



LAKE MARY CITY COMMISSION

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

**Regular Meeting
AGENDA
THURSDAY, SEPTEMBER 4, 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 August 21, 2025**
- 6. Special Presentations**
 - A. Proclamation - National IT Professionals Day (Pedro Ramos, Information Systems Administrator)**
 - B. Proclamation - Human Resources Professionals Day (Allison Marcous, Human Resources Director)**
- 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**
- 9. New Business**

- A. Ordinance No. 1716 - Tentative FY 2026 Millage Rate (Public Hearing - First Reading) AND Ordinance No. 1717 - Tentative FY 2026 Budget (Public Hearing - First Reading) (Kevin Smith, City Manager)
 - B. 2021-PSP-04, A request for a Preliminary Subdivision Plan approval for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. (Quasi-Judicial – Public Hearing) (Sabreena Colbert, Project Manager)
 - C. 2024-VA-02, A request for a variance from Chapter 154.55(C)(4)(a), City Code of Ordinances, for property located at 138 Wagon Wheel Way. Applicant: Ms. Erica Nathanson, Property Owner. (Quasi-Judicial – Public Hearing) (Sabreena Colbert, Project Manager)
 - D. 2025-ZTA-02, Ordinance No. 1718, A recommendation to the Mayor and City Commission regarding a City-initiated code amendment to amend Chapters 154 and 155 of Title XV, Land Usage. (Public Hearing – Legislative – First Reading) (Sydney Boswell, Project Manager)
 - E. Resolution No. 1080 - CPI Rate Adjustment for Solid Waste Services (Public Hearing) (Brent Mason, Finance Director)
- 10. Other Items for Commission Action
 - 11. City Manager's Report
 - A. Items for Approval
 - a. Dispatching Services 2025-2026 Addendum
 - b. Surplus Captain Matt Schaefer's Department Issued Handgun
 - B. Items for Information
 - C. Announcements
 - 12. Mayor and Commissioners Report - 2
 - 13. City Attorney's Report
 - 14. Adjournment

UPCOMING MEETINGS: September 18, 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, SEPTEMBER 4, 2025, 7:00 PM**

NO VIDEO RECORDING WAS MADE FOR THIS MEETING.

1. The meeting was called to order by Mayor Mealor at 7:03.
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
Danielle Koury, Public Works Director
Amber Branton, City Clerk
Dave Dovon, Assistant Public Works Director
Jill Semento, Assistant Parks and Recreation Director

Robert Judges, Police Lieutenant
Michelle Hernandez, Police Officer First Class
Miguel Conde, City Engineer
Sydney Boswell, Planner
Sue Thorne, Executive Assistant
Rachel Demasi, Human Resources Risk Generalist
Pedro Ramos, Information Systems Administrator

5. Approval of Minutes

A. Approval of Draft City Commission Workshop Minutes for August 21, 2025

Deputy Mayor York made a motion to approve the Draft City Commission Workshop Minutes for August 21, 2025. Commissioner Taylor seconded the motion, and the motion was approved unanimously.

6. Special Presentations

A. Proclamation – National IT Professionals Day (Pedro Ramos, Information Systems Administrator)

Darren Elkind, City Attorney, read the proclamation, which proclaimed September 16, 2025, National IT Professional Day in the City of Lake Mary, Florida.

Mayor Meador recognized Pedro Ramos, Information Systems Administrator, and the entire IT department for their important work keeping the City running.

B. Proclamation – Human Resources Professionals Day (Allison Marcous, Human Resources Director)

Darren Elkind, City Attorney, read the proclamation, which proclaimed September 26, 2025, Human Resources Professionals Day in the City of Lake Mary, Florida.

Mayor Meador recognized Allison Marcous, Human Resources Director and the entire Human Resources Department for their practice of making every staff member feel important and respected.

Ms. Marcous expressed her appreciation for the recognition on behalf of herself and her department.

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.

Andy Katzman, of 167 E. Lake Mary Ave., came forward regarding the Lake Mary Villas project. He discussed concerns regarding architectural guidance, delays in responses on stormwater issues, and denial of in-law suite proposals. He requested clarity on architectural requirements and ADU interpretations.

Kevin Smith, City Manager, confirmed staff would follow up with clarification.

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

8. Unfinished Business

None.

9. New Business

A. Ordinance No. 1716 – Tentative FY 2026 Millage Rate (Public Hearing – First Reading) AND Ordinance No. 1717 – Tentative FY Budget (Public Hearing – First Reading) (Kevin Smith, City Manager)

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

Dr. Joseph Vaughn, of Lake Mary Veterinary Clinic, came forward in support of maintaining service quality while recognizing rising costs.

Deputy Mayor York made a motion to approve Ordinance No. 1716 – Tentative FY 2026 Millage Rate. Commissioner Duryea 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.

Commissioner Smith made a motion to approve Ordinance No 1717 – Tentative FY Budget. 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.

