



Lake Killarney Board Regular Meeting

Agenda

August 6, 2025 @ 10:00 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed 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." (F.S. 286.0105).

please note

Times are projected and subject to change.

1. Call to Order

2. Consent Agenda

- a. Approve the minutes of July 2, 2025 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 Update 10 Minutes

- Flood Management Guide
- Lake Killarney Data Updates
- Aquatic Plant Management Treatment Updates
- Hazardous Algal Bloom Update
- Maintenance & Efforts
- Prioritization List
- Private Lift Station Agreement Update

- c. Upcoming Events 0 Minutes

- Fix It! Don't Pitch it! - September 6th 8am @ Winter Park Community Center
- Orange County Lake Killarney Advisory Board Meeting - September 11th 5pm @ Public Safety Building (500 N. Virginia Ave.)
- Paddleboard Cleanup - September 13th 9am @ Kraft Azalea/Lake Maitland

- d. Stormwater Management Update 10 Minutes

- CIP Update
- Killarney Dr. Pipe Replacement Timeline
- Map of Private Exfiltration Systems (Contributing Basins for

- Lake Killarney)
- Lakefront Construction Updates

Follow-up Items

- Orange County Killarney Dr. Update
- Major Outfalls Inspection Schedule
- Street Sweeping Contracted Services Update

- e. Requested Deliverables 0 Minutes
 - Map on Private Lift Stations

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



item type

Consent Agenda

meeting date

August 6, 2025

prepared by

approved by

subject

Approve the minutes of July 2, 2025

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

1. LKB-mins-2025-07-02 DRAFT GE edited (1)



Lake Killarney Board Regular Meeting Minutes

July 2, 2025 at 10:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Carolyn Minear, David L. Dickerson (Virtual), Ellen Hencken, Jason K. Ellison, Jeanne Wall, William Voecks

Absent

Brian King

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

1. Call to Order

The meeting was called to order at 10:02 a.m.

2. Consent Agenda

- a. Approve the minutes of June 4, 2025

**Motion made by Mr. Ellison to approve the minutes, seconded by Mr. Voecks.
Motion carried unanimously with a 6-0 vote.**

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

7. Staff Updates

- a. Orange County Update

Nidia Volpe was absent.

- b. Lakes Management Update

Mr. Cordell provided the Lake Killarney update:

- The water quality update was from February and has not been subsequently updated.

Regular Meeting of the Lake Killarney Board

July 2, 2025

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- Elevations for the previous month were presented along with drainwell and weir elevations. As of July 2, 2025, the elevation is 81.78.
- No treatments scheduled for July.
- The latest DEP sample for hazardous algal bloom was collected on 7/1/2025 and is still pending. The previous four samples all yielded non-detect results. If the pending sample also shows a non-detect, DEP will conclude their sampling. However, this does not mean the Department of Health will automatically lift their alert.
- Maintenance and Efforts - 35 gallons of debris and 80 gallons of trash were removed.

Mr. Cordell reviewed the upcoming events and announced that the Mayor has proclaimed July as Lakes Appreciation Month.

Follow-up Items:

Prioritization List

Mr. Ellison referenced the storm watching email sent and inquired about the definition of a cone. Ms. Eby explained that during the development of the Flood Management Guide, the National Hurricane Center established the 7-day outlook. When asked how to update the cone information in the Flood Management Guide, it was advised that it must be addressed by the Lakes Board. Ms. Eby further advised that she will need to consult with city leadership if the change requires approval by the commission. Mr. Ellison requested clarification of "cone" related to "seven-day disturbance."

Mr. Ellison made a motion to add a sentence or two that defines the seven-day outlook model as a point of engagement for staff, as well as a cone for named storms as a possible engagement point for staff; seconded by Ms. Minear. It was discussed that the staff will return the revised version of the document to the board. The motion carried unanimously by a 6-0 vote.

Mr. Voecks questioned the mesotrophic/eutrophic index line, noticing a discrepancy with his source, and requested the staff documentation explaining the trophic states. Staff replied that the current index used is a state reference for water quality standards. In response to Ms. Walls' question, Ms. Eby clarified that staff are concerned about the elevated trophic state levels in Killarney Cove. However, these levels are influenced by factors such as morphology, weather conditions, and the area's confinement.

The minutes from the May work session were missing and were later added during the meeting.

c. Upcoming Events

Fix It! Don't Pitch it! - September 6th 8am @ Winter Park Community Center

Orange County Lake Killarney Advisory Board Meeting - September 11th 5pm @ Public Safety Building (500 N. Virginia Ave.)

Paddleboard Cleanup - September 13th 9am @ Kraft Azalea/Lake Maitland

d. Stormwater Management Update

Ms. Monahan provided the Lake Killarney stormwater management update:

- The stormwater CIP was displayed, with no major changes to projects related to Lake Killarney.
- Ms. Monahan shared photos showing the progress of the Lake Killarney Drive pipe replacement. Completion is expected in August 2025. There was a brief discussion about the high-water table in the area and the fact that suitable soil is being brought in for compaction around the pipes. Additionally, the rebricking has been completed on Broadview Ave. Mr. Marcotte advised the board to contact Ramon, the project manager, to prevent misinformation.
- Ms. Monahan informed the board that there were no new lakefront construction projects and inquired if anyone had questions regarding the NPDES presentation previously provided and included in the packet.

Follow-up Items:

- The private exfiltration systems map is currently being developed with help from a new intern. Another final notice letter to the properties was sent, and more responses are being received, some indicating that the exfiltration systems have been removed. These responses will help us improve the accuracy of the map, which is expected to be finished in about six weeks.
- The meeting regarding Killarney Drive in Orange County did not have an update, according to Mr. Dickerson.
- Once the major outfall inspection schedule is generated, it will be provided to the board.

e. Requested Deliverables

NPDES video presentation link

Lake Webpage Dashboard link

8. Board Comments

Ms. Wall inquired whether the board wanted an update from Dave Zusi regarding the private lift station compliance program. Ms. Eby clarified that the program is active and currently awaiting a personnel appointment. Ms. Wall then inquired of the board to request from Public Works an update on the street sweeping vendor contract and its schedule.

Mr. Ellison confirmed that the work session minutes are available and that the prioritization list will be shared at the next meeting in August. He also announced he would be absent from that meeting.

There was a brief discussion about board member attendance.

