



City Commission Regular Meeting

Agenda

October 11, 2023 @ 3:30 PM

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. Meeting Called to Order**2. Invocation**

- a. [Reverend Stuart Shelby, All Saints Episcopal Church](#)

3. Pledge of Allegiance**4. Approval of Agenda****5. Mayor's Report**

- a. [Proclamation - Cyber Security Awareness Month](#) 5 minutes

6. City Manager's Report

- a. Presentation by Chamber of Commerce: 10 minutes
Recognition as National 3 Chamber of the Year
Prosperity Scorecard Update
Chamber Legislative Priorities

7. City Attorney's Report**8. Non-Action Items**

- a. [Appointment of Melissa Blaney to Code Compliance Board - Commissioner Cruzada](#)

9. Public Comments | 5 p.m. or soon thereafter

(If the meeting ends earlier than 5 p.m., public comments will be at the end of the meeting. Three minutes are allowed for each speaker.)

10. Consent Agenda

- a. [Approve the minutes of the regular meeting, September 27, 2023](#) 1 minute
- b. [Approve the minutes of the subcommittee meeting, September 28, 2023.](#) 1 minute
- c. [Approve the following piggyback contracts:](#) 1 minute
 - 1. Cubix, Inc. - OUC Contract #5050-OQ - Floor Covering - Carpet Cleaning; For services on an as-needed basis during the term of the Agreement through December 14, 2024; Amount: \$175,000
 - 2. Action Target, Inc. - GSA Contract #GS-07F-0482Y - Law Enforcement and Security Equipment Supplies and Services; For goods and services on an as-needed basis during the term of the

- Agreement through July 17, 2027; Amount: \$80,000
3. Municipal Emergency Services - Lake County Contract #22-730G - Fire Equipment, Supplies, and Services; For goods and services on an as-needed basis during the term of the Agreement through July 31, 2025; Amount: \$25,000
 4. Hawkins, Inc. - Tohopekaliga Water Authority Contract #IFB-23-083 - Supply and Delivery of Hydrofluosilic Acid; For goods on an as-needed basis during the term of the Agreement through May 31, 2024; Amount: \$80,000
 5. Verizon Wireless - State of Florida Contract #DMS-19/20-006C - Mobile Communication Services; For goods and services on an as-needed basis during the term of the Agreement through August 24, 2026.

d. [Approve the following contracts:](#)

1 minute

1. Allcrete, Inc. - IFB23-22 - Continuing Concrete Services - Amendment 1; For services on an as-needed basis during the term of the Agreement through October 7, 2024; Amount: \$750,000
2. KMF Architects - RFQ31-22 - Professional Architectural Services; Task Order for Fire Training Center design services; Amount: \$167,167.44
3. Matheson Tri-Gas, Inc. - IFB16-21 - Purchase and Delivery of Liquid Oxygen - Amendment 3; For goods on an as-needed basis during the term of the Agreement through January 11, 2025; Amount: \$250,000
4. AGH Management, LLC - IFB5-22 - Athletic Field Maintenance and Laserfield Leveling; For services on an as-needed basis during the term of the Agreement through May 2, 2024; Amount: \$100,000

e. [Approve ARPA Funding Allocations - Downtown WiFi Node Upgrades](#)

1 minute

11. Action Items Requiring Discussion

- a. [Howell Branch Preserve Trail Project - Florida Department of Environmental Protection Grant](#)
- b. [City Manager's Annual Evaluation](#)

30 minutes

10 minutes

12. Public Hearings: Quasi-Judicial Matters

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

13. Public Hearings: Non Quasi-Judicial Matters

(Public participation and comment on these matters may be virtual or in-person.)

