



Lake Killarney Board Regular Meeting

Agenda

May 1, 2024 @ 10:00 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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please note

Times are projected and subject to change.

1. Call to Order**2. Consent Agenda**

- a. Approve the minutes of March 6, 2024 1 minute
- b. Approve the minutes of April 3, 2024 1 minute

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**4. Public Hearings (Public participation and comment on these matters must be in person.)****5. Action Items****6. Non-Action Items****7. Staff Updates**

- a. Orange County Update 10 Minutes
- b. Lakes Management 10 Minutes
 - Natural Resources Conservation Services (NRCS) Update
 - Canal Beautification Project (Keep America Beautiful Grant)
 - Water Quality
 - Violations
 - Small Treatments
 - Lake Level Elevations
 - Maintenance and Efforts
 - Hurricane Season Preparedness
 - Work Session Prioritized List
- c. Stormwater Management 10 Minutes
 - CIP Update
 - Nicolet Pond, Killarney Dr. Pipe Replacement, & Lake Bell Weir Project Timeline
 - Lake Front Construction Updates

Follow-Up Items:

- BMP Feasibility Study for Killarney Dr Outfall Consolidation
- Outfall Condition Update

-
- Exfiltration System Maintenance Agreement Update

8. Board Comments

- a. Discussion of Public Comments Received 5 Minutes

9. Upcoming Agenda Items

- a. Upcoming Agenda Items 5 Minutes
- b. Summary of Meeting Action Items 5 Minutes

10. Adjournment



Lake Killarney Board

agenda item

item type

Consent Agenda

meeting date

May 1, 2024

prepared by**approved by****subject**

Approve the minutes of March 6, 2024

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

1. LKB-min-2024-03-06 DRAFT Revised 4-1



Lake Killarney Board Regular Meeting Minutes

March 6, 2024 at 10:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Jeanne Wall (virtual), David L. Dickerson, Carolyn Minear, Ellen Hencken, Jason K. Ellison, Joyce D. Cunningham, William Voecks.

Staff Present

Director of Natural Resources and Sustainability Gloria Eby, Director of Public Works and Transportation Charles Ramdatt, Assistant Director of Public Works Don Marcotte, Public Works Engineer Shannon Monahan, City Attorney Dan Langley, Administrative Coordinator Victoria Tabor

Also Present

Orange County Senior Environmental Specialist Nidia Volepe (virtual), Orange County Lake Killarney Board Member Langdon Stanley, Senior Principal at Terracon Consultant Jay Casper.

1. Call to Order

Vice Chair Dickerson chaired the meeting due to Chair Jeanne Wall's virtual participation and called the meeting to order at 10:02.

2. Consent Agenda

- a. Approve the minutes of the regular meeting, February 7, 2024

The following amendments were made to the minutes:

- Page 3 of 5 – change "slipway" to "spill way" in the last paragraph.
- Page 4 of 5 CIP Updates – add separate bullet point for Lake Bell weir
- On the same page under follow-up items, Mrs. Wall asked for clarification and Mr. Marcotte explained the commission will discuss the board's request for a separate line item for all lake dredging will be in the next five-year CIP cycle, which would be approximately six years from now. Ms. Wall requested to have the commission's motion and vote inserted into the minutes.

Staff clarified the first paragraph under Upcoming Agenda Items.

Motion made by Mr. Voecks to table approve the minutes to the next meeting after amendments are made, seconded by Ms. Wall. Motion carried unanimously with a 7-0 vote.

3. Public Comments (for items not on the agenda)

Laura Kunzweiler, 2000 Lake Drive, (on the canal where dredging is underway), directly impacted by the canal beautification project. She is concerned about the impact of the beautification project with the removal of Brazilian Pepper Tree that provided safety and privacy for their property. Ms. Kunzweiler is concerned about what the final product is going to be for the safety of her family. She informed staff and board members that a landscaping company across the canal was blowing the clippings in the direction of the canal.

4. Public Hearings

a. Boathouse/Dock Application (BLDR-2023-0720) 2054 Lake Dr.

Mrs. Eby reviewed the request for a boathouse application for 2054 Lake Drive. The applicant, David Wolf, was not present. She said this has been tabled and action needs to be taken in this meeting. Attorney Dan Langley, the board can reorganize the agenda to postpone the item for later in the agenda, it could continue.

Motion made by Mrs. Wall to move the public hearing to after staff updates on the agenda; second by Mr. Ellison. Motion unanimously with a 7-0 vote.

Motion made by Mr. Ellison to move the public hearing to before staff updates on the agenda; second by Mrs. Cunningham. Motion unanimously with a 7-0 vote.

Mrs. Eby reopened the public hearing, she reviewed the dock parameters, proposed and allowed, which meets criteria and no variances are required. Staff is recommending approval. She showed area views of the location and property and images, survey and site plan showing the dock configuration. Mrs. Wall asked about side setbacks. Mrs. Eby said no side setbacks are required since the adjacent property is owned by the applicant. Mrs. Wall suggested clarifying a variance is required, but approval of the adjacent property owner was received.

Applicant David Wolf said he understands the major concerns of the board are navigation and sight lines. He explained University of Florida findings on navigation clear path to navigable water is not entitled to navigable water, which his dock. If Mr. Wolf put his dock where the board suggested it would limit the only lake view from the house and would diminish his property value if placed in that location. He addressed allocation of riparian rights and the location of the dock and would not violate the rule (affecting his navigation, but not legal rights). Mr. Wolf continued with the second major concern, which is sight line. The concern of the sight line view of the new dock would impact their "view of the water." If this dock was built the neighbors would see the backyard of a vacant lot past Mr. Wolf's dock. When living in a cove there is no expectation of privacy across the water/cove. He clarified that the current plan is revised plan. Mrs. Wall asked who is the contractor and Mr. Wolf responded that will pull permit as owner/builder with intent to build himself.

Mrs. Wall asked for the total square footage of the dock permitted on Country Club/Killarney Estates homes. Mrs. Eby said restrictions were made in the plat. Mr. Langley provided the verbiage for the code regarding Lake Killarney that boat houses in the

canal/cove can be no more than 30' into the lake. Mrs. Monahan provided that the square footage is 480 sq. ft. Mrs. Eby requirements for Killarney are not applicable to the codes applicable to this request. Discussion followed on basis for establishing different regulations for the Killarney Estates.

Mrs. Wall continued to speak about the docks being built at Killarney Estates being R-2 lots had them next to each other to preserve line of sight (Mr. Wolf is an R-1 lot). Mrs. Wall concern about safety in navigating around that dock, she asked if Mr. Wolf would consider reducing the width. Mr. Wolf would be willing to consider if there wouldn't be a negative impact our property values and enjoyment of the lake as a lake front property owner.

Discussion continued regarding the ability for the neighbors and staff to navigate. Staff confirmed that it would not be an issue and John Gumbrell, 2040 Lake Drive, said he would be comfortable that there will be no safety hazard and be able to dock without undue difficulty. No objection with the dock but concerns the boathouse is oversize for this location. Mr. Wolf thanked the board members and staff for their diligence in listening to information before a motion being made to whether or not to approve the permit or not.

Motion made by Jason Ellison to approve the permit (applicant is within his rights and has done everything the city has requested as far as sizing); second by Joyce Cunningham. Motion carried with a 7-1 vote. Mr. Voecks voted no.

After the motion, Mr. Dickerson asked navigation would be impeded if either of the neighbors that sit on the lobe decided to tear down their current dock and build a new dock off of the same parameters. Mrs. Eby confirmed that there would still would be access available. She not prepared to evaluate all of the docks dimension in the area.

From a navigational perspective a dock perpendicular to the shoreline would make it more difficult to navigate.

5. Action Items

6. Non-Action Items

a. MLK Jr. Park Sinkhole Risk Evaluation

Mr. Marcotte introduced Jay Casper, geotechnical engineer at Terracon. Staff is looking to add a small parking lot south of the existing parking lot. Mr. Voecks asked if the city adding a new parking lot, and Mr. Marcotte responded that it is being considered and and reassured that all the necessary steps will be taken before it is built. They will mitigate in order to meet city and St. John's River Water Management District (SJWMD) requirements if the commission approves the project.

Mr. Casper reviewed his and his company's experience with soil studies. He showed images of the sinkhole in 1981, now Lake Rose, and subsequent images over the years. He noted the location of soil boring done in the area and the location of the most recent soil boring tests. He explained how tests are performed and the standards for testing. He referenced the sinkhole study from March 1982, reviewing boring locations and testing. He acknowledged Mr. Voecks notation of a small sinkhole on 17-92 - now the

location of Sleep Number business. Mr. Casper showed water flow and water level fluctuations of the sinkhole, which had not changed since the late 1980s. Soil boring at the softball field did not indicate any sinkholes, but suggested a limited grounding program at the top of the limestone layer sealed off, monitoring the softball stadium and just north of the stadium, which is in the area being considered for a small parking lot. Borings in this area and prior to construction of the library and event center were much deeper than normal (20 feet). He showed soil boring locations for the library and event center, which look quite good, but had to remove old landfill trash. He showed a boring comparison of boring and said he found nothing of concern in recent boring results.

Mr. Ramdatt summarized key points – there is general surface outfall to Lake Killarney, but the actual groundwater is flowing to the east. Mr. Casper confirmed that the boring within the last three months for the parking lot was at 100 feet and there is no risk for a parking lot. Mr. Ramdatt explained the 100-foot boring was done to alleviate concerns about the parking lot.

Mrs. Wall addressed concerns about increasing the size of Lake Mendsen. Mr. Ramdatt said at the moment staff is only contemplating the small parking lot, need to do additional investigation to mitigate risk. Staff responded to questions regarding exfiltration systems and concerns about water in the existing parking area after heavy rainfall and reported little fluctuation in the lake level in recent years.

Mrs. Wall noted the collapse of condominiums on Lake Killarney. Mr. Casper said they usually find muck under homes and buildings along Lake Killarney. Discussion followed on soil conditions on the shoreline of Lake Killarney.

Mr. Ramdatt responded to questions - staff have not determined the size of the parking area but will accommodate between 30-60 cars. Plans will be subject to city and SJRWMD regulations. Staff monitors and ensures the facilities work well. Mrs. Wall asked for the last inspection and maintenance report for the Library and Event Center. Ms. Monahan explained the inspection of the functionality and maintenance process, if required.

Mr. Ramdatt reassured the board that the staff are dedicated and passionate about following the best engineering practices and in conjunction with all regulatory agency rules. Primary location is the current parking area north of croquet area between Harper Street and the existing maintenance building.

7. Staff Updates

a. Orange County Update

- Storm Pipe Update
- Orange County Lake Killarney Newsletter 2024

Nidia Volpe started the Orange County Update by informing that the Lake Killarney newsletter had been released and sent out to all of the board members. Killarney Drive Drainage Improvements is still in the preliminary phase of getting the easement. Mrs.

Volpe will keep Winter Park informed on the progress. Blue Heron sandbar removal, the issue with insurance was resolved and PO was released on Friday, February 16th. The project is completed, the material removed was near expectation. Grading and seeding of the staging area are nearing completion.

b. Lakes Management

- Natural Resources Conservation Services Update
- Maintenance & Efforts
- Dock Violation
- Water Quality

Follow-Up Items

- Summary of Work Session

Mrs. Eby started Lakes Management update with the NRCS Update. Chuck Robinson is hoping to finish sediment removal in the Killarney Canal within a week. Waiting for the stabilization period to let the sediment and material to settle. Staff will work with residents on the canal during the duration of the rest of the project. There is not a landscape plan/design, but staff will be planting native vegetation. Staff can complete it without expending funds for a formal landscape plan. Staff will be responsible for maintenance. Mr. Ellison asked for assurance that the project is complete within the scope of work. If residents have any questions in regards of the project, staff encourages them to come speak with them.

Langdon Stanley, virtual panelist, had questions in regards of the depth of the canal. He said prop was scraping the bottom two weeks ago. Mrs. Eby confirmed that the vendor dredged more within the last two weeks.

Mr. Ellison left at 12:22 p.m.

Staff responded to questions regarding canal depth and depth standards.

