LAKE MARY CITY COMMISSION

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
MINUTES
THURSDAY, NOVEMBER 2, 2023 7:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING.

1. Call to Order

The meeting was called to order by Mayor David Mealor at 6:59.

2. Moment of Silence

3. Pledge of Allegiance

4. Roll Call

David Mealor, Mayor
Jordan Smith, Commissioner
George F. Duryea, Commissioner
Sidney Miller, Deputy Mayor
Justin York, Commissioner
Kevin Smith, City Manager
Michael Johansmeyer, Fire Chief
Brent Mason, Finance Director
Danielle Koury, Public Works Director
Sabreena Colbert, Community Development Director
Allison Marcous, Human Resources Director
Amber Branton, City Clerk
Matthew Schaefer, Police Lieutenant
Jill Semento, Assistant Parks and Recreation Director

Miguel Conde, City Engineer
Chris Carson, Senior Planner
Michael Lopez, Planner
Tom Rhodes, Network Specialist
Catherine Reischmann, City Attorney

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for October 19, 2023

Commissioner York made a motion to approve the Draft City Commission Meeting Minutes of October 19, 2023. Deputy Mayor Miller seconded the motion, and the motion carried unanimously.

6. Special Presentations

Mayor Mealor spoke on behalf of the entire commission and City Manager regarding the celebration of the Lake Mary Rotary Club's 50th anniversary. He stated that the Lake Mary Rotary Club was instrumental in galvanizing the City of Lake Mary's incorporation. He and Kevin Smith, City Manager, presented a certificate of achievement for their 50 years of service, recognizing that Wednesday, November 8, 2023, will be declared Lake Mary Rotary Club Day, in Lake Mary.

Mayor Mealor commended the meeting guests from the Legal Aid Society for their excellent work in the community and introduced Scout Pack 242 and Troop 507. Commissioner Smith explained the Scouts' project, "Scouting for Food," demonstrating how to cook with only non-perishable food items donated to the food pantry. Rafael Castillo, Scout Leader, explained how to donate for the above referenced project, stating that a yellow bag will be left at resident's doors for non-perishable food collection the following weekend.

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.

No one came forward and the Citizen Participation section was closed.

8. Unfinished Business

None

9. New Business

A. Resolution No. 1062 - FY 2023 Budget Amendment (Public Hearing) (Brent Mason, Finance Director)

Katie Reischmann, City Attorney, read Resolution No. 1062 by title only.

Brent Mason, Finance Director, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

The item was then opened for public hearing. No one came forward and the public hearing section was closed.

Commissioner Duryea made a motion to approve Resolution No. 1062 - FY 2023 Budget Amendment. Commissioner Smith seconded the motion, and the motion was approved unanimously.

B. 2023-SP-01, A request for site plan approval for the construction of a 1-story, +/- 6,272 sq. ft. multi-tenant commercial building, known as 4th St. Studios, located at 153 N. 4th St. Applicant: Mr. Kalei Stockstill, Stockstill Holdings, LLC. (Quasi-Judicial – Public Hearing) (Chris Carson, Project Manager)

Chris Carson, Senior Planner, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

Commissioner Smith asked Mr. Carson if the allowable use was for office space. Mr. Carson stated the allowable uses are commercial and office and the applicant intends to focus on boutique-style shops.

Commissioner Smith made a motion to approve a request for site plan approval for the construction of a 1-story, +/- 6,272 sq. ft. multi-tenant commercial building, known as 4th St. Studios, located at 153 N. 4th St. Commissioner Duryea seconded the motion and the motion carried 5-0 by roll-call vote. Commissioner Smith, Yes; Commissioner Duryea, Yes; Deputy Mayor Miller, Yes; Commissioner York, Yes; Mayor Mealor, Yes.

C. 2023-LU-09, Ordinance No. 1695, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan for +/- 7.05 acres of City owned property located at 301 Sprucewood Rd. and 500 Roland Garros Ln. from LDR (Low Density Residential) to REC (Recreation). Applicant: City of Lake Mary (Legislative – Public Hearing – First Reading) (Michael Lopez, Project Manager)

Mrs. Reischmann read Ordinance No. 1695 by title only.

Michael Lopez, Planner, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review

The item was then opened for public hearing. No one came forward and the public hearing section was closed.

Commissioner York made a motion to approve 2023-LU-09, Ordinance No. 1695, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan for +/- 7.05 acres of City owned property located at 301 Sprucewood Rd. and 500 Roland Garros Ln. from LDR (Low Density Residential) to REC (Recreation). Deputy Mayor Miller seconded the motion and the motion carried 5-0 by roll-call vote. Commissioner Duryea, Yes; Deputy Mayor Miller, Yes; Commissioner York, Yes; Commissioner Smith, Yes; Mayor Mealor, Yes.

D. 2023-LU-07, Ordinance No. 1696, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan from LMDR (Low-Medium Density Residential) to PUB (Public/Semi-Public) for +/- 0.18 acres of City owned property with existing lift stations. Applicant: City of Lake Mary (Legislative – Public Hearing - First Reading) (Chris Carson, Project Manager)

Mrs. Reischmann read Ordinance No. 1696 by title only.

Mr. Carson came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

The item was then opened for public hearing. No one came forward and the public hearing section was closed.

Commissioner Smith made a motion to approve 2023-LU-07, Ordinance No. 1696, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan from LMDR (Low-Medium Density Residential) to PUB (Public/Semi-Public) for +/- 0.18 acres of City owned property with existing lift stations. Commissioner Duryea seconded the motion and the motion carried 5-0 by roll-call vote. Deputy Mayor Miller, Yes; Commissioner York, Yes; Commissioner Smith, Yes; Commissioner Duryea, Yes; Mayor Mealor, Yes.