-
- a. [Ordinance - Amending the FY23 Adopted Budget \(1st reading\)](#)

2 minutes

14. City Commission Reports

15. Summary of Meeting Actions

16. Adjournment



City Commission

agenda item

item type

Mayor's Report

meeting date

October 11, 2023

prepared by

Parsram Rajaram, Director of IT

approved by

Rene Cranis, City Clerk

subject

Proclamation - Cyber Security Awareness Month

motion | recommendation**background**

October 2023 has been declared Cyber Security Awareness Month by The President of the United States and several other agencies.

strategic objectives**alternatives | other considerations****fiscal impact****attachments**

None



City Commission

agenda item

item type

City Manager's Report

meeting date

October 11, 2023

prepared by

Rene Cranis, City Clerk

approved by**subject**

Presentation by Chamber of Commerce:
Recognition as National 3 Chamber of the Year
Prosperity Scorecard Update
Chamber Legislative Priorities

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

None



City Commission

agenda item

item type

Non-Action Items

meeting date

October 11, 2023

prepared by**approved by**

Rene Cranis, City Clerk

subject

Appointment of Melissa Blaney to Code Compliance Board - Commissioner Cruzada

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

1. Blaney Melissa CCB

Citizen Board Application

Profile

Melissa

Blaney

First Name

Middle Initial

Last Name

Suffix

melissa.blaney@mtbengineering.com

Email Address

Please note: Physical address only – no P.O. Box.

1650 Oneco Ave

Home Address

Suite or Apt

Winter Park

City

FL

State

32789

Postal Code

How long have you lived in Winter Park?

7 Years

Mobile: (407) 668-9289

Primary Phone

Alternate Phone

Are you a City resident?

☒ Yes ☐ No

Do you own property in the City?

☒ Yes ☐ No

Are you a registered voter?

☒ Yes ☐ No

Are you employed by the City?

☐ Yes ☒ No

Your Requested Boards (select 3)

Which Boards would you like to apply for?

Code Compliance Board: Submitted

Question applies to multiple boards

Please note: One or more of the boards selected requires financial disclosure.

Please list all city boards for which you have attended a meeting.

Are you currently serving on a City board?

☐ Yes ☒ No

If so, which one?

Have you previously served on a City board?

☐ Yes ☒ No

If so, which one(s)?

Why are you interested in serving on a City board?

I would love to be an active participant in the City, as well as, improving and maintaining our City's beauty and quality.

Do you have any potential conflicts of interest that may arise while serving on one of these boards?

☐ Yes ☒ No

If yes, please provide details:

Certain boards require members to file a Financial Disclosure Form annually. If appointed to one of these boards, would you be willing to comply with this requirement?

☒ Yes ☐ No

Education and Work Experience

Education Background

University of Central Florida/BS Civil Engineering/1997 University of Central Florida/MS Structures and Foundations/1999

Current employment status: *

☒ Self-Employed

MTB Engineering, Inc.
Employer

CEO/President
Job Title

Employer Address

1650 Oneco Ave, Winter Park, FL 32789

Current Professional License/Certification/Registration

Professional Engineer (PE), Florida Board of Professional Engineers, Active, 2001

Please list any skills or work experience that you feel qualify you for appointment to the board(s) you selected.

Consulting Structural Engineer

[MTB_MBlaney_MASTER.pdf](#)

Upload a Resume

Community Involvement

Please provide your community involvement

St. Margaret Mary Catholic Church

Please provide any interests or experience that you feel would qualify you for appointment to the board(s) you selected.

I am a consulting structural engineer, as part of my work I am required to be very familiar and up to date with local building codes, as well as, individual city requirements

Please provide any additional information about yourself that relates to the board(s) you have selected.

I have previously served on the American Society of Civil Engineers Structural Engineering Institute Board, Local Chapter. Additionally, I am the founder and owner of MTB Engineering, a structural engineering consulting firm, dealing with permitting and code requirements on a constant basis.

Acknowledgements:

I understand the responsibility associated with being a board member and I have adequate time to serve on a Board.

☒ Yes ☐ No

Disclosures

This application, when submitted, is a Public Record under Chapter 119, Florida Statutes and therefore is open to public inspection by any person. Please contact the City Clerk's office at 407-599-3277 to discuss possible exemptions from disclosure.



