LAKE MARY CITY COMMISSION

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
MINUTES
THURSDAY, APRIL 4, 2024, 7:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING.

1. 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
Kevin Pratt, Police Chief
Michael Johansmeyer, Fire Chief
Allison Marcous, Human Resources Director
Brent Mason, Finance Director
Bryan Nipe, Parks & Recreation Director
Sabreena Colbert, Community Development Director
Danielle Koury, Public Works Director
Amber Branton, City Clerk
Dave Dovan, Assistant Public Works Director
Jill Semento, Assistant Parks & Recreation Director

Pedro Ramos, Information Technology Administrator
Gunnar Smith, Business Manager
Natalie Swain, Recreation Manager
Katie Carew, Events Manager
Claudia Umana, Police Officer First Class

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for March 21, 2024

Deputy Mayor Miller made a motion to approve the Draft City Commission Meeting Minutes of March 21, 2024. Commissioner Duryea seconded the motion, and the motion was carried unanimously.

6. Special Presentations

A. Proclamation – Water Conservation Month (Danielle Koury, Public Works Director

Katie Reischmann, City Attorney, read the proclamation, which proclaimed April 2024 Water Conservation Month in the City of Lake Mary.

Mayor Mealor recognized Danielle Koury, Public Works Director, and the entire Public Works Department for their exemplary work conserving water. Ms. Koury thanked the Commission for their continued support in their water conservation efforts.

Mayor Mealor then thanked Claudia Umana, Police Officer First Class, for her efforts in former Chief Biles' retirement ceremony and again congratulated Chief Pratt on his promotion.

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. 1066 – Parks and Recreation Fees (Legislative – Public Hearing) (Gunnar Smith, Business Manager)

Katie Reischmann, City Attorney, read Resolution No. 1066 by title only.

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

Commissioner York detailed his pleasure surrounding the fee analysis comparing the local municipality fees, and pricing ours accordingly. Kevin Smith, City Manager, explained that the City is focused on cost recovery and not trying to generate profit with these programs.

Robert Boardman, Parks & Recreation Advisory Board Chairman, detailed his confidence in the Parks & Recreation staff for their work on these programs. He stated he'd prefer the fees to be on par with other municipalities for the same programs, to allow more room for Lake Mary residents to participate.

Commissioner York made a motion to approve Resolution No. 1066 – Parks and Recreation Fees. Commissioner Smith seconded the motion, and the motion was carried unanimously.

B. Resolution No. 1067 – Community Development Block Grant (CDBG) Cooperation Agreement with Seminole County (Legislative – Public Hearing) (Sabreena Colbert, Community Development Director)

Katie Reischmann, City Attorney, read Resolution No. 1067 by title only.

Sabreena Colbert, Community Development Director, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

Commissioner York inquired whether the City has historically submitted projects to Seminole County for grant funding from HUD. Ms. Colbert explained that the City has been a sub-recipient of funding and not actively participated in the past, but if they do not participate in the present requirements, the City and those within city limits may not be eligible for funding in the future. Kevin Smith, City Manager further clarified that the City must pursue certain grant opportunities through Seminole County due to its population.

Commissioner York made a motion to approve Resolution No. 1067 – Community Development Block Grant (CDBG) Cooperation Agreement with Seminole County.

Deputy Mayor Miller seconded the motion, and the motion was carried unanimously.

C. Resolution No. 1068 – Statewide Mutual Aid Agreement (Public Hearing) (Michael Johansmeyer, Fire Chief)

Katie Reischmann, City Attorney, read Resolution No. 1068 by title only.

Michael Johansmeyer, Fire Chief 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 difference between this Statewide Mutual Aid Agreement and our local mutual aid agreements. Chief Johansmeyer explained that this agreement is reserved for instances when a situation exceeds the City's and nearby municipalities' resources, and the City requires the State's aid, ensuring that the City is protected from price gouging in the event of an emergency.

Commissioner Smith inquired regarding the State's access to the City's portal. Chief Johansmeyer explained that each government has access to the necessary programs to track events and costs.

Commissioner Smith made a motion to approve Resolution No. 1068 – Statewide Mutual Aid Agreement. 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. Downtown Sewer Extension Design

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 himself to approve a purchase order with CPH in the amount of $128,370.00 for the Downtown Sewer Extension Design.

Commissioner York inquired whether this would allow residents nearby that currently have septic systems to be connected to the City's sewer system. Mr. Smith explained that while this extension was designed specifically for commercial businesses and new development, it will allow for the retrofitting of existing residences.

Deputy Mayor Miller inquired whether the retrofitting of existing structures would be optional or required. Mr. Smith explained that has not yet been determined, but the City will offer some incentivization to connect if necessary. He further explained that, typically, it is required by law to connect to sewer when it is available. Danielle Koury, Public Works Director, further clarified that connection is typically required when sewer systems are installed within 100 feet of a structure. However, previously, the City did not require connection immediately, allowing owners to connect after septic system failure.

Commissioner Duryea inquired regarding the City's consultant contracts. Ms. Koury confirmed that the City has multiple consultant contracts. She further explained that CPH was selected due to their experience with the location and design. Commissioner Duryea expressed concern surrounding the cost of the project. Mayor Mealor explained that based on case studies in a local municipality, the project and cost presented appears to be fair.

Deputy Mayor Miller made a motion to authorize the Downtown Sewer Extension Design. Commissioner York seconded the motion, and the motion was approved unanimously.

b. Zoll X Series Advanced Cardiac Monitor

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 approve the purchase of a Zoll X Series Advanced Cardiac Monitor in the amount of $45,296.80, declare the existing Zoll Monitor as surplus, and authorize himself to dispose of same.

Commissioner Smith made a motion to authorize the purchase of the Zoll X Series Advanced Cardiac Monitor and surplus of the existing Zoll Monitor. Commissioner Duryea seconded the motion, and the motion was approved unanimously.

c. Surplus Items – IT Division and Police Department

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, declare the equipment surplus, and authorize himself to dispose of same.
Mr. Smith requested confirmation from Pedro Ramos, Information Technology Administrator, regarding the replacement of the equipment to be surplused. Mr. Ramos confirmed that the equipment to be surplused has been or will be replaced.

Deputy Mayor Miller made a motion to authorize the surplus of the IT Division and Police Department items. Commissioner Smith seconded the motion, and the motion was approved unanimously.

B. Items for Information

C. Announcements

12. Mayor and Commissioners Report – 1

A. Commissioner Smith

Commissioner Smith wished Commissioner Duryea a Happy Birthday, congratulated Chief Pratt on being sworn in, and detailed the CALNO meeting from the previous evening.

B. Commissioner Duryea

No report.

C. Deputy Mayor Miller

No report.

D. Commissioner York

Commissioner York hoped everyone had a pleasant Easter, congratulated Chief Pratt on being sworn in, and expressed his excitement surrounding any new initiatives Chief Pratt may implement in the Police Department.

13. City Attorney's Report

Ms. Reischmann detailed the Live Local Act Bill, HB601 Bill, and the ban on public sleeping/camping to be signed by Governor DeSantis, and the expedited approvals of residential building permits for subdivisions or plan developments.

14. Adjournment

There being no further business, the meeting adjourned at 7:50.

David J. Mealor, Mayor

Cassie Killgore, Deputy City Clerk

ATTEST:

Amber Branton, City Clerk