Other	227,000	214,965	94.7%
Operating Transfers In	1,100,000	1,008,333	91.7%
Total Revenues	\$ 18,133,557	\$ 17,648,011	97.3%

General Fund Expenditures

Expenditures	Budget	Year-to-Date	%
City Commission	\$ 99,604	\$ 87,668	88.0%
City Manager	652,327	551,385	84.5%
City Attorney	105,000	64,110	61.1%
City Clerk	241,778	202,007	83.6%
General Government	751,423	325,318	43.3%
Risk Management	17,000	12,426	73.1%
Finance	533,836	453,810	85.0%
Information Systems	306,013	252,992	82.7%
Community Development	572,852	462,075	80.7%
Building	430,762	322,030	74.8%
Facilities Maintenance	392,583	296,320	75.5%
Police Operations	5,131,582	4,338,527	84.5%
Fire Combat	4,784,977	4,027,493	84.2%
Fire Prevention	394,401	333,240	84.5%
Support Services	957,233	805,745	84.2%
PW Admin & Engineering	235,232	201,251	85.6%
Streets/Sidewalks	565,389	408,462	72.2%
Parks & Recreation	1,798,322	1,505,177	83.7%
Events Center	465,396	369,451	79.4%
Community Center	186,889	157,146	84.1%
Senior Center	105,797	80,879	76.4%
Tennis Center	57,618	38,392	66.6%
Transfers Out	1,397,928	1,281,434	91.7%
Total Expenditures	\$ 20,183,942	\$ 16,577,338	82.1%

<i>Fund Balance Forward</i>	12,624,225	15,100,523	119.6%
Current Fund Balance	\$ 10,573,840	\$ 16,171,196	152.9%

Debt Service Funds

Revenues	Budget	Year-to-Date	%
Transfers In	\$ 336,928	\$ 308,851	91.7%
Expenditures			
PIRRB Series 2007	\$ 290,679	\$ 290,679	100.0%
PIRRN Series 2012	\$ 332,904	\$ 332,904	100.0%

Special Revenue Funds

Revenues	Budget	Year-to-Date	%
Impact Fees	\$ 28,700	147,426	513.7%
Cemetery Sales	4,000	1,250	31.3%
Fines & Forfeitures	7,000	39,743	567.8%
Investment Income/Other	5,400	2,500	46.3%
Total	\$ 45,100	\$ 190,919	423.3%

Expenditures

Training	\$ 23,000	\$ 6,981	30.4%
Operating & DARE	67,000	49,965	74.6%
Contributions	-	2,400	0.0%
Capital	33,500	106,969	319.3%
Heritage Park	185,000	9,500	5.1%
Cemetery Operations	13,100	5,133	39.2%
Total	\$ 321,600	\$ 180,948	56.3%

<i>Fund Balance Forward</i>	700,850	635,032	90.6%
Current Fund Balance	\$ 424,350	\$ 645,003	152.0%

Capital Projects Fund

Revenues	Budget	Year-to-Date	%
Investment Income	\$ 6,000	\$ 1,339	22.3%
Grants	78,312	18,212	0.0%
Intergovernmental/Other	843,570	837,750	99.3%
Transfers In	760,000	696,667	91.7%
Total	\$ 1,687,882	\$ 1,553,968	92.1%

Expenditures

Capital Projects	3,178,895	2,083,917	65.6%
Total	\$ 3,178,895	\$ 2,083,917	65.6%

<i>Fund Balance Forward</i>	1,662,350	1,545,785	93.0%
Current Fund Balance	\$ 171,337	\$ 1,015,836	593%

Water and Sewer Fund

Revenues	Budget	Year-to-Date	%
Water Sales	\$ 1,950,000	\$ 1,908,353	97.9%
Sewer Revenue	1,935,000	1,947,715	100.7%
Reclaimed Water	200,000	191,724	95.9%
Water Impact Fees	50,000	31,552	63.1%
Sewer Impact Fees	5,000	21,548	431.0%
Investment Income/Other	183,000	303,218	165.7%
Total	\$ 4,323,000	\$ 4,404,110	101.9%

Expenditures

Operating Expenses	1,738,576	1,493,213	85.9%
Capital Projects	1,267,000	789,006	62.3%
Wholesale swr/reclaimed	1,345,000	1,258,884	93.6%
Transfers Out	1,149,000	1,053,250	91.7%
Total	\$ 5,499,576	\$ 4,594,353	83.5%

<i>Beg Unrestrict Net Assets</i>	13,443,265	14,150,241	105.3%
Available Net Assets	\$ 12,266,689	\$ 13,959,998	113.8%

Stormwater Utility Fund

Revenues	Budget	Year-to-Date	%
Stormwater Fees	\$ 396,000	\$ 368,811	93.1%
Interest/Other	3,000	1,835	61.2%
Total	\$ 399,000	\$ 370,646	92.9%

Expenditures

Operating Expenses	304,930	222,467	73.0%
Capital Projects	200,000	229,710	114.9%
Total	\$ 504,930	\$ 452,177	89.6%

<i>Unrestricted Net Assets</i>	423,285	480,836	113.6%
Available Net Assets	\$ 317,355	\$ 399,305	125.8%

Fleet Maintenance Internal Service Fund

Revenues	Budget	Year-to-Date	%
Fleet Transfers & Income	\$ 1,177,740	\$ 941,077	79.9%
Expenditures			
Operating Costs	\$ 312,208	\$ 263,919	84.5%
Vehicle Purchases	\$ 1,154,000	\$ 1,115,077	96.6%