City Commission

agenda item

item type

Consent Agenda

meeting date

October 11, 2023

prepared by**approved by**

Randy Knight, City Manager

subject

Approve the minutes of the regular meeting, September 27, 2023

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

1. Minutes - Sept 27, 2023



City Commission Regular Meeting Minutes

September 27, 2023 at 3:30 p.m.

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

Present

Mayor Phil Anderson, Commissioners Marty Sullivan, Sheila DeCiccio, Kris Cruzada, and Todd Weaver; City Manager Randy Knight; Assistant City Manager Michelle del Valle; City Attorney Rick Geller; City Clerk Rene Cranis

1) Meeting Called to Order

Mayor Anderson called the meeting to order at 3:30 p.m.

2) Invocation

The invocation was given by Reverend Kathy Beasley, Unity of Central Florida, followed by the Pledge of Allegiance.

3) Approval of Agenda

4) Mayor Report

a. Proclamation for National Drive Electric Week

Mayor Anderson read the proclamation declaring the week of September 22 through October 1 National Drive Electric Week and presented the proclamation to Department of Natural Resources and Sustainability staff.

b. Proclamation for Florida Climate Week and Energy Efficiency Day 2023

Mayor Anderson read a proclamation recognizing the week of October 2 through October 8 as Florida Climate Week and October 4 as Energy Efficiency Day. He presented the proclamation to Laura Betts, Orlando Program Manager of The CLEO Institute, who thanked the city for the proclamation and support of climate and energy efficiency initiatives. Commissioner Sullivan encouraged residents to participate in the free virtual events on sustainability issues and efforts.

5) City Manager Report

a. Update on CRA expansion/extension

Mr. Knight reported on meetings with Orange County Commissioner Emily Bonilla regarding the expansion/extension of the CRA and next steps in the process which should be complete by Spring 2024.

b. City Manager's Report

- Advised that staff will propose during the budget discussion eliminating funding for the Federal lobbyist and replace it with a grant writer who will pursue state, federal and private grants which staff feels is a better use of funding.
- Announced that Engineer Hong Lim passed his Professional Engineer exam.

6) City Attorney Report

- Gave an update on the code violation for 6 Isle of Sicily, which the owner can appeal through Orange County Court.
- Reported on the OAO mediation with Demetree. The matter will move forward with court ordered mediation with the trial set for the week of Thanksgiving.

7) Non-Action Items

- a. Appointment of Michael Dively to Parks and Recreation Advisory Board - Commissioner DeCiccio

Commissioner DeCiccio reported the appointment of Michael Dively to fill a vacancy.

8) Public Comments | 5 p.m. or soon thereafter (taken after recess)

9) Consent Agenda

- a. Approve the minutes of the regular meeting, September 13, 2023.
- b. Approve the minutes of the work session, September 14, 2023
- c. Approve the following piggyback contracts:
1. Office Depot, Inc. - City of Tamarac/OMNIA Partners Contract #19-12R - Office Supplies, Products & Related Services; for goods on an as-needed basis during the term of the Agreement through October 13, 2027; Amount: \$80,000
 2. Sweeping Corporation of America - Sourcewell Contract #062421-SWP - Facilities Maintenance Services; for services on an as-needed basis during the term of the Agreement through August 8, 2025; Amount: \$250,000
 3. Lytx, Inc. - GSA Contract #GA-35F-0623S - Video Subscription Services for Fleet Vehicles; for services on an as-needed basis during the term of the Agreement through July 15, 2024; Amount: \$100,000
- d. Approve the following contracts:
1. Credit Bureau Systems, Inc. - RFP13-20 - EMS Billing Services - Amendment 2; For services during the basis of the term through October 19, 2024; Amount: \$100,000
 2. Jacobs Engineering Group, Inc. - RFQ17-10 - Continuing Engineering Services for Water-Wastewater Systems - Renewal; for services during the basis of the term through October 1, 2024; Amount: \$600,000