E. 2023-LU-08, Ordinance No. 1697, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan from RR (Rural Residential) to PUB (Public/Semi-Public) for +/- 7.90 acres of City owned property used for drainage and conservation. Applicant: City of Lake Mary (Legislative – Public Hearing - First Reading) (Chris Carson, Project Manager)

Mrs. Reischmann read Ordinance No. 1697 by title only.

Mr. Carson came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

The item was then opened for public hearing. No one came forward and the public hearing section was closed.

Commissioner York made a motion to approve 2023-LU-08, Ordinance No. 1697, A request for a proposed Small Scale Comprehensive Plan Amendment to change the Future Land Use Map of the City of Lake Mary Comprehensive Plan from RR (Rural Residential) to PUB (Public/Semi-Public) for +/- 7.90 acres of City owned property used for drainage and conservation. Deputy Mayor Miller seconded the motion and the motion carried 5-0 by roll-call vote. Commissioner York, Yes; Commissioner Smith, Yes; Commissioner Duryea, Yes; Deputy Mayor Miller, Yes; Mayor Mealor, Yes.

F. Resolution No. 1061, adopting a revised Neighborhood Beautification Grant program (Legislative - Public Hearing) (Chris Carson, Project Manager)

Mrs. Reischmann read Resolution No. 1061 by title only.

Mr. Carson discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

Kevin Smith, City Manager, then asked Mr. Carson if the financial match mentioned within Resolution 1061 could be in the form of in-kind contributions, which Mr. Carson confirmed.

Commissioner York expressed his satisfaction with the grant becoming available to organizations outside of HOAs. He asked how many grant applications the City received under the current program yearly. Mr. Carson stated the City received very few applications. Commissioner York suggested creating a marketing plan for the grant. Mr. Carson confirmed plans to advertise on social media and perhaps more going forward if approved. Commissioner York expressed hopes that this project will grow to create more partnerships between the City and the business and residential communities.

Commissioner Smith shared Commissioner York's sentiments and concern, and asked about the in-kind goods and services. Mr. Carson explained that the planning staff has authority to determine what is acceptable. Kevin Smith, City Manager, reiterated Mr. Carson's statement, stating that they wanted to maintain maximum flexibility while still adjudicating its proper utilization. He believes the staff will properly evaluate and administer the value assiociated with in-kind contributions for the benefit of the applicants.

Commissioner Smith inquired whether the City has accepted any in-kind contributions previously. Mr. Carson stated he was not aware of any.

Commissioner Smith requested consideration regarding W. Lake Mary Boulevard becoming the, ”main corridor” due to its entrance into the City, however, stated satisfaction with the program beginning as is.

The item was then opened for public hearing. No one came forward and the public hearing section was closed.

Deputy Mayor Miller made a motion to approve Resolution No. 1061, adopting a revised Neighborhood Beautification Grant program. Commissioner York seconded the motion, and the motion was approved unanimously.

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Vehicle and Equipment Replacements

Kevin Smith, City Manger, discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

He requested that Commission authorize purchase of an additional amount of $36,168.79 for the purchase of vehicles that were to be replaced in 2022, but due to supply chain issues, were not available for purchase at that time, and declare the aforementioned equipment surplus and authorize himself to dispose of the same.

Commissioner Duryea and Deputy Mayor Miller had questions regarding the supply chain issues. Mr. Smith stated the City is still operating within the state contract, and utilizing the most cost-effective method. However, the cost of the vehicles have increased exponentially since 2022.

Commissioner Smith made a motion to authorize the vehicle and equipment replacement, and declare the aforementioned equipment surplus. Commisioner Duryea seconded the motion, and the motion was approved unanimously.

b. Public Works and City Clerk Surplus Equipment and Donation

Kevin Smith, City Manager, discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

He requested that Commission authorize surplus of the listed equipment, donation of mosquito spraying materials, and declare the aforementioned equipment surplus and authorize himself to dispose of the same.

Commissioner Duryea made a motion to authorize donation of the tire machine, transmission fluid exchange machine, and mosquito spraying materials, and declare the aforementioned equipment surplus. Commissioner Smith seconded the motion, and the motion was approved unanimously.

B. Items for Information

a. Annual Investment Report

Kevin Smith, City Manager, stated that the City of Lake Mary currently has no debts and increased its investment earnings by $2 million for this fiscal year.

Commissioner Duryea inquired about the interest rate from the Amaris money market account. Brent Mason, Finance Director stated the rate is 5.26%.

b. Announcements

12. Mayor and Commissioners Report – 4

A. Mayor Mealor

He provided information regarding Lieutenant Bruce William's statewide award, the Scholarship created by his family for Seminole State College fire fighter training students, and his family's charity golf tournament to be held on December 1, 2023 at Timacuan Country Club to honor Lieutenant Bruce Williams.

B. Commissioner York

He expressed his appreciation for Mayor Mealor's representation of the City at the Mayor's Update that was hosted by the Seminole Chamber and for the Parks and Recreation department's fantastic job on the Halloween Spooktacular.

C. Commissioner Smith

No report. He shared Commissioner York's sentiments above.

D. Commissioner Duryea

He commented on his excitement surrounding the December 1, 2023 holiday celebration to be held in the park and thanked the Parks and Recreation and Public Works crews for their work in setting it up.

E. Deputy Mayor Miller

He shared Commissioner York's and Smith's sentiments above. He stated that the people of the City of Lake Mary should be very proud. No other Mayor stood out like ours at the Mayors meeting with Seminole County Chambers.

13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 7:49 PM.