After Mrs. Volpe gave the Orange County Update, Mr. Dickerson directed back to Lakes Management to get an update on dock violation. The update is that the case is in the code compliance process. Mr. Dickerson said he has seen some activity.

c. Stormwater Management

- CIP Update
- Nicolette Pond, Killarney Dr. Pipe Replacement, & Lake Bell Weir Project Timeline
- Lake Front Construction Updates

Follow-Up Items:

- BMP Feasibility Study for Killarney Dr Outfall Consolidation
- Outfall Condition Update
- Exfiltration System Maintenance Agreement Update

Due to the time, Ms. Monahan informed the board that all the information is in the packet. She pushed the meeting to board comments.

8. Board Comments

a. Discussion of Public Comments Received

Mrs. Wall asked how did Stormwater get the CDS Unit for Fawsett and Ms. Monahan informed Mrs. Wall that it was funded through CIP for stormwater. Mrs. Wall asked about the pipe replacement on Arbor Park Drive and ask Ms. Monahan if it went through SJRWMD and Ms. Monahan responded with anything requiring a permit must go through SJRWMD. She clarified that anytime an outfall pipe that discharges into a lake always requires a permit and that's not what is being done at Arbor Park Drive.

9. Upcoming Agenda Items

a. Upcoming Agenda Items

b. Summary of Meeting Action Items

- Add the Commission's motion to minutes (separate line item) for February 7th.
- Correction will be added to the Stormwater CIP.
- Clarification to be added to the dock application to edit parameters.
- Stormwater to bring the exfiltration reports for Library and Event Center parking lot.
- Summary of work session - follow up items (will remain on agenda)

Mrs. Minear left at 12:34 p.m.

Mrs. Cunningham asked Mrs. Eby where she could access code for dock violations and specs for canals. Mrs. Eby informed her that it is in Chapter 114 of the city code, and she will send a link.

10. Adjournment

The meeting was adjourned 12:35

Approved by the board on
/s/ Victoria Tabor, Administrative Coordinator



Lake Killarney Board

agenda item

item type

Consent Agenda

meeting date

May 1, 2024

prepared by**approved by****subject**

Approve the minutes of April 3, 2024

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

1. LKB-min-2024-04-03 DRAFT



Lake Killarney Board Regular Meeting Minutes

April 3, 2024 at 10:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Carolyn Minear, David L. Dickerson, Ellen Hencken, Jeanne Wall, Joyce D. Cunningham, William Voecks.

Absent

Jason K. Ellison

Staff Present

Director of Natural Resources and Sustainability Gloria Eby, Assistant Director of Public Works Don Marcotte; Public Works Engineer Shannon Monahan, Lakes Division Manager Joseph Cordell, Administrative Assistant Victoria Tabor; Director of Water and Wastewater Utilities David Zusi

Also Present:

Orange County Lake Killarney Board Members Conrad Necrason and Langdon Stanley (virtual)

1. Call to Order

Mrs. Wall called the meeting to order at 10:01 a.m.

2. Consent Agenda

- a. Approve the (amended) minutes of February 7, 2024

Mrs. Wall noted the date of the minutes on the agenda should be February 7, 2024.

Motion made by Carolyn Minear to approve the minutes, seconded by David Dickerson. The motion carried unanimously with a 6-0 vote. Mr. Ellison was absent.

3. Public Comments (for items not on the agenda):

4. Public Hearings (Public participation and comment on these matters must be in person.)

5. Action Items

6. Non-Action Items

- a. Private Lift Station Update - David Zusi

Director of Water and Wastewater Utility David Zusi gave an update. Staff have developed and are circulating an agreement to private lift station owners relating to maintenance. They are working through issues regarding ownership and are recruiting for the new position that will manage the more than 100 private lift station program. He said he would provide a copy of the agreement to board members. The staff's goal is to have this in place by the end of the year. Mrs. Wall thanked the staff and Conrad Necrasson for their efforts on this matter and encouraged the staff to inform the Commission of this program. At the suggestion of Mrs. Wall, Ms. Monahan said the Lakes and Waterways Board has been given updates.

7. Staff Updates

- a. Orange County Update - No update
- b. Lakes Management
 - Natural Resources Conservation Services (NRCS) Update
 - Water Quality
 - Maintenance and Efforts
 - Violations

Ms. Eby gave an update on the debris removal for Natural Resources Conservation Services (NRCS). The remaining scope of work at Lake Killarney, the outfall at Lee Road, has been completed. The sediment removal for the canal portion, funded from Stormwater funds, is complete, with bank stabilization and beautification yet to be completed. Upon completion of the planting of over 5,000 plants and trees at Howell Branch Preserve, work on Lake Killarney will begin. She noted that vegetation will be planted to shield the Hubbard Building from the residential area. She said the city receives reports on the amount of sediment removed, testing depth. Sediment removal is funded from the stormwater fund, beautification is funded from a Keep America Beautiful grant. The outfall area of the cove was funded by NRCS and is complete. Other portions of the cove and leading into the canal is funded from the stormwater fund.

Mrs. Wall asked about the maintenance along the office property. Ms. Eby explained the city will provide maintenance to ensure the shoreline is properly maintained in effort to reduce sediment accumulation. Ms. Eby responded to additional questions about sediment removal and disposal.

Mr. Cordell reviewed water quality data for October, November and December and spoke about the increase in the trophic state index (TSI) in December. Staff will be reviewing these increases further to determine whether it is an anomaly. Confirmation that samples were taken from the middle of the lake was given.

Mr. Cordell reported removal of 350 gallons of debris and 95 gallons of trash removed.

Mr. Cordell reported a notice of violation of permit conditions. Discussion of the violation followed regarding its impact on water quality.

Follow-Up Items

- Work Session Prioritization List

Mrs. Eby's staff is working on prioritization list and she will speak with Mrs. Wall to discuss further. (Add to the May agenda).

Mrs. Wall asked for an update on the dock violation. (Add to next agenda.)

Mr. Dickerson asked about the impact from dredging on phosphorus levels. Mrs. Eby explained a potential exists, but staff is investigating.

- c. Stormwater Management

- CIP update
- Nicolet Pond, Killarney Drive Pipe Replacement & Lake Bell Weir Project Timeline
- Lake Front Construction Update
- Maintenance & Operation of Stormwater Treatment System for the Library and Event Center

Ms. Monahan reported that the Nicolet Pond project was delayed and has caused the timeline to be adjusted by one month. At the request of Mrs. Wall, Ms. Monahan said she will update the slide to show any changes to the timeline. Staff responded to questions clarifying that there are two ponds and projects. Staff is working on permitting for the city's ponds. Staff will bring a diagram to the next meeting showing the ponds and flow.

Ms. Monahan provided provided copies of the drainage plan to the board. Mrs. Wall asked that the drawings be attached to the minutes.

Ms. Monahan reviewed the schedule for the Lake Bell Weir Repair. Mrs. Wall asked that changes to the timeline are shown in a different color. Discussion was held on timeline. Ms. Eby confirmed the deadline for completion is March 2025 or funding could be lost. Staff will share the design plans when they are completed and the NRCS contract. (Send with the May agenda packet). Discussion followed on the impact on funding due to delays, i.e. permitting. Staff is working diligently to meet deadlines and project tasks to ensure receipt of grant funding or reimbursement.

Ms. Monahan stated there are no new construction projects. A couple of projects were completed, including one on Killarney Drive.

Ms. Monahan addressed the inspection for exfiltration system under parking lot at Library and Events Center. She reviewed the manufacturer's maintenance inspection form. Mr. Voecks said he would like to see inspection criteria for wells to see what is in the exfiltration system. Discussion followed on inspection criteria. Ms. Monahan said staff uses this list as a guideline, but no report is generated unless there is an issue that needs to be documented and maintenance is performed. Last inspection completed on 12/14/2023.

Mr. Marcotte advised that there are 4 to 5 ports in the library parking lot that are inspected regularly. The City has more stringent inspection schedules. Further discussion was held on reporting of inspections.

Follow-Up Items:

- BMP Feasibility Study for Killarney Drive Outfall Consolidation
- Outfall Condition Update
- Exfiltration System Maintenance Agreement Update

Staff is working to document more than 100 private exfiltration systems to determine which are still in service and to obtain ownership information. Mrs. Wall asked if there is adequate staff to do this task. Mr. Marcotte said no additional staff is needed at this time, but in-house staff such as Code Enforcement may help with the program.

Discussion was held on exfiltration systems, design and inspections of both city and private systems. Mrs. Wall asked for exfiltration system management project schedule. Ms. Monahan will provide for next meeting.

Mrs. Wall asked about the proposed parking lot at Library and Events Center. Ms. Monahan said the geotechnical report was presented to City Commission and will provide an update on the parking lot design on next agenda. Mr. Marcotte noted that the three consultants are doing the basin analysis and will be engaged in maintenance procedures for exfiltration systems. Upon request, he said he will provide the city code on exfiltration systems.

8. Board Comments

- a. Discussion of Public Comments Received

9. Upcoming Agenda Items

- a. Upcoming Agenda Items

Approval of the minutes from the March meeting.

Attach drainage plan to these minutes.

- b. Summary of Meeting Action Items

- Attach lift station distribution agreement from David Zusi
- NRCS agreement for May board packet
- Stormwater management - update timeline in orange color for delays/ Lake Bell Weir slide additional column to show updated dates
- Add construction phase to the minutes for the pipe replacement (Lake Killarney)
- Dock violation update on Fairview
- Exfiltration code - number of existing, suggested flowchart for inspection/maintenance
- Library and Events Center parking lot design update on May agenda.
- Include a diagram and aerial of Nicolet and City ponds. Include the Orange County pond.
- Include Killarney Drive plans (attach to minutes)
- Killarney Condo violation update.
- Include the Land Development Code on exfiltration systems.

10. Adjournment

The meeting adjourned at 11:26 am

Approved by the board on
/s/ Bahiyyah Layton, Board Coordinator



Lake Killarney Board

agenda item

item type

Staff Updates

meeting date

May 1, 2024

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Orange County Update

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

None



Lake Killarney Board

agenda item

item type

Staff Updates

meeting date

May 1, 2024

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Lakes Management

- Natural Resources Conservation Services (NRCS) Update
- Canal Beautification Project (Keep America Beautiful Grant)
- Water Quality
- Violations
- Small Treatments
- Lake Level Elevations
- Maintenance and Efforts
- Hurricane Season Preparedness
- Work Session Prioritized List

motion | recommendation**background**

Hurricane Season Preparedness

- Hurricane Guide:
https://issuu.com/cityofwinterpark/docs/hurricane_preparedness_guide?e=7314878/63055860