3. Metlife - FY24-1 - Group PPO Dental Benefits - Renewal; For services during the basis of the term through October 1, 2024; Amount: \$450,000
4. New York Life - FY24-2 - Life, AD&D and Disability Insurance - Renewal; for services during the basis of the term through October 1, 2024; Amount: \$350,000
5. Cigna Health and Life Insurance Company - FY24-3 - Medical Insurance Stop Loss & Administration - Renewal; for services during the basis of the term through October 1, 2024; Amount: \$1,325,000
- e. Approval of the following formal solicitations:
 1. Ovation Construction Company, Inc. - RFQ20-23 - Repair and Construction Services (Projects Under \$300,000); Amount: \$1,000,000
 2. Votum Construction - RFQ20-23 - Repair and Construction Services (Projects Under \$300,000); Amount: \$1,000,000
- f. Approve HIDTA Grant Pass-through Funding for FY 2024; Amount: \$103,740.

Motion made by Commissioner DeCiccio to approve the Consent Agenda; seconded by Commissioner Sullivan. There were no public comments. **Motion carried unanimously with a 5-0 vote.**

10) Action Items Requiring Discussion

- a. Temporary Use Agreement for Holler Hyundai

Director of Planning and Zoning Jeff Briggs provided details on the request to allow for off-site vehicle inventory storage and employee parking on Orange County School Board property while the Holler Hyundai building is being renovated. Because storage is not a permitted use under current zoning on the property, this allows temporary use of the property.

Motion made by Commissioner Weaver to approve the agreement. There were no public comments. **Motion was seconded by Commissioner Sullivan and carried unanimously with a 5-0 vote.**

The agenda was taken out of order to adjust for matters to be heard after 5:00 p.m.

12) Public Hearings: Quasi-Judicial Matters

13) Public Hearings: Non-Quasi-Judicial Matters

- a. ORDINANCE 3284-23 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING CHAPTER 58, ARTICLE V, DIVISION 1, SECTION 58-169 OF THE CITY CODE OF ORDINANCES TO ADDRESS THE DISCHARGE OF COOLING WATER FROM BUILDINGS ADJACENT TO CENTER STREET; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE. (2nd reading)

Attorney Geller read the ordinance by title. Mayor Anderson explained the purpose of the ordinance.

Motion made by Commissioner DeCiccio to adopt the ordinance; seconded by Commissioner Sullivan. There were no public comments. **Upon a roll call vote, Commissioners Sullivan, DeCiccio; Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.**

- b. ORDINANCE 3285-23 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA ADOPTING AN AMENDMENT OF THE SOLID WASTE AND RECYCLABLES COLLECTION FRANCHISE AGREEMENT BETWEEN THE CITY OF WINTER PARK AND WASTE PRO OF FLORIDA, INC.; PROVIDING TERMS, CONDITIONS AND OTHER PROVISIONS; AND PROVIDING AN EFFECTIVE DATE (2nd reading)

Attorney Geller read the ordinance by tile.

Motion made by Commissioner DeCiccio to adopt the ordinance; seconded by Commissioner Sullivan. There were no public comments. **Upon a roll call vote, Commissioners Sullivan, DeCiccio; Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.**

- c. Proposed amendments to the Comprehensive Plan and Chapter 58, Land Development Code, Article I, Comprehensive Plan to adopt a new Comprehensive Plan goals, objectives and policies document. (First reading will be on October 25th for the entire document.)

Mr. Briggs explained the process for comp plan updates. Changes reviewed in a recent commission work session posted on the website for public comment. He noted the change to Policy 5-1.1.9 relating to purchase of electric vehicles (EVs) from "the city shall consider the costs and benefits of vehicles powered by alternative fuels or engine design" to "the City shall purchase vehicles ..."

Mayor Anderson said although he feels the city should prioritize the purchase of EVs, he feels it should not be a mandate. He expressed his concern about future budgets, supply and demand, and performance requirements.

Commissioner Weaver spoke about cost of ownership and said he feels the city has considered costs and benefits when purchasing EVs.

Motion made by Mayor Anderson to approve the proposed changes modifying the last sentence of Section 5-1.1.9 to read "...the city shall prioritize the purchase of vehicles powered by alternative fuels or engine designs, such as hybrid or electric vehicles, provided the budget and performance requirements are also met."; seconded by Commissioner DeCiccio.