- a. Discussion of Public Comments Received

9. Upcoming Agenda Items

- a. Upcoming Agenda Items

Ms. Eby listed the following upcoming agenda items:

- Draft language for the proposal of defining the 7-day outlook as well as further defining cone as a point of engagement for staff within the Flood Management Guide.
- David Zusi will be asked to give an update on the status of the private lift station position. The map of the private lift stations should be included in the agenda packet.
- Staff will resubmit the deliverables along with the private lift station agreement letter.
- Status of the street sweeping schedule and progress.
- The deliverable for the prioritization list.

The Chair and Vice Chair meeting will be held on July 30 at 6pm

- b. Summary of Meeting Action Items

10. Adjournment

The meeting adjourned at 11:11 a.m.

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



Lake Killarney Board

agenda item 7.a

item type

Staff Updates

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Orange County Update

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

None



item type

Staff Updates

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Lakes Management Update

- Flood Management Guide
- Lake Killarney Data Updates
- Aquatic Plant Management Treatment Updates
- Hazardous Algal Bloom Update
- Maintenance & Efforts
- Prioritization List
- Private Lift Station Agreement Update

motion | recommendation

background

alternatives | other considerations

fiscal impact

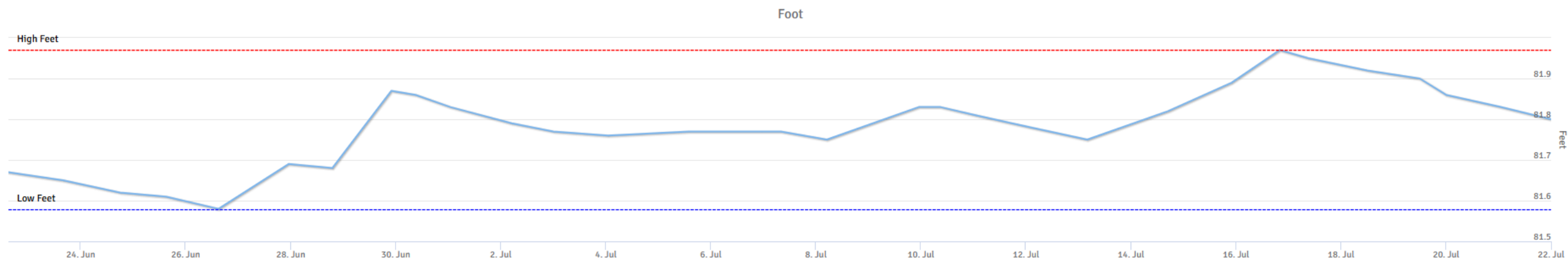
attachments

1. Lake Update 07.2025
2. Adaptive Flood Management Guide - July 2025
3. Private Lift Station Agreement Template 02-09-2024 (002)
4. Prioritize list LKB-08-06-2025

LAKE UPDATE:

- Lake Killarney Data Updates
- Aquatic Plant Management Treatment Updates
- Hazardous Algal Bloom Update
- Maintenance and Efforts:
 - 50gal Debris Removed
 - 55gal Trash Removed
- Upcoming Events
 - Orange County Lake Killarney Advisory Board Meeting – September 11th 5pm @ Public Safety Building (500 N. Virginia Ave.)
 - Paddleboard Cleanup – September 13th 9am @ Kraft Azalea/Lake Maitland

Lake Killarney Elevation (2025)



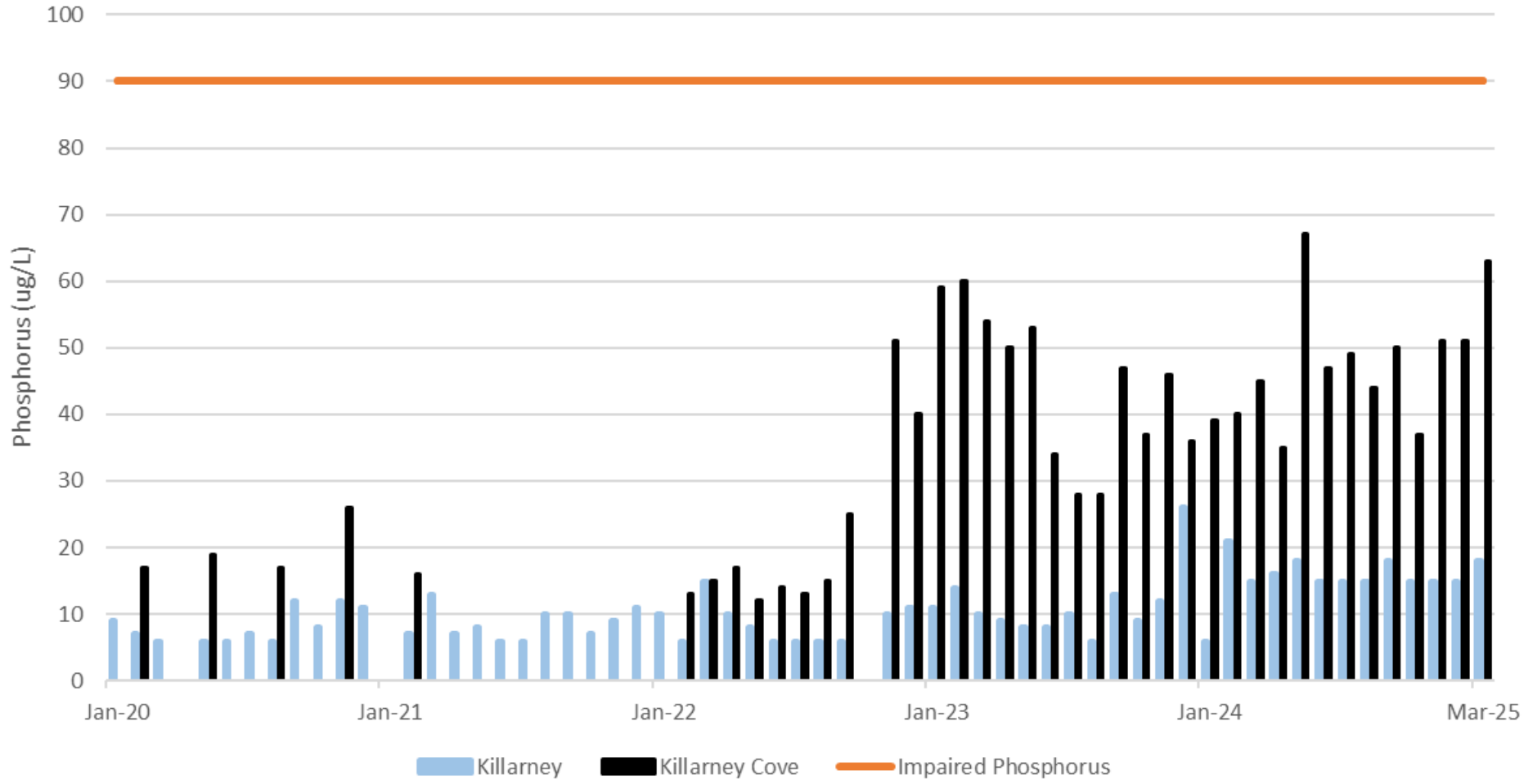
Drainwell Elevations :