strategic objectives**alternatives | other considerations**

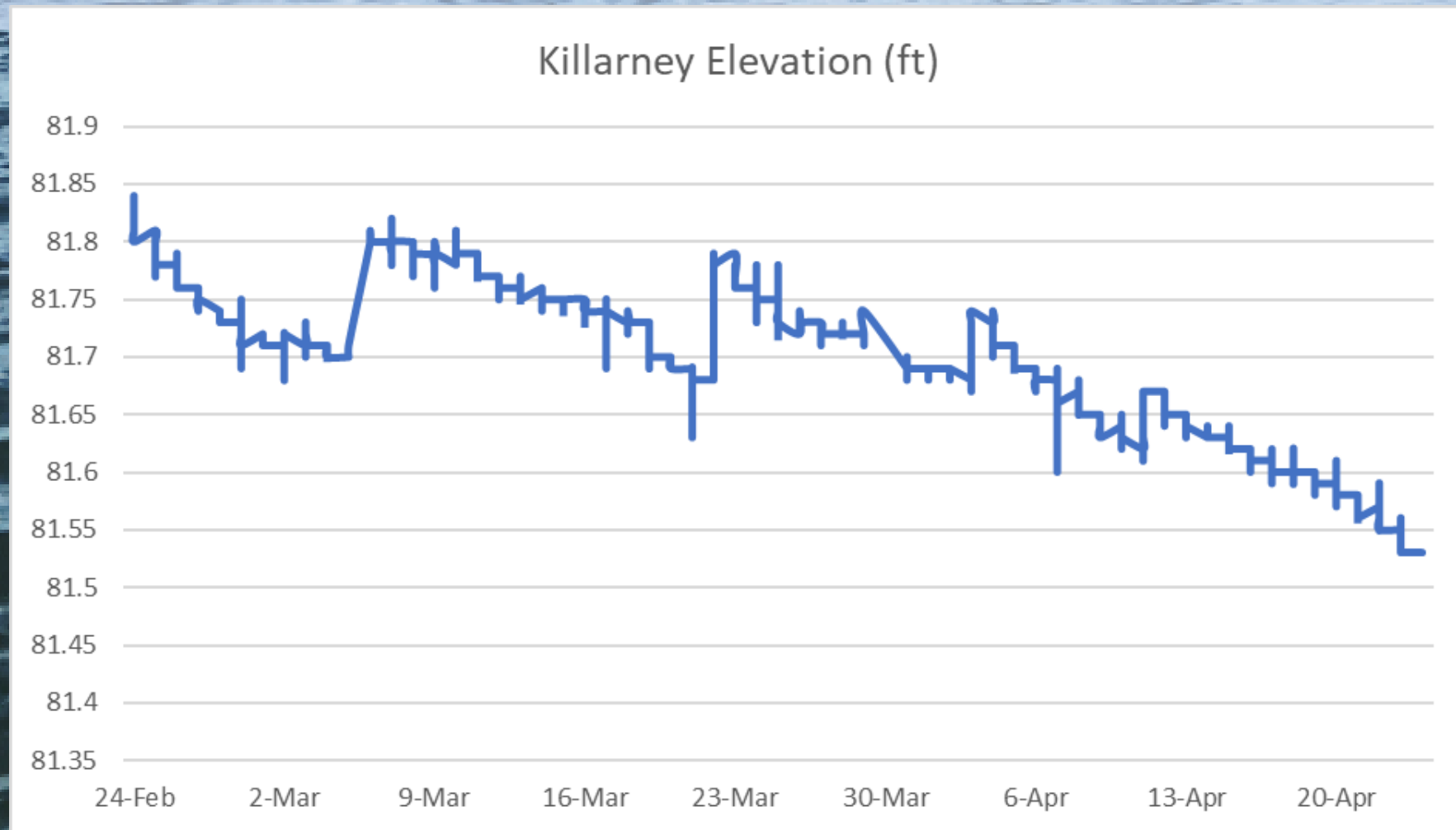
fiscal impact

attachments

1. Lake Update 05.2024
2. NR234209XXXXC008_SIGN NOA Winter Park_signed_NJF
3. Hurricane Preparedness 2024
4. FLOOD MGMT 3.00
5. Lake Killarney Work Session- Priortized List

LAKE UPDATE:

- Canal Beautification (Keep America Beautiful Grant)
- Water Quality
- Violations- Fairview/Killarney Condos
- Small treatments for hyacinth and outfalls
- Elevations
- Alligator Awareness in May
- Maintenance and Efforts:
 - 60 gal Debris Removed
 - 30 gal Trash Removed





U.S. Department of Agriculture
Natural Resources Conservation Service

NRCS-ADS-093

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number NR234209XXXXC008	2. Amendment Number	3. Award /Project Period Date of NRCS signature - 03/28/2024	4. Type of award instrument: Cooperative Agreement
5. Agency (Name and Address) Natural Resources Conservation Service P. O. Box 141510 Gainesville, FL 32614-1510		6. Recipient Organization (Name and Address) CITY OF WINTER PARK 401 S PARK AVE WINTER PARK FL 32789-4319 UEI Number / DUNS Number: SAQJWCB7NN5 / 077596393 EIN:	
7. NRCS Program Contact Name: Jason Strenth Phone: (352) 338-9559 Email: jason.strenth@usda.gov	8. NRCS Administrative Contact Name: MOIRA SANFORD Phone: (614) 255-2495 Email: moira.sanford@usda.gov	9. Recipient Program Contact Name: Gloria Eby Phone: (407) 599-3471 Email: geby@cityofwinterpark.org	10. Recipient Administrative Contact Name: Jennifer Guittard Phone: (407) 599-3349 Email: jguittard@cityofwinterpark.org
11. CFDA 10.923	12. Authority 33 U.S.C. 701b-1	13. Type of Action New Agreement	14. Program Director Name: Gloria Eby Phone: (407) 599-3471 Email: geby@cityofwinterpark.org
15. Project Title/ Description: EWP Project 5078, FL, City of Winter Park, Orange County, DSR 12-07-22-5078-031 IAN-CWP-001, debris removal and bank stabilization due to Hurricane Ian, 6000026687			
16. Entity Type: C = City or township Government			
17. Select Funding Type			
Select funding type:	☒ Federal	☒ Non-Federal	
Original funds total	\$3,801,497.50	\$1,118,087.50	
Additional funds total	\$0.00	\$0.00	
Grand total	\$3,801,497.50	\$1,118,087.50	
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$0.00
Construction	\$3,354,262.50	Other	\$447,235.00
Total Direct Cost	\$3,801,497.50	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$1,118,087.50
		Total Federal Funds Awarded	\$3,801,497.50
		Total Approved Budget	\$4,919,585.00

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative Nathan Fikkert Acting State Conservationist	Signature	Date
Name and Title of Authorized Recipient Representative Randy Knight City Manager	Signature <i>Randy Knight</i>	Date April 14, 2023

NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

Purpose

The purpose of this agreement is for the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the "NRCS", to provide technical and financial assistance to the City of Winter Park, hereinafter referred to as the "Sponsor", for EWP Project # 5078 (Hurricane Ian) in Orange County, Florida for implementation of recovery measures, that, if left undone, pose a risk to life and/or property.

Objectives

The design and installation of EWP measures as detailed in the individual Damage Survey Reports (DSR) and described here:

DSR IAN-CWP-001 (12-07-22-5078-031) – Debris removal and bank stabilization in Orange County, Florida:
\$4,472,350

Total estimated construction cost: \$4,472,350

Budget Narrative

The official budget described in this Budget Narrative will be considered the total budget as last approved by the Federal awarding agency for this award.

Amounts included in this budget narrative are estimates. Reimbursement will be based on actual expenditures, not to exceed the amount obligated.

Total Estimated Project Budget: \$4,919,585.00

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$3,354,262.50 + 25% Sponsor \$1,118,087.50): \$4,472,350

Technical Assistance (TA) Costs:

100% NRCS (10% of total construction cost): \$447,235.00

1. NRCS pays up to 75 percent of eligible construction costs and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 10 percent of the total construction cost for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work

2. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.

3. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment and materials.

4. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include

a. engineering costs include, but not limited to, developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.

5. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

Responsibilities of the Parties:

SPONSOR RESPONSIBILITIES

If inconsistencies arise between the language in the Statement of Work (SOW) in the agreement and the general terms and conditions, the language in the SOW takes precedence.

1. Perform the work and produce the deliverables as outlined in this Statement of Work.
2. Comply with the applicable version of the General Terms and Conditions.
3. Accomplish construction of the EWP project measures by contracting, in-kind construction services, or a combination of both.
4. Ensure and certify by signing this agreement that its cost share obligation is from a non-Federal source.
5. Acquire adequate real property rights (land and water), permits and licenses in accordance with local, state, and Federal laws necessary for the installation of EWP project measures at no cost to NRCS prior to construction. This includes any rights associated with required environmental mitigation. Costs related to land rights and permits are the Sponsor's responsibility and ineligible for reimbursement.
6. Accept all financial and other responsibility for excess costs resulting from their failure to obtain, or their delay in obtaining, adequate land and water rights, permits and licenses needed for the Project.
7. Provide the agreed-to portion of the actual, eligible and approved construction cost. These costs may be in the form of cash, in-kind construction services, or a combination of both. Final construction items that are eligible construction costs will be agreed upon during the pre-design conference. These costs consist of costs from contracts awarded to contractors and eligible Sponsor in-kind construction costs for materials, labor, and equipment. The Sponsor shall provide NRCS documentation to support all eligible construction costs. Construction costs incurred prior to the Sponsor and NRCS signing this agreement are ineligible and will not be reimbursed.
8. Be responsible for 100 percent of all ineligible construction costs and 100 percent of any unapproved upgrade to increase the level of protection over and above that described in the DSR.
9. Account for and report FA and TA expenditures separately in order for expenses to be eligible for reimbursement. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for TA and one for FA, requiring this separation.
10. The contracts for design services and construction described in this Agreement shall not be awarded to the Sponsor or to any firm in which any Sponsor's official or any member of such official's immediate family has direct or indirect interest in the pecuniary profits or contracts of such firms. Reference 2 CFR § 200.318 regarding standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts.
11. For in-kind construction services (materials, labor, and/or equipment supplied by the Sponsor), develop a Plan of Operations describing the construction services to be performed including estimated quantities and values. The Plan of Operations shall be concurred in by NRCS at the pre-design conference. In-kind construction services for equipment shall not exceed published FEMA equipment rates unless otherwise documented and concurred in advance by NRCS.
12. The following documentation is required to support the Sponsor's request for reimbursement of in-kind construction services:
 - a. Invoices covering actual costs of materials used in constructing the eligible EWP project measures.
 - b. Records documenting the type, quality, and quantities of materials actually used in constructing the eligible EWP project measures.
 - c. Daily time records for each employee showing name, classification, wage rate, hours, and dates actually employed for constructing the eligible EWP project measures.
 - d. Equipment operating records showing the type and size of equipment, hourly rate, actual hours of operation and dates used to install the eligible EWP project measures. Equipment idle time is not eligible in-kind construction services, even

if on the job site, and should not be included in the equipment operating records.

13. Ensure that any special requirements for compliance with environmental and/or cultural resource laws are incorporated into the project.

14. The Sponsor must secure at its own expense all Federal, State, and local permits and licenses necessary for completion of the work described in this agreement as well as any necessary natural resource rights and provide copies of all permits and licenses obtained to NRCS.

15. Will arrange and pay for any necessary location, removal, or relocation of utilities. EWP program regulations prohibit NRCS from reimbursing the Sponsor or otherwise paying for any such costs; nor do the costs qualify as a Sponsor cost-share contribution.

16. Ensure that technical and engineering standards and specifications of NRCS are adhered to during construction of the Project, as interpreted by NRCS Program/Technical Contact. Provide NRCS Government Representative progress reports every two weeks after execution of the agreement. Progress reports should include design status, permitting status, technical on-site inspections of work accomplished for the period, work planned, results of material tests, deficient work products and/or tests with corrective actions taken, modifications anticipated, technical problems encountered, contractual issues and other relevant information.

17. Ensure that all contractors on NRCS assisted projects are performing their work in accordance with OSHA regulations and the Contract Work Hours and Safety Standards Act (40 USC 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5). The Sponsor is responsible for periodically checking the contractor's compliance with safety requirements.

18. Provide PE-certified as-built drawings and quantities for the project. A copy of the as-built drawings will be submitted to the NRCS Government Representative. A PE certification is not required for debris removal only sites.

19. Pay the contractor(s) for all work performed in accordance with the agreement and submit a SF 270, "Request for Advance and Reimbursement," with all documentation to support the request. Payments will be withheld until all required documentation is submitted and complete.

20. Ensure that information in the System for Award Management (SAM) is current and accurate until the final financial report (SF-425) under this award or final payment is received, whichever is later.

21. Take reasonable and necessary actions to dispose of all contractual and administrative issues arising out of the contract(s) awarded under this Agreement. This includes, but is not limited to disputes, claims, protests of award, source evaluation, and litigation that may result from the Project. Such actions will be at the expense of the Sponsor, including any legal expenses. The Sponsor will advise, consult with, and obtain prior written concurrence of NRCS on any litigation matters in which NRCS could have a financial interest.

22. Sponsor must indemnify and hold NRCS harmless to the extent permitted by State law for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the Sponsor in connection with its acquisition and management of the Emergency Watershed Protection Program pursuant to this agreement. Further, the Sponsor agrees that NRCS will have no responsibility for acts and omissions of the Sponsor, its agents, successors, assigns, employees, contractors, or lessees in connection with the acquisition and management of the Emergency Watershed Protection Program pursuant to this agreement that result in violation of any laws and regulations that are now or that may in the future become applicable.

23. Retain all records dealing with the award and administration of the contract(s) for 3 years from the date of the Sponsor's submission of the final request for reimbursement or until final audit findings have been resolved, whichever is longer. If any litigation is started before the expiration of the 3-year period, records are to be retained until the litigation is resolved or the end of the 3-year period, whichever is longer. Make such records available to the Comptroller General of the United States or his or her duly authorized representative and accredited representatives of the Department of Agriculture or cognizant audit agency for the purpose of making audit, examination, excerpts, and transcriptions.

24. Submit requests for a time extension to the agreement (if necessary) in writing no less than forty-five (45) days prior to the expiration date of the agreement. The time extension request shall provide a justification for the time extension and be supported by a revised schedule showing the work completed by the requested date. Submit the written and signed request to the NRCS Program/Technical Contact.