Commissioner Sullivan disagreed as he believes EVs do provide budget and performance requirements and priorities can change over time. He questioned the exceptions of life, safety or maintenance and said he would not vote for prioritizing the purchases nor the provision that budget and performance requirements are met.

Mayor Anderson said he feels it is not prudent to adopt a long-term policy without exceptions.

Commissioner Cruzada agreed with Mayor Anderson regarding performance requirements. He said EVs are software driven and is concerned about technology failure that may put staff at risk.

Commissioner DeCiccio agreed with Commissioner Cruzada and Mayor Anderson. She wants to retain flexibility due to the unknown.

Discussion followed on prioritizing versus mandating the purchase of EVs, the impact and unknown changes/advancements.

Motion made by Commissioner Weaver to support staff and the Planning and Zoning Board's recommendation. (no second) Mayor Anderson said there is a motion on the floor and if it fails, the commission will consider Commissioner Weaver's motion if the standing motion fails.

Stephanie Breske, 640 Berwick Road, read excerpts from a report of the International Energy Agency on environmental impact and challenges of mining materials and in manufacturing of EVs. She asked for the cost to taxpayers to purchase EVs. Mayor Anderson responded that the costs and expenditures are looked at in every budget.

Gigi Papa, 1440 Hibiscus Avenue, said she feels this should not be a mandate.

Michael Perelman, 1010 Greentree Drive, suggested including definitions in the comp plan for different types of park land, i.e., open spaces, conservation area, recreation land, playing fields, etc. to determine what types are appropriate for the city. Mr. Briggs said staff will look at as part of changes.

Motion to approve with amendment carried with a 3-2 vote. Commissioners Sullivan and Weaver voted no.

14) City Commission Reports

Commissioner Sullivan –

- Advised of a public meeting on city trees on October 19th at the Library.

Commissioner DeCiccio noted some confusion about the meeting and attendance by members by the Tree Preservation Board and possibly members of the Commission which would require public notice. She asked whether it will be broadcast and whether minutes will be prepared.

Mr. Knight said the Library is not equipped to broadcast meetings. He suggested that the meeting could be a work session with proper notice and minutes. After discussion, consensus was for staff to prepare an agenda as a work session, provide notification, attend and provide minutes. and the meeting not be broadcast.

Commissioner Cruzada –

- Expressed concern about lack of maintenance of properties and asked if there is a policy for staff to drive around neighborhoods to look for poorly maintained property. Mr. Knight said code compliance officers do periodic checks and follow procedures for enforcement.

Ms. del Valle added that residents may call the non-emergency police department number to report suspicious activity or areas of concern.

Commissioner Weaver -

- Addressed a recent presentation on parking and asked for the best way to share insights from the presentation. Mr. Briggs suggested a work session.

Discussion followed on topics for the work session, i.e., adaptive reuse of parking areas, parking inventory, paid or zoned parking components, bicycle and pedestrian safety, wayfinding or searching for parking spaces, and parking requirements for different uses. Mayor Anderson asked for the slide from the presentation showing diversified parking, Consensus was to schedule for a work session.

A recess was held from 5:01 to 5:13 p.m.

8) Public Comments | 5 p.m. or soon thereafter

Cole Joseph, 1457 Lone Feather Trail, provided information on his Eagle Scout project which is to research and conduct a presentation on American flags. He asked for the commission's help in spreading the word about his presentation which will be given at American Legion Post 243 in Oviedo on Saturday, October 20th at 9 a.m. Mayor Anderson directed him to Director of Communications Clarissa Howard to help with disseminating the information.

Chris Mathieson, 125 E. Pine, spoke about the city's heritage and said he feels the lack of a black voice on the commission is a problem, not created by the current commission, but needs to be addressed.

Linda Walker, 794 W. Comstock, expressed her displeasure with a staff member's actions on CRA projects and asked the city to look into the actions as it relates to promotion of a newly incorporated neighborhood association and dues. Mr. Knight will check into.