- Killarney Drain Wells @ avg 81.66'
- Top of Drain Well casings @ avg 80.0'

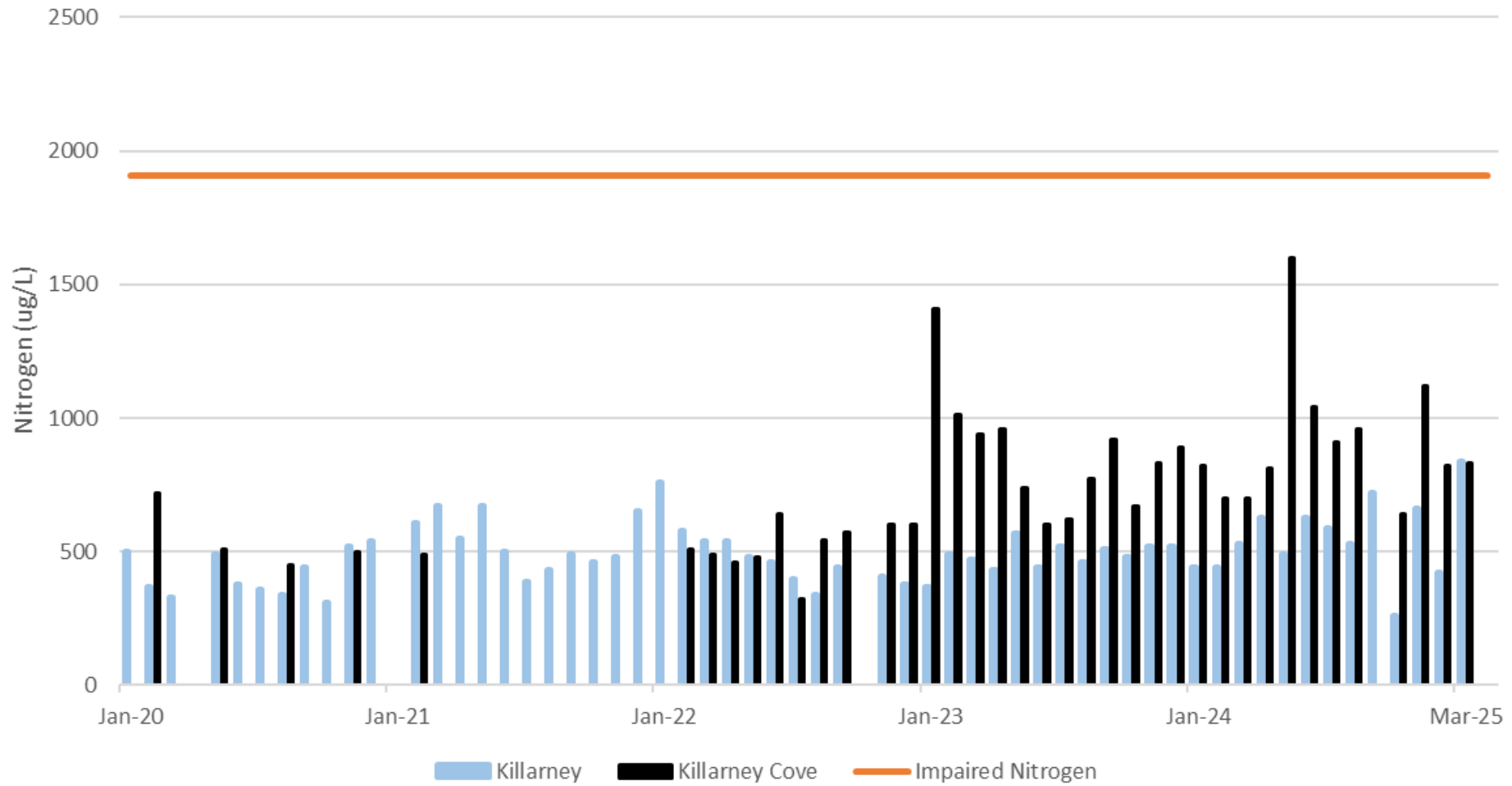
Weir Elevations :

- Orlando Ave Weir inflow @ 81.14'
- Lake Gem Weir outflow @ 82.7'