25. Submit reports and payment requests to the Government Representative and the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to FPAC.BC.GAD@usda.gov as outlined in the applicable version of the General Terms and Conditions. Reporting frequency is as follows:

Performance reports: annual

SF425 Financial Reports: annual

NRCS RESPONSIBILITIES

1. Assist Sponsor in establishing design parameters; determine eligible construction costs during the pre-design conference.
2. Designate a Government Representative (GR) to serve as liaison with the Sponsor and identify that person's contact information with this executed agreement.
3. Review, comment and concur in preliminary and final plans, specifications, O&M Plan, Plan of Operations (if required) and QAP.
4. Make periodic site visits during the installation of the EWP project measures to review construction progress, document conformance to engineering plans and specifications, and provide any necessary clarification on the Sponsor's responsibilities.
5. Upon notification of the completion of the EWP project measures, NRCS shall promptly review the performance of the Sponsor to determine if the requirements of this agreement and fund expenditures as agreed have been met.
6. Make payment to the Sponsor covering NRCS' share of the cost upon receipt and approval of Form SF-270 and supporting documentation, withholding the amount of damages sustained by NRCS as provided for in this agreement. In the event there are questions regarding the SF 270 and supporting documentation, NRCS will contact the Sponsor in a timely manner to resolve concerns.

SPECIAL PROVISIONS

1. The furnishing of financial, administrative, and/or technical assistance above the original funding amount by NRCS is contingent on there being sufficient unobligated and uncommitted funding in the Emergency Watershed Protection Program that is available for obligation in the year in which the assistance will be provided. NRCS may not make commitments in excess of funds authorized by law or made administratively available. Congress may impose obligational limits on program funding that constrains NRCS's ability to provide such assistance.
2. In the event of default of a construction contract awarded pursuant to this agreement, any additional funds properly allocable as construction costs required to ensure completion of the job are to be provided in the same ratio as construction funds are contributed by the parties under the terms of this agreement. Any excess costs including interest resulting from a judgment collected from the defaulting contractor, or his or her surety, will be prorated between the Sponsor and NRCS in the same ratio as construction funds are contributed under the terms of the agreement.
3. Additional funds, including interest properly allocable as construction costs as determined by NRCS, required as a result of decision of the CO or a court judgment in favor of a claimant will be provided in the same ratio as construction funds are contributed under the terms of this agreement. NRCS will not be obligated to contribute funds under any agreement or commitment made by the Sponsor without prior concurrence of NRCS.
4. The State Conservationist may make adjustments in the estimated cost to NRCS set forth in this agreement for constructing the EWP measures. Such adjustments may increase or decrease the amount of estimated funds that are related to differences between such estimated cost and the amount of the awarded contract or to changes, differing site conditions, quantity variations, or other actions taken under the provisions of the contract. No adjustment will be made to change the cost sharing assistance provided by NRCS as set forth in this agreement, nor reduce funds below the amount required to carry out NRCS' share of the contract.
5. NRCS, at its sole discretion, may refuse to cost share should the Sponsor, in administering the contract, elect to proceed without obtaining concurrence as set out in this agreement.
6. Once the project is completed and all requests for reimbursement submitted, any excess funding remaining in the agreement will be de-obligated from the agreement.

Expected Accomplishments and Deliverables

1. Prepare design, construction specifications, and drawings in accordance with standard engineering principles that comply with NRCS programmatic requirements; and/or contract/install the designed construction. Any design services

will be by a professional registered engineer, except debris removal only sites. Sponsor will obtain NRCS review and concurrence on the design, construction plans, and specifications. The Sponsor must ensure description of work is reviewed, concurred, and approved by NRCS. A copy of the final signed and sealed plans and specifications shall be provided to NRCS.

2. Contract for services and construction in accordance with the Code of Federal Regulations (CFR), 2 CFR § 200.317 through 200.327, applicable State regulations, and the Sponsor's procurement regulations, as appropriate. (See general terms and conditions attached to this agreement for a link to the CFR.) In accordance with 2 CFR § 200.327, contracts must contain the applicable provisions described in Appendix II to Part 200. Davis-Bacon Act would not apply under this Federal program legislation.

3. Provide copies of site maps to appropriate Federal and State agencies for environmental review. Sponsor will notify NRCS of environmental clearance, modification of construction plans, or any unresolved concerns as well as copies of all permits, licenses, and other documents required by Federal, state, and local statutes and ordinances prior to solicitation for installation of the EWP project measures. All modifications to the plans and specifications shall be reviewed and concurred on by NRCS.

4. Prepare and submit for NRCS concurrence an Operation and Maintenance (O&M) Plan, if applicable, prior to commencement of work. The O&M Plan shall describe the activities the Sponsor will do to ensure the project performs as designed. Upon completion of the project measures, the Sponsor shall assume responsibility for O&M. An O&M plan is not required for debris removal only sites.

5. Prior to commencement of work and/or solicitation of bids, submit for NRCS review and concurrence a Quality Assurance Plan (QAP). The QAP shall outline technical and administrative expertise required to ensure the EWP project measures are installed in accordance with the plans and specifications, identify individuals with the expertise, describe items to be inspected, list equipment required for inspection, outline the frequency and timing of inspection (continuous or periodic), outline inspection procedures, and record keeping requirements. A copy of the final QAP shall be provided to NRCS prior to commencement of construction.

6. Provide construction inspection in accordance with the QAP.

7. Arrange for and conduct final inspection of completed project with NRCS to determine whether all work has been performed in accordance with contractual requirements. Provide certification that the project was installed in accordance with approved plans and specifications. For sites other than debris removal only, the certification must be from a Professional Engineer.

Resources Required

See the Responsibilities of the Parties section for required resources, if applicable.

Milestones

Milestones shall include, but not limited to, the following items:

1. Hold pre-design conference: within 30 calendar days of agreement execution
2. Provide schedule to GR: within 14 calendar days of pre-design conference
3. Obtaining permits
4. Survey and design
5. Completing quality assurance and operation and maintenance plans
6. Solicit bids
7. Award contract
8. Administer construction contract, including providing construction inspection
9. Provide completion certification, to include As-Built Drawings
10. Complete close-out activities

GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:

<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>

Hurricane Preparedness 2024



Hurricane Preparedness: 2024 Season

Dept of Natural Resources & Sustainability

- Multiple labs on standby-by ready to receive lake samples. (Completed)
- Coordinate with Water/Waste Water lab to ensure coverage in the event of scheduled PTO
- High water elevation closure: >66.1 ft (NAVD 88) (Established Elevation)
- Installed closure gates to ramp and parking at Dinky Dot Park

Hardening for Future Storms

- Provide advance alert notifications for potential impacts to high-risk areas (i.e. flooded areas, Special Flood Hazard Areas)
- Vulnerability Assessment Study: Provides modeling for 100/500 year storms identifying vulnerable critical infrastructure
- Assist Public Works with stormwater modeling efforts city-wide

Hurricane Preparedness 2024



CITY OF WINTER PARK *INTERIM PLAN* ADAPTIVE FLOOD MANAGEMENT GUIDE OCTOBER 2023

In May of 2023, the National Hurricane Center (NHC) changed its Tropical Weather Outlook notification from five-days to seven-days. The NHC extended the outlook due to technological advancements with satellites and modeling stating that seven-day forecasts are just as reliable as the five-day forecasts.

With this technological development, daily active management of lake levels within the City of Winter Park will occur upon issuance by the National Hurricane Center (NHC) that tropical activity has been identified for the new Seven-Day Outlook. Protocols and procedures will further be enacted when the NHC's projected cone touches the Central Florida Region as defined below, whereby the active management of lowering lake levels will occur according to the spi guide. In addition, annual notification to the Florida Department of Environment in writing, is required for implementing drain well activities. City Manager override flood management policy if circumstances dictate doing so. Any the reasoning, shall be documented in writing.

This guide was developed in collaboration with the Lakes & Waterways and Boards to empower the City's professional staff on adaptive lake management.

Seven-Day Outlook:



Example of Storm Activating Central Florida



NATURAL RESOURCES & SUSTAINABILITY DEPARTMENT CHECKLIST

During National Hurricane Season, June 1st to November 30th, the Lake Bell top weir board will be removed.

168 hours (7 days) prior to storm at any time of the year

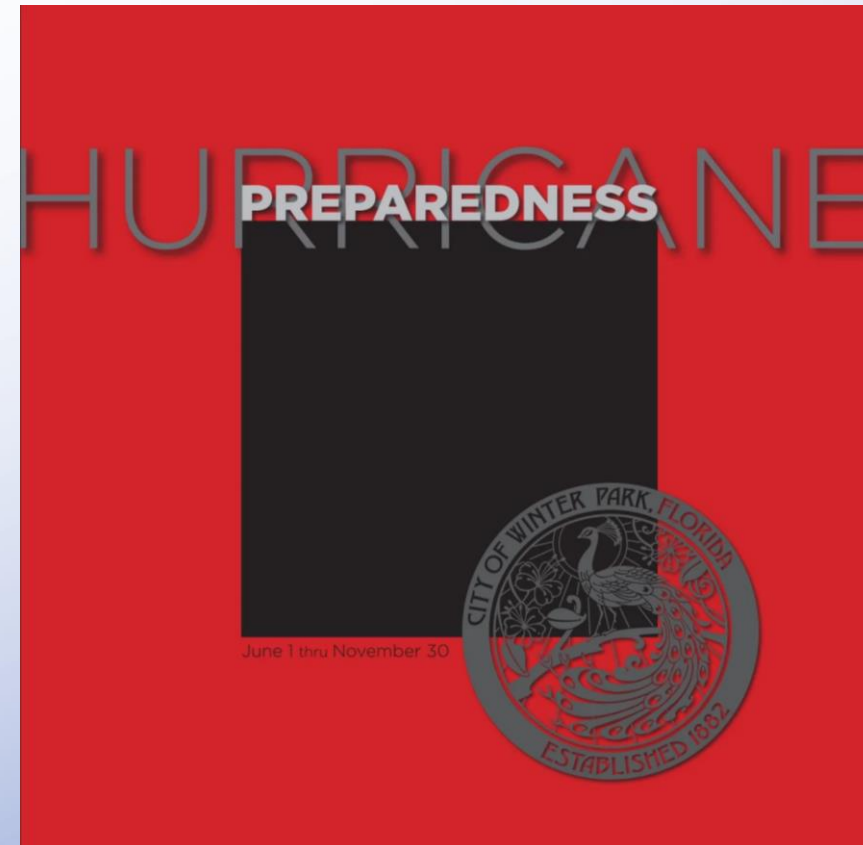
- Monitor storm models via National Hurricane Center's (NHC) Seven-Day Tropical Weather Outlook.
- Refer to established protocol under City of Winter Park's Flood Management Guide.
 - Lower lake elevations, where permissible.
 - Lake Killarney's six drain well risers and Lake Bell top weir board will all be removed in advance whereby the track issued by the National Hurricane Center cone touches the Central Florida region and replace when storm is no longer a threat.

120 hours (5 days) prior to storm

- Monitor storm models.
- Provide staff with tracking sheets for manpower hours and equipment usage for Federal Emergency Management Agency (FEMA) records.
- Notify laboratory of potential lake sample submittals. Coordinate with water & wastewater laboratory manager.
- Inspect control and outflow structures located on the lakes, including leaf trap devices; maintain free and clear of debris.

