



Lake Killarney Board Regular Meeting

Agenda

August 2, 2023 @ 10:00 am

City Hall Commission Chambers

401 S. Park Ave

Winter Park, FL 32789

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm 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 minutes of the regular meeting June 28, 2023](#) 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.)**
 - a. [Seawall Application Permit \(SAP-2023-0020\) 2024 Lake Dr.](#) 10 Minutes
5. **Action Items**
6. **Non-Action Items**
7. **Staff Updates**
 - a. [Lakes Management](#) 10 Minutes
 - Water Quality
 - Status of Natural Resources Conservation Service Funding
 - Maintenance & Efforts
 - Side Setback Waiver Form for permit applications
 - Florida Department of Environmental Protection (FDEP) Dock Requirement about enclosures
 - Telemetry station updates
 - Drainwell Update
 - Flood Management Guide

Follow-Up Items:

 - NRCS Update
 - b. [Stormwater Management](#) 10 Minutes
 - CIP updates
 - Infrastructure Projects for Stormwater: Nicolet Pond, Killarney Dr. pipe replacement, update on Lake Bell weir meeting
 - Fiscal year 2023-24 CIP 5 year plan
 - Current Lakefront Construction
 - Status of increasing the capacity of MLK Pond

Follow-Up Items:

- Outfall condition update
- Library and Events Center - Stormwater Management As-Builds update
- CRS Update

- c. [Orange County Update](#) 10 Minutes
- Lake Drive
 - Piggyback contract

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 Actioning Items](#) 5 Minutes

10. Adjournment



item type	Consent Agenda	meeting date	August 2, 2023
prepared by	Tatia Ghviniashvili	approved by	
board approval			
strategic objective			

subject

Approve minutes of the regular meeting June 28, 2023

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Draft Minutes.pdf](#)



Lake Killarney Board Meeting Minutes

June 28, 2023 at 10:00 a.m.

City Hall, Commission Chambers
401 S. Park Avenue | Winter Park, Florida

Present

Jeanne Wall, William Voecks, David Dickerson, Carolyn Minear, Jason Ellison and Ellen Hencken.

Absent

Joyce Cunningham

Staff Present

Director of Natural Resources & Sustainability Gloria Eby; Director of Public Works & Transportation Charles Ramdatt; Assistant Director of Public Works Don Marcotte; Public Works Engineer Shannon Monahan; Lakes Division Manager Joseph Cordell; Administrative Coordinator Melissa Meade; Virtually: Board Coordinator Tatia Ghviniashvili.

Also Present

Senior Environmental Specialist of Lakes Management at Orange County Nidia Volpe.

1) Call to Order

The meeting was called to order at 10:00 a.m.

2) Consent Agenda

- a. Approve the amended draft minutes of the regular meeting May 03, 2023

Ms. Wall noted that the amendment to add "present by phone" attendees made at the last months meeting was not made. Ms. Ghviniashvili explained that only those who join the meeting as panelists and participate get added under "also present".

In the fourth paragraph on page eight, under item c, Ms. Wall suggested to write in "Conrad Necrason, Vice Chair of Orange County Lake Killarney Board, discussed various scenarios including four months of lowering the lake to 81 ft, or six months- whatever staff thinks is best. Ms. Wall stated we should defer to staff on six or four months to lower the lake, and if it should go to 81 ft. or 81.6 ft, along with staff being available seven days a week." Further in that paragraph, highlight that the study being funded to occur will be completed in approximately one year.

Motion made by Carolyn Minear to approve the amended minutes, including amendments from this meeting; seconded by William Voecks. Motion carried unanimously with a 6-0 vote.

- b. Approve the minutes of the regular meeting June 07, 2023

On page five, state the amendments suggested for the Flood Management Guide in the motion made. Under 7(a), in the first paragraph, specify that the Lake Bell weir will remain off until November 30. On the last page, above item 10, highlight that the board approved the Flood Management Guide as amended.

Motion made by Jason Ellison to approve the minutes as amended; seconded by David Dickerson. Motion carried unanimously with a 6-0 vote.

A discussion was held about the Flood Management Guide and Ms. Wall noted that the information about the Lake Bell weir needs to be clarified, specifically about when the weir is being removed and when it is being placed back. Staff noted that they will expand on that part of the document and clarify.

Ms. Wall also suggested spelling out acronyms in the document for clarification as well as adding the date of the flood study performed by Geosyntech, and the date of completion for the Alternative Four.

Motion made by Jeanne Wall that the City of Winter Park Flood Management Guide, the Natural Resources & Sustainability Checklist, the Public Works Streets Division Checklist, and the CIP Project Consideration Studies for Storm Resiliency be amended as discussed; seconded by David Dickerson. Motion carried unanimously with a 6-0 vote.

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

Bonnie Hamilton, 701 Douglas Ave., asked questions pertaining to where water from Lake Killarney goes once the lake is lowered during Hurricane Season- along with the overflow. She also asked about the relationship between Lake Killarney and MLK Jr. Park pond.

Mr. Marcotte responded to the questions above.

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

There were none.

5) Action Items

- a. Florida Department of Environmental Protection Letter of Support

Ms. Wall highlighted she was pleased with how staff had put together the packet- along with all of its components- and stated that she would be willing to sign the letter on behalf of the board.

Motion made by Jason Ellison to approve the letter of support from this board, signed by Chair Jeanne Wall, showing support for the change in six

risers in Lake Killarney during Hurricane Season; seconded by David Dickerson. Motion carried unanimously with a 6-0 vote.

6) Non-Action Items

a. Pool Pollution Presentation

Aimee Krivan, Orange County Environmental Protection Division, gave a presentation on pool pollution and its effects on the lake/environment. She spoke on how Orange County staff works to educate the public on proper discharge of chlorine/waste from pools. She further explained how this discharge affects the pH of the lake and its deadly toll on wildlife, noting proper modes of discharge for residents and contractors.

The board asked various questions throughout the presentation and Ms. Krivan made the necessary clarifications.

7) Staff Updates

a. Lakes Management

The board and staff briefly discussed the August 23 meeting (which is being held in place of the regularly scheduled September meeting), and agreed to hold it at 8:30 a.m. instead of 10:00 a.m. to accommodate Commission Chamber availability.

Mr. Cordell presented water quality data for February and March, highlighting that parameters previously requested by the board were included in the data. The board asked clarifying questions and staff answered appropriately. A brief discussion followed about phosphorus levels and treating the increase- specifically in the cove.

Spot treatments have been conducted for hydrilla on the south side of the lake, as well spraying for brush in the canal to help with navigation. 60 gallons of debris, and 70 gallons of trash were removed in the past month.