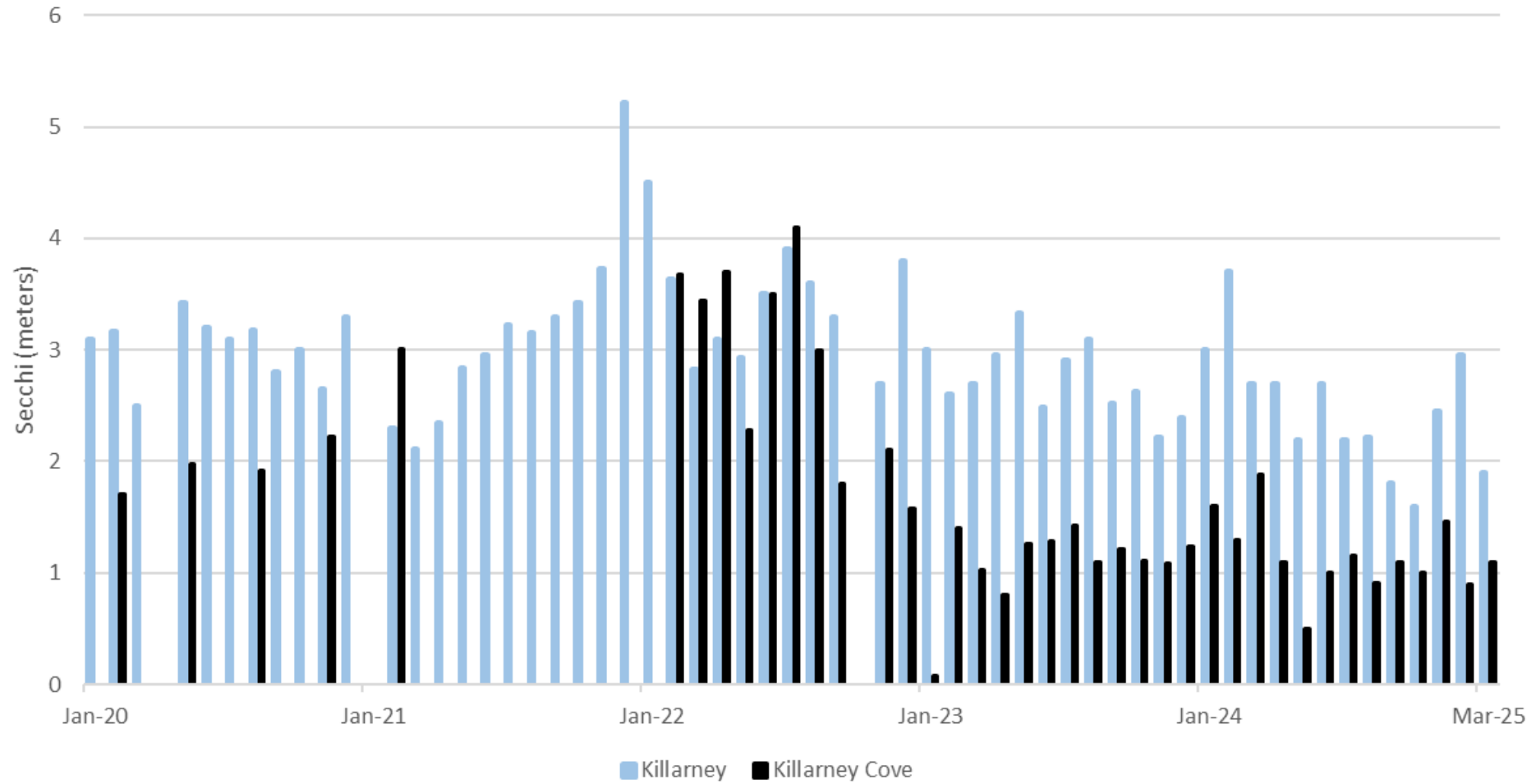
Phosphorus (TP) Comparison



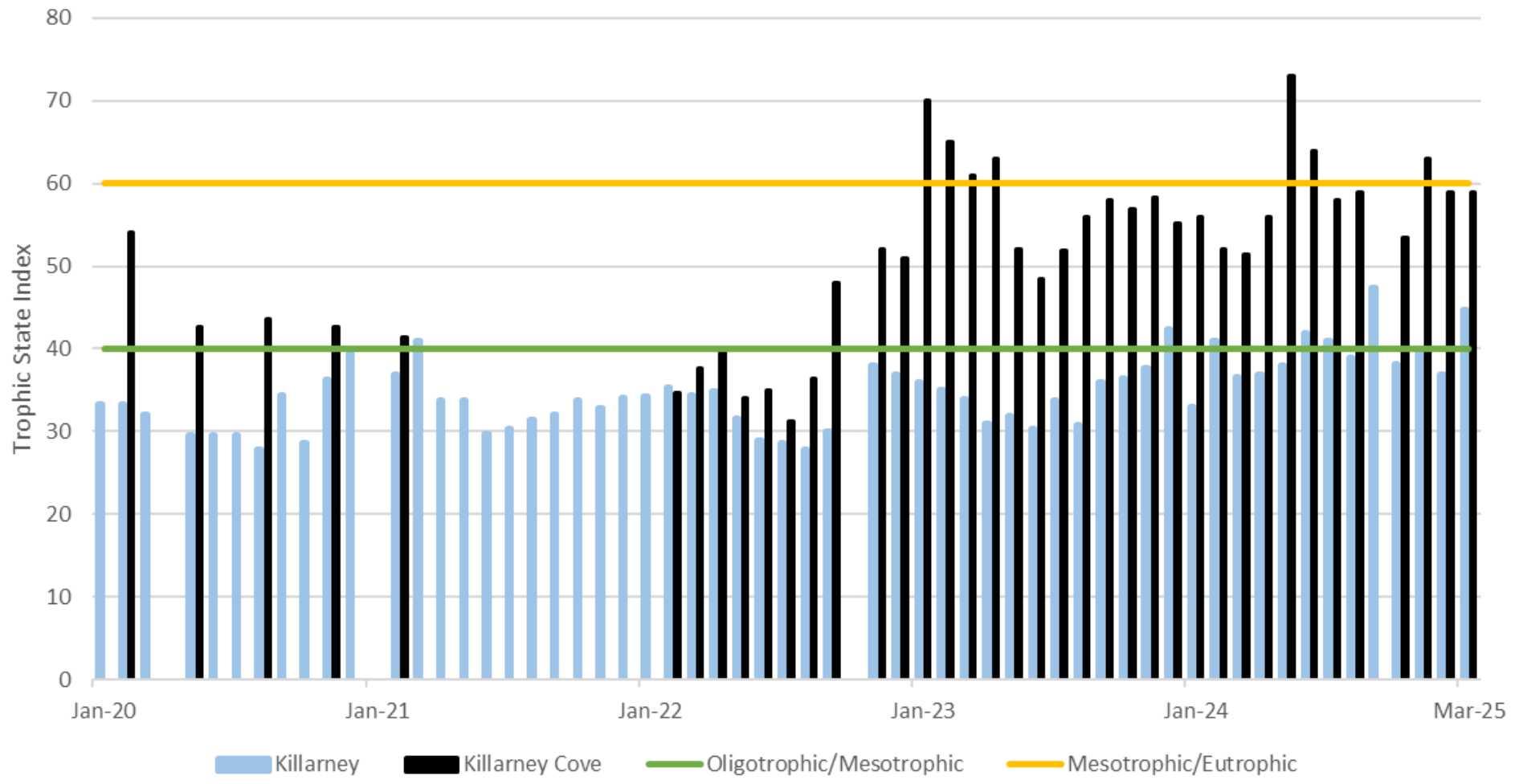
Nitrogen (TN) Comparison



Clarity Comparison



Trophic State Index (TSI) Comparison





CITY OF WINTER PARK ADAPTIVE FLOOD MANAGEMENT GUIDE

Adopted OCTOBER 2023
Revised MAY 2025, JULY 2025

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

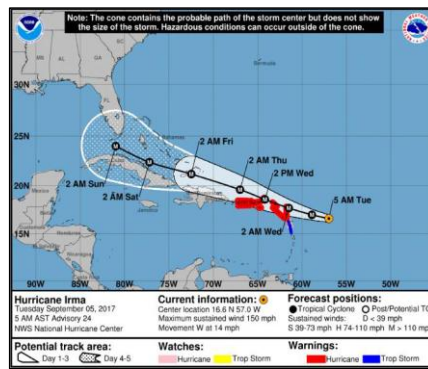
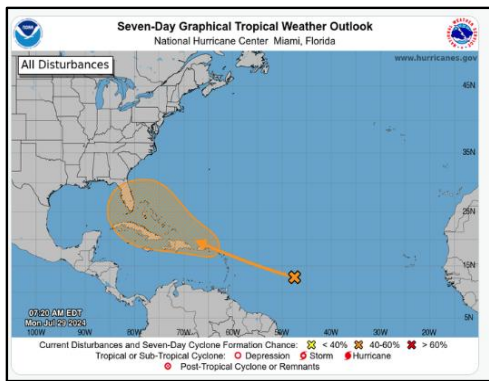
This guide was developed in collaboration with the Lakes & Waterways and Lake Killarney Advisory Boards to empower the City's professional staff on adaptive lake management decisions.

