



LAKE MARY CITY COMMISSION

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

**Regular Meeting
AGENDA
THURSDAY, SEPTEMBER 19, 2024 7:00 PM**

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of Minutes**
 - A. Approval of Draft City Commission Meeting Minutes for September 5, 2024**
- 6. Special Presentations**
 - A. Little League Board Update (Bryan Nipe, Parks & Recreation Director)**
 - B. Human Resource Professional Day (Allison Marcous, Human Resources Director)**
 - C. National Community Planning Month (Sabreena Colbert, Community Development Director)**
 - D. National Fire Prevention Month (Mike Johansmeyer, Fire Chief)**
- 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. 1706 - FY 2025 Millage Rate (Public Hearing - Second Reading) AND Ordinance No. 1707 - FY 2025 Budget (Public Hearing - Second Reading) (Kevin Smith, City Manager)**

9. New Business

- A. 2024-VA-01, A request for a variance from Chapter 160.05(A), 160.05(B) and Chapter 155, Appendix A of the City Code of Ordinances, for the unopened portion of Leslie Ln. Applicant: Mr. Gowtham Mareddy (Quasi-Judicial – Public Hearing) (Chris Carson, Project Manager)**
- B. 2024-SP-01, A request for site plan approval with variances for the construction of a 2-story, +/- 3,040 sq. ft. office building, known as Office at Midtown, located at 3092 W. Lake Mary Blvd. Applicant: Mr. Bryan Potts, P.E., Tannath Design, Inc. (Quasi-Judicial – Public Hearing) (Chris Carson, Project Manager)**
- C. 2024-RZ-01, Ordinance No. 1704, a request for rezoning of property located at 289 Seminole Ave. from R-1A, Single Family Dwelling, to PO, Professional Office. Applicant: Ms. Alzira Bruno, AMB Holding Co., LLC. (Quasi-Judicial – Public Hearing – First Reading) (Michael Lopez, Project Manager)**
- D. 2024-RZ-02, Ordinance No. 1705, A request for rezoning of the property located at 185 N. Country Club Rd. from C-1, General Commercial, to DC, Downtown Centre. Applicant: Mr. Shirong Andy Leu. (Quasi-Judicial – Public Hearing – First Reading) (Chris Carson, Project Manager)**
- E. 2024-MISC-04, A request to execute an Interlocal Agreement between the City of Lake Mary and Seminole County regarding review and permitting to facilitate the expansion of the existing Seminole Science Charter School currently operating at 3580 N. U.S. Highway 17-92. (Legislative – Public Hearing) (Sabreena Colbert, Community Development Director)**
- F. Resolution No. 1075 - Pay and Classification Plan (Kevin Smith, City Manager)**

10. Other Items for Commission Action

11. City Manager's Report

- A. Items for Approval**
 - a. Annual allocation of P.O.'s over \$35,000.00**
- B. Items for Information**
 - a. Monthly Finance Report**
- C. Announcements**

12. Mayor and Commissioners Report - 3

- A. Appointment to Planning & Zoning Board**

13. City Attorney's Report

14. Adjournment

UPCOMING MEETINGS: October 3, 2024

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.



LAKE MARY CITY COMMISSION

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

**Regular Meeting
MINUTES
THURSDAY, SEPTEMBER 19, 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
Katie Reischmann, City Attorney
Kevin Pratt, Police Chief
Bryan Nipe, Parks & Recreation Director
Sabreena Colbert, Community Development Director
Brent Mason, Finance Director
Allison Marcous, Human Resources Director
Danielle Koury, Public Works Director
Amber Branton, City Clerk
Dave Dovon, Assistant Public Works Director
Corey Bowles, Deputy Fire Chief
Dennis Strange, Deputy Police Chief

Miguel Conde, City Engineer
Chris Carson, Senior Planner
Matthew Schaefer, Police Captain
Michelle Hernandez, Police Officer First Class
Michael Lopez, Planner
Sue Thorne, Executive Assistant to City Manager
Brittany Hill, Human Resources Administrator
Pedro Ramos, Information Technology Administrator

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for September 5, 2024

Commissioner Smith made a motion to approve the Draft City Commission Meeting Minutes for September 5, 2024. Commissioner York seconded the motion, and the motion was carried unanimously.