Staff is working with Advent Health to gain access to a specific part of the lake to conduct removal of an island as part of NRCS projects. Ms. Wall asked questions about the time-frame of NRCS projects, and Ms. Eby clarified that the vendor is currently working on another project, however, Lake Killarney is next. Staff is waiting for a right of entry from Advent Health before mobilizing. Mr. Marcotte noted that a purchase order has been processed to dredge 200 yards of the canal, and once the contractor is ready to mobilize that work will also begin.

Staff provided updated plans of the shortened dock, along with the contractor information for the dock and seawall application from last month's meeting. A brief discussion followed about sending a letter from the city to the vendor in question, explaining the permitting that needs to be properly acquired before a project. Staff highlighted that it is not in their position to single out a vendor and provide educational material for one vendor's violation.

b. Stormwater Management

Mr. Marcotte is meeting with a consulting engineer at the end of this week to discuss the repairs/improvements on the Lake Bell weir project. The Killarney Dr. pipe project is about 60% designed and staff is awaiting a permit exemption for St. John's Water Management. Staff highlighted that there are three permit exemptions in que for St. John's Water Management, and the board will be updated once responses are received. The Lake Dr. pothole has been taken care of and staff noted that it should no longer be an issue.

There is no new construction to be reported. The BMP Feasibility Study for Killarney Dr. outfall consolidation, outfall condition update, and Library and Event Center-stormwater management as-builds, will continue to carry over and be provided when available.

Mr. Ramdatt provided a CRS update, highlighting that a proposal has been received from the engineering firm regarding whether or not the CRS program is right for the city. Staff will send the draft proposal to this board via email for review before presenting to the City Commission in July. Mr. Ramdatt noted that the draft proposal will be sent in the next couple business days, and if comments from the board are not received back within a week, he will move forward regardless.

A discussion ensued about the Library and Event Center stormwater as-builds, with Mr. Ramdatt clarifying that the permit is valid for five years, and since the city is only two and a half years into the permit, there is more than sufficient time to attain the as-builds. He also noted that staff is pursuing a permit modification to look at expanding the sidewalk, and an analysis has been complete, in which it was found that the city is allowed to pursue the permit modification. The board asked questions and a further discussion ensued about the parking lot at the Library and Event Center, with staff noting that it has been built substantially in conjunction with the permit, and staff is working on fixing any minor issues present. Mr. Voecks presented photographs of the area of the parking lot in need of fixing and the discussion continued.

c. Orange County Update

During the June 22 Lake Killarney Board meeting of Orange County, Conrad Necrason was voted Chair and Langdon Stanley as Vice Chair. The board received and reviewed the Flood Management Guide and had no comments/modifications for the document.

Ms. Volpe is working alongside Mr. Cordell to remove a sandbar from a Blue Heron Dr. outfall pipe. Due to some flooding concerns near the intersection of Killarney Dr. and Ohio St. and after an inspection, public works is working on a resolution for the pipe causing that flooding, and curb inlet baskets have been removed as a precaution.

8) Board Comments

Ms. Wall asked about the status of the telemetry stations and staff noted that the PO has been executed and the company has ordered the systems, which once in stock, will be installed. An update will be provided at the next meeting.

A discussion ensued about a previously approved boat dock application, and Ms. Wall asked staff if neighbors who are asked to sign the letter of no objection for a dock/boathouse permit, be given sufficient information/material to make the most educated decision. Staff will draft a document for the next meeting, which will also include a copy of the most recent ordinance pertaining to this subject. Ms. Eby noted given that the meetings are public, and all permits are public record, if a neighbor has concern/questions about the permit they are encouraged to attend the meeting.

Mr. Ramdatt spoke in further detail about the CRS proposal, and noted that the consultant conducting the CRS study is also conducting the Western proposal. A proposal has been submitted, and staff will email the draft proposal to the board for review before presenting to the City Commission along with the proposal discussed earlier.

a. Discussion of Public Comments Received

No discussion was held.

9) Upcoming Agenda Items

a. Upcoming Agenda Item

- Redistribution of the Scope of Work with Lake Munson in association with the CRA (in-between meetings).
- CRS proposal from Geosyntech (in-between meetings).
- Water Quality, Small Treatments, NRCS, Maintenance & Efforts for Lake Management will continue to carry over.
- CIP updates/ Infrastructure Projects for Stormwater will all continue to carry over.
- Current lake front construction.
- CRS update.
- BMP Feasibility Study.
- Outfall condition update.
- Library and Events Center Stormwater As-Builds update.
- Orange County updates (Lake Dr. and Piggyback Contract).
- Telemetry station updates.
- Packet for permit applications.
- Clarifications about enclosures.

b. Summary of Meeting Action Items

Amendments were made to the City of Winter Park Flood Management Guide, the Natural Resources & Sustainability Checklist, the Public Works Streets Division Checklist, and the CIP Project Consideration Studies for Storm Resiliency.

A letter was approved from this board, signed by Chair Jeanne Wall, showing support for the change in six risers in Lake Killarney during Hurricane Season.

10) Adjournment

The meeting adjourned at 12:12 p.m.

Minutes approved by the board on _____.
/s/ Tatia Ghviniashvili, Board Coordinator

DRAFT



item type Public Hearings (Public participation and comment on these matters must be in-person.)	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Seawall Application Permit (SAP-2023-0020) 2024 Lake Dr.

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[SAP-2023-0020](#)



SEAWALL APPLICATIONS

SAP-2023-0020

2024 Lake Dr

- Applicant: Dawn Bell
- Contractor: Just Docks Orlando
- Structure: Vertical Seawall with Revetment
- New/Existing: Existing
- Waterbody: Killarney
- Retroactive Permit Application Revision