11) Millage Rate and Budget Public Hearings | 5:00 p.m. or soon thereafter

- a. ORDINANCE 3282-23 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA ADOPTING A 4.0923 MILL AD VALOREM TAX LEVY UPON ALL REAL AND PERSONAL PROPERTY FOR APPROPRIATION TO THE GENERAL OPERATING EXPENSES OF THE CITY, AND A 0.2379 MILL VOTED DEBT SERVICE LEVY UPON ALL REAL AND PERSONAL PROPERTY FOR APPROPRIATION TO THE CITY OF WINTER PARK, FLORIDA GENERAL OBLIGATION BONDS, SERIES 2017 & 2020. (2nd reading)
- b. ORDINANCE 3283-23 - AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024 AND ACCOMPANYING FIVE YEAR CAPITAL IMPROVEMENT PLAN; APPROPRIATING FUNDS FOR THE GENERAL FUND, DESIGNATIONS TRUST FUND, STORMWATER UTILITY FUND, COMMUNITY REDEVELOPMENT FUND, AFFORDABLE HOUSING TRUST FUND, MULTI-MODAL TRANSPORTATION IMPACT FUND, FEDERAL FORFEITURE FUND, POLICE GRANT FUND, DEBT SERVICE FUND, WATER AND SEWER FUNDS, ELECTRIC UTILITY FUND, FLEET MAINTENANCE FUND, EQUIPMENT REPLACEMENT FUND, EMPLOYEE INSURANCE FUND, GENERAL INSURANCE FUND, CEMETERY TRUST FUND, GENERAL CAPITAL PROJECTS FUND AND STORMWATER CAPITAL PROJECTS FUND; PROVIDING FOR MODIFICATIONS; PROVIDING FOR AMENDMENTS TO SAID ANNUAL BUDGET TO CARRY FORWARD THE FUNDING OF PURCHASE ORDERS OUTSTANDING AND UNSPENT PROJECT BUDGETS AS OF SEPTEMBER 30, 2023; AND AUTHORIZING TRANSFER OF FUNDS HEREIN APPROPRIATED BETWEEN DEPARTMENTS SO LONG AS THE TOTAL FUND APPROPRIATIONS SHALL NOT BE INCREASED THEREBY (2nd reading)

Mayor Anderson said the millage rate needed for FY 2024 to generate the same property tax revenue in 2023 is 3. 7633 mills. The proposed budget requires a millage rate of 4. 0923 mills which will remain the same tax rate for a 16th year. The increase in property tax levy is due to increases in assessed value of properties. In addition, a 0.2379 voted debt service is levied to cover bonds issued in 2017 and 2020 approved by the voters in March 2016 to cover the cost of the new library and events center.

A simultaneous public hearing was held on these ordinances. Attorney Geller read the ordinances by title.

Mr. Knight noted that the budget reflects the elimination of funding for a Federal lobbyist to be replaced by a grant writer position, which only is a line-item change.

Motion made by Commissioner DeCiccio to adopt the millage rate ordinance; seconded by Commissioner Sullivan. Motion carried unanimously with a 5-0 vote.

Motion made by Commissioner DeCiccio to approve the budget ordinance; seconded by Commissioner Sullivan. Motion carried unanimously with a 5-0 vote.

Gigi Papa, 1440 Hibiscus Avenue, said she feels spending is out of control and decisions made are for the advancement of personal agendas. She expressed her hope for more diversity on the commission and city boards and urged residents to apply for board member positions. She suggested the commission should be focused on local issues, like potholes.

Stephanie Breske, 640 Berwick Road, suggested changing the library hours rather than adding Sunday hours, to save money. She asked for more funding for completion of electric undergrounding and opposed smart city technology that imposes on privacy.

Mayor Anderson responded to comments stating that the CRA is contributing toward the cost for Sunday library hours and to increase programs for new and small businesses and children; Smart City efforts are for installation of fiber lines to provide options for high speed internet and traffic lights; delay of undergrounding is due to the ability to get transformers to build out the system, but the city every effort to purchase transformers which have 18+ month delivery time; and potholes have been inventoried and are on a project list and included in the budget.