Seven-Day Outlook forecast:

~~Example of NHC's Storm Cone Projected Path, Containing Path~~ Activating Central Florida Region:

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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

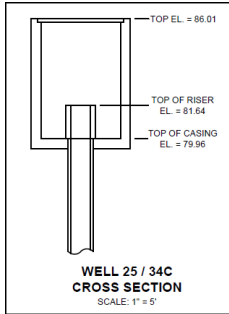
- Remove the six risers from the drain wells on Lake Killarney
- Open valve to the MLK Pond drain well
- Remove top weir board on Lake Bell
- Open gate on the Winter Park Racquet Club Pond outfall
- Check valves (2) are closed and operational at WP18 golf course
- Remove all retractable grass carp fence 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 Plan

1. City will monitor lake elevation levels on Lake Killarney and Lake Bell daily, 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 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's projected storm ~~core~~ ~~touch~~ ~~path~~ ~~threatens~~ 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 or call 407-599-1313. Otherwise, follow standard emergency response by dialing 911.

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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 permittable.
 - Lake Killarney’s six drain well risers and Lake Bell top weir board will all be removed in advance whereby the ~~track~~ projected path issued by the National Hurricane Center ~~come touches~~ threatens the Central Florida region and replaces ~~it~~ the risers when the 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.
- Coordinate with solid waste services vendor on logistics for pre and post storm.

72 hours (3 days) prior to storm

- Inspect all the 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 logistics and messaging with Communications Department and Assistant City Manager; includes debris management.
- 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 daily 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 departmental functions every day.

During the storm

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

Immediately after the storm when conditions are safe

- Damage assessment teams 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 damage. Include photos.
- Track manpower hours and equipment usage for FEMA records.
- Implement ~~lake closure~~emergency management activities for lakes as deemed necessary: Chain of Lake elevation closure for Dinky Dock ramp at >66.1 ft (NAVD 88).
- Monitor and record lake elevations. Report anomalies to Public Works Department.
- Implement debris management activities.

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Days/weeks after the storm

- Post-storm environmental/water quality monitoring including environmental assets.
- Report damage assessment for state assistance and grant ~~submittals;~~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.
- Perform continual monitoring and messaging related to solid waste services and debris management until cleared.
- 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.

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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 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 sweepers

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's six drain well risers and Lake Bell top weir board will all be removed in advance whereby the projected path issued by the National Hurricane Center threatens the Central Florida region and replaces the risers when the storm is no longer a threat.
 - ~~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 storms are 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 locations 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 team member 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 controlled 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.

Return to:
Water & Wastewater Department
City of Winter Park
401 Park Avenue South
Winter Park, FL 32789

Orange County Tax Parcel Id:
Parcel Address:

**AGREEMENT FOR IDENTIFICATION AND REGULATION OF PRIVATE SANITARY SEWER
COLLECTION SYSTEM**

DATE:
OWNER:
John Smith
1234 First Street
Winter Park, FL 32789

This Agreement is made by the Owner, as stated and identified above for the reliance and benefit of the City of Winter Park, a Florida municipal corporation (“City”).

Whereas, Owner presently owns that certain property legally described in that certain deed recorded at **OR Book X and Page Y** in the public records of Orange County (the “Property”), which has a private sanitary sewer collection system (the “Collection System”); and

Whereas, the City is the owner of a public wastewater system for which the Collection System connects and conveys wastewater into for treatment and disposal; and

Whereas, Owner is entering into this Agreement to acknowledge and agree to certain terms and conditions for the Collection System being connected to and conveying wastewater generated from the Property to the City’s public wastewater system; and

Whereas, Owner represents that Owner has read the provisions of Chapter 102, City of Winter Park Code of Ordinances pertaining to the operation, repair and maintenance of the Collection System and agrees to comply with the provisions of such chapter.

Now, therefore, in consideration of the terms and conditions set forth herein, the Owner agrees and affirms as follows:

1. The Collection System is located on the Property and consists of a gravity sanitary sewer collection system, lift station and force main.
2. Owner agrees to abide by Section 102-95 and other applicable provisions of Chapter 102, City of Winter Park Code of Ordinances and all applicable local, state and federal regulations, as may exist and as may be amended from time to time, concerning the operation, repair and maintenance of the Collection System, including, but not limited to, the following:

- a. Owner shall, at all time, operate, repair and maintain the Collection System in a fully functional and sanitary manner at Owner's expense. Owner shall promptly cause the repair of any damage to or non-functioning condition of the Collection System.
- b. Owner is required to develop and follow an emergency response plan for the Collection System, addressing and remediating sewerage spills caused by, but not limited to, pipe failure, pipe collapse, pipe obstruction, surcharge, power failure and/or mechanical failure.
- c. Owner must maintain qualified personnel or business (the "Operator") experienced in the operation, maintenance, and repairs of the Collection System. Operator must have a minimum of two years of experience in sanitary sewer collection system and lift station operation and maintenance including pump and electrical experience. Operator shall be equipped to perform maintenance and repair of the lift station and associated equipment in its entirety. The Operator shall be on-call at all times and be able to respond immediately following notification of a spill or overflow. The Operator must be able to have a 24-hour, seven-days-a-week response time and be able to respond to the Property within two hours after notification of spill or overflow. Owner must maintain a written maintenance record and shall make available to the City upon request and in the enforcement of the provisions of this Agreement.
- d. Owner shall be responsible for notifying the City, Orange County Environmental Protection Department and the Florida Department of Environmental Protection in the event of any sewage overflow or spill occurring within the Collection System within 36-hours of the event taking place. The Owner shall clean-up overflows or spills as soon as possible after their discovery and take necessary measures to protect the public health and the environment from contamination.
- e. Owner must have a sign posted on or adjacent to the lift station, preferably on the control panel, with lettering legible from a distance of 30 feet. The sign shall include the following:
 - i. Private Lift Station
 - ii. In case of emergency, call (insert phone number)
 - iii. Owner or Business Name and phone number.
 - iv. Operator's name and phone number.
 - v. The City given unique identification number for the private lift station.
- f. Pursuant to Section 102-95(c), City of Winter Park Code of Ordinances, Owner shall operate and maintain its Collection System registration certificate with City and renew it on an annual basis.
- g. Pursuant to Section 102-95(g), City of Winter Park Code of Ordinances, Owner shall obtain an annual inspection on the Collection System from the City.
- h. At all times that the Collection System is connected to the City's public wastewater system or receiving waste water from the Property, Owner grants the City and its code compliance officers, employees and agents a right-of-entry upon the Property for the inspection and monitoring of the Collection System and for compliance with this Agreement and all local, state and federal regulations.