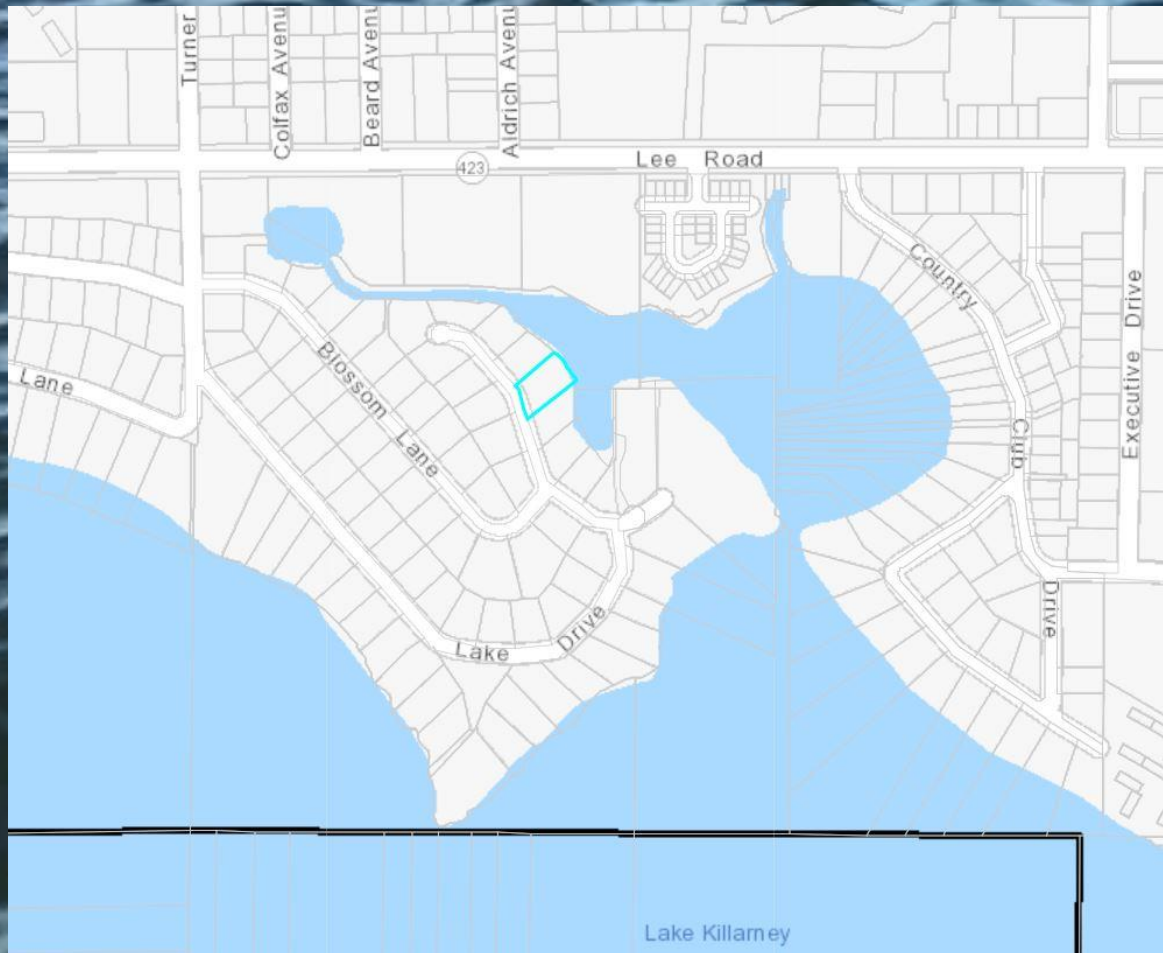
Parameters

Parameter	Proposed	Allowed	Variance Req.?
Length (ft)	108'	N/A	N/A
Slope (Horizontal:Vertical)	2:1	2:1 min	No
Material	Vinyl and Natural Stone	N/A	N/A
Existing Erosion Problem (Yes/No)	Unknown	Must have existing erosion problem	N/A
Meet Vegetation Criteria?	No	50% may be cleared	N/A

Staff Recommendation: **Denial Based Upon Code Requirement**
Reviewed by: Joey Cordell/ Gloria Eby