City of Lake Mary, Florida
General Fund Revenues
As of August 31, 2016

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 Actual	% FYTD
311-10	Millage Rate	3.6355	3.6355	3.5895	3.5895	3.5895	3.5895	3.5895	
311-10	Ad valorem tax	\$ 6,072,711	6,029,358	6,146,678	6,327,960	6,385,066	6,760,607	6,866,113	101.56%
	Franchise & Utility:								
313-10	Duke Energy - Franchise	1,224,950	1,128,047	1,146,509	1,134,190	1,169,179	1,156,874	880,141	76.08%
313-11	FP&L - Franchise	545,433	535,600	591,267	568,537	545,849	579,908	409,825	70.67%
313-40	Propane - Franchise	10,010	5,864	8,367	8,585	9,280	8,671	5,493	63.35%
313-70	Solid Waste - Franchise	419,745	428,368	441,060	442,491	492,835	505,000	491,336	97.29%
	Total Franchise	2,200,138	2,097,879	2,187,203	2,153,803	2,217,143	2,250,453	1,786,795	79.40%
314-10	Duke Energy - Utility	1,249,357	1,288,610	1,310,121	1,297,751	1,286,439	1,317,217	1,049,541	79.68%
314-11	FP&L - Utility	601,224	648,297	729,688	717,878	747,297	732,236	601,570	82.16%
314-20	Telecommunications	2,011,704	2,093,587	1,746,328	1,857,389	1,647,456	1,838,815	1,298,791	70.63%
314-80	Propane Gas - Utility	47,512	40,838	52,307	50,421	54,645	55,463	44,781	80.74%
	Total Utility	3,909,797	4,071,332	3,838,444	3,923,439	3,735,837	3,943,731	2,994,683	75.94%
	Total Franchise & Utility	6,109,935	6,169,211	6,025,647	6,077,242	5,952,980	6,194,184	4,781,478	77.19%
	Licenses and Permits:								
321-60	Business Tax Receipts	115,373	118,964	117,319	118,110	121,639	121,900	124,769	102.35%
322-10	Building Permits	851,192	1,543,828	864,080	720,524	926,988	365,270	1,488,668	407.55%
322-20	Electrical Permits	63,819	45,976	77,580	48,118	39,037	28,871	71,411	247.35%
322-30	Plumbing Permits	43,687	30,639	28,629	33,687	20,018	20,212	30,071	148.78%
322-40	Mechanical Permits	25,243	32,685	50,765	31,316	38,298	18,790	45,492	242.11%
	Total Licenses & Permits	1,099,314	1,772,092	1,138,373	951,755	1,145,980	555,043	1,760,411	317.17%
	Fines & Forfeitures:								
351-10	Court Fines	59,132	69,858	71,304	56,474	54,473	58,000	43,993	75.85%
351-30	False Alarm Fees	4,225	3,950	500	600	1,000	500	2,000	400.00%
351-50	Violation of Local Ordin.	7,810	33,586	47,850	15,000	44,588	15,000	18,536	123.57%
	Total Fines & Forfeitures	71,167	107,394	119,654	72,074	100,061	73,500	64,529	87.79%
	Intergovernmental:								
312-41	Local Option Gas Tax	224,965	249,978	250,577	258,107	260,382	260,987	223,472	85.63%
334-00	Grants	3,241	2,096	20,860	-	20,185	-	18,508	-
335-12	State Rev. Share/Gas Tax	275,591	293,595	319,579	336,458	360,889	371,964	351,335	94.45%
335-14	Mobile Home License	108	114	71	60	117	70	244	348.57%
335-15	Alcoholic Beverage Lic.	9,829	5,572	20,052	12,000	12,099	12,500	979	7.83%
335-18	1/2 Cent Sales Tax	800,439	834,141	880,882	957,126	974,881	1,015,962	840,638	82.74%
335-20	Firefighter Supplement	11,200	11,740	14,355	14,040	14,040	14,040	14,643	104.29%
	Total Intergovernmental	1,325,373	1,397,236	1,506,376	1,577,791	1,642,593	1,675,523	1,449,819	86.53%