6. Special Presentations

A. Little League Board Update (Bryan Nipe, Parks & Recreation Director)

Bryan Nipe, Parks & Recreation Director, introduced Jonathan Anderson, Little League Board President, Coach, and Manager.

Jonathan Anderson, Sanford, FL, came forward to express his deep gratitude for the city's role in providing for Lake Mary Little League. Additionally, he confirmed that Governor DeSantis awarded each member of the team 2-year in-state tuition scholarships at the Governor's Mansion.

Mayor Mealor shared his pride surrounding the Lake Mary Little League's victory.

B. Human Resource Professional Day (Allison Marcous, Human Resources Director)

Katie Reischmann, City Attorney, read the proclamation, which proclaimed September 26, 2024, as Human Resources Professional Day in the City of Lake Mary.

Mayor Mealor recognized Allison Marcous, Human Resources Director, and Brittany Hill, Human Resources Administrator, for their important work supporting all city employees.

Allison Marcous, Human Resources Director, expressed her pride regarding the City of Lake Mary and thanked the City Manager and Commission for their recognition.

C. National Community Planning Month (Sabreena Colbert, Community Development Director)

Katie Reischmann, City Attorney, read the proclamation, which proclaimed October 2024, as National Community Planning Month in the City of Lake Mary.

Mayor Mealor recognized the entire Community Development team for their important work on their improvement within the city.

Sabreena Colbert, Community Development Director, shared her appreciation for the Commission's and City Manager's support. She further offered a reminder regarding the Community Development Open House, to occur on September 24, 2024, from 5-7 PM in the Commission Chambers.

D. National Fire Prevention Month (Mike Johansmeyer, Fire Chief)

Katie Reischmann, City Attorney, read the proclamation, which proclaimed October 2024, as National Fire Prevention Month in the City of Lake Mary.

Mayor Mealor recognized the entire Fire Department team for their important work teaching fire safety and providing protection and rescue services.

Michael Johansmeyer, Fire Chief, expressed his appreciation for the recognition and support from the city and community.

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. 1706 – Tentative Millage Rate. (Public Hearing – Second Reading) AND Ordinance No. 1707 – Tentative FY 2025 Budget (Public Hearing – Second Reading) (Kevin Smith, City Manager)

Katie Reischmann, City Attorney, read Ordinances Nos. 1706 and 1707 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.

The item was then opened for public hearing. Nobody came forward and the public hearing section was closed.

Deputy Mayor Miller made a motion to approve Ordinance No. 1706, Tentative Millage Rate. 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.

Commissioner York made a motion to approve Ordinance No. 1707, Tentative FY 2025 Budget. Commissioner Smith 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.

9. New Business

- A. 2024-VA-01, A request for a variance from Chapter 160.05(A), 160.05(B) and Chapter 155, Appendix A of the City Code of Ordinances, for the unopened portion of Leslie Ln. Applicant: Mr. Gowtham Mareddy (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 inquired about previous obstacles regarding this item and wished to confirm that most of the conditions were carried over from the 2023 item. Mr. Carson advised that the previous approval had expired and confirmed that the conditions were carried over from 2023, with the addition of number 7.

Commissioner Duryea inquired regarding access to the rear property. Mr. Carson advised that trees would need to be removed to gain access. Additionally, Commissioner Duryea inquired about the drainage if trees were removed. Katie Reischmann, City Attorney, advised that the applicant will be responsible for all necessary maintenance. Danielle Koury, Public Works Director, also advised that the agreed design meets the current standards. She further explained that drainage pipes will be installed under the driveway.