Map View

Basemap



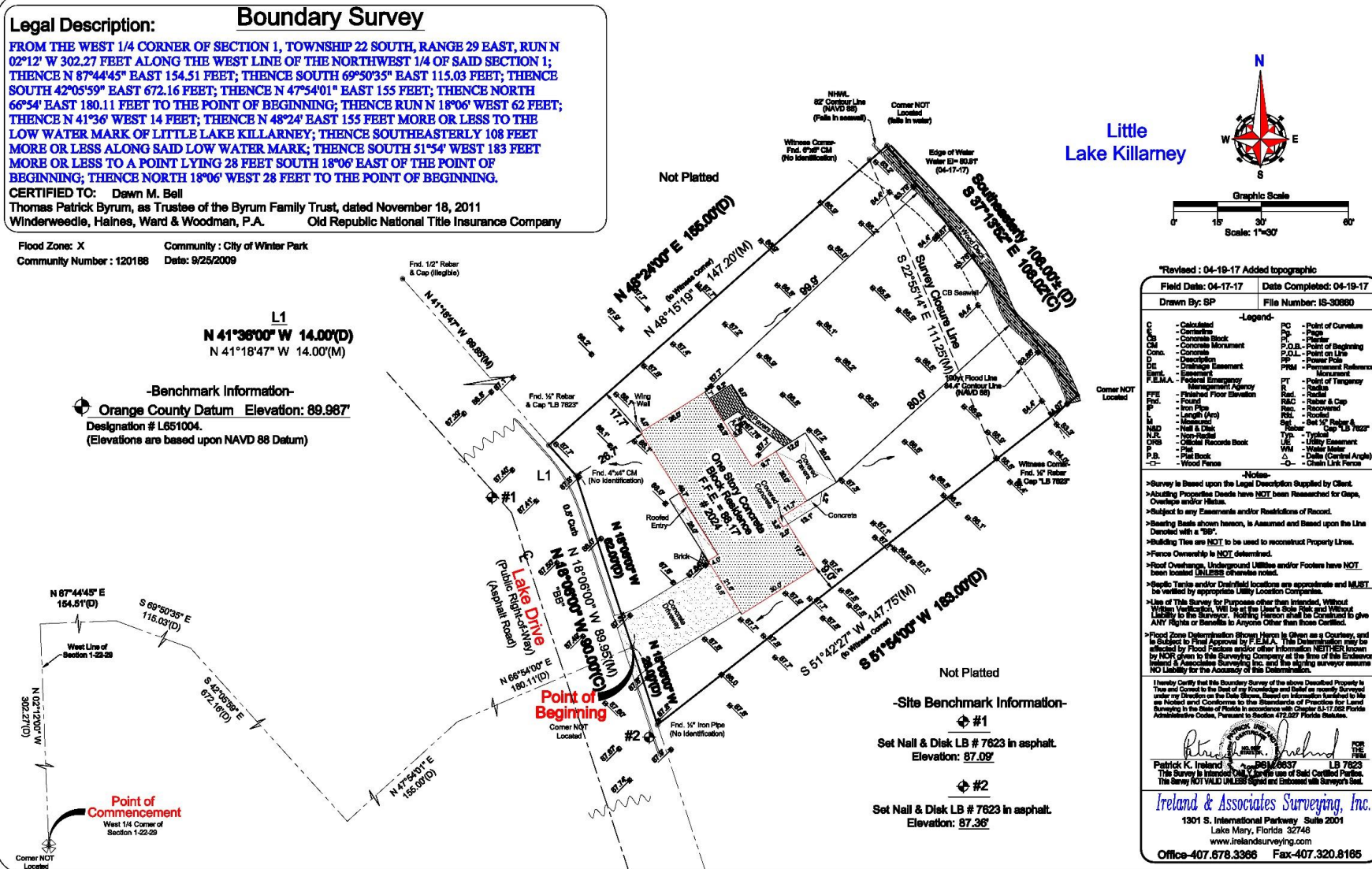
Aerial View



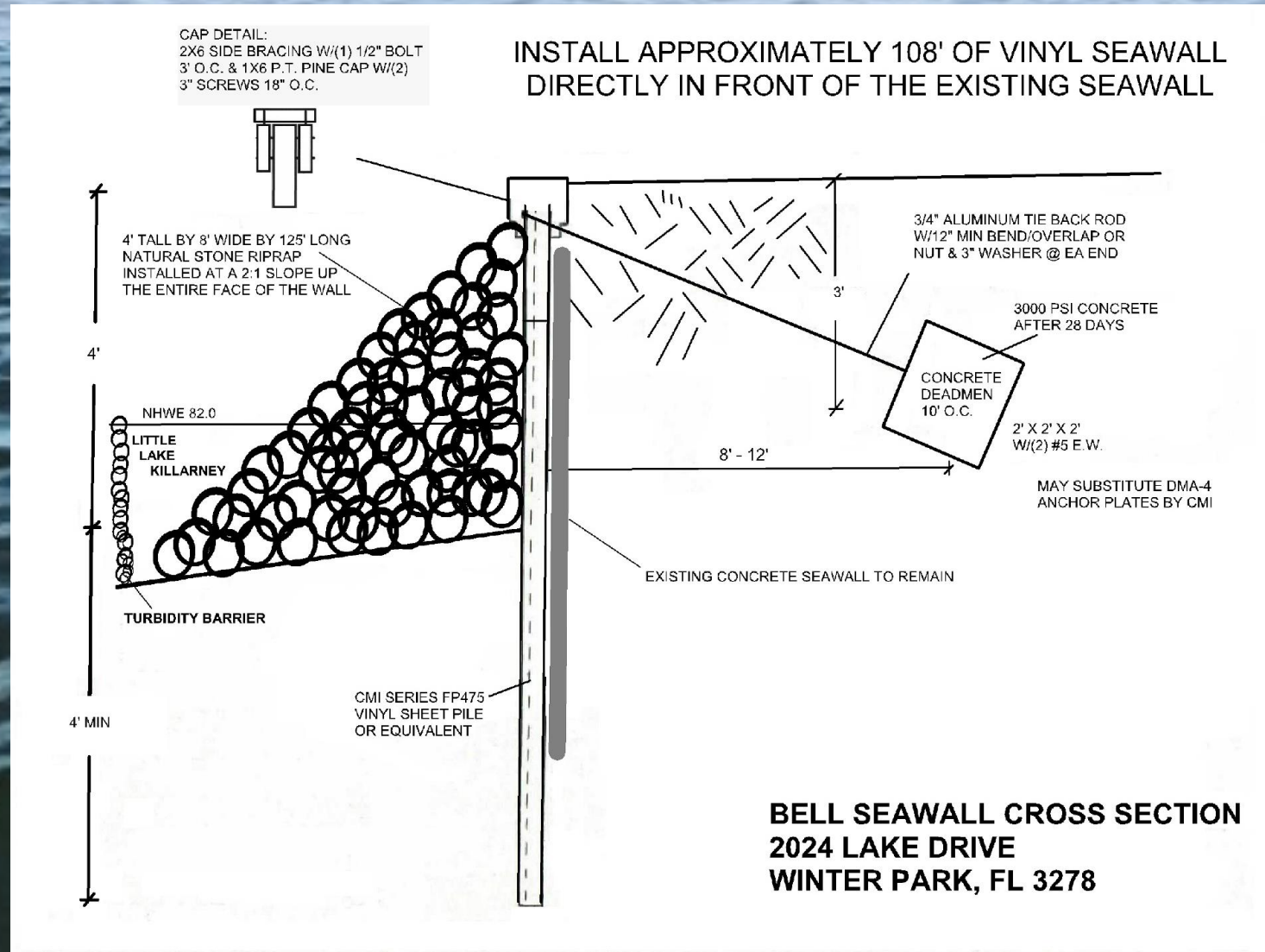
Photos



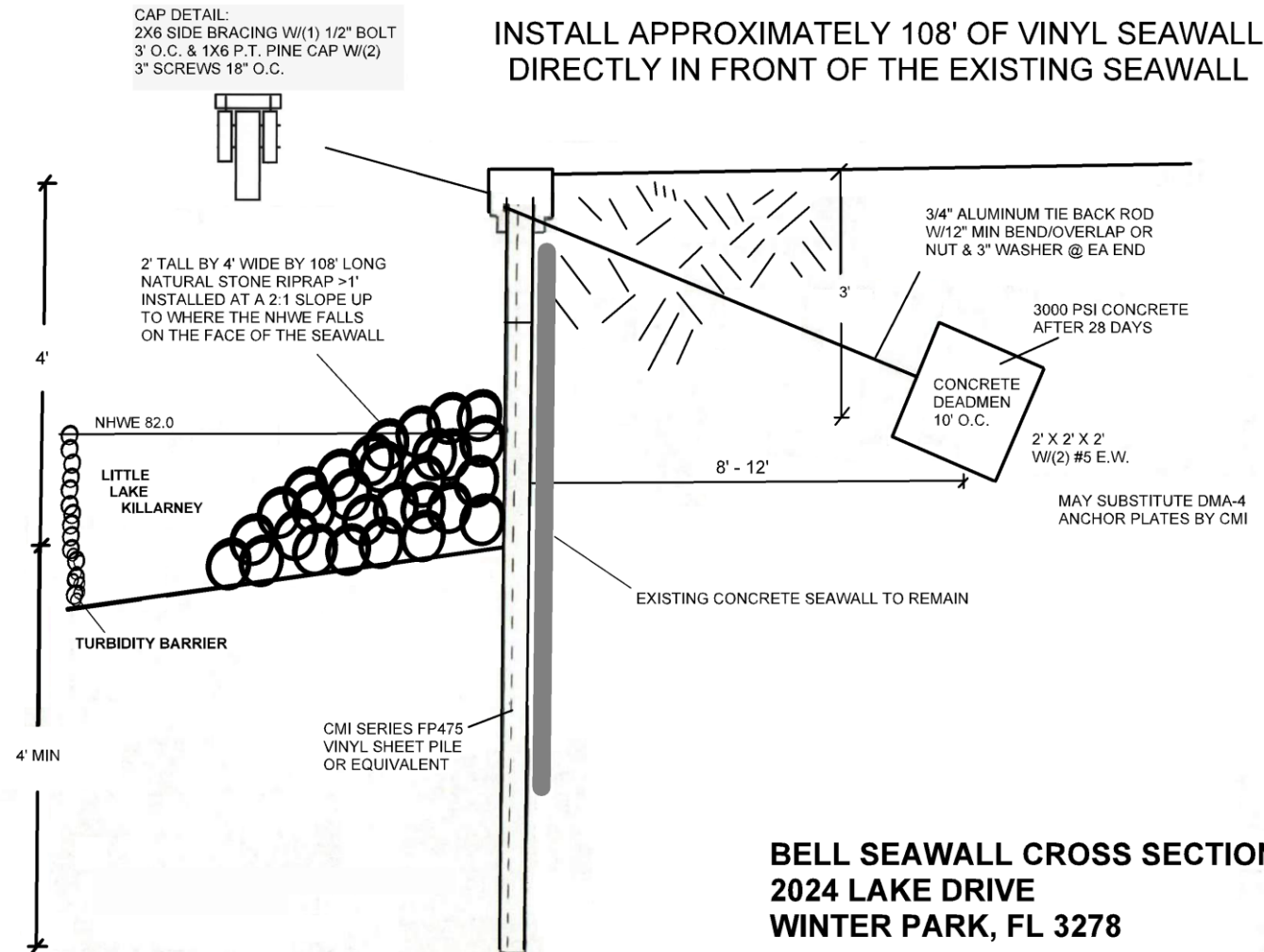
Survey



Previously Approved Cross Section



Revised Cross Section





item type Staff Updates	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Lakes Management

item list

- Water Quality
- Status of Natural Resources Conservation Service Funding
- Maintenance & Efforts
