LAKE MARY CITY COMMISSION

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
MINUTES
THURSDAY, MARCH 7, 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
Kevin Smith, City Manager
Michael Biles, Police Chief
Michael Johansmeyer, Fire Chief
Danielle Koury, Public Works Director
Allison Marcous, Human Resources Director
Brent Mason, Finance Director
Bryan Nipe, Parks & Recreation Director
Amber Branton, City Clerk
Ehab Azer, Assistant Finance Director
Dave Dovan, Assistan Public Works Director
Christopher Carson, Senior Planner

Michael Lopez, Planner
Corey Bowles, Assistant Fire Chief
Robert Judges, Police Lieutenant
Miguel Conde, City Engineer
Lida Mansfield, Finance Manager
Jill Alvarez, Purchasing Coordinator
Roxanne Ortega, Utility Billing Coordinator
Barbara Nuzzo, Customer Service Representative
Tom Rhodes, Network Specialist

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for February 15, 2024

Deputy Mayor Miller made a motion to approve the Draft City Commission Meeting Minutes of February 15, 2024. Commissioner Duryea seconded the motion, and the motion was carried unanimously.

6. Special Presentations

A. Proclamation – Florida Government Finance Professionals Week (Brent Mason, Finance Director)

Katie Reischmann, City Attorney read the proclamation, which proclaimed the week of March 18, 2024 through March 22, 2024, Government Finance Professionals Week in the City of Lake Mary.

Brent Mason, Finance Director, thanked the Commission and City Manager for their recognition and introduced each member of the Finance team.

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. 1699 - Amending Chapter 152, Floodplain Management (Public Hearing - Second Reading) (Danielle Koury, Public Works Director)

Katie Reischmann, City Attorney, read Ordinance No. 1699 by title only.

Danielle Koury, Public Works 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 whether this Ordinance would result in nonconformance. Ms. Koury clarified that the few properties that would be affected by this change are within the flood plain only slightly, and the changes would not affect the structures on those properties.

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

Commissioner York made a motion to approve Ordinance No. 1699 - Amending Chapter 152, Floodplain Management. Commissioner Smith 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.

9. New Business

A. Ordinance No. 1700 - Background Check Criminal History (Public Hearing - Legislative - First 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 the reason for the change being presented. Ms. Marcous clarified that the change is statutory, stating that presently each employer with employees who interact with children, elderly, and vulnerable populations is required to have an identification number. A separate identification number is required for those employers who process background checks for positions of trust and who have access to secure buildings. The separate number can only be obtained upon the passage of an ordinance by the municipality's commission.

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

Deputy Mayor Miller made a motion to approve Ordinance No. 1700 - Background Check Criminal History. Commissioner York 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.

B. Resolution No. 1065 - Criminal Background List of Positions (Public Hearing) (Allison Marcous, Human Resources Director)

Katie Reischmann, City Attorney, read Resolution No. 1065 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.

Mayor Mealor inquired regarding the new background check cost and how it would be absorbed. Ms. Marcous explained that the municipality's police department absorbs that cost.

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

Commissioner Smith made a motion to approve Resolution No. 1065 - Criminal Background List of Positions. Commissioner York seconded the motion, and the motion was carried unanimously.

C. Resolution No. 1064 - Pay and Classification Plan (Kevin Smith, City Manager)

Katie Reischmann, City Attorney, read Resolution No. 1064 by title only.

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

Commissioner Smith inquired how this change would keep the City of Lake Mary competitive with Seminole County and the other cities within it. Mr. Smith clarified that most of the research performed in creating this resolution was focused on Seminole County and the cities within it.

Commissioner Duryea inquired whether employee benefits (e.g. retirement and workers compensation) will be included in this change. Mr. Smith confirmed that it is included.

Commissioner York inquired how this is being considered in conjunction with employee benefits. Mr. Smith stated that he believes the City of Lake Mary is currently unmatched in employee benefits and will remain competitive with the new pay scales and employee benefits. Commissioner York then asked if it was possible to compare our turnover to our competitors. Mr. Smith stated that our turnover remains low and most departments are fully staffed, or close to it, at all times, which is not true for most municipalities.

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

Commissioner Smith made a motion to approve Resolution No. 1064 - Criminal Background List of Positions. Deputy Mayor Miller seconded the motion, and the motion was carried unanimously.

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Change Order for Chemical Systems of Orlando

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

He explained that the City is in the process of replacing the permanent water treatment tanks. A temporary system is being used currently, which costs the City more money to operate. Due to the contractor's delay in providing us information to purchase the new system, Mr. Smith requested that Commission authorize him to execute an increase to the existing purchase order for Chemical Systems of Orlando by $250,000. Mr. Smith reminded the commission that this is a reimbursable expense.

Commissioner Smith inquired whether the City of Lake Mary has ever struggled to receive reimbursement for reimbursable projects. Mr. Smith stated that he is not aware of any past issues.

Commissioner Duryea made a motion to authorize a Change Order for Chemical Systems of Orlando. Deputy Mayor Miller seconded the motion, and the motion was approved unanimously.

b. Change Order for EMI Consulting Specialties, Inc.

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

He explained that the undergrounding of electrical has required collaboration with EMI Consulting Specialties, Inc. to extend the aforementioned service to some city businesses. The project has been expanded to include additional businesses.

Therefore, he requested that Commission authorize himself to execute an increase to the existing purchase order for EMI Consulting Specialties, Inc. by $26,019.

Commissioner Duryea made a motion to authorize a Change Order for EMI Consulting Specialties, Inc. Commissioner York seconded the motion, and the motion was approved unanimously.

B. Items for Information

C. Announcements

12. Mayor and Commissioners Report – 3

A. Advisory Board Appointments/Reappointments

a. Fire Fighters' Pension Board Reappointments

Deputy Mayor Miller made a motion to approve the reappointment of Martin Bell and Elizabeth Stack to the Fire Fighters' Pension Board. Commissioner Duryea seconded the motion, and the motion was approved unanimously.

b. Historical Commission Appointment

Commissioner Duryea nominated and motioned for the appointment of Sandra Prieto to the Historical Commission. Commissioner York seconded the motion. After discussion, Sandra Prieto was appointed to the Historical Commission.

B. Mayor Mealor

He discussed the Sri Chinmoy Oneness-Home Peace Run, which came through Lake Mary recently. He presented the participants with a proclamation and thanked them for the magnolia tree they dedicated to the City of Lake Mary. He also discussed the Sharing Center and recipient of the Paul Hoyer Legacy Award, Mike Good.

C. Deputy Mayor Miller

No report.

D. Commissioner York

He expressed his appreciation for the Parks & Recreation Department's work at Celebrate! Lake Mary, despite the weather. He also discussed his attendance at the Seminole County Prayer Breakfast. He wished everyone a happy and safe St. Patrick's Day.

E. Commissioner Smith

He discussed the CALNO meeting from the previous evening and thanked Chief Johansmeyer for his presentation. He also discussed his attendance at the State of the County meeting and Carol Foster, a Former City Clerk's, celebration of life. He also expressed his excitement surrounding Wonka's showing at Movie in the Park.

F. Commissioner Duryea

No report.

13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 7:40.

David J. Mealor, Mayor

Cassie Killgore, Deputy City Clerk

ATTEST:

Amber Branton, City Clerk