- i. The City shall retain the right to inspect the Collection System and discontinue the connection to the City's public wastewater system if the Collection System is not operated, repaired and maintained pursuant to Chapter 102, City of Winter Park Code of Ordinances and applicable local, state and federal regulations.
 - j. The City shall have no obligation to operate, maintain and repair the private Collection System or to clean up spills or containment caused by or resulting from the Owner, Property or the Collection System.
3. Owner is subject to the enforcement provisions of Section 102-90, City of Winter Park Code of Ordinances if Owner violates this Agreement, Chapter 102, City of Winter Park Code of Ordinances or any applicable local, state or federal regulations regarding the operation, repair and maintenance of the Collection System. Without limiting the foregoing remedies, the City shall additionally have all rights and remedies afforded at law and in equity to enforce this Agreement. Owner holds the City and its elected and appointed officials, employees and agents harmless from the impact of any disconnection of the Collection System from the City's public sanitary sewer system as the result of any enforcement action taken by the City. Owner holds the City and its elected and appointed officials, employees and agents harmless concerning the Owner's operation, maintenance and repair of the Collection System.
4. Owner acknowledges and agrees that the City of Winter Park is an intended beneficiary of this Agreement and the City shall have the right to enforce and be benefited by the terms of this Agreement. The City's acceptance of this Agreement shall be through the allowance of a connection or continued connection of the Collection System to the City's public sanitary sewer system.
5. To the extent the City needs any utility easement upon the Property to connect (or repair or maintain such connection to) the City's public waste water system to the Collection System, the Owner agrees to grant and convey such easement.
6. Nothing in this Agreement constitutes a waiver of the City's sovereign immunity protections or any other defense, immunity or privilege under law. This Agreement shall not constitute a restriction on the City's home rule or regulatory authority.
7. This Agreement shall run with the land and be binding upon the Property and upon the Owner and Owner's successors and assigns in interest.
8. The term of this Agreement shall commence on the date when it is executed by the Owner and shall end six (6) months after a valid permitted disconnection and abandonment of the Collection System occurs along with an alternative waste water collection system or connection being provided for the Property. Upon such occurrence, the Owner may request the City execute a notice of termination of this Agreement for recording in the public records.
9. This Agreement is to be recorded in the public records of Orange County, Florida.
10. Exclusive Venue for any litigation arising out of or concerning this Agreement shall be in either the County Court or Circuit Court of Orange County, Florida. This Agreement shall be interpreted pursuant to Florida law.

IN WITNESS WHEREOF, Owner has executed this Agreement by the day and year first above written.

WITNESSES:

OWNER:

(Signature)

(Signature)

(Print Name)

By:
(Print Name)

(Signature)

Its:
(Title)

(Print Name)

Address: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by physical presence this

_____ day of _____, 20 _____

,by _____

who is _____

of _____

,who is personally known to me or who has produced identification of the following type(s):

NOTARY STAMP

NOTARY PUBLIC

(Signature)

(Print Name)

Accepted by:

City of Winter Park
Water & Wastewater Department

Status	Priority	Subject	Board Description	Staff Notes	Date Provided
Ongoing	High	Exfiltration Maintenance	See example/actual agreement regarding requirements for underground retention systems and related cleaning process and timing.	Shannon provided example of signed maintenance agreement and letter requiring compliance with maintenance records.	12/4/2024
Ongoing	High	Private Lift Station Maintenance Agreement Program	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 in effect sent to Board.	11/5/2024
Ongoing	Low	Lk Bell water quality testing	Add Lk Bell to sampling schedule	Lake Bell is already a part of city's monitoring program. Lk Bell Data will be added to the monthly updates.	8/6/2025
Ongoing	High	HAB Education	HAB concerns	Staff provides advisories vai alake alerts as they are issued by the public health agencies.	Ongoing
Ongoing	High	Imperial Update	latest update on the testing and results	Shannon provides update upon report received from FDEP	7/2/2024
Pending	High	Drainage Basin Improvements	Killarney Drive Outfall Project	Construction in progress	
Ongoing	High	Basin Study Update	Status on study's recommendations and progress such as FDOT pond expansion	Killarney Drainage Improvements are under construction. MLK flood storage expansion design is underway. Nothing to report on the FDOT pond expansion.	Ongoing
Pending	High	Drainage Basin Improvements	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?	Camera truck received May 2025; Program to begin inspections in high priority areas	Ongoing
Ongoing	High	Drainage Basin Improvements	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.	FDEP grants funds for stormwater retrofit projects such as this. The City has applied and received a grant for a CDS unit at the Shoreview Ave outfall on Lake Killarney.	Ongoing
Pending	High	Street Sweeping Compliance	Status of ew contract, schedule, and work verification	Contractor is still in the process of learning the City streets and timing to complete sections of the City . Once completed, a schedule will be developed.	Ongoing
Pending	High	Lake Data Dashboard	Status of on-line dashboard	Beta complete and presnted to Lakes & Waterway Board. Launch expected by Fall.	
Ongoing	High	Attend Orange County Lake Advisory Board Meeting	WP Board Members should attend regularly	WP staff hosts and attends OC meeting. WP Board expressed importance for its members (at least one) to regularly attend.	Ongoing
Ongoing	High	Canal Improvements	Board expressed concerns with maintenance, water quality and aesthetics	City performs monthly activities for the canal. City continues revegetaation efforts and the treatment of Brazilian pepper.	Ongoing
Pending	High	Lake Killarney Board Members Participation	Better participation from board members in community projects and communication		

City Staff Recommendations to Board:

Pending	High	Welcome to your Lake Program	Provide welcoming educational packet for lakeside living for all new residents.	Lakes is deveolping packet for distribution and communicated for effectiveness, lake members provides awarness to new residents on the lake.	
Pending	High	Host Community Meetings	Provide Community meetings for education & awarness	Host annual Dock Party at a minimum to engage the commuity. Goal is to provide continous education and a venue to gain contact information for all lakeside residents.	
Pending	High	Septic to Sewer	Reduce nutrient sources with septic to sewer conversion	Seek grants and coordinate with OC for conversion funds to include community educational program	