- Side Setback Waiver Form for permit applications
- Florida Department of Environmental Protection (FDEP) Dock Requirement about enclosures
- Telemetry station updates
- Drainwell Update
- Flood Management Guide

Follow-Up Items:

- NRCS Update

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Lake Update 08.2023.pdf](#)

ATTACHMENTS:

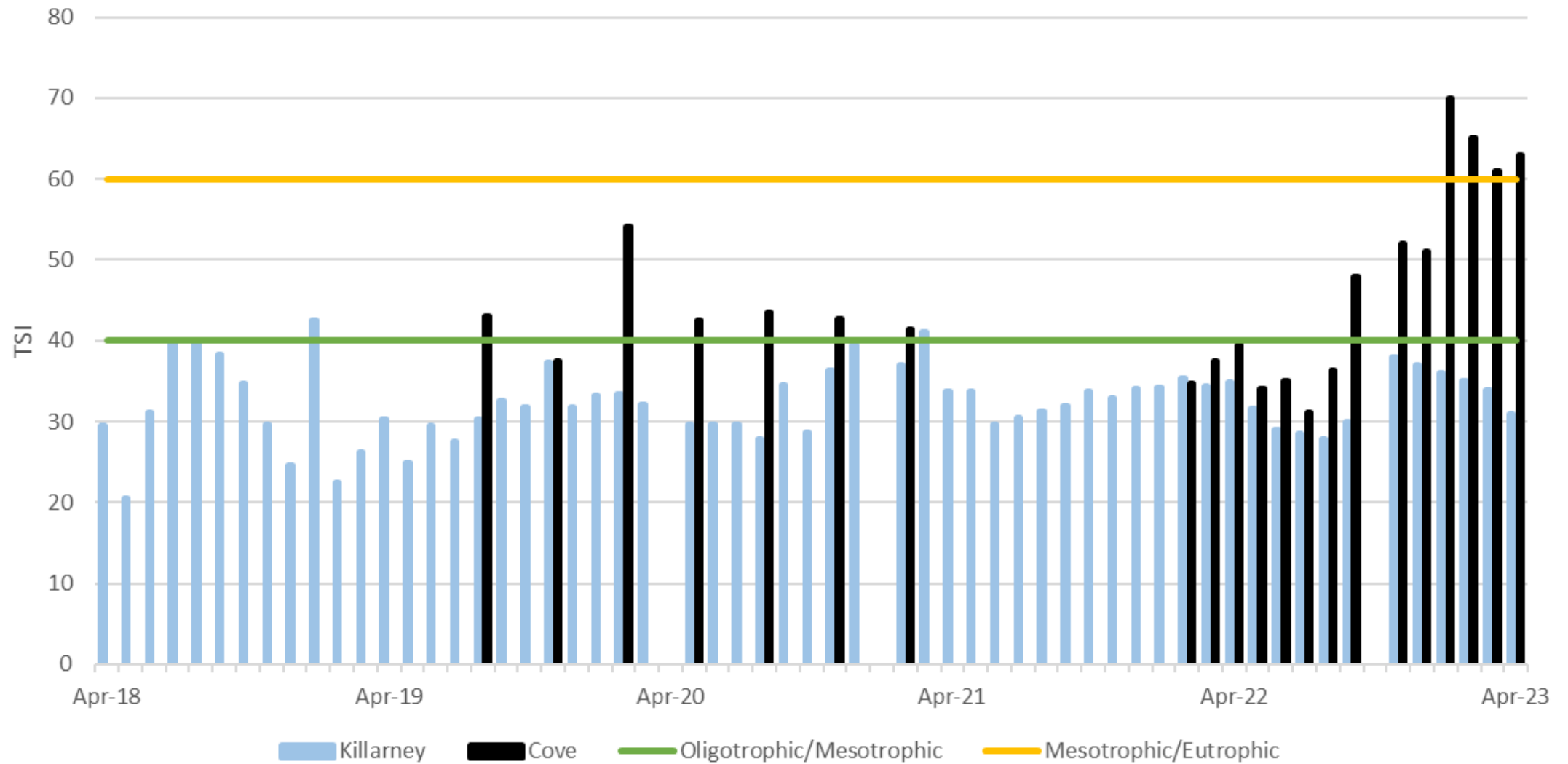
[AFFECTED ADJACENT PROPERTY OWNER LONO.pdf](#)

ATTACHMENTS:

