



LAKE MARY CITY COMMISSION

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

**Regular Meeting
MINUTES
THURSDAY, MARCH 21, 2024, 7:00 PM**

NO VIDEO RECORDING WAS MADE FOR THIS MEETING.

1. The meeting was called to order by Mayor David Mealor at 7:00.
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 – excused absence
Kevin Smith, City Manager
Michael Biles, Police Chief
Michael Johansmeyer, Fire Chief
Allison Marcous, Human Resources Director
Brent Mason, Finance Director
Sabreena Colbert, Community Development Director
Amber Branton, City Clerk
Ehab Azer, Assistant Finance Director
Dave Dovon, Assistant Public Works Director
Jill Semento, Assistant Parks & Recreation Director
Kevin Pratt, Deputy Police Chief

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Corey Bowles, Assistant Fire Chief
Robert Judges, Police Lieutenant
Michelle Hernandez, Police Officer First Class
Michelle Yielding, Police Officer First Class
Tom Rhodes, Network Specialist

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for March 7, 2024

Commissioner Smith made a motion to approve the Draft City Commission Meeting Minutes of March 7, 2024. Deputy Mayor Miller seconded the motion, and the motion was carried unanimously.

6. Special Presentations

A. FY 2023 Annual Comprehensive Financial Report – McDirmit Davis, LLC (Tammy Campbell)

Tammy Campbell, of McDirmit Davis, LLC, came forward to discuss the results of the 2023 annual audit. She highlighted that the 2022 report received the Certificate of Achievement for Excellence in Financial Reporting and stated the 2023 report will also be submitted to the program. She expects the 2023 report to receive the Certificate of Achievement as well. The City was in compliance with all laws and regulations as the audit required. She further highlighted the City's lack of debt.

B. Proclamation – Chief Michael Biles

Katie Reischmann, City Attorney, read the proclamation, which proclaimed March 22, Mike Biles Day in the City of Lake Mary.

Mayor Mealor recognized Chief Biles for his exemplary service and thanked his wife, Wendy, for her support.

Chief Biles expressed his appreciation for his colleagues, family, the Commission, and City Manager for their support. He expressed his pride regarding the staff in the Police Department.

Deputy Mayor Miller, Commissioner Smith, and Commissioner Duryea expressed their appreciation for Chief Biles' work within the City.

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

A. Ordinance No. 1700 – Background Check Criminal History (Public Hearing - Second Reading) (Allison Marcous, Human Resources Director)

Katie Reischmann, City Attorney, read Ordinance No. 1700 by title only.

Allison Marcous, Human Resources Director, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

Commissioner Duryea inquired regarding who will be subject to this change, stating it appears to be all encompassing. Ms. Marcous explained that it will focus on employees and contractors with unrestricted access to sensitive information or areas.

Deputy Mayor Miller made a motion to approve Ordinance No. 1700 – Background Check Criminal History. Commissioner Duryea seconded the motion, and the motion carried 4-0 by roll-call vote, Commissioner Smith, Yes; Commissioner Duryea, Yes; Deputy Mayor Miller, Yes; Mayor Mealor, Yes.

9. New Business

None.

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Surplus Chief Biles' Weapon and Gift Upon Retirement

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 the surplus of Chief Biles' weapon and present it to him at his retirement ceremony, in accordance with City policy.

Commissioner Smith made a motion to authorize Surplus of Chief Biles' Weapon and Gift Upon Retirement. Commissioner Duryea seconded the motion, and the motion was approved unanimously.

b. Appointment of Police Chief.

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

He introduced Kevin Pratt, Deputy Police Chief, and explained his background. He stated that there's no better candidate to lead the Police Department as Chief Biles's successor. He requested that Commission authorize him to appoint Kevin Pratt as the new Police Chief, effective April 1, 2024.

Mayor Mealor expressed his gratitude to Deputy Chief Pratt for his dedication and excellence, and his wife, Amber, for her continued support.

Deputy Chief Pratt expressed his appreciation to Chief Biles, the Commission, and his colleagues for this opportunity. He addressed Chief Biles directly, stating that working with him for the last 25 years was a privilege. He thanked him for his support and stated that his retirement is well-deserved.

Deputy Mayor Miller made a motion to authorize Appointment of Police Chief. Commissioner Duryea seconded the motion, and the motion was approved unanimously.

c. Bid Award for Concession Renovation

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

He explained that the bathroom and concession area need upgrades to allow for more comfortable accommodations for the public. He expressed his excitement surrounding the recent bid for the upgrades that it is within budget. Mr. Smith requested that Commission authorize him to execute an agreement with SSB Construction Company in the amount of \$290,000 for the renovation of the Trailblazer Park concession building at the sports complex. He explained that, if approved, construction will begin within 45 days and completion within 120 days after construction begins.

Commissioner Smith expressed his pleasure with the new design but expressed concern regarding the number of bids presented. Mr. Smith explained that the bidder that was chosen seemed serious and responsive, while the other bidder did not. Jill Semento, Assistant Parks & Recreation Director, further clarified that the other bid amount was over budget.

Commissioner Smith made a motion to authorize the Bid Award for Concession Renovation. Deputy Mayor Miller seconded the motion, and the motion was approved unanimously.

B. Items for Information

a. Monthly Finance Report

Mr. Smith stated that everything is trending accordingly.

C. Announcements

12. Mayor and Commissioners Report – 4

A. Commissioner Smith

He congratulated Chief Biles and Deputy Chief Pratt on their retirement and promotion, respectively. He expressed his pleasure with the Wonka showing at Movie in the Park and thanked the Parks & Recreation team for their work on the event. He thanked the members of the Police Department and Fire Department for their attendance at the Run with a Hero check presentation. He further thanked Waste Pro for offering spring pick-up days.

B. Commissioner Duryea

No report.

C. Deputy Mayor Miller

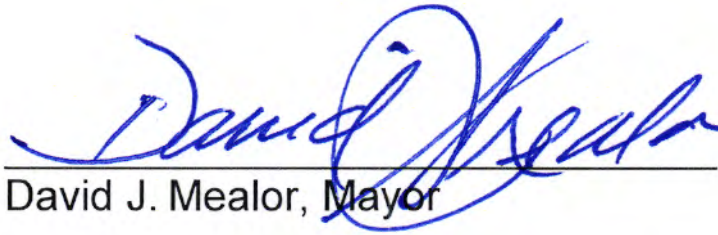
He congratulated Chief Biles and Deputy Chief Pratt on their upcoming accomplishments.

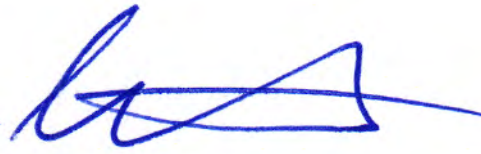
13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 7:35.


David J. Meador, Mayor


Cassie Killgore, Deputy City Clerk

ATTEST:


Amber Branton, City Clerk