Upon a roll call vote on the motion to adopt the millage rate ordinance, Commissioners Sullivan, DeCiccio; Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.

Upon a roll call vote on the motion to adopt the budget ordinance, Commissioners Sullivan, DeCiccio; Cruzada and Weaver and Mayor Anderson voted yes. Motion carried unanimously with a 5-0 vote.

15) Summary of Meeting Actions

- Presented proclaims for National Drive Electric Week, Florida Climate Week and Energy Efficiency Day.
- Received appointment of Michael Dively to the Parks and Recreation Advisory Board.
- Approved the Consent Agenda.
- Approved the temporary use agreement with Holler Hyundai
- Adopted ordinance relating to cooling water discharge on Center Street.
- Adopted ordinance amending and extension of franchise with Waste Pro.
- Approved proposed amendments to Comp Plan with a revision.
- Adopted the millage rate and budget ordinances for FY 2024.
- Directed staff to advertise the tree canopy public meeting on October 19th as a work session and take minutes.
- Schedule work session to discuss parking.
- Staff to look into comments made by Mrs. Walker.

16) Adjournment

The meeting adjourned at 5:50 p.m.

Mayor Phillip M. Anderson

ATTEST:

City Clerk Rene Cranis



City Commission Subcommittee Meeting Minutes

September 28, 2023 at 1:00 p.m.

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

Present

Mayor Phil Anderson; Commissioner Kris Cruzada; City Manager Randy Knight; Director of Public Works and Transportation Charles Ramdatt; Engineer Hong Lim; and City Clerk Rene Cranis.

1) Call to Order

Mayor Anderson called the meeting to order at 1:00 p.m.

2) Discussion Items

a. S.R. 426 Project

Mr. Lim presented the most recent map from FDOT on this project which will be presented in upcoming meetings. He said the staff is waiting for feedback from the Fix 426 group's feedback on bricking of the intersection and pedestrian hybrid beacon (PHB) for the location.

Mr. Knight asked if there were resident objections to any portion. Mr. Lim noted FDOT is correcting an error related to one of the exits at Sylvan Drive that should be one-way, not two-way, and said the residents understand the current project may only address one of their concerns but would like to continue communication after the project is completed in an effort to address the other requests related to traffic signal, pedestrian safety, and ingress/egress out of the neighborhood.

Director of Public Works Charles Ramdatt noted the Fix 426 group is looking for a consultant to help in discussions with FDOT. Mayor Anderson asked if the city is retaining a consultant to look at the area of Chase and Brewer Curve. Mr. Lim responded Kimley Horn will conduct an in-depth feasibility study and develop concepts and alternatives, and the timeline to complete the study could take a few months. He noted FDOT said this study will have to be a separate project than the 3R Coalition project. He said once the city has a concept and preparing for construction, it would be good to do it in conjunction with the coalition project or right afterward.

Mayor Anderson asked about the installation of speed tables. Mr. Ramdatt explained the process for installing and removing speed tables.

Mr. Lim said the Fire Chief has requested the proposed tightening of the curb and the medians to be mountable for fire trucks.

Mr. Lim noted that FDOT is short \$1.5M for the project and would need reduce the scope starting with the PHBs, if the city could not provide those funds. Commissioner Cruzada asked what the cost structure is for a light in comparison to a pedestrian hybrid beacon. Mr. Ramdatt said a traffic signal is more expensive. Mr. Lim provided cost examples explaining the proposed PHBs for the project are approximately \$400k per area versus the \$680k traffic signal project FDOT is will be doing at 17-92 and Orange Avenue. Mr. Knight asked if he should reach out to the state lobbyist for funding options, Mayor Anderson said it would be a good idea.

Mr. Lim said he inquired with FDOT about whether any roads exist that are comparable to 426 in terms of road type and configuration that use PHBs. FDOT responded no, other roads exist, but none nearby or of comparable capacity. Discussion followed. Mr. Ramdatt suggested using Google Street View as a measure to see the operation of a PHB in a comparable city. In addition, he said other jurisdictions may be able to provide a video showing how pedestrians maneuver in those areas.