B. 2021-PSP-04, A request for a Preliminary Subdivision Plan approval for Sandhill Estates, a proposed 7-lot single-family residential subdivision, located on the east side of N. Country Club Rd. and north of Linda Ln. Applicant: Mr. Zachary Huebner, Eagle Homes Construction, LLC. (Quasi-Judicial – Public Hearing) (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.

Joseph and Elizabeth Vaughn, of 559 N. Country Club Rd, Cindy Rawlings, of 810 N. Country Club Rd, Melinda Dunn, of 109 Kingswood Ct, and Virginia Lund, of 104 Kingswood Ct, came forward to discuss concerns regarding stormwater runoff, access easements, retention pond safety, and wildlife protection.

The applicant's engineer confirmed stormwater outflow design toward Crystal Lake, while Commission discussion focused on stormwater, easements, and fire access.

Ms. Colbert advised additional conditions for approval. The final subdivision plan shall become effective only after Mayor and Commission consider and approve the request and an easement for access and utilities between the property owners at 561 and 563 N Country Club must be implemented.

Commissioner Smith made a motion to approve 2021-PSP-04, A request for a Preliminary Subdivision Plan approval for Sandhill Estates. Commissioner Duryea seconded the motion and the motion was carried 5-0 by roll-call vote, Commissioner Taylor, Yes; Deputy Mayor York, Yes; Commissioner Smith, Yes; Commissioner Duryea, Yes; Mayor Mealor, Yes.

- C. 2024-VA-02, A request for a variance from Chapter 154.55(C)(4)(a), City Code of Ordinances, for property located at 138 Wagon Wheel Way. Applicant: Ms. Erica Nathanson, Property Owner. (Quasi-Judicial – Public Hearing) (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.

Deputy Mayor York made a motion to approve 2024-VA-02, A request for a variance from Chapter 154.55(C)(4)(a), City Code of Ordinance. Commissioner Taylor seconded the motion and the motion was carried 5-0 by roll-call vote, Deputy Mayor York, Yes; Commissioner Smith, Yes; Commissioner Duryea, Yes; Commissioner Taylor, Yes; Mayor Mealor, Yes.

- D. 2025-ZTA-02, Ordinance No. 1718, A recommendation to the Mayor and City Commission regarding a City-initiated code amendment to amend Chapters 154 and 155 of Title XV, Land Usage. (Public Hearing – Legislative – First Reading) (Sydney Boswell, Project Manager)**

Sydney Boswell, Planner, discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

Commissioner Taylor made a motion to approve 2025-ZTA-02, Ordinance No. 1718, A recommendation to the Mayor and City Commission regarding a City-initiated

code amendment to Chapters 154 and 155 of Title XV, Land Usage. 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.

E. Resolution No. 1080 – CPI Rate Adjustment for Solid Waste Services (Public Hearing) (Brent Mason, Finance Director)

Brent Mason, Finance Director, discussed the information as presented in the Staff Report, which was included in the agenda packet for review.

Deputy Mayor York made a motion to approve Resolution No. 1080 – CPI Rate Adjustment for Solid Waste Services. 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

None.

11. City Manager's Report

A. Items for Approval

a. Dispatching Services 2025-2026 Addendum

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

Commissioner Smith made a motion to authorize the Dispatching Services 2025-2026 Addendum. Commissioner Duryea seconded the motion, and the motion was approved unanimously.

b. Surplus Captain Matt Schaefer's Department Issued Handgun

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

Commissioner Duryea made a motion to authorize the surplus of Captain Matt Schaefer's Department Issued Handgun. Deputy Mayor York seconded the motion, and the motion was approved unanimously.

B. Items for Information

C. Announcements

None.

12. Mayor and Commissioners Report – 2

Mayor Mealor recognized Commissioner Duryea's longstanding contribution to the City, noting that he is the longest serving public official in Central Florida.

a. Commissioner Duryea

No report.

b. Commissioner Taylor

No report.

c. Deputy Mayor York

He discussed his appointment to the policy committee with the Florida League of Cities for utilities, natural resources, and public works and stated they will be meeting on September 26, 2025. He further expressed his gratitude for Commissioner Duryea's years of service to the City and wished him well in his upcoming retirement.

d. Commissioner Smith

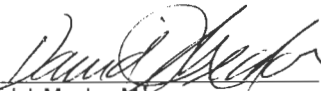
He discussed the recently held Fountain Parke Homeowners' Association meeting. He also thanked Commissioner Duryea for his years of service and congratulated him on his upcoming retirement. Additionally, he congratulated Deputy Mayor York on his re-election.

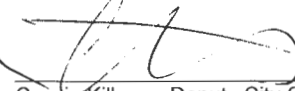
13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 8:30.


David J. Meador, Mayor


Cassie Killgore, Deputy City Clerk

ATTEST:


Amber Branton, City Clerk