City of Lake Mary, Florida
General Fund Revenues
As of August 31, 2016

Account Code	Description	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 Actual	% FYTD
Charges for Services:									
341-80	County Business License	10,715	10,836	11,098	11,000	11,199	11,200	9,788	87.39%
341-21	Zoning Fees	21,798	22,074	20,334	17,000	21,559	10,500	36,968	352.08%
341-22	Site Plan Fees	3,200	10,200	12,849	8,000	4,800	6,500	10,050	154.62%
342-10	Police Services	63,085	57,744	50,067	79,700	60,941	45,000	62,570	139.04%
342-60	Rescue Transport Fees	609,044	597,065	513,365	590,000	623,215	600,000	599,710	99.95%
347-10	Events Center Rental	513,448	489,532	533,740	520,000	565,101	590,000	525,137	89.01%
347-15	Community Center	-	-	21,147	50,000	73,571	85,000	80,775	95.03%
347-20	Summer Camp Fees	-	-	51,475	45,000	73,170	70,000	55,770	79.67%
347-30	Farmers Market	31,379	29,719	23,107	25,000	22,897	23,000	21,874	95.10%
347-40	Skate Park Fees	8,819	4,221	3,198	4,000	3,243	4,000	2,587	64.68%
347-45	Splash Park Fees	24,274	22,811	25,760	24,000	24,473	25,000	21,475	85.90%
347-50	Park Rentals	630	1,082	783	850	2,309	2,500	1,772	70.88%
347-60	Sports Complex Rentals	27,330	29,288	30,620	30,000	29,534	32,000	31,609	98.78%
347-70	Softball Leagues	13,930	16,575	14,050	15,000	14,975	15,000	13,925	92.83%
347-80	Concession Revenues	679	2,435	7,326	7,500	11,512	10,000	10,418	104.18%
347-90	Tennis Center Revenues	50,231	40,729	23,364	16,000	22,870	18,000	17,935	99.64%
	Total Charges for Services	1,378,562	1,334,311	1,342,283	1,443,050	1,565,369	1,547,700	1,502,363	97.07%
Other:									
361-10	Interest	192,570	(1,038)	173,777	120,000	188,214	130,000	84,180	64.75%
363-10	Streetlighting	32,780	32,484	32,729	32,000	32,945	32,000	29,273	91.48%
364-00	Sale of Capital Assets	51,917	388	701	-	2,362	-	2,729	-
369-00	Other Miscellaneous Rev.	160,060	126,900	151,663	60,000	140,794	65,000	98,783	151.97%
	Total Other Revenue	437,327	158,734	358,870	212,000	364,315	227,000	214,965	94.70%
Transfers In:									
381-00	Transfers from W&S	850,000	900,000	985,000	1,015,000	1,015,000	1,100,000	1,008,333	91.67%
381-00	Transfers from Cemetery FD	125,000	-	-	-	-	-	-	-
	Total Transfers In	975,000	900,000	985,000	1,015,000	1,015,000	1,100,000	1,008,333	91.67%
	Total General Fund Revenue	17,469,389	17,868,336	17,622,881	17,676,872	18,171,364	18,133,557	17,648,011	97.32%
	Carry-forward Fund Balance	15,066,183	16,369,093	17,541,260	15,368,972	15,368,972	15,100,523	15,100,523	100.00%
	Total Available	\$ 32,535,572	\$ 34,237,429	\$ 35,164,141	\$ 33,045,844	\$ 33,540,336	\$ 33,234,080	\$ 32,748,534	98.54%

FINANCE DEPARTMENT
MONTHLY REPORT
August 2016

Purchasing/AP Activity	Aug-16	FYTD	Aug-15	FYTD
Purchase Orders Encumbered	41	482	23	355
Bids/RFPs Processed	0	11	0	7
Express Purchase Orders Processed	12	84	8	105
Express P.O. - Average \$ Value	\$246		\$155	
Checks Issued to Vendors	230	2,685	231	2,641
P-Card Transactions	332	3,274	280	3,300
P-Card Average \$ Value	\$124		\$139	

Accounting/Payroll Activity				
Journal entries Prepared and Posted	29	439	40	450
Items Deposited	3,172	30,219	2,454	29,601
Deposited Items Returned	1	39	2	36
Credit/Debit Card transactions	963	7,393	592	6,109
Credit/Debit Card Sales	\$149,506	\$1,265,604	\$81,543	\$777,127
Employees Paid	392	4,857	390	4,820

Utilities Activity				
Utility Refund Checks	27	251	3	233
Utility Turn-offs for Non-payment	25	276	29	260
Door Hangers for Non-pay prepared	163	1,856	172	1,716
Utility Service Complaints Handled	28	184	12	143
Existing Utility Accounts Closed	95	733	52	739
New Utility Accounts Opened	86	733	52	719
Utility Bank Draft Customers	1,264		1,187	
Electronic Utility Payments	1,238	12,223	1,091	12,243
Paperless Billing Customers	713		712	
Current Residential Water Customers	4,788		4,746	
Current Residential Sewer Customers	2,587		2,570	
Current Residential Garbage Customers	5,084		4,387	
Current Commercial Water Customers	455		455	
Current Commercial Sewer Customers	390		388	
Current Commercial Garbage Customers	250		247	

IT Activity				
Helpdesk tickets logged	145	1,540	130	1,641
Computer/Server/Network tickets	141	1,487	125	1,578
Cell Phone tickets	5	57	5	57
Helpdesk tickets resolved	146	1,543	130	1,645
Average resolution time (days)	1		1	
Intranet/Website Updates	6	49	2	47
Unique Website Visitors	19,754	208,007	18,924	207,273

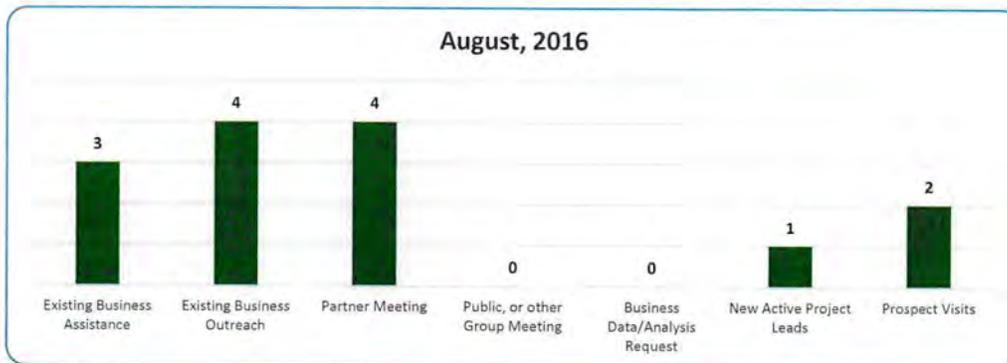
Items of Interest During Reporting Period