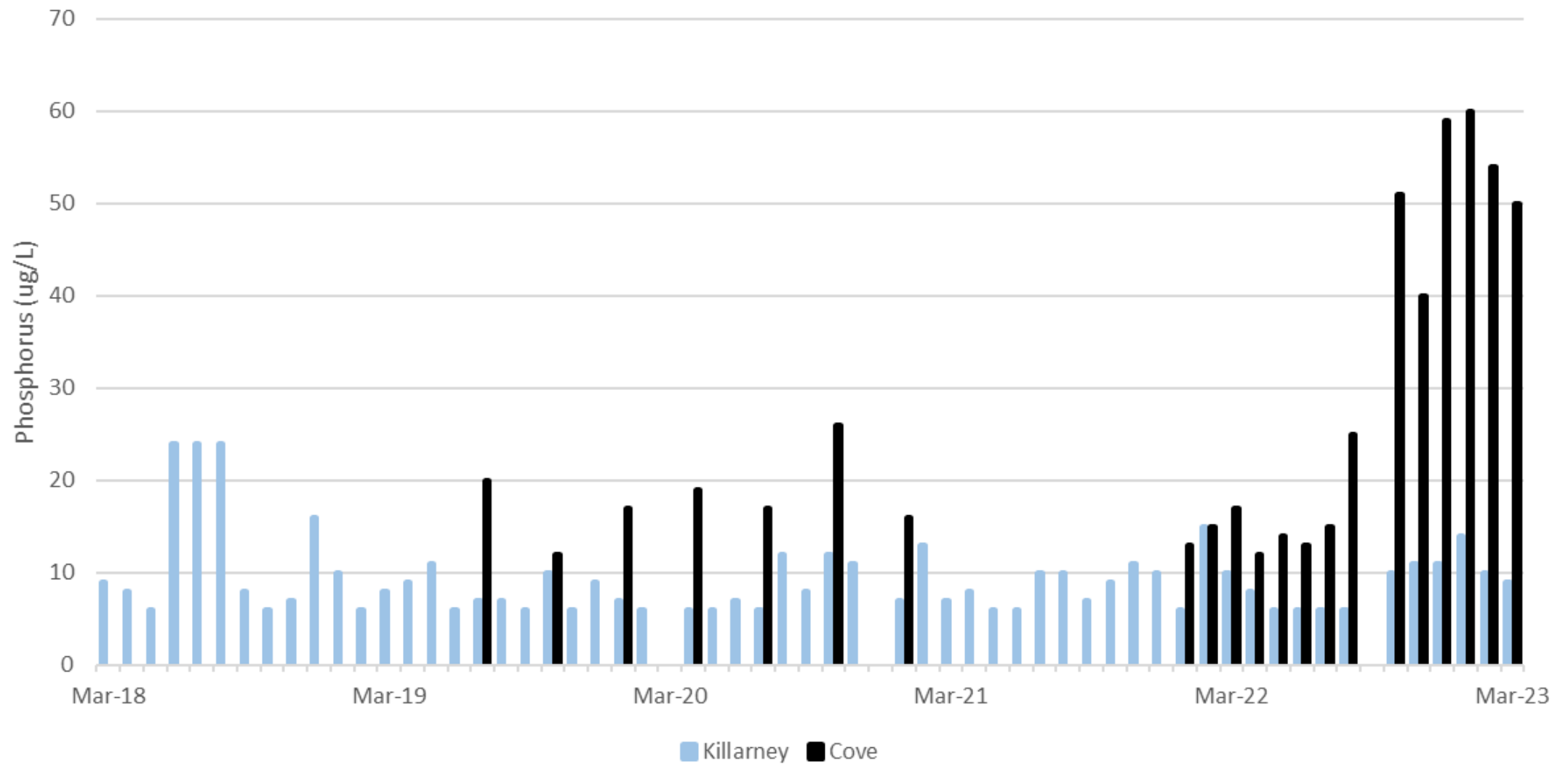
LAKE UPDATE:

- Water Quality Update April
- Status of Natural Resources Conservation Service Funding
- Maintenance and Efforts:
- Side Setback Waiver Form
- Florida Department of Environmental Protection (FDEP) Dock Requirements
- Telemetry Station Updates
- Drainwell Update

