



LAKE MARY CITY COMMISSION

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

**Regular Meeting
AGENDA
THURSDAY, JANUARY 15, 2026 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 December 4, 2025**
- 6. Special Presentations**
- 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. 2025-RZ-05, Ordinance No. 1721, A request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Applicant: Mr. Andrew McCown, GAI Consultants, Inc. (Quasi-Judicial - Public Hearing - First Reading) (Sydney Boswell, Project Manager)**
 - B. Resolution No. 1084, Adopting the City of Lake Mary Downtown Design Guide and enacting Legislation in Progress regarding amendments to Chapter 154.67**

Downtown Centre Zoning District of the Land Development Code. (Legislative – Public Hearing) (Sydney Boswell, Project Manager)

- 10. Other Items for Commission Action**
- 11. City Manager's Report**
 - A. Items for Approval**
 - a. Appointment of Fire Chief**
 - b. Emergency Purchase - Traffic Control Devices, LLC**
 - B. Items for Information**
 - a. Downtown Projects - Phase 2**
 - b. Monthly Finance Report**
 - C. Announcements**
- 12. Mayor and Commissioners Report - 4**
- 13. City Attorney's Report**
- 14. Adjournment**

UPCOMING MEETINGS: February 5, 2026

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

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100 N. Country Club Road

Regular Meeting
MINUTES
THURSDAY, JANUARY 15, 2026, 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
Colleen Taylor, Deputy Mayor
Jordan Smith, Commissioner
Nicholas Carlin, Commissioner
Justin York, Commissioner
Kevin Smith, City Manager
Darren Elkind, City Attorney
Kevin Pratt, Police Chief
Michael McDowell, 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
Dave Dovan, Assistant Public Works Director

Corey Bowles, Deputy Fire Chief
Robert Lindemann, Deputy Fire Chief
Miguel Conde, City Engineer
Lillian Sexton, Fire Marshall
Tina O'Brien, Public Safety Program Manager
Sydney Boswell, Planner
Marlene Mercer, Code Enforcement Officer
Torriana Walker, Senior Fire Inspector and Public Educator
Frank Cornier, Strategic Initiatives Advisor
Wendy Niles, Emergency Management/Fire Accreditation Advisor
Pedro Ramos, Information Systems Administrator

5. Approval of Minutes

A. Approval of Draft Special Called City Commission Minutes for December 4, 2025

Deputy Mayor Taylor made a motion to approve the Draft City Commission Minutes for December 4, 2025. Commissioner Carlin seconded the motion, and the motion was approved unanimously.

6. Special Presentations

None.

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

None.

9. New Business

- A. 2025-RZ-05, Ordinance No. 1721, a request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Applicant: Mr. Andrew McCown, GAI Consultants, Inc. (Quasi-Judicial – Public Hearing – First Reading) (Sydney Boswell, Project Manager)**

Sydney Boswell, 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 Smith made a motion to approve 2025-RZ-05, a request for the First Amendment to the Bent's Landing Planned Unit Development (PUD) for Orlando Health Signage at 454 Rinehart Rd. Commissioner York seconded the motion, and the motion was carried 5-0 by roll-call vote, Commissioner Smith, Yes; Commissioner Carlin, Yes; Deputy Mayor Taylor, Yes; Commissioner York, Yes; Mayor Mealar, Yes.

B. Resolution No. 1084, Adopting the City of Lake Mary Downtown Design Guide and enacting Legislation in Progress regarding amendments to Chapter 154.67 Downtown Centre Zoning District of the Land Development Code. (Legislative – Public Hearing) (Sydney Boswell, Project Manager)

Sydney Boswell, Planner, came forward to discuss the information as presented in the Staff Report, which was included in the agenda packet for review.

Commission commended Ms. Boswell for the quality and clarity of the Downtown Design Guide.

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 Resolution No. 1084, Adopting the City of Lake Mary Downtown Design Guide and enacting Legislation in Progress regarding amendments to Chapter 154.67 Downtown Centre Zoning District of the Land Development Code. Commissioner Carlin seconded the motion, and the motion was carried 5-0 by roll-call vote, Commissioner Carlin, Yes; Deputy Mayor Taylor, Yes; Commissioner York, Yes; Commissioner Smith, Yes; Mayor Mealar, Yes.

10. Other Items for Commission Action

None.

11. City Manager's Report

A. Items for Approval

a. Appointment of Fire Chief

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 appoint Michael McDowell as Fire Chief, effective January 19, 2026.

Commissioner Smith made a motion to appoint Michael McDowell as Fire Chief. Deputy Mayor Taylor seconded the motion, and the motion was approved unanimously.

Chief McDowell thanked Commission and staff for their support throughout the interview and onboarding process.

b. Emergency Purchase – Traffic Control Devices, 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 ratify 2 emergency purchase orders issued to Traffic Control Devices, LLC in the amounts of \$36,579.02 and \$40,489.88.

Commissioner York made a motion to authorize approval of the purchase orders to Traffic Control Devices, LLC. Commissioner Carlin seconded the motion, and the motion was approved unanimously.

B. Items for Information

a. Downtown Projects – Phase 2

Mr. Smith provided an update on active and planned downtown projects, noting continued progress on redevelopment and capital improvements within the downtown area. He reported that current projects remain consistent with the City's adopted downtown vision and design direction, and that coordination between departments and developers is ongoing.

b. Monthly Finance Report

Mr. Smith reported that the monthly financial report reflected that revenues and expenditures were trending as anticipated.

C. Announcements

12. Mayor and Commissioners Report – 4

a. Commissioner York

He discussed the New Year and the upcoming Run with a Hero, Shred-A-Thon, and Celebrate! Lake Mary.

b. Commissioner Smith

He reported on the recently held Tri-County League of Cities meeting held in Longwood, provided updates regarding the Florida League of Cities Legislative Action Days, and discussed the upcoming Party in the Park.

c. Commissioner Carlin

He recognized EJ Levin's recent retirement and thanked him for his service. He also discussed the upcoming Party in the Park, Run with a Hero, and Shred-A-Thon.

d. Deputy Mayor Taylor

She also discussed the upcoming events within the City and her attendance at the Florida Retina Institute groundbreaking. Further, she commended staff's efforts related to downtown planning and regional policy discussions.

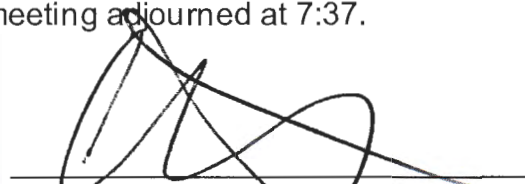
13. City Attorney's Report

No report.

14. Adjournment

There being no further business, the meeting adjourned at 7:37.



David J. Meador, Mayor

Cassie Killgore, Deputy City Clerk

ATTEST:


Amber Branton, City Clerk