City of Lake Mary -
Economic Development Activity Report

Activity Summary

City of Lake Mary, Economic Development Activity Summary	
August, 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	August, 2016
Existing Business Assistance	3
Existing Business Outreach	4
Partner Meeting	4
Public, or other Group Meeting	0
Business Data/Analysis Request	0
New Active Project Leads	1
Prospect Visits	2
Total Count	14



Milestones for August 2016

- Continued assistance with City's search for a Senior Planner.**
- Work on two new active projects. Tasks include finding and touring several available properties within the City that match the company's needs.**
- Connected a new active project (Project Mumford) with an office development group interested in a new build to suit office complex.**
- In coordination with SunRail, implemented a free 'try-the-train' week for Deloitte employees. This program provided a free ticket to Deloitte employees to use the train for one week. This effort was coupled with the City's Uber Pilot program to provide a last mile connection.**

City of Lake Mary -
Economic Development Activity Report

Activity Detail			
City of Lake Mary, Economic Development Activity Log			
August, 2016			
Name	Date	Activity Code	Explanation
Tom	8/9/16	Existing Business Outreach	Chamber's Lake Mary Council Meeting.
Tom	8/10/16	Prospect Visits	Several property site visits with a company considering relocating to Lake Mary. The company is a manufacturer interested in industrial space.
Tom	8/11/16	Partner Meeting	Meeting with Longwood Economic Development Manager to discuss project coordination.
Tom	8/15/16	New Active Project Leads	Meeting with County and Orlando EDC representatives to discuss new active project - code named Silver Queen.
Tom	8/16/16	Existing Business Outreach	Meeting with Watson Realty Relocation Group to discuss providing Lake Mary collateral in their relocation guides.
Tom	8/16/16	Existing Business Assistance	Meeting with a national home builder to discuss locations where an active adult community could be developed within the City.
Tom	8/17/16	Partner Meeting	Meeting with neighboring SunRail stop cities to discuss submission of a Tiger Grant proposal to fund Transit Oriented Design improvements around each city station.
Tom	8/18/16	Existing Business Assistance	First step meeting to discuss special events permit for Jeunesse. The ribbon cutting ceremony for their new world headquarters will occur on October 6 at 701 International Parkway.
Tom	8/18/16	Prospect Visits	Meeting with high-tech manufacturer considering a potential move to Lake Mary.
Tom	8/19/16	Existing Business Assistance	In coordination with SunRail, implemented a free 'try-the-train' week for Deloitte employees. This program provided a free ticket to Deloitte employees to use the train for one week. This effort was coupled with the City's Uber Pilot program to provide a last mile connection.
Tom	8/22/16	Existing Business Outreach	Chamber's Lake Mary Council Meeting. Connected the Chamber with SSC's Bachelors of Business Information Management capstone project program.
Tom	8/25/16	Partner Meeting	SCPS Foundation Breakfast update meeting.
Tom	Ongoing	Partner Meeting	Various interviews for the new Senior Planner position.
Tom	Ongoing	Existing Business Outreach	Meetings with developers to discuss Rinehart Road development opportunities.



MEMORANDUM

DATE: September 22, 2016
 TO: Mayor and City Commission
 FROM: Bryan Nipe, Parks and Recreation Director
 VIA: Jackie Sova, City Manager
 SUBJECT: Parks and Recreation Update for August 2016

Facilities Maintenance

- Station 37 bathroom tile repairs completed
- City Hall HVAC control system installation complete, waiting on programming
- 8 new LED flood lights installed at the Water Plant yard
- Change over to LED's at the Trailhead men's restroom

Work Order Category	August 2016	YTD-16	August 2015	YTD-15
labor	\$6,862.24	\$59,776.26	\$4,867.07	\$52,413.69
materials	\$3,297.13	\$42,541.77	\$1,654.80	\$28,123.15
contractor	\$4,517.00	\$30,172.76	\$6,085.91	\$61,811.08
total	\$14,676.37	\$132,490.79	\$12,607.78	\$142,347.92

Parks Maintenance

- Paver project in Central Park has begun. Curbing and sidewalk poured with assistance from Public Works. The project will enhance the space between the gazebo and cedar.
- Lakeview/Country Club landscape renovation complete
- Batting tunnel project complete. Thanks to Little League for their contribution.