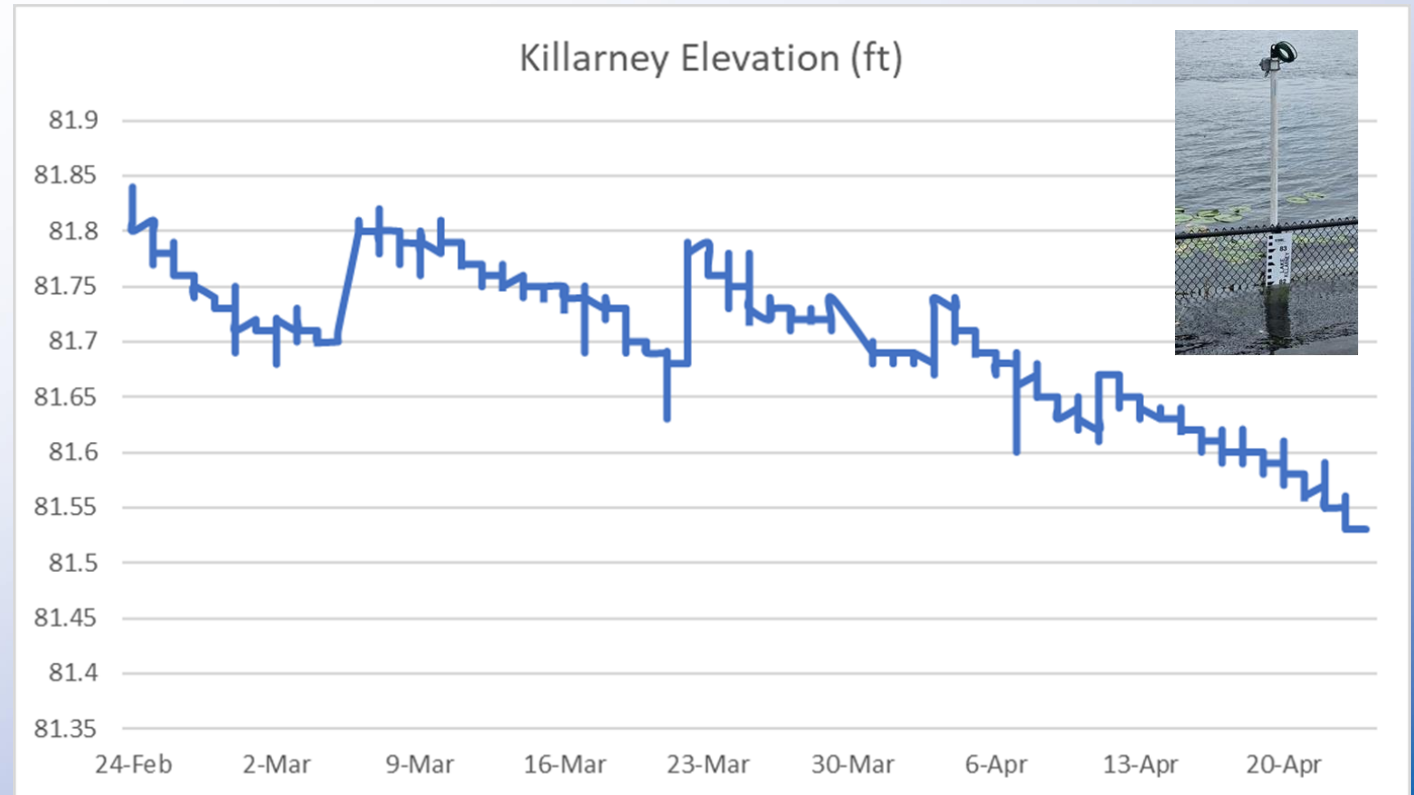
72 hours (3 days) prior to storm

- Inspect all weirs and grass carp barriers including the ones located downstream of lakes Bell, Killarney, Berry and Maitland; maintain free and clear of debris.
- Inspect culvert box under bridges at Temple, Sterling and Pennsylvania to ensure free and clear of debris.

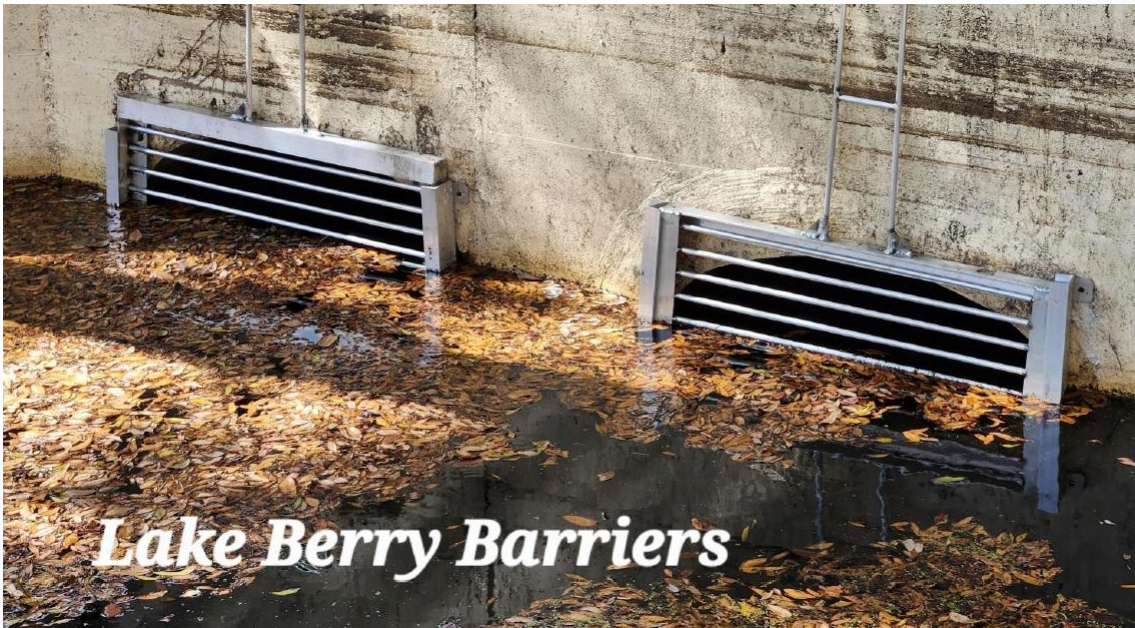


https://issuu.com/cityofwinterpark/docs/hurricane_preparedness_guide?e=7314878/63055860

Telemetry Lake Elevation



Retractable Grass Carp Barriers



Lake Berry Barriers



Lake Bell Barrier

NRCS- Major Outfalls



NRCS- Major Outfalls



NRCS- Major Outfalls



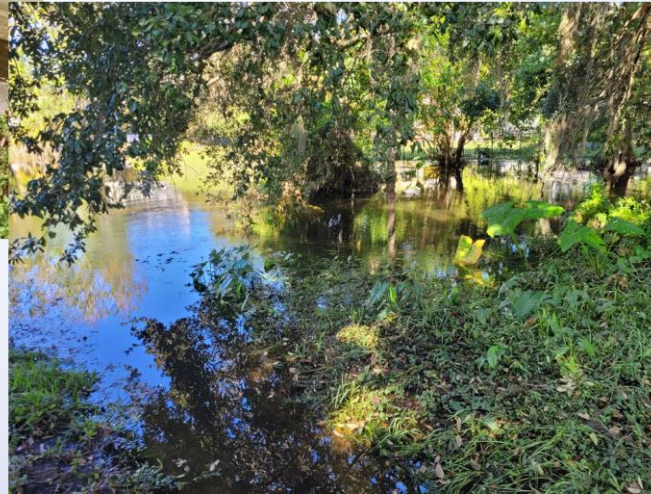
NRCS- Minor Outfalls



NRCS- Weir Repairs



Lk Bell



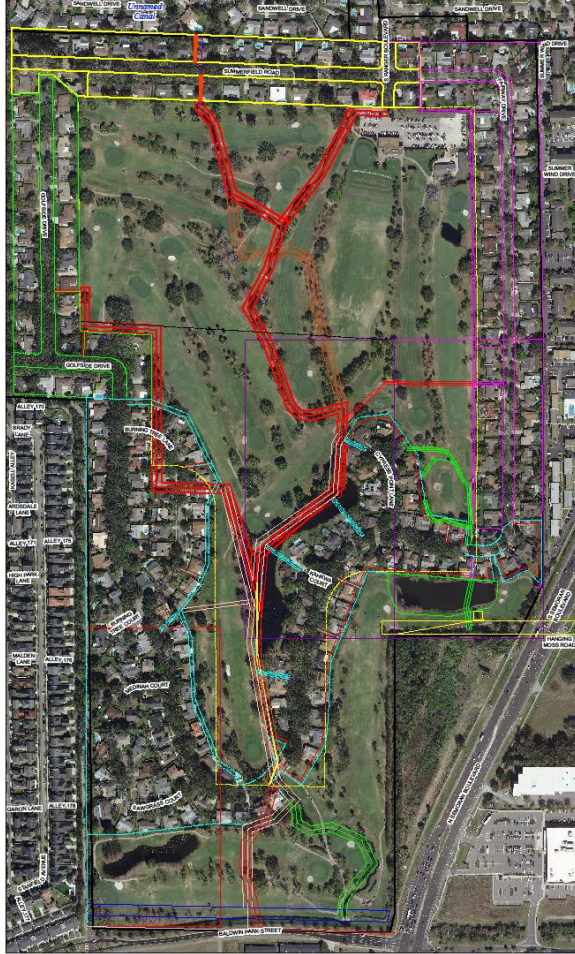
Howell Creek



NRCS- Regional Stormwater Pond



NRCS- WP18 Flood Mitigation



NRCS – Howell Creek Stabilization

<https://cityofwinterpark.org/government/projects/howell-creek-stabilization-project/>



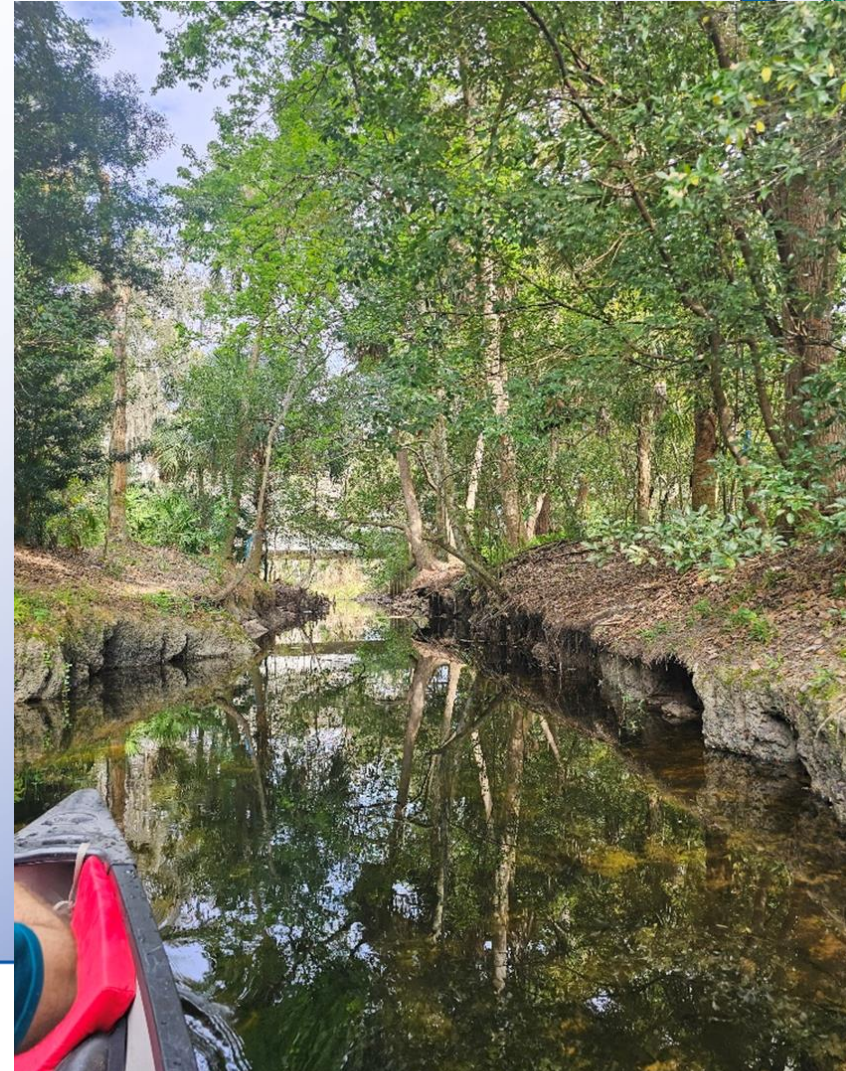
NRCS – Howell Creek Stabilization

<https://cityofwinterpark.org/government/projects/howell-creek-stabilization-project/>



NRCS – Howell Creek Stabilization

<https://cityofwinterpark.org/government/projects/howell-creek-stabilization-project/>



SJRWMD- Basin Coordination



Basin Management Program Coordination



 **St. Johns River**
Water Management District



CITY OF WINTER PARK

INTERIM PLAN

ADAPTIVE FLOOD MANAGEMENT GUIDE

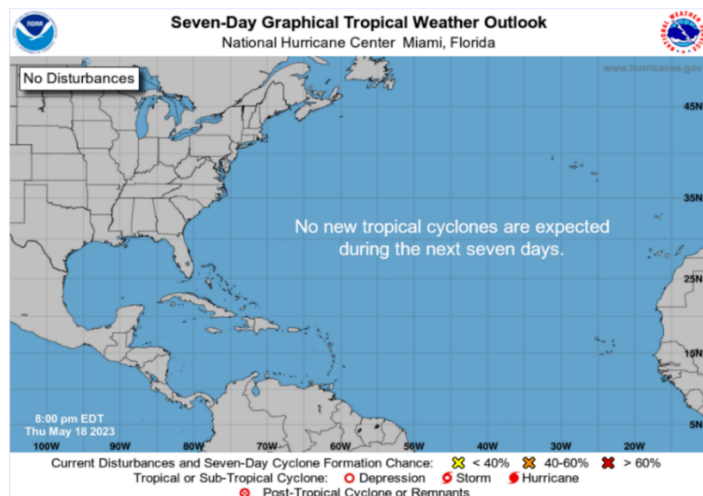
OCTOBER 2023

In May of 2023, the National Hurricane Center (NHC) changed its Tropical Weather Outlook notification from five-days to seven-days. The NHC extended the outlook due to technological advancements with satellites and modeling stating that seven-day forecasts are just as reliable as the five-day forecasts.