Mayor Anderson asked what the next step is. Mr. Ramdatt said he would report to the following to the Commission (1) The 426 group is retaining a consultant to address their concerns and advocate on their behalf. (2) Staff is proceeding with the Kimley Horn study of Chase and Brewer Curve. (3) Staff has talked to FDOT about interim measures on options that can be employed depending on funding. 4) Mr. Knight will set up a meeting meet with state lobbyist.

Mr. Knight expressed concern that the meetings held so far have only engaged the immediately impacted neighbors and not greater Winter Park public for their feedback. Mr. Ramdatt suggested having the Communications Department put the map on the website with very concise information as a means for engagement.

Consensus was for Mr. Anderson to meet with lobbyist initially. Mr. Knight noted that the lobbyist is familiar with the area and suggested a walking tour. With regard to traffic signal cost, Mr. Lim mentioned that the installation of the signal at the Trisman/Henkle intersection would be more expensive because the signals will be at an offset.

3) Adjournment

The meeting adjourned at 1:37 p.m.

Mayor Phillip M. Anderson

ATTEST:

City Clerk Rene Cranis

**item type**

Consent Agenda

meeting date

October 11, 2023

prepared by

Rebecca Watt, Procurement Agent

approved by

Randy Knight, City Manager

subject

1. Cubix, Inc. - OUC Contract #5050-OQ - Floor Covering - Carpet Cleaning; For services on an as-needed basis during the term of the Agreement through December 14, 2024; Amount: \$175,000
2. Action Target, Inc. - GSA Contract #GS-07F-0482Y - Law Enforcement and Security Equipment Supplies and Services; For goods and services on an as-needed basis during the term of the Agreement through July 17, 2027; Amount: \$80,000
3. Municipal Emergency Services - Lake County Contract #22-730G - Fire Equipment, Supplies, and Services; For goods and services on an as-needed basis during the term of the Agreement through July 31, 2025; Amount: \$25,000
4. Hawkins, Inc. - Tohopekaliga Water Authority Contract #IFB-23-083 - Supply and Delivery of Hydrofluosilic Acid; For goods on an as-needed basis during the term of the Agreement through May 31, 2024; Amount: \$80,000
5. Verizon Wireless - State of Florida Contract #DMS-19/20-006C - Mobile Communication Services; For goods and services on an as-needed basis during the term of the Agreement through August 24, 2026.

motion | recommendation

Commission approve the items as presented and authorize Mayor to execute.

background

1. OUC executed this Agreement with Cubix in December of 2021.
2. The Cooperative Purchasing Agency (GSA) issued a formal solicitation to award this contract.
3. The Originating Agency (Lake County) issued a formal solicitation to award this contract in FY22.
4. The Originating Agency (Tohopekaliga Water Authority) issued a formal solicitation to award this contract in FY23.
5. The Originating Agency (State of Florida) issued a formal solicitation to award this contract in FY21. This is a 5-year agreement, any additional expense will be included in the budget.

strategic objectives

Fiscal Stewardship.

alternatives | other considerations

N/A

fiscal impact

Total expenditures included in approved budgets.

attachments

None

**item type**

Consent Agenda

meeting date

October 11, 2023

prepared by

Rebecca Watt, Procurement Agent

approved by

Randy Knight, City Manager

subject

1. Allcrete, Inc. - IFB23-22 - Continuing Concrete Services - Amendment 1; For services on an as-needed basis during the term of the Agreement through October 7, 2024; Amount: \$750,000
2. KMF Architects - RFQ31-22 - Professional Architectural Services; Task Order for Fire Training Center design services; Amount: \$167,167.44
3. Matheson Tri-Gas, Inc. - IFB16-21 - Purchase and Delivery of Liquid Oxygen - Amendment 3; For goods on an as-needed basis during the term of the Agreement through January 11, 2025; Amount: \$250,000
4. AGH Management, LLC - IFB5-22 - Athletic Field Maintenance and