Community Center

Rentals	<ul style="list-style-type: none"> Rental revenue for the month of August FY16 was almost on par with August FY15. Current YTD rental revenue is up 17%, compared to FY15. Expenses are up in FY16 due to the transfer of the Customer Service Representative position into the Community Center operating budget. 			
Programs	<ul style="list-style-type: none"> Summer Camp revenue is down in FY16 due to a shorter summer camp program. Last year saw a longer than normal summer, so the program ran three extra weeks. Contracted programs (Zumba, Tri-Balance Martial Arts, Yoga) continue to hold steady participation. 			
Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	74	67	719	658
non-revenue uses	11	12	109	132
rentals	25	23	346	226
summer camp	\$0.00	\$4,560.00	\$55,770.00	\$73,270.00
rental revenue	\$6,035.36	\$6,388.90	\$80,774.59	\$68,801.10
total revenue	\$6,035.36	\$10,948.90	\$136,544.59	\$142,071.10
expenses	\$11,979.61	\$7,260.34	\$157,145.80	\$102,458.21

Sports Complex

Rentals	<ul style="list-style-type: none"> Current YTD rental revenue is up 21%, compared to YTD FY15. 			
Programs	<ul style="list-style-type: none"> LMLL held two days of skills assessments in preparation for their fall baseball/softball season. 			
Skate Park & Batting Cages	<ul style="list-style-type: none"> Skate Park daily revenue is down 40%, compared to August FY15. Pass usage was up 31%, from 16 uses in August FY15 to 21 uses this August. A total of 129 batting cage tokens were sold this month, down from 219 tokens sold in August FY15. 			
Splash Pad	<ul style="list-style-type: none"> 1342 people visited the splash pad this month as daily users, down from 1577 people in August FY15 (-14.9%). Group users and pass usage were down from August FY15 as well, down 62% and 37% respectively. Current YTD revenue is down 7.7%, compared to FY15 YTD. 			
Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
sports complex rentals	\$3,104.95	\$2,945.00	\$31,609.32	\$26,034.03
leagues	\$4,375.00	\$4,175.00	\$13,925.00	\$14,250.00
concession (Trailhead & Sports Comp.)	\$727.80	\$190.90	\$10,418.43	\$10,647.39
skate park	\$61.70	\$104.70	\$2,586.88	\$3,077.83
splash park	\$2,814.74	\$2,788.80	\$21,474.70	\$23,275.69
total revenue	\$11,084.19	\$10,204.40	\$80,014.33	\$77,284.94

Central Park

Farmer's Market	<ul style="list-style-type: none"> Operated all four Saturdays in August. Rental revenue was down slightly this month, compared to August FY 15, but overall YTD revenue is up 8.6% compared to FY15 YTD. 			
Rental	<ul style="list-style-type: none"> No rentals occurred in Central Park in the month of August. Current YTD rental revenue is down 20.6% from FY15 YTD. 			
Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
park rentals	\$0.00	\$265.00	\$1,772.50	\$2,234.06
farmers market	\$1,757.92	\$1,803.24	\$21,873.65	\$20,136.16
total revenue	\$1,757.92	\$2,068.24	\$23,646.15	\$22,370.22

Events Center

	<ul style="list-style-type: none"> LMEC hosted 11 weddings and 10 corporate/school events. There were 5 Saturdays this month last year compared to 4 this month. Some notable events in August 2016 include Flagler Hospital, Elevation Health, DR Horton, and local elections. LMEC also hosted two free City events for the Lake Mary Police Department and the Lake Mary Fire Department on Fridays this month. Paul Mitchell had their graduation at the LMEC this month. Seminole Education Association and Seminole County Public Schools both hosted training events to start their school year this month at the LMEC. 			
Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
non-revenue uses	2	0	12	15
rentals	21	24	287	303
catering revenue	\$4,836.20	\$5,553.51	\$55,631.95	\$61,166.42
rental revenue	\$36,713.26	\$39,890.75	\$469,505.41	\$466,615.44
total revenue	\$41,549.46	\$45,444.26	\$525,137.36	\$527,781.86
expenses	\$26,502.16	\$28,882.72	\$369,450.84	\$368,692.21

Tennis Center

	<ul style="list-style-type: none"> Friday August 19th Ladies Kickoff Campaign Mixer was held. Saturday August 27th event was a new Masters tennis event using USPTA balls and junior racquets. 			
Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
memberships	169	154	n/a	n/a
revenue	\$2,000.00	\$2,408.00	\$17,935.01	\$17,717.55
expenses	\$3,121.84	\$2,189.17	\$38,391.68	\$38,870.73

Senior Center

- We had a 25% increase in attendance this month. With school back in session, seniors are back from babysitting and summer vacations. Two of Helen Fisher's classes; Sweating with Helen and Strength Training had record attendance. With an increase in attendance, parking has started to become an issue again.

Revenue	Current Month	This Month Last YR	Current YTD	Previous YTD
classes	123	116	1394	1308
individual participants	2743	1308	26264	25735
revenue	\$416.58	\$368.20	\$19,539.60	\$20,754.74
expenses	\$7,218.63	\$7,481.30	\$80,878.97	\$84,734.53

Total Revenue

	August 2016	Current YTD	August 2015	Previous YTD
Total Revenue	\$62,843.51	\$802,817.04	\$71,442.00	\$807,980.41
Total Expenses	\$63,498.61	\$778,358.08	\$58,421.31	\$737,103.60
	-\$655.10	\$24,458.96	\$13,020.69	\$70,876.81

Lake Mary Museum

- The Museum had 389 visitors in August. This was due to the success of the Local Artists Exhibit which Pilar did an incredible job marketing this year. There is artwork from 22 artists in many different mediums- photography, water colors, oils, sculpture, mixed media etc. The exhibit runs until September 17th.
- Planning for the Halloween event is in full swing. Vintage Halloween Costumes will start in October and "A Magical Night at the Enchanted Museum" will be on October 22nd from 6-9PM.