Lake Killarney Board

agenda item 7.c

item type

Staff Updates

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Upcoming Events

- Fix It! Don't Pitch it! - September 6th 8am @ Winter Park Community Center
- Orange County Lake Killarney Advisory Board Meeting - September 11th 5pm @ Public Safety Building (500 N. Virginia Ave.)
- Paddleboard Cleanup - September 13th 9am @ Kraft Azalea/Lake Maitland

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

None



Lake Killarney Board

agenda item 7.d

item type

Staff Updates

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Stormwater Management Update

- CIP Update
- Killarney Dr. Pipe Replacement Timeline
- Map of Private Exfiltration Systems (Contributing Basins for Lake Killarney)
- Lakefront Construction Updates

Follow-up Items

- Orange County Killarney Dr. Update
- Major Outfalls Inspection Schedule
- Street Sweeping Contracted Services Update

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

1. SW Update 8.25 Lake Killarney Board

Stormwater Staff Update

Lake Killarney Board Stormwater CIP – Fiscal Year 2025

CIP Title & Description	Original Year Funded	Current Balance	Status/Comments
Drainage Improvements - Recent years of unusually heavy rainfall events have revealed several substandard drainage conditions in various locations throughout the City.	Annually Funded	\$42,074	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. New inlet at Arbor Park Dr. Upcoming - Lake Knowles Cir/ Edgewater Ave Pipe Replacement.
			1) <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.
			2) Shultz Ave Pipe Repair
			3) Cherokee Ave drainage improvements
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	\$533,900	The Interlocal Agreement was approved by the City Commission and by the Seminole County Commission. 60% plans completed and submitted to Seminole County. Permit exemption documents are being prepared. Estimated start date August.
Stirling Bridge Replacement	2024	\$17,243	Design is underway.
Killarney Dr - Drainage & Street Improvements	2025	\$101,660	Combine failing outfalls into one outfall, includes new inlets. Construction is 30% complete. Estimated completion August 2025.
Palmer Ave at Old England - Drainage Improvements-Phase 1	2025	\$249,750	Replacement outfall at Old England Ave, north of Palmer Ave. Permit application has been submitted to SJRWMD. Permit received. Additional information is being prepared for SSL authorization.
Mayflower - Drainage Ditches Dredging	2025	\$120,000	Dredging of drainage ditches that begin at the Mayflower property to the north. To be paid by NRCS grant. Debris removal work has commenced.
Lake Spier Drainwell	2024	\$222,478	First well installed mid-June. Second well is in progress. Load testing will commence early July.
TOTALS			
3023406 ACTIVE STORMWATER CIP's		\$1,287,104.63	BALANCE TOTAL

Staff Update - Infrastructure Projects

Lake Killarney Board

Killarney Dr Pipe Replacement Final Estimated Schedule

Task Name	Start	Finish	Duration	May '25					Jun '25				Jul '25			Aug '25				
				27	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17
▸ Construction	May 2025	Aug 2025	60 days																	

Killarney Dr Drainage Improvements



Map of Private Exfiltration System

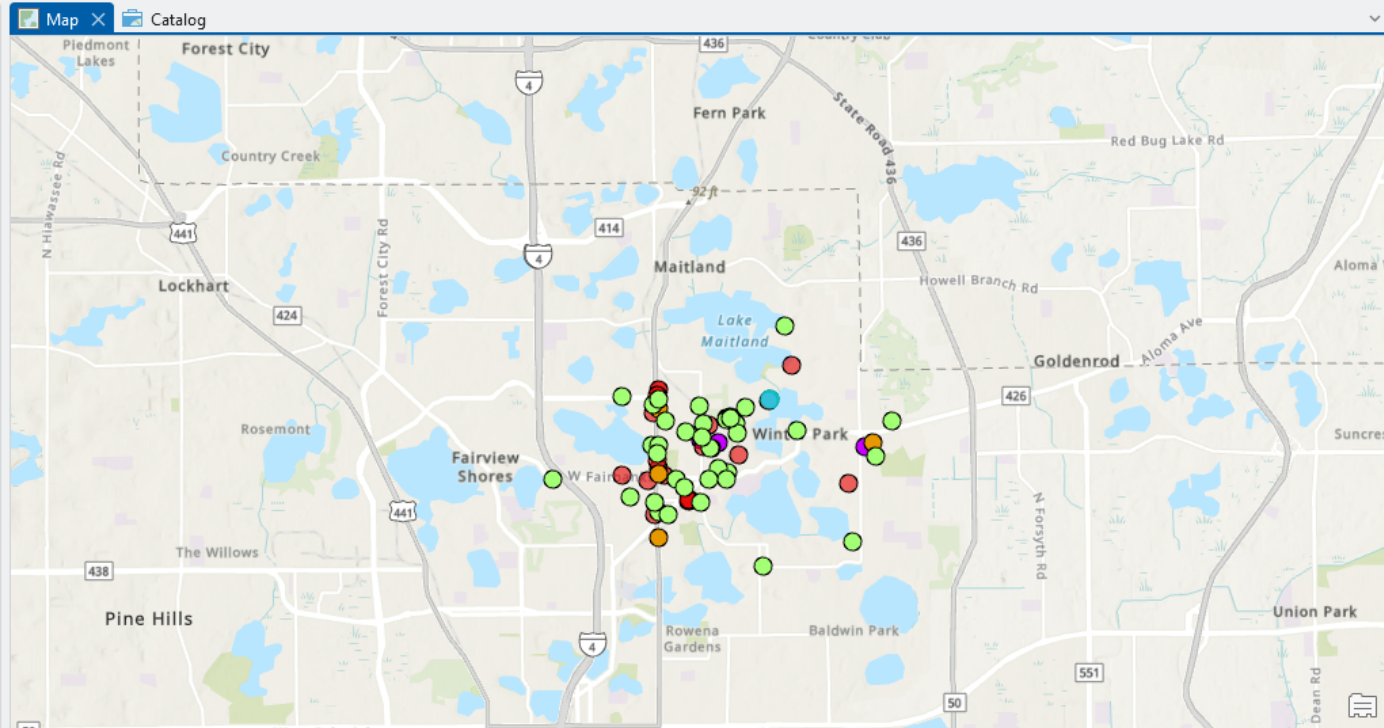
Project Map Insert Analysis View Edit Imagery Share Help