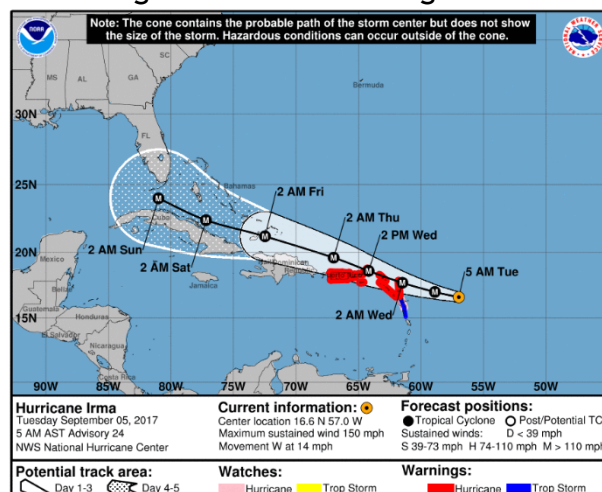
With this technological development, daily active management of lake levels within the City of Winter Park will occur upon issuance by the National Hurricane Center (NHC) that tropical activity has been identified for the new Seven-Day Outlook. Protocols and procedures will further be enacted when the NHC's projected cone touches the Central Florida Region as defined below, whereby the active management of lowering lake levels will occur according to the specifics found within this guide. In addition, annual notification to the Florida Department of Environmental Protection (FDEP), in writing, is required for implementing drain well activities. City Manager has the authority to override flood management policy if circumstances dictate doing so. Any such override, including the reasoning, shall be documented in writing.

This guide was developed in collaboration with the Lakes & Waterways and Lake Killarney Advisory Boards to empower the City's professional staff on adaptive lake management decisions.

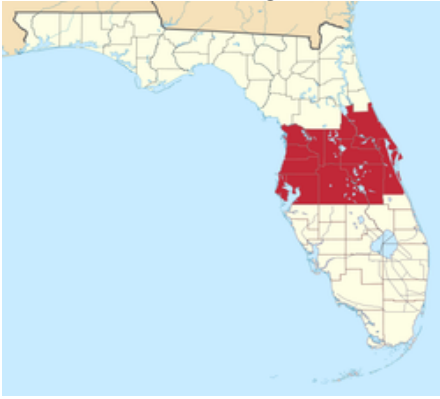
Seven-Day Outlook:



Example of Storm Cone, Containing Path Activating Central Florida Region:



Central Florida Region Defined:



The Central Florida Region includes the Orlando metropolitan area (Orange, Lake, Osceola, and Seminole Counties), and Sumter, Polk counties in the interior, Citrus, Hernando, Hillsborough, Pasco, and Pinellas counties on the west coast and Volusia and Brevard Counties on the east coast.

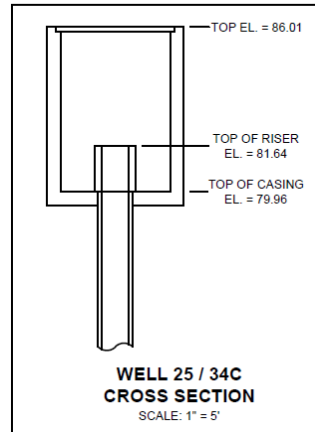
Active Lake Level Alteration Activities- City Wide Specifics

- Remove the six risers from the drain wells on Lake Killarney
- Open valve to the MLK Pond drain well
- Remove top weir board on Lake Bell
- Open gate on the Winter Park Racquet Club Pond outfall
- Check valves (2) are operational at WP18 golf course
- Remove all retractable grass carp fence barriers
- Inspect all drain well intakes maintaining free and clear of debris
- Issue lake closure protocol for the Chain of Lakes at elevation of 66.1 ft.

Active and Adaptive Management of Lake Levels- Lakes Killarney and Lake Bell Interim Plan (Until the West Basin Study is Complete)

1. City will monitor lake elevation levels on Lake Killarney and Lake Bell on a daily basis, during hurricane season, June 1st to November 30th, via Smart Technology utilizing telemetry elevation gauges. These gauges can be accessed remotely and provide an alert notification should the elevation stage higher than desired due to an intermittent storm. Staff will not solely rely on the device but will routinely inspect and log field data.
2. During hurricane season, June 1st to November 30th, the top weir board for Lake Bell will be removed and be replaced after hurricane season. Desired lake elevation management requires analysis through a basin drainage study.
3. Removal of the six drain well risers will be enacted when the NHC projected storm cone touches the Central Florida Region (defined above). If the approaching storm turns, the risers will be reinstalled as soon as the storm threat is over.
4. City will maintain and clean drain well intakes, collection boxes and traps, and manage street cleaning services especially during hurricane season.
5. A secured email will be provided to the Lake Killarney Board to report **non-emergency** related activities. Otherwise, follow standard emergency response by dialing 911.

Lake Killarney Drain Well Specifications:



- Without risers on the drain wells, Lake Killarney lowers 0.1-0.2 ft per day.
- The top of each riser is on average 81.66 ft, the top of each drain well casing is on average 80.0 ft, the weir to Lake Gem discharges at 82.7 ft.



NATURAL RESOURCES & SUSTAINABILITY DEPARTMENT CHECKLIST

During National Hurricane Season, June 1st to November 30th, the Lake Bell top weir board will be removed.

168 hours (7 days) prior to storm at any time of the year

- ☐ Monitor storm models via National Hurricane Center's (NHC) Seven-Day Tropical Weather Outlook.
- ☐ Refer to established protocol under City of Winter Park's Flood Management Guide.
 - ☐ Lower lake elevations, where permissible.
 - ☐ Lake Killarney's six drain well risers and Lake Bell top weir board will all be removed in advance whereby the track issued by the National Hurricane Center cone touches the Central Florida region and replace when storm is no longer a threat.

120 hours (5 days) prior to storm

- ☐ Monitor storm models.
- ☐ Provide staff with tracking sheets for manpower hours and equipment usage for Federal Emergency Management Agency (FEMA) records.
- ☐ Notify laboratory of potential lake sample submittals. Coordinate with water & wastewater laboratory manager.
- ☐ Inspect control and outflow structures located on the lakes, including leaf trap devices; maintain free and clear of debris.

72 hours (3 days) prior to storm

- ☐ Inspect all weirs and grass carp barriers including the ones located downstream of lakes Bell, Killarney, Berry and Maitland; maintain free and clear of debris.
- ☐ Inspect culvert box under bridges at Temple, Sterling and Pennsylvania to ensure free and clear of debris.
- ☐ Inspect drain well intake structures on Lake Killarney and all land locked lakes (Knowles, Spier, Forest, Midget, as well as the Seminole County drain well on N. Lakemont Avenue); maintain free and clear of debris.
- ☐ Inspect canals within the Chain of Lakes and Howell Creek, upstream of Lake Virginia, and downstream of the Howell Branch weir.
- ☐ Coordinate solid waste services messaging with Communications Department and Assistant City Manager.
- ☐ Coordinate with Urban Forestry on contracted vendor for felled tree services in creeks/conveyances.

48 hours (2 days) prior to storm

- Meet with staff to go over responsibilities and verify contact information.
- Prioritize every day departmental functions.
- Remove MLK, Jr. Park drain well and Winter Park Racquet Club pond outfall board.
- Prepare and secure equipment and PPE:
 - All boats, vehicles, and gas cans filled
 - Clean and remove all debris from work vehicles
 - Clamshell ready and operational
 - Secure barges at Kraft Gardens
 - Move all Lakes Division supplies into boathouse or break room area (buoys, etc.)
 - Test all chainsaws and make sure that PPE is in good condition
 - Each driver with PPE in work vehicle

24 hours (1 day) prior to storm

- Remove retractable grass carp barriers at lakes Bell and Berry.
- Meet with staff to go over final details data assessment.
- Prioritize every day departmental functions.

During the storm

- Natural Resources & Sustainability is not classified as a first responder and does not have a role at EOC. Staff to remain in a safe location.
- All Lakes Division staff and department director will commence damage assessment when deemed safe. Office staff to service phone lines and emails. Sustainability Division staff to service phone lines and emails, assisting in solid waste communications or be assigned as required.
- Establish communication with damage assessment team with deployment time and locations.

Immediately after the storm when conditions are safe

- Damage assessment team deployed to inspect all conveyances, outfalls, weirs, drain wells and high-risk areas (i.e. Special Flood Hazard Area- SFHA). Clear immediate hazards.
- Collector app utilized to document environmental damages. Include photos.
- Track manpower hours and equipment usage for FEMA records.
- Implement lake closures: Chain of Lake elevation closure at >66.1 ft (NAVD 88).
- Monitor and record lake elevations. Report anomalies to Public Works Department.

Days/weeks after the storm

- Post-storm environmental/water quality monitoring including environmental assets.
- Report damage assessment for state assistance and grant submittals; such as Natural Resources Conservation Service (NRCS).
- Grass carp barriers re-installed when conditions are favorable.
- Coordinate teams with Urban Forestry to recover fallen trees in waterways noted in damage assessments.
- Perform continual monitoring and messaging related to lake hazards:

- Recreational use of lakes will be allowed once it is determined that safe boating activities can resume without potential damage to private property or the danger of colliding with submerged storm debris.
- Effective communications with lake patrons, both residential and commercial, related to lake closures; dock safety warnings with submerged electrical components; submerged hazards warning; and lake contamination warnings.
- Perform continual monitoring and messaging related to lake elevations-reinstate drain wells and weir closures, when appropriate.
- Refer to established policy: Flood Management Guide.



PUBLIC WORKS DEPARTMENT STREETS DIVISION CHECKLIST

Off season preparations

- Conduct quarterly meetings with directors, supervisors, crew chiefs, and all staff to review the following:
 - Written hurricane preparedness procedures and where to locate the document.
 - Team members list including updated phone numbers to be activated during Emergency Operations Center (EOC) operations. There must be two separate teams listed for relief following the initial 24-hour period.
 - Equipment list to be used during EOC operation. Equipment list to include but limited to trucks, loaders, generators, barricades and sand bagger.
 - Coordinate with the city's procurement division to secure vendors for additional bypass pumps, vacuum trucks, loaders and generators on an as-needed basis.
- Be sure to have all proper and updated forms for reporting staff's storm response activities.
 - All streets infrastructure to be inspected and maintained on predetermined schedules. The following items must be maintained year-round in proper functioning condition.
 - Storm sewer inlets, pipes, treatment structures, and outfalls
 - Traffic signals and signs
 - Street sweeping

168 hours (7 days) prior to storm

- Monitor storm models via National Hurricane Center's (NHC) Seven-Day Tropical Weather Outlook.
- Refer to established protocol under City of Winter Park's Flood Management Guide.
 - Lower lake elevations, where permissible.
 - Lake Killarney drain well riser and Lake Bell top weir board will be removed in advance whereby the track issued by the National Hurricane Center cone touches the Central Florida region and replace when storm is no longer a threat.