MEMORANDUM

DATE: September 8, 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: August 2016 Planning and Development Activity

FY2015-2016 WORKLOAD DATA

	FY2015		FY2016	
	AUG	Total YTD	AUG	Total YTD
Land Use Amendments	1	3	0	4
Rezoning	0	2	0	5
Conditional Use	0	3	1	5
Subdivisions/Plat	0	7	0	10
Site Plans	0	4	0	9
Variances	0	0	0	0
Vacates	0	0	0	0
Annexations	0	0	2	2
Neighborhood Beautification Grants	0	4	1	2
DRI Development Agreement & Amendments	0	1	0	0
PUD Development Agreement & Amendments	0	0	0	3
Development Agreements, New	0	1	0	0
DRC Reviews	0	6	2	15
Home Occupation Review	1	43	6	37
Business License Review	26	287	41	291
Arbor Permits (non-development related)	14	162	21	196
Zoning Verification Letters	1	12	2	21
Site Permits Issued	0	9	1	10
Building Permits Review	38	393	53	554
MISC Files	N/A	N/A	0	2

Significant Meetings & Issues

August 1 - Lee Munizzi Meeting
 August 3 - First Step: 901 Currency Cir.
 August 4 - PreCon: 3200 Lk. Emma Rd.; Staff Meeting
 August 5 - Senior Center Expansion Prep; 1001 Heathrow Garage Final Inspection
 August 9 - Senior Center Expansion Prep; 680 Century Meeting
 August 10 - DRC: St. Peter's PUD Amendment; Jack Sullivan Meeting; Planet Obstacle Meeting
 August 11: 845 N. Country Club Rd. Meeting
 August 12 - Senior Center Expansion Prep; Waterside II Meeting
 August 15 - Park Lane Place Meeting
 August 16 - Senior Center Expansion Prep; Bikeshare Status Meeting
 August 17 - DRC: Lake Emma Parcels; Tiger Grant Meeting; First Step: Griffin Farm Parking Garage
 August 18 - City Development Team Meeting; Park Lane Place Meeting; First Step: Jeunesse Special Event Meeting; Grace United Light Inspection
 August 22 - Senior Center Expansion Prep; Fountain Parke Meeting; Senior Planner Interview
 August 24 - Multi-modal Impact Fee Meeting; Stan Pietkiewicz meeting; PreApp: Terry Shaw & Bill Barfield
 August 25 - Senior Planner Interviews
 August 26 - MetroPlan TSMO and TAC; Senior Center Expansion Prep
 August 29 - Senior Planner Interviews; Station Pointe Site Inspection
 August 30 - Wilson Knott Meeting; Station Pointe Meeting; Beazer Homes Meeting
 August 31 - Adam Yager Meeting

Current Projects In Review

2016-SP-05 Park Lane Place
845 N. Country Club Annexation
Kingdom Hall Annexation
2016-RZ-06 St. Peter's PUD Amendment
2014-SP-02 Station Pointe
Anderson Lane Comp Plan Amendment & Pre PUD
Planet Obstacle CU
2016-RZ-05, 2016-LU-01/02 New Century Town Center
2016-RZ-02/03 2016-PSP-04 Waterside II
2015-SP-06 TGIFriday Redevelopment SP
2016-SP-03 Lake Mary Parcel I Parking Lot
17/92 CRA Project
Bike/Ped Master Plan
2015-MISC-01 Downtown Master Plan Update
2013-SP-08 Central Pk Place Ph2 (Shaw)
Downtown Traffic Study Implementation Plan
Quiet Zones

Current Projects Under Construction

Fountain Park

Central Park PH 2/3

Waterside I

Crystal Reserve/16 Homes

Twelve Oaks

Shaw 138 W Crystal Lake Ave

Goldberg back of Feather Edge

Sand Hill Cove

680 Century Point Office Building

Williston Park Lot 2

Focus Performing Arts Studio

Oaks Retention Pond

Ladybird Academy

Lake Emma Properties Parking Lot



Lake Mary Police Department

MONTHLY REPORT - AUGUST 2016

	FY 2016 AUG	FY 2016 YTD	FY 2015 AUG	FY 2015 YTD
Monthly Call Volume	7,994	73,375	6,214	56,481
Response Times (in minutes)				
Priority 1	4.28		2.64	
Priority 2	7.53		5.08	
Priority 3	6.96		7.3	

UCR Crimes

Murders	0	0	0	0
Sex Offenses, Forcible	1	4	2	8
Robbery	1	2	1	8
Assault/Battery	10	109	8	105
Burglary	8	48	4	75
Theft, all other	23	202	12	154
Motor Vehicle Theft	3	11	0	10
Theft of Motor Vehicle Parts	0	11	0	7
Arson	0	0	0	0
D.U.I.	2	20	2	25

Total Arrests

Adults	40	453	33	381
Juveniles	8	31	2	25

Traffic Calls

Crashes	90	694	63	623
Criminal Citations	12	180	15	137
Citations- non criminal	456	3,484	294	2,554
Parking citations	5	26	2	72
K9 Deployments	7	151	6	135
Agency Assist; outside Jurisdiction	41	537	48	527

Alarms

Total	97	1,203	105	1,101
Business	55	725	68	609
Residential	42	478	37	492

Total Responses to City Ordinance Violations

72	376	33	294
----	-----	----	-----



Lake Mary Police Department

IMPORTANT EVENTS

Patrol Division

- Conducted two Car Seat classes with one being the only Spanish speaking class county-wide; five car seats checked