Commissioner York inquired regarding the current ownership. Ms. Reischmann clarified that the city currently owns the right-of-way, and the applicant is requesting a variance to create a small road/driveway. Commissioner York further questioned the plat, as it has not been updated since 1920. Sabreena Colbert, Community Development Director, advised that as each of the surrounding areas were platted/re-platted, this area was excluded, which was likely the owner's decision at the time. Commissioner York further inquired regarding the title after execution. Ms. Reischmann advised that the city will retain title while the applicant retains maintenance obligations.

The item was then opened for public hearing. Mr. Tom Aikins of 213 Leslie Lane, Lake Mary, FL 32746, came forward to express his appreciation for the Commission's questions as it answered several of the HOA's questions. He requested clarification that the Commission's approval is only the first step in the process of verifying whether this project is feasible. Additionally, he stated he and most members of the Meadow Brooke HOA oppose the applicant's request. He stated that the wetlands, nearby homes, properties, and Leslie Lane will likely be damaged. The public hearing section was then closed.

Commissioner Smith asked whether the bond term can be increased. Ms. Reischman clarified that maintenance bonds are typically capped at 2 years. She further advised that since this item was approved in the past with these terms and conditions, it would create additional costs for the homeowner. Additionally, she reminded the Commission that the entire project will be engineered and supervised by the city. She advised against increasing the bond term.

Commissioner Duryea expressed concern regarding the size and location of the property and directional water flow. Ms. Koury clarified that the flow is west to east at the corner of Leslie Lane, she then explained that drainage will be added to the south side of the driveway and north of the neighboring properties to allow for the west to east flow to continue.

Commissioner York inquired regarding any requirements for the applicant to replace foliage as necessary after work completion. Mr. Carson advised that only historic trees require replacement in this instance. He further inquired regarding the drainage conveyance mechanism. Ms. Koury clarified that the driveway will be angled toward the drainage area to allow for drainage. She advised that she is confident that the drainage system will be able to handle the additional flow. Commissioner York then inquired regarding a mechanism to extend the maintenance bond. Ms. Reischmann explained that the maintenance bond can't be extended if this agreement is executed as is.

Commissioner York made a motion to approve 2024-VA-01, A request for a variance from Chapter 160.05(A), 160.05(B) and Chapter 155, Appendix A of the City Code of Ordinances, for the unopened portion of Leslie Ln, including the findings of fact and clarified that this decision does not set a precedent. Commissioner Smith 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.

- B. 2024-SP-01, A request for site plan approval with the variances for the construction of a 2-story, +/- 3,040 sq. ft. office building, known as Office at Midtown, located at 3092 W. Lake Mary Blvd. Applicant: Mr. Bryan Potts, P.E., Tannath Design, Inc. (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.

The item was then opened for public hearing. Nobody came forward and the public hearing section was closed.

Commissioner York made a motion to approve 2024-SP-01, A request for site plan approval with the variances for the construction of a 2-story, +/- 3,040 sq. ft. office building, known as Office at Midtown, located at 3092 W. Lake Mary Blvd. 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 Meador, Yes.

- C. 2024-RZ-01, Ordinance No. 1704, a request for rezoning of property located at 289 Seminole Ave. from R-1A, Single Family Dwelling, to PO, Professional Office. Applicant: Ms. Alzira Bruno, AMB Holding Co., LLC (Quasi-Judicial – Public Hearing – First Reading) (Michael Lopez, Project Manager)**

Katie Reischmann, City Attorney, read Ordinance 1704 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.

Alzira Bruno, AMB Holding Co., LLC, came forward and expressed her appreciation for the Commission's consideration. The public hearing section was then closed.

Commissioner Smith made a motion to approve 2024-RZ-01, Ordinance No. 1704, a request for rezoning of property located at 289 Seminole Ave. from R-1A, Single Family Dwelling, to PO, Professional Office. Commissioner York 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 Meador, Yes.

- D. 2024-RZ-02, Ordinance No. 1705, a request for rezoning of the property located at 185 N. Country Club Rd. from C-1M General Commercial, to DC, Downtown Centre. Applicant: Mr. Shirong Andy Leu. (Quasi-Judicial – Public Hearing – First Reading) (Chris Carson, Project Manager)**

Katie Reischmann, City Attorney, read Ordinance No. 1705 by title only.