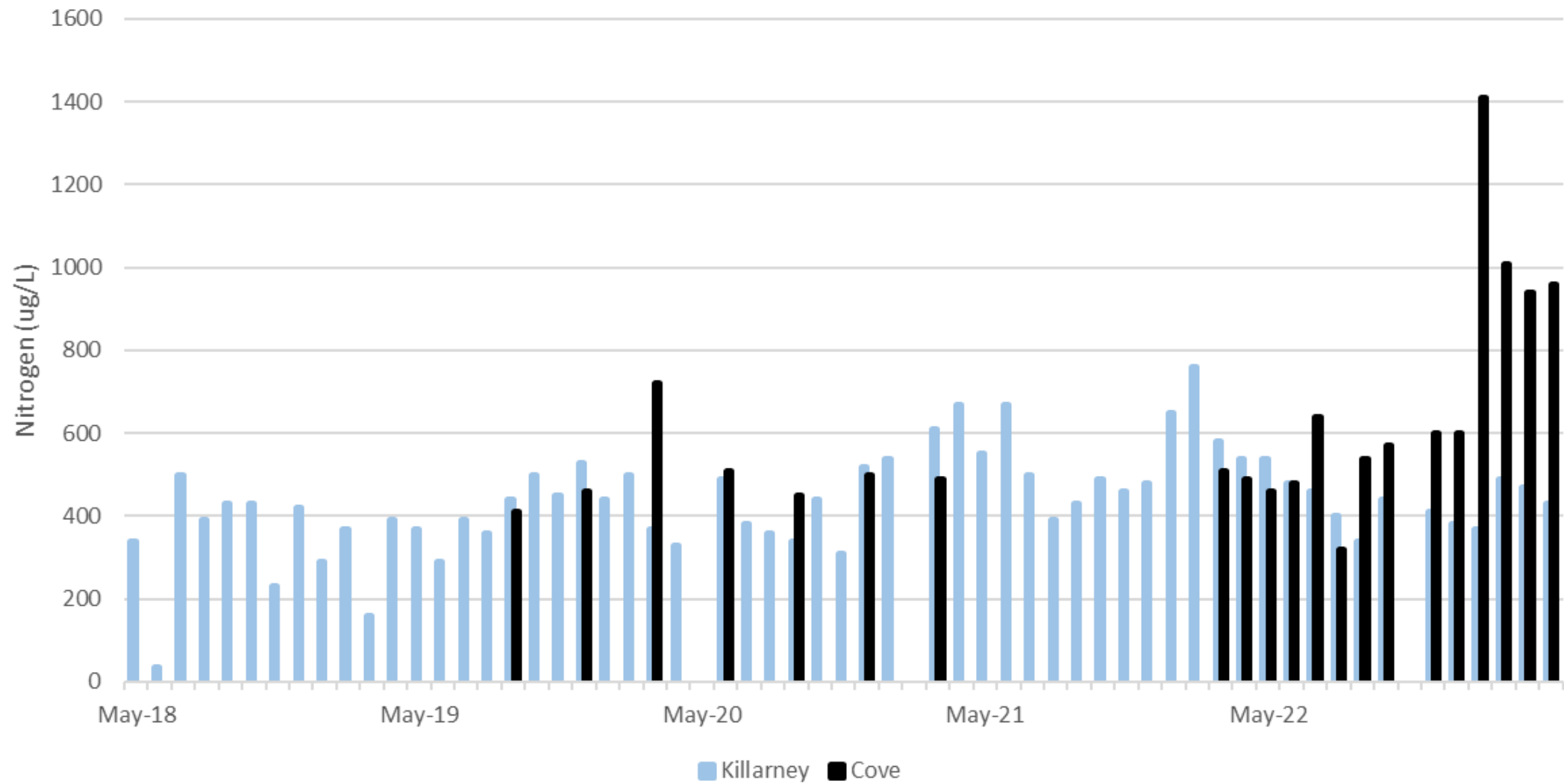
TSI Comparison



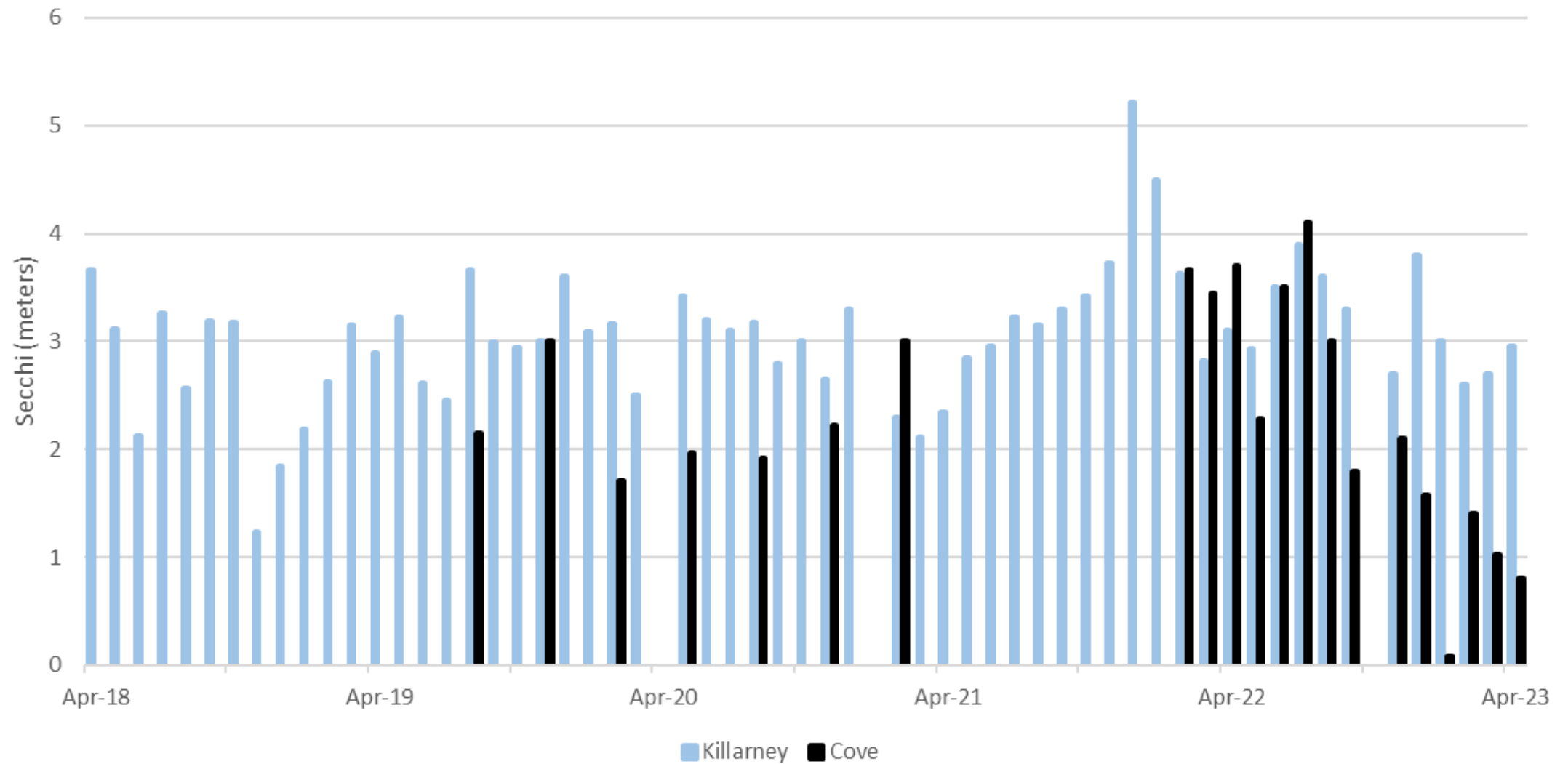
Phosphorus Comparison



Nitrogen Comparison



Clarity Comparison





AFFECTED ADJACENT PROPERTY OWNER NOTARIZED STATEMENT OF NO OBJECTION BOAT DOCK SIDE-SETBACK WAIVER REQUEST

The following side-setback waiver is to be completed by the affected adjacent property owner and serve as written approval following City of Winter Park Code Sec.58-87(c)(3) "All new docks and boathouses shall be constructed ten feet from a side lot line. This side setback can be reduced to five feet if written approval is presented from the adjacent property owners."

I, _____ [Affected Adjacent Property Owner Name], residing at
_____ [Address], on Lake _____ [Name of Lake],
have reviewed my adjacent property owner's proposed dock construction plans dated _____, for the
property located at _____ [Address], and have no objections.

The dock construction plans include a side setback waiver request of _____ feet, in lieu of the minimum 10 feet required by Code.

Signature: _____ Date: _____

Print Name: _____

ACKNOWLEDGEMENT:

STATE OF FLORIDA COUNTY OF: _____

The foregoing instrument was acknowledged before me this _____ day of _____ 20____, by
_____.