Criminal Investigations Division

- 13 cases routed to Economic Crimes Unit
- Crime prevention door hangers distributed to each residence in Feather Edge, Bell Timacuan and Woodbridge Lakes
- Capt. Biles attended Basic Law Enforcement Graduation at Seminole State College
- Chief Bracknell and Capt. Biles hosted Federal Bureau of Investigations National Academy Associates (FBINAA) event at the Lake Mary Events Center

Community Relations Division

- Honor Guard performed during Law Enforcement Officer Graduation at Seminole State College
- Collected/disseminated Back to School Supplies to local elementary schools; assisted with first days of school to ensure safety for both children and parents
- Designed flyer for Self Awareness Familiarization Exchange (SAFE) class; hosted/taught self-defense class for 17 women
- Organized National Night Out meeting for planning/preparation; met with multiple businesses to discuss partnering with the City for the event; design of flyer initiated
- Facilitated/organized a Central Florida Crime Prevention meeting at the Police Department
- Hosted Coffee with a Cop event at McDonald's
- Worked Family Fitness Fest with Orlando Orthopedic Foundation; represented the department
- Assisted Senior Intervention Group (SIG) with beginning stages of Senior Christmas Party; to be held at the Events Center
- Formally invited pastors of the community to a "It's Time to be a Parent Again" seminar
- Attended Parent Orientation at Holy Cross; disseminated relative information
- Connected with multiple businesses to collaborate on upcoming events--Bike Ride meetings for Champions Ride for Charities; Safe Kids meeting for county-wide safety events; met with Lake Emma Animal Hospital for a September event
- Passed out Burglary Prevention door hangers to communities within our jurisdiction
- Posted multiple social media items relevant to safety/warnings/events
- Met with Parks and Recreation for future events; involved with the Lake Mary SEED committee

Communications Division

- Christina King and Caitlin West are rehires as part-time Emergency Communications Operators
- Latrese Waldon joins the Communications Division

Records and Evidence Division

- Yarimar Woods praised on her attention to detail and organizational skills during Unannounced Evidence Inspection
- Ashley Greenhut attended FDLE training for the AAA Falcon Fingerprinting system



CITY MANAGER'S REPORT

DATE: September 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: August Monthly Report

BUILDING PERMITS ISSUED					BUILDING PERMIT VALUATIONS			
ACTIVITY - PERMIT TYPE	Aug-16	YTD	Aug-15	YTD	Aug-16	YTD	Aug-15	YTD
COMMERCIAL - NEW	0	27	0	2	\$ -	\$ 10,947,000	\$ -	\$ 1,434,000
COMMERCIAL - ALTERATION	14	120	11	94	\$ 3,772,163	\$ 20,683,758	\$ 1,204,475	\$ 7,011,761
RESIDENTIAL - NEW	7	124	1	32	\$ 1,769,400	\$ 28,427,362	\$ 1,344,400	\$ 3,983,200
RESIDENTIAL - ALTERATION	27	167	15	102	\$ 708,743	\$ 3,196,300	\$ 49,136	\$ 552,893
ELECTRICAL - NEW/ALTERATION	44	334	19	194	\$ 1,070,374	\$ 9,248,639	\$ 228,054	\$ 2,581,800
ELECTRICAL - TEMP/PREPOWER	12	123	3	52	\$ 1,000	\$ 19,819	\$ 10,600	\$ 359,700
MECHANICAL - NEW/ALTERATION	45	369	23	198	\$ 906,399	\$ 2,502,397	\$ 170,088	\$ 1,093,473
PLUMBING - NEW/ALTERATION	32	285	16	125	\$ 155,062	\$ 1,966,164	\$ 93,951	\$ 943,535
ROOFING - TILE, METAL & FLAT	5	86	3	21	\$ 65,060	\$ 1,310,028	\$ 21,336	\$ 464,444
RE-ROOFING	26	474	59	310	\$ 311,468	\$ 7,646,098	\$ 787,246	\$ 6,968,777
SWIMMING POOL	5	15	2	12	\$ 161,388.00	\$ 637,591.00	\$ 92,169.00	\$ 553,689.00
SCREEN ENCLOSURE	2	15	4	13	\$ 13,175	\$ 115,920	\$ 29,700	\$ 107,114
FENCE	9	71	4	56	\$ 31,253	\$ 277,547	\$ 7,342	\$ 181,170
SIGN	4	57	2	39	\$ 26,411	\$ 442,799	\$ 12,694	\$ 194,142
FOUNDATION ONLY	0	0	0	0	\$ -	\$ -	\$ -	\$ -
DEMOLITION	0	6	1	5	\$ -	\$ 29,061	\$ 5,000	\$ 43,700
TOTALS	232	2273	163	1255	\$ 8,991,896	\$ 87,450,483	\$ 4,056,191	\$ 26,473,398

BUILDING INSPECTIONS PERFORMED					MAJOR PROJECTS
TYPE	Aug-16	YTD	Aug-15	YTD	
BUILDING	370	2087	348	1597	1. Central Parc
ELECTRICAL	136	635	63	564	3. Fountain Parke
MECHANICAL	44	381	42	268	4. Twelve Oaks
PLUMBING	84	452	46	351	5. Crystal Reserve
TOTALS	634	3555	499	2780	6. Waterside