72 hours to 48 hours (3-2 days) prior to storm

- Test all equipment for proper working order.
 - Make sure all equipment gas tanks are filled and batteries are charged.
 - Generators used for supplying power to traffic signals to be tested and filled with gas.
 - Have additional gas cans filled.
- Prepare sandbagging operations site.
 - Decide with city management on an appropriate location and coordinate with the Communication Department to prepare a map, distribution schedules and notifications.
 - Mobilize sand, bags and equipment to the location.
 - Each household will be provided eight bags with proper proof of residency unless otherwise directed by city management.
 - Prepare coordination with the police department for ID verification and traffic control.

- Increase levels of storm sewer cleaning and street sweeping operations.
- Verify schedules for both teams to begin the overnight and relief shifts.
- Hold a procedure and general safety meeting with both teams before the EOC activation.

24 hours (1 day) prior to storm

- Stop all city and private construction activities and secure sites from any potential erosion and/or wind damage.
- Mobilize and stage all heavy equipment to strategic location to be used throughout the city.
 - NW Area - Public Safety Facility (500 N. Virginia Ave.)
 - SE Area - Fire Station #62 (300 S. Lakemont Ave.)
 - SW Area - City Lot (1210 Palmetto Ave.)
 - NE Area - City Operations Center (1409 Howell Branch Road)
- Share both teams' member's names and contact numbers with the Public Works Director and Assistant Director.
- Prepare sleeping arrangements and purchase food for the overnight shift team.
- Verify all equipment is ready in place with full tanks of gas.
- Load and secure barricades on trucks to be dispatched.

During the storm

- Stay safe inside until EOC managers clear the city staff for response activities.

Immediately after the storm when conditions are safe

- Assist police and fire departments to clear streets for emergency response.
- Assist the electric and water & wastewater departments clearing streets to perform their response and repair activities.
- Setup closures and barricade off flooded and obstructed streets and roadways.
- Inspect all signalized intersections for functionality and perform repairs as needed. Repairs requiring a bucket truck can only take place when winds diminish to 30mph or less.
- Clear all storm drains from obstructions to ensure proper drainage.
- Assist the city's Urban Forestry Division with downed tree removals.
- Begin assisting the Natural Resources & Sustainability Department with monitoring of the water levels in the city's lakes and ponds.
- Setup bypass pumping operations on lakes and/or ponds reaching higher levels which potentially could flood surrounding structures/homes.
- Barricade or cone off any potholes which could cause damage to vehicles.

Days/weeks after the storm

- Continue streets clearing and debris removal and storm drain clearing for proper drainage.
- Assess any potholes locations for storm pipe failures and schedule necessary repairs.
- Continue monitoring water levels in lakes and ponds and add or relocate bypass pumping activities accordingly.



CIP PROJECT CONSIDERATIONS & STUDIES FOR STORM RESILIENCY

The flood elevation in the Winter Park Chain of Lakes is control by a weir located on the north side of Lake Maitland at Howell Branch Road. The control elevation for the chain of lakes was studied for a Letter of Map Revision (LOMR) in 2009. The SJRWMD confirmed that the current control elevation of 66.18 ft was best for all communities upstream and downstream and it was not to be adjusted.

The following is a suggested list that should be updated regularly and as funding allows:

- Consider increasing the volume of the MLK Pond and lowering the surrounding neighborhood flood stage
 - a. A flood study was performed in 2020 for the Community Redevelopment Agency (CRA) watershed basin by Geosyntec. This study provided four alternatives for increasing volume in the MLK Pond
 - i. Alt 1 - Exfiltration Basin
 - 1. Decrease in peak stage: 0.26 ft
 - 2. Estimated cost: \$6,516,021
 - ii. Alt 2 - New interconnect to Lake Rose
 - 1. Decrease in peak stage: 0.05 ft
 - 2. Estimated cost: \$172,378
 - iii. Alt 3 - Exfiltration basin and interconnect to Lake Rose
 - 1. Decrease in peak stage: 0.2 ft
 - 2. Estimated cost: \$2,065,776
 - iv. Alt 4 - (COMPLETED) Relocating Killarney interconnect from Beachview Ave to intersection of Morse Blvd and Harper St
 - 1. Decrease in peak stage: 0.02 ft
 - 2. Estimated cost: \$35,830
 - b. Perform study to expand the overall footprint of the pond for more stormwater storage by strategically selecting park areas of lower usage
 - c. Consider partnering with private property owners near MLK to expand
- Develop 5-10 year CIPs for lake interconnections- perform hydraulic studies to determine feasibility and associated cost.
 - a. Lake Sylvan to Lake Mizell
 - b. Lake Grace to Lake Forest
 - c. Lake Chelton to Lake Sue
 - d. Lake Tuscany to Lake Temple to Howell Branch Pond
 - e. Lake Compton to Lake Spier
- Develop drainage study for Lake Killarney, Lake Bell and Lake Wilderness to address feasibility and cost for rerouting emergency stormwater overflow and evaluate weir elevations.

- Develop drainage study for Howell Creek Basin of Winter Park that includes the Chain of Lakes, Lake Sue, and Lake Berry.
- Develop drainage study for Little Econ Basin of Winter Park that includes Interlachen and WP18 (formally Winter Park Pines).
- Following FS 252.363 provision allowing to adjust/pump lake down during declared state of emergency, establish Memorandum of Understanding with SJRWMD for all potential drawdowns:

Section 252.363 of the Florida Statutes provides that upon the declaration of a state of emergency, permits and other authorizations are tolled for the duration of the declaration, and that they may be extended automatically upon the exercise of the notice requirements of Section 252.363(1)(a) for an additional six months. The tolling and extension provisions apply to the expiration of:

- a. Development orders issued by a local government*
 - b. Building permits*
 - c. Florida Department of Environmental Protection or water management district permits issued pursuant to Part IV of Chapter 373, Florida Statutes*
- Consider purchase of bypass pump(s) including floating intake attachment and suction and discharge hoses.
 - Perform a survey to record lowest Finished Floor Elevation (FFE) for all City lakes.
 - Consider installing auto-read lake level gauges with telemetry services for major City lakes.
 - Consider installing additional weather stations with telemetry services within City limits.

Lake Killarney Work Session Prioritization List

Yellow=Priority Favored by Board

Red= Staff notes regarding request

- Any updates with the annexation of Winter Park, especially as I live on the unincorporated side of the lake. **Jeanne to write letter for updates.**
- To know more about out the growing number of gators in the canal/cove. **Provide educational flyer.**
- Clean not only trash and debris from all major lake inputs but in the long term remove chemicals and fertilizers from the input. (Better Lake Quality) **Quarterly basis for pipe inspections/OC to be involved.**
- Learn about Developer events/projects earlier so that we may have input/impact into what is dumped into our lake. **Shannon will coordinate with P&Z Board for items related to Killarney.**
- See example/actual agreement regarding requirements for underground retention systems and related cleaning process and timing.
- Require maintenance agreements for above ground retention systems.
The affect over time of sand, silt, organic material and debris reducing the effective water storage area that reduces capacity and getting that capacity back
- Trash and recycle bins being place over storm drains with “drains to lakes” placards being on the storm drains and not moving them after collection. **Sustainability will address the location. Address of location provided in photo?**
- I'd like to explore the feasibility of modifying specs and requirements for docks and sea walls for the smaller “lobes” of Lake Killarney. **Canal & Cove specifically. Staff recommends code remains non-specific.**
- Managing lake levels/hurricane preparedness. **Once study is complete, Guide will be updated.**
- Plan for Emergency Response to an accident on the lake. **List provided annually to WPPD and OC.**
- Prep for possible orange county annexation
- CRS – The status of the city joining the Community Rating System (CRS). Who is the point person on this project? **Charles Ramdatt.**
- ACCESSING MONEY – The status of the city replacing their grant writer and who specifically is charged with knowing possible sources of money, and is focused on writing the grants and following up on the grants available, as it relates to our aging infrastructure.
- NPDES – Review the NPDES filing including all attachments. This document and attachments should preferably be emailed to the board at least a week before the workshop so the board can preview before we meet. **Shannon provide overview of the program.**
- [IMPERIAL UPDATE] – The status of Lake Rose and possible contamination levels. What's the latest update on the testing and results? **Shannon to provide update.**
- RECONFIGURING DRAINAGE – The city staff have discussed possible plans to redo the roadway around where the Imperial Laundry was, near Lake Rose. What drainage changes are contemplated and are there plans to connect Lake Rose to any lake that flows, or overflows, into Lake Killarney? How might the board participate in these discussions and potential changes around Lake Rose, especially as it relates to connecting this lake to Lake Killarney? This same discussion as it relates to MLK POND.
- NEW RETENTION POND – Nicolette Pond permitting process and design.
- CONDITION REPORT OF LK STORMWATER SYSTEM – Status of the report on mapping and the condition evaluation of all stormwater outfalls on or around Lake Killarney /cove/ canal. Who's responsible for this project and any update, or is a partial report review possible? I know the city hired an engineering firm and that report is due in about a year; however, I believe Shannon was working on this. Is this still in the works at the staff level?
- NEW ENHANCEMENTS FOR LK – Where might it be good to include a CDS box if stormwater pipes and outfalls are updated, consolidated and fixed? Will the board be part of this discussion? Are there federal or state funds available for these types of expensive corrections and enhancements? I know staff always considers this enhancement; however, maybe the board could assist with encouragement to the commission to access funds for these environmentally beneficial devices.
- POSSIBLE ANNEXATION – Status and involvement in any city plans to annex the other side of

Killarney from Orange County to WP? Where might our board fit into this discussion? Will there be a thorough review of the aging infrastructure on the Orange County side of the lake?

- PRIVATE LIFT STATIONS – Status of private lift station inspection and reporting program to monitor the maintenance compliance of private lift stations in Winter Park or WP’s jurisdiction. David Zusi Provided update to the Board. Agreement pending deliverable to the Board.
- COMMUNICATION WITH RESIDENTS – Status of online “Lakes Dept.” Dashboard for residents? When Gloria she first joined the city, she indicated she wanted to create a dash board on the city website for residents. Is that an initiative still in the works and discuss the status? This is still a top initiative for Lakes, post Hurricane Grant work that has expiration of grant funds (current priority).
- NEW DEVELOPMENT NOTIFICATION – Is there a way for city staff to notify the board when there is proposed development under review that would create runoff and stormwater levels that may affect Lake Killarney. Example the 54 townhomes on Webster and Swoope that were just approved that will drain into LK and how this project started at 74 units.
- LIBRARY AND EVENT CENTER – Status of adding parking or more hard surface to the project? Would our board be part of these discussions as it relates to changes around this facility and runoff or reconfiguring MLK POND?
- BOAT HOUSE AND DOCK INSPECTION – After a boat house or dock is approved by the board, is there a way the Lake’s staff could circle back to the board and inform them that the permitted dock or boathouse was built and landscaped in accordance with the permit issued? The process of the building department staff doing this inspection leaves the Lake staff to rely on them and no reassurances are given to the board the structure was completed and is in compliance. Example, Ms. Bell on Lake Drive. Providing correction: Lakes conducts inspections related to Lakes not Building therefore it is not relied upon an external Department. Upon completion of Ms. Bell’s permit Board will be updated.
- LAKE SURVEY REPORT – When staff conducts a lake survey, is there a report they prepare and could this be provided to the board without much effort? This could include a review of any docks and boat houses that might be in an unsafe condition and track the resolution of the situation with an update to the board? Staff currently provides a verbal update to inspections including violations reported and outcome for both Lakes & Waterway Board and Killarney Board. Field sheets are not uploaded to any lake Board per resources.

