LAKE MARY CITY COMMISSION

Lake Mary City Hall
100 N. Country Club Road

Regular Meeting
AGENDA
THURSDAY, JUNE 19, 2025 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 June 5, 2025**
6. **Special Presentations**
   A. **Life Saving Award (Corey Bowles, Acting Fire Chief & Tina O'Brien, Community Risk Reduction Manager)**
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. **2024-ZTA-01, Ordinance No. 1715, A request for a City-initiated code amendment to amend Chapter 155, Appendix D: Public Utilities. (Public Hearing – Legislative – Second Reading) (Sabreena Colbert, Community Development Director)**
9. **New Business**

A. Resolution 1079 - Adopting the Countywide Local Mitigation Strategy Plan 2025-2030 (Public Hearing) (Danielle Koury, Public Works Director)

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Request for Qualifications (RFQ) #25-01; Professional Engineering Services

b. Fire Hydrant Testing

c. Change Order for Eurofins Environment Testing Southeast, LLC

d. Purchase of a Quint Fire Rescue Vehicle

B. Items for Information

a. Monthly Finance Report

C. Announcements

12. Mayor and Commissioners Report - 2

13. City Attorney's Report

14. Adjournment

UPCOMING MEETINGS: July 17, 2025

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, JUNE 19, 2025, 7:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING.

1. The meeting was called to order by Mayor Mealor at 7:00.

2. Moment of Silence

3. Pledge of Allegiance

4. Roll Call

David Mealor, Mayor
Justin York, Deputy Mayor
Jordan Smith, Commissioner
George F. Duryea, Commissioner
Colleen Taylor, Commissioner
Kevin Smith, City Manager
Darren Elkind, City Attorney
Kevin Pratt, Police Chief
Corey Bowles, Acting Fire Chief
Brent Mason, Finance Director
Sabreena Colbert, Community Development Director
Allison Marcous, Human Resources Director
Bryan Nipe, Parks and Recreation Director
Danielle Koury, Public Works Director
Amber Branton, City Clerk
Robert Lindemann, Deputy Fire Chief

Tina O'Brien, Community Risk Reduction Manager
Miguel Conde, City Engineer
Sydney Boswell, Planner
Pedro Ramos, Information Technology Administrator

5. Approval of Minutes

A. Approval of Draft City Commission Meeting Minutes for June 5, 2025

Commissioner Taylor made a motion to approve the Draft City Commission Meeting Minutes for June 5, 2025. Commissioner Duryea seconded the motion, and the motion was carried unanimously.

6. Special Presentations

A. Life Saving Award (Corey Bowles, Acting Fire Chief & Tina O'Brien, Community Risk Reduction Manager)

Corey Bowles, Acting Fire Chief, and Tina O'Brien, Community Risk Reduction Manager, came forward to award Coach Chris from Orangetheory Fitness, with the Life Saving Award for her effort in saving the life of Martha, who was participating in Coach Chris' class when she experienced a life-threatening event.

Coach Chris expressed her gratitude for the recognition and thanked the Fire Department for their efforts.

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 public hearing section was closed.

8. Unfinished Business

A. 2024-ZTA-01, Ordinance No. 1715, A request for a city-initiated code amendment to amend Chapter 155, Appendix D: Public Utilities. (Public Hearing – Legislative – Second Reading) (Sabreena Colbert, Project Manager)

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

No one came forward and the public hearing section was closed.

Commissioner Duryea made a motion to approve the request for a city-initiated code amendment to amend Chapter 155, Appendix D: Public Utilities. Commissioner Smith seconded the motion, and the motion was carried 5-0 by roll-call vote, Commissioner Smith, Yes; Commissioner Duryea, Yes; Commissioner Taylor, Yes; Deputy Mayor York, Yes; Mayor Mealor, Yes.

9. New Business

A. Resolution 1079 – Adopting the Countywide Local Mitigation Strategy Plan 2025-2030 (Public Hearing) (Danielle Koury, Public Works Director)

Daniell Koury, Public Works Director, discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

Deputy Mayor York inquired regarding other funding opportunities if there are changes to FEMA. Ms. Koury advised that language was included in the plan to secure funding from other areas, if necessary.

Alan Harris, Seminole County Director of Emergency Management, came forward and advised that this plan is imperative in making our communities more resilient. He further advised that funding agencies will continue to be available in various capacities, as discussed with State representatives.

Deputy Mayor York made a motion to approve adoption of the Countywide Local Mitigation Strategy Plan 2025-2030. Commissioner Taylor seconded the motion, and the motion was carried 5-0 by roll-call vote, Commissioner Duryea, Yes; Commissioner Taylor, Yes; Deputy Mayor York, Yes; Commissioner Smith, Yes; Mayor Mealor, Yes.

10. Other Items for Commission Action

11. City Manager's Report

A. Items for Approval

a. Request for Qualifications (RFQ) #25-01; Professional Engineering Services

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 negotiate Continuing Engineering Contracts with Metric Engineering, Inc., CPH Engineers, Chen Moore and Associates, CPC, and Adurra Group, Inc.

Commissioner Smith made a motion to authorize the Request for Qualifications #25-01. Deputy Mayor York seconded the motion, and the motion was approved unanimously.

b. Fire Hydrant Testing

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 execute a purchase order in the amount of $45,500 to Hydromax USA, LLC, for fire hydrant testing.

Deputy Mayor York made a motion to authorize fire hydrant testing. Commissioner Taylor seconded the motion, and the motion was approved unanimously.

c. Change Order for Eurofins Environment Testing Southeast, LLC

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 execute a change order for a total amount of $38,000 to Eurofins Environment Testing Southeast, LLC, for PO #25-0006.

Commissioner Taylor made a motion to authorize the change order for Eurofins Environment Testing Southeast, LLC. Commissioner Smith seconded the motion, and the motion was approved unanimously.

d. Purchase of a Quint Fire Rescue Vehicle

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 purchase of a new quint fire rescue vehicle from South Florida Emergency Vehicles, in the amount of $1,715,345.65. Additionally, he requested authorization to surplus the vehicle #357, once the replacement is available, which is estimated to arrive in 2027.

Commissioner Duryea made a motion to authorize the purchase of a quint fire rescue vehicle and surplus of the current reserve vehicle. 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.

C. **Announcements**

12. Mayor and Commissioners Report – 2

a. Commissioner Duryea

No report.

b. Commissioner Taylor

She thanked the Police Department for coordinating the ride-along and the Public Works Department for the tour of their water treatment facility.

c. Deputy Mayor York

He stated he hoped every father had a happy Father's Day.

d. Commissioner Smith

He expressed his pleasure with the recently held babysitting safety course.

13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 7:25.

David J. Mealor, Mayor

Cassie Killgore, Deputy City Clerk

ATTEST:

Amber Branton

Amber Branton, City Clerk