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

	FY 2016		FY 2015	
	AUGUST 16	YTD	AUGUST 15	YTD
MINUTES PREPARED (SETS)	2	19	2	21
ORDINANCES CREATED	0	0	0	0
ORDINANCES PREPARED	0	1	3	6
RESOLUTIONS CREATED	0	0	0	0
RESOLUTIONS PREPARED	0	4	1	4
PROCLAMATIONS PREPARED	1	19	1	21
OCCUPATIONAL LICENSES				
NEW	30	284	26	255
RENEWALS	678	1013	670	1003
TRANSFERS	0	36	0	43
REVENUE GENERATED	\$49,995.00	\$81,330.00	\$48,005.00	\$77,988.25
CITY ELECTIONS HELD	0	0	0	0
DOCUMENTS RECORDED	4	41	4	39
RECORDS DESTROYED (CUBIC FEET)	0	0	15	15

PUBLIC WORKS UPDATE

August 2016

Streets/Sidewalks – 432

1. Traffic signal at Country Club and Wilbur Avenue being designed by Seminole County. Widening of Country Club to accommodate turn lanes being designed by WGI at 60%.
2. New sidewalk & turn lane on E. Crystal Lake Ave. to begin construction in October.
3. Emma Oaks Trail sidewalk to begin construction early September.
4. 17-92 CRA Streetscape in design.

Water Treatment – 434

1. 12-month average daily water demand 3.20 million gallons (4% above previous 12 months). CUP allowance 4.94 MGD. 12-month maximum day demand 5.02, plant capacity 9.99 MGD.
2. New high service pump variable frequency drives installation completed.

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.

	Aug-16	FYTD	Aug-15	FYTD
Work Orders Completed	53	400	41	316
Sidewalks Repaired (Feet)	46	665	30	1,026
Street Signs Installed	21	119	12	143
Streets Paved (Miles)	0.00	8.75	0.00	2
Paved Streets Maintained (Asphalt - Tons)	5.40	39.90	3.50	42
Millions Gallons Treated	108	1,080	92	1,047
New Water Meters Installed	11	44	1	20
Waterlines Installed (Feet)	0	0	0	100
Waterline Breaks Repaired	25	200	17	185
Meters Exchanged	14	257	7	341
Turn-On/Turn-Off (Customer Request)	178	1,414	104	1,457
Turn-Offs/Non-Payment	25	277	29	258
Water System Dist. Valves Exercised	11	84	0	195
Vehicle Preventative Maint. Inspections	49	543	50	547
Vehicles/Equipment Serviced	85	954	92	973



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



Monthly Report August 2016

Administration and Emergency Operations

Responses from our emergency operations personnel for the month of August 2016 were as follows:

Emergency medical service (EMS) calls – 407
Total number of those patients transported to area hospitals – 169
Out of those patients transported, 65 were sent to Lake Mary Emergency Room.
Fire Related/Non-EMS calls – 201
Total responses – 608

Of those responses, 340 were within the City while 268 occurred in outside jurisdictions.

Personnel also participated in 460 hours of EMS and fire related training.

Activities included –

A new firefighter was hired.

Meet with rescue manufacturer to work out remaining specification for the new rescue vehicle. This vehicle will be ordered during October or early November, 2016.

Trained personnel on our new equipment and fire ground tactics.

The awards banquet was held on August 19th at the Events Center.

Work continues to place CrewSense personnel scheduling and records management system into service.

Meetings attended –

County Fire Chiefs Meeting – Frank Cornier
Operations Chiefs Meeting – Joe Landreville
EMS Officers Meeting – Scott Berner

Training Chiefs Meeting – Toby Palmer

Fire Prevention

Fire inspectors conducted 105 combined inspections and 72 plan reviews.

Activities included –

- Conducted fire alarm/site tests with UL representative on two separate dates at several locations.
- Site visits for several projects and compliance issues including fire alarm, access control, gates and addressing problems at several locations
- Continued working on data entry for Mobil Eyes program, spreadsheets for violations, various entry fields and inspection entries.
- Review/evaluation of CEMP Fire Plan for two Lake Mary facilities
- Completed 4 public records requests
- Conducted a side-by-side burn demonstration for the Orange County Experience program.

Meetings attended –

Several planning meetings for Open House preparations

Public Education budget meeting for Fire Prevention Week and Open House.

Staff, Elder Affairs, DRC, First Step, Safe Kids, Awards Banquet, Spooktacular, Pre-Construction and contractor/project meetings.

City Development Team

Met with Seminole County for Hands Only CPR and World Heart Day

Met with Orange County regarding Habitat for Humanity sprinkler project

Statewide conference calls for Florida Fire Sprinkler Coalition and the Governor's Zika Virus Update

Met with Lake Mary Prep for World Heart Day preparation

Met with several businesses for Open House – Home Depot, Lake Mary Prep, Extreme Youth Sports, Victory Martial Arts, and Focus Performing Arts

Classes/Training Completed/Attended –

CrewSense Training – All prevention personnel – 2 hours

Courage To Be Safe – 1 hour

Public Education Events –

Family Fitness Festival – D1 Facility – 2 hours – 200 participants

Fire Department Display – The Learning Center – 2 hours – 80 participants

Child Safety Seat Installations – 1 installed – 1 hour and 1 participant

911 tests – 3 conducted

CPR/AED/First Aid Training – 9 classes, 16 hours and 50 participants total

Fire Drill – Primera Blvd – 1 hour – 250 persons participated

Fire Drill – Sandpond- LMP Dorm – 1 hour – 100 participants

Smoke Alarm Installation – 1 hour – 1 resident