(Notary Seal)

Signature of Notary Public- State of Florida: _____

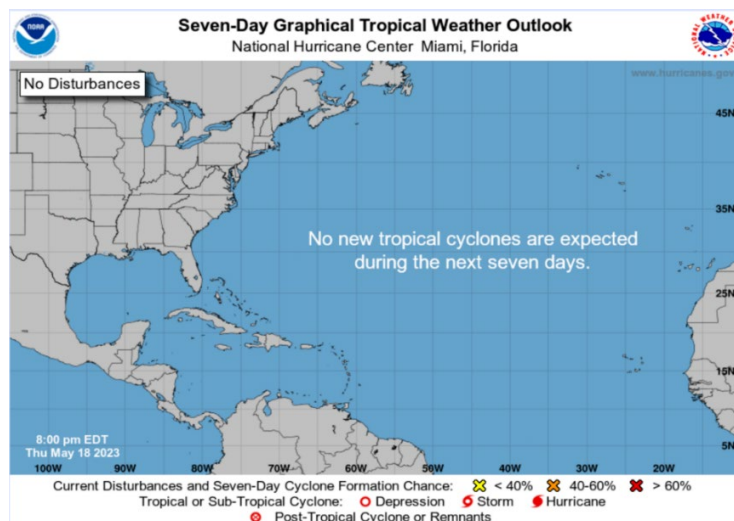


CITY OF WINTER PARK FLOOD MANAGEMENT GUIDE

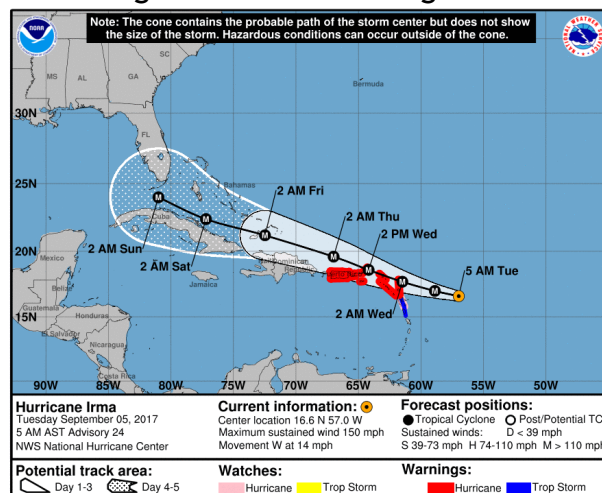
In May of 2023, the National Hurricane Center (NHC) changed its Tropical Weather Outlook notification from five-days to seven-days. The NHC extended the outlook due to technological advancements with satellites and modeling stating that seven-day forecasts are just as reliable as the five-day forecasts.

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, 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.

Seven-Day Outlook:



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



Central Florida Region Defined:



The Central 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.

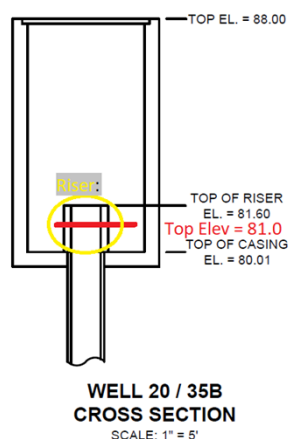
Active Lake Level Alteration Activities- City Wide Specifics

- 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 Management of Lake Levels- Lakes Killarney and Lake Bell Interim Plan

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. During August 1st to November 1st, Lake Killarney will be maintained at 81 ft. as shown in drain well specification below. This requires new set of risers to be installed for this period and is contingent upon approval by Florida Department of Environmental Protection (FDEP).
4. 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.
5. City will maintain and clean drain well intakes, collection boxes and traps, and manage street cleaning services especially during hurricane season.
6. 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.
- The demarcation in red depicts modification to the risers in order to maintain lake elevation at 81.0 ft. and requires FDEP approval.



NATURAL RESOURCES & SUSTAINABILITY DEPARTMENT CHECKLIST

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

During August 1st to November 1st, Lake Killarney will be maintained at 81 ft. via newly designed risers.

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 permittable.
 - 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.



item type Staff Updates	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Stormwater Management

item list

- CIP updates
- Infrastructure Projects for Stormwater: Nicolet Pond, Killarney Dr. pipe replacement, update on Lake Bell weir meeting
- Fiscal year 2023-24 CIP 5 year plan
- Current Lakefront Construction
- Status of increasing the capacity of MLK Pond

Follow-Up Items:

- Outfall condition update
- Library and Events Center - Stormwater Management As-Builds update
- CRS Update

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[SW Update 8.23](#)

Stormwater Staff Update

Lake Killarney Advisory Board

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	\$77,041	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 outfall 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 30% complete.
				2) <u>Stormwater Outfall Dredging</u> - The City recently entered a new contract for dredging and is developing a schedule for several stormwater outfalls.
				3) <u>Ward Park ponds construction</u> - Estimated cost \$150k. NE and NW Pond excavation and sodding is complete. The piping to be installed in August 2023.
				4) <u>357 E Lake Sue Ave</u> - Increase storm sewer inlet capacity at the low point in Lake Sue Ave.
565203	Lk. Bell Weir Outfall Improvements -	2009	\$69,223	Repairs may be required on the Lake Bell outfall weir. Met with consultant on June 30, 2023, scope of services is being prepared.
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 on October 13, 2021 and by the Seminole County Commission on December 14, 2021. 60% plans completed and submitted to Seminole County. Process to permit 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. Project manager to be assigned, project schedule to be developed, best management practice analysis to be performed. SJRWMD permit exemption is being requested.
	TOTALS			
	3023406 ACTIVE STORMWATER CIP's		\$1,079,658.79	BALANCE TOTAL

Stormwater Staff Update

Lake Killarney Advisory Board

- Infrastructure Projects
 - Nicolet Pond
 - Killarney Dr Pipe Replacement
 - Update on Lake Bell Weir Meeting
- 2024-28 CIP 5 Year Plan

Stormwater Staff Update

Lake Killarney Advisory Board



Stormwater Staff Update

Lake Killarney Advisory Board

- Follow-up items:
 - Outfall Condition Update
 - Library and Event Center – Stormwater Management As-Builts Update
 - CRS Update



item type	Staff Updates	meeting date	August 2, 2023
prepared by	Victoria Tabor	approved by	
board approval			
strategic objective			

subject

Orange County Update

item list

- Lake Drive
- Piggyback contract

motion / recommendation

background

alternatives / other considerations

fiscal impact



item type Board Comments	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Discussion of Public Comments Received

motion / recommendation

background

alternatives / other considerations

fiscal impact



item type Upcoming Agenda Items	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Upcoming Agenda Items

motion / recommendation

background

alternatives / other considerations

fiscal impact



item type Upcoming Agenda Items	meeting date August 2, 2023
prepared by Victoria Tabor	approved by
board approval	
strategic objective	

subject

Summary of Meeting Actiong Items

motion / recommendation

background

alternatives / other considerations

fiscal impact