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Lake Killarney Board

agenda item

item type

Staff Updates

meeting date

May 1, 2024

prepared by

Victoria Tabor, Administrative Coordinator II

approved by

Victoria Tabor, Administrative Coordinator II

subject

Stormwater Management

- CIP Update
- Nicolet Pond, Killarney Dr. Pipe Replacement, & Lake Bell Weir Project Timeline
- Lake Front Construction Updates

Follow-Up Items:

- BMP Feasibility Study for Killarney Dr Outfall Consolidation
- Outfall Condition Update
- Exfiltration System Maintenance Agreement Update

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact**

attachments

1. SW Update 5.24 Lake Killarney Board

Stormwater Staff Update

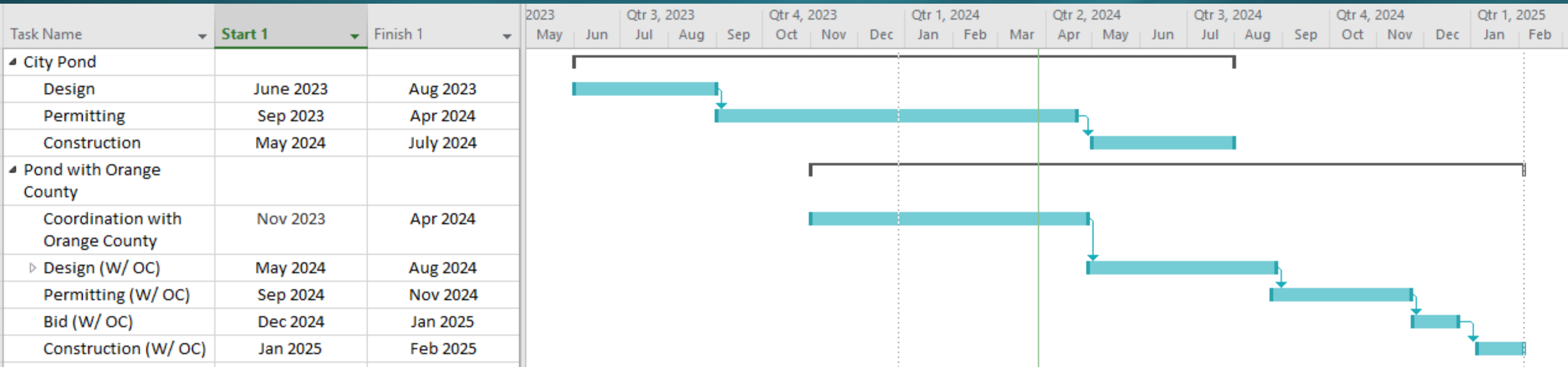
Lake Killarney Board Stormwater CIP – Fiscal Year 2024

ACCT #	CIP Title & Description	Original Year Funded	Current Balance	Status/Comments
565200	Drainage Improvements - Recent years of unusually heavy rainfall events have revealed several substandard drainage conditions in various locations throughout the City.	Annually Funded	\$112,000	Several in-house drainage improvements projects for 2023-24 - Completed replacement of 70ft of 24 inch RCP crossing Joeline Court, and 120ft of 18 inch HDPE at the north end of Laurel Road. Upcoming - add another inlet and pipe at 1622 Arbor Park Drive, increase pipe size at 1642 Arbor Park Drive, storm pipe replacement/relocate at 2601 & 2631 Temple Drive.
				1) <u>Palmer at Old England outfall repair</u> - Stormwater outfall pipe replacement required. Design is 40% complete, survey is now complete. Phase 1 permit application with SJRWMD to be submitted April 2024.
				2) <u>Stormwater Outfall Dredging</u> - The City recently entered a new contract, dredging on several stormwater outfalls started in Aug 2023, and will continue as needed.
				3) <u>Ward Park ponds construction</u> - Estimated cost \$150k. NE and NW Pond excavation and sodding is complete. The piping to be installed spring 2024 by Cathcart.
				4) <u>Pipe Repair at Summer Way</u> - Corrugated metal pipe replacement. COMPLETE.
				5) <u>Killarney Dr Outfall & Street Repairs Phase 1</u> - New outfall to replace two existing outfalls. Permit with SJRWMD to be submitted April 2024. Anticipated Construction August 2024.
565203	Lk. Bell Weir Outfall Improvements -	2009	\$69,223	Repairs may be required on the Lake Bell outfall weir. Met with consultant on 6/30/23, kick-off meeting with consultant 10/24/23, preliminary improvement plan to be completed April 2024.
565221	Seminole County Ditch Piping (along Arbor Park Dr) – Drainage ditch behind the homes along Arbor Park Drive has a shared drainage basin with Seminole County. Funding is provided for the design and construction to pipe the ditch.	2016	\$733,395	The Interlocal Agreement was approved by the City Commission and by the Seminole County Commission. 60% plans completed and submitted to Seminole County. Process to permit Phase 1 with SJRWMD currently underway.
565205	Nicolet Ave Stormwater Pond – complete the design and construction of a stormwater treatment pond on City purchased properties located at 796 & 808 Nicolet Avenue	2023	\$200,000	Commission approved \$200,000 in the City's FY'23 budget. General permit application has been submitted. Waiting on response from District.
565217	Stirling Bridge Replacement	2024	\$250,000	Updates required for price estimate.
565210	Fawsett Road CDS Unit	2024	\$200,000	Seeking permit exemption with SJRWMD.
	Curb Implementation	2024	\$50,000	
	TOTALS			
	3023406 ACTIVE STORMWATER CIP's		\$1,614,618.00	BALANCE TOTAL

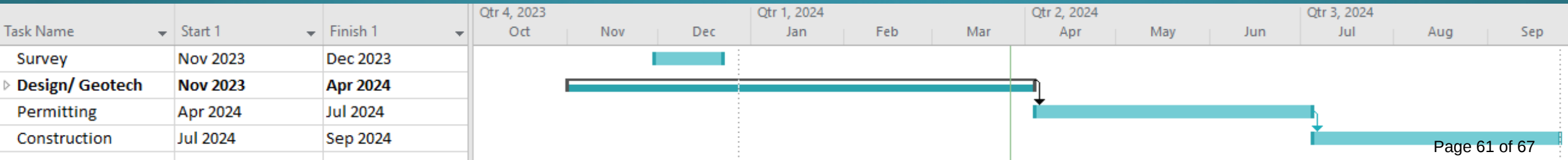
Staff Update - Infrastructure Projects

Lake Killarney Board

Nicolet Pond – Estimated Schedule

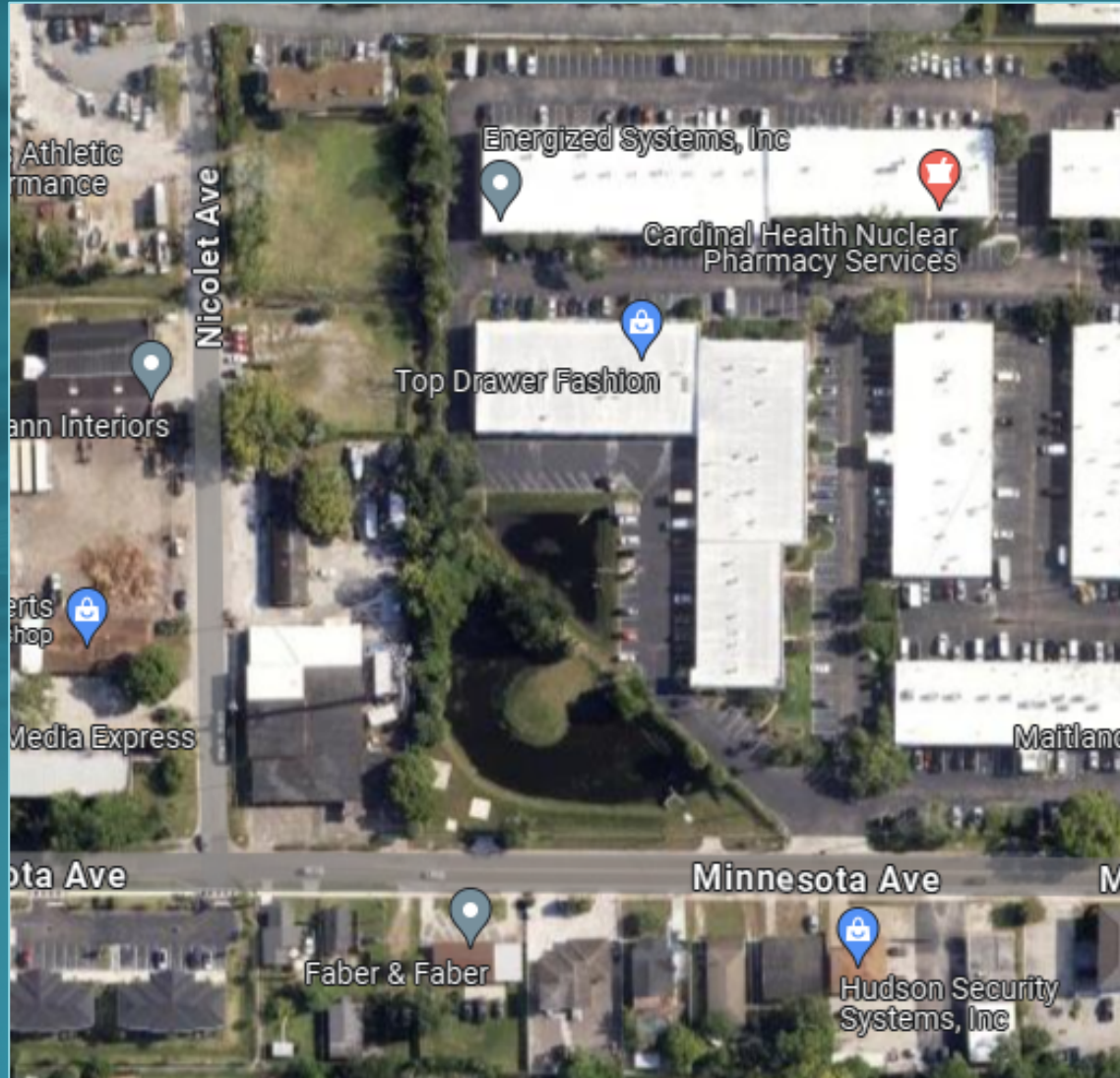


Killarney Dr Pipe Replacement – Estimated Schedule



Staff Update - Infrastructure Projects

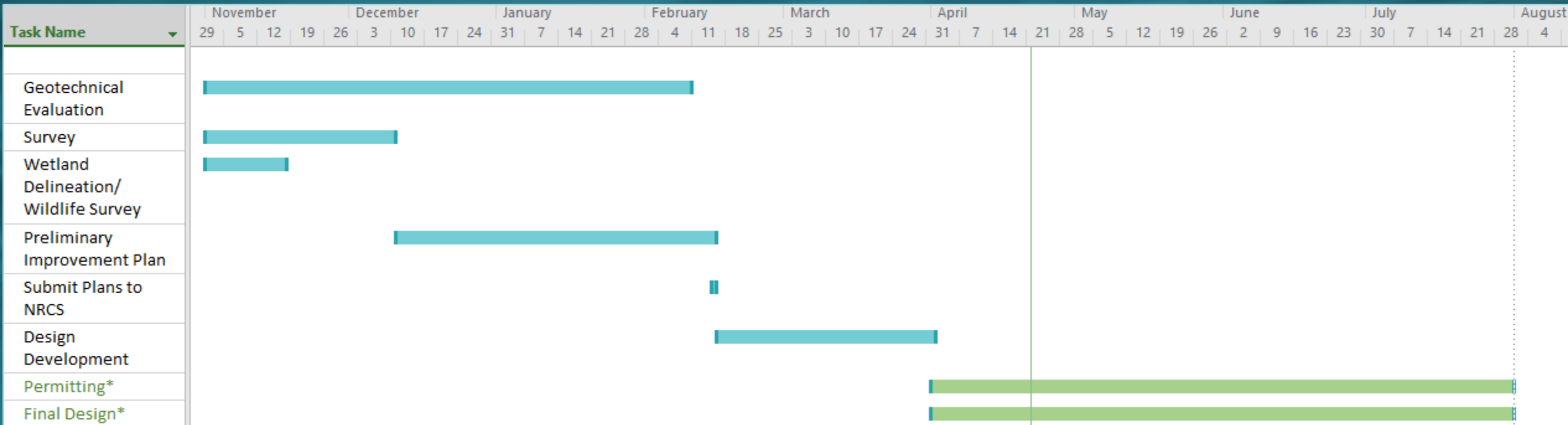
Lake Killarney Board
Nicolet Pond



Staff Update - Infrastructure Projects

Lake Killarney Board

Lake Bell Weir Repair – Estimated Schedule



*These are estimated timeframes

Stormwater Staff Update

Lake Killarney Board



Stormwater Staff Update

Lake Killarney Board

- Follow-up items:
 - BMP feasibility study for Killarney Dr Outfall Consolidation (when available)
 - Outfall Condition Update
 - Exfiltration System Maintenance Agreement Update



Lake Killarney Board

agenda item

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Upcoming Agenda Items

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Victoria Tabor, Administrative Coordinator II

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Upcoming Agenda Items

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

None



Lake Killarney Board

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Summary of Meeting Action Items

motion | recommendation**background****strategic objectives****alternatives | other considerations****fiscal impact****attachments**

None