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.

The item was then opened for public hearing. Nobody came forward and the public hearing section was closed.

Deputy Mayor Miller made a motion to approve 2024-RZ-02, Ordinance No. 1705, a request for rezoning of the property located at 185 N. Country Club Rd. from C-1M General Commercial, to DC, Downtown Centre. Commissioner Smith 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 Meador, Yes.

- E. 2024-MISC-04, A request to execute an Interlocal Agreement between the City of Lake Mary and Seminole County regarding review and permitting to facilitate the expansion of the existing Seminole Science Charter School currently operating at 3580 N. U.S. Highway 17-92. (Legislative – Public Hearing) (Sabreena Colbert, Community Development Director)**

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.

The item was then opened for public hearing. Nobody came forward and the public hearing section was closed.

Commissioner Duryea inquired regarding occupied locations. Ms. Colbert advised that it is her understanding that the school will maintain operations in all its owned properties.

Commissioner York made a motion to approve 2024-MISC-04, A request to execute an Interlocal Agreement between the City of Lake Mary and Seminole County regarding review and permitting to facilitate the expansion of the existing Seminole Science Charter School currently operating at 3580 N. U.S. Highway 17-92. Deputy Mayor Miller 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 Meador, Yes.

- F. Resolution No. 1075 – Pay and Classification Plan (Kevin Smith, City Manager)**

Katie Reischmann, City Attorney, read Resolution No. 1075 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.

The item was then opened for public hearing. Nobody came forward and the public hearing section was closed.

Commissioner Smith made a motion to authorize the Pay and Classification Plan. 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. Annual allocation of P.O.'s over \$35,000.00

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 the annual allocation of P.O.'s over \$35,000.00 for fiscal year 2025.

Commissioner Duryea made a motion to authorize annual allocation of P.O.'s over \$35,000.00. Commissioner Smith 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.

Mr. Smith also requested Commission approve a special meeting on Thursday, November 7, 2024, at 6:30 PM, to swear in our newly elected Commissioner, Ms. Colleen Taylor, Commissioner Smith, and Mayor Mealor.

Lastly, Mr. Smith congratulated Katie Reischmann, City Attorney, for her upcoming retirement and thanked her for her dedication to the city.

C. Announcements

12. Mayor and Commissioners Report – 3

The Commission echoed Mr. Smith's sentiments and wished Ms. Reischmann well in her retirement. Ms. Reischmann thanked everyone for their kind words and expressed her love for her work with the city.

A. Appointment to Planning & Zoning Board

Mayor Meador stated that Ms. Colleen Taylor was elected to the City Commission. She will be sworn in on November 7, 2024, and asked Commission to appoint Mr. Nick Carlin, who serves as the alternate, to serve the remainder of now Commissioner Taylor's term. Commission Duryea made a motion to approve Mr. Carlin's appointment to the Planning & Zoning Board. Deputy Mayor Miller second the motion, and the motion was approved unanimously.

B. Deputy Mayor Miller

No report.

C. Commissioner York

No report.

D. Commissioner Smith

He thanked the Police Department for their work on the Bicycle Rodeo and discussed the first round of policy meetings for the Florida League of Cities.

E. Commissioner Duryea

He further expressed that he would miss Ms. Reischmann and thanked staff for the recognition of Lake Mary Little League's World Series victory.

13. City Attorney's Report

She expressed her enjoyment regarding working for the city.

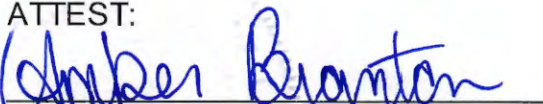
14. Adjournment

There being no further business, the meeting adjourned at 8:34.


David J. Meador, Mayor


Cassie Killgore, Deputy City Clerk

ATTEST:


Amber Branton, City Clerk