Contents Map X Catalog

Search

Drawing Order

- Map
 - Subject Property
 - Compliance? (Y/N)
 - <Null>
 - N
 - TBD
 - Y
 - n
 - y
 - <all other values>
 - Property Boundary
 - City_Outline
 - Aerial
 - World Topographic Map
 - World Hillshade



Create Features ? + ×

Search

Templates Favorites

[Click here to see templates not listed.](#)

Subject Property

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- n
- N
- TBD
- y
- Y

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Subject Property X

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OBJECTID *	Shape *	Address	Business Name	Compliance? (Y/N)	ContactName	ContactEmail	ContactPhone	
1	70	Point	200 N. Lakemont Ave	WP HOSPITAL	<Null>	<Null>	<Null>	(407) 303-5600
2	1	Point	420 S Orlando Ave	Kiddie Academy	N	Karen Kato	karen.kato@kiddieaca...	407-868-2289
3	24	Point	600 Seminole Drive	HOLLER JULIETTE A	N	Frank Hamner	*hamner@fahpa.com*...	407-645-4549
4	37	Point	345 Carolina Ave	WINTER PARK NATION...	construction in Progre...	Jeffrey Jenkins	john@Eucalyptusfl.com	407.853.7155
5	39	Point	1302 W. Fairbanks	McDonald's	N	<Null>	<Null>	(407) 332-6841
6	41	Point	1111 S. ORLANDO AVE	1111 SOUTH ORLAND...	N	william Knight	<Null>	(321) 607-9900
7	42	Point	1655 W. FAIRBANKS AVE	NJB PROPERTIES, LLC	N	BEATTIE, Tracy	tracybeattie1@me.com	407-718-9423
8	43	Point	1111 W. FAIRBANKS AVE	REINHOLD FAIRBANKS...	N	Ravi Gandhi	<Null>	<Null>
9	44	Point	1050 N. Orlando Ave.	Up Fieldgate US Inves...	N	Eisenberger, Jack	<Null>	416-221-3335
10	45	Point	1040 N. Orlando Ave.	Up Fieldgate US Inves...	N	Eisenberger, Jack	<Null>	416-221-3335

Stormwater Staff Update

Lake Killarney Board
Current Lakefront Construction



Stormwater Staff Update

Lake Killarney Board

- Road Improvements Broadview Ave Update
- Follow-up items:
 - Orange County Killarney Dr.
 - Major Outfall Inspection Schedule
 - Street Sweeping Contracted Services Update



item type

Staff Updates

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Requested Deliverables

- Map on Private Lift Stations

motion | recommendation

background

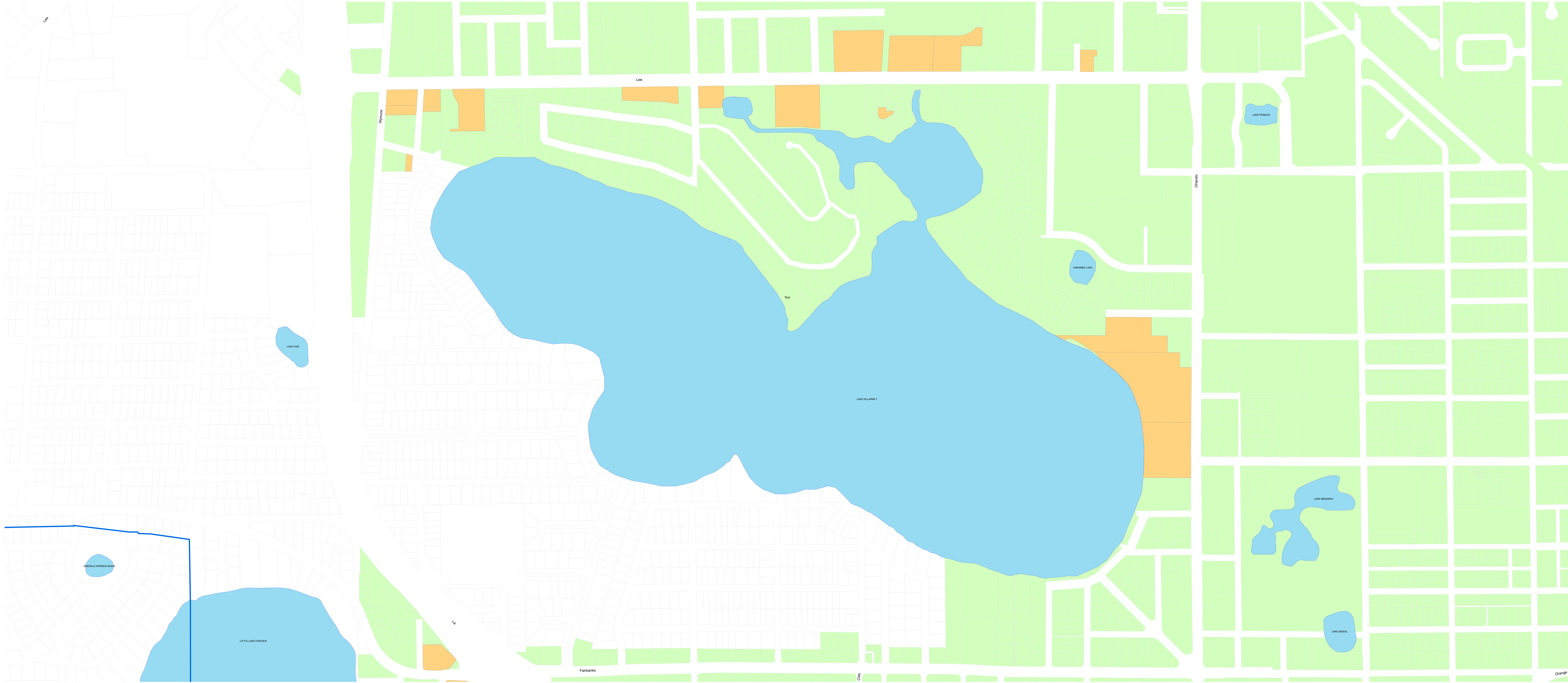
alternatives | other considerations

fiscal impact

attachments

1. Private LSs on Lake Killarney

Private Lift Stations





Lake Killarney Board

agenda item 8.a

item type

Board Comments

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Discussion of Public Comments Received

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

None



item type

Upcoming Agenda Items

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Upcoming Agenda Items

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None



agenda item 9.b

item type

Upcoming Agenda Items

meeting date

August 6, 2025

prepared by

Victoria Tabor, Administrative Coordinator III

approved by

Victoria Tabor, Administrative Coordinator III

subject

Summary of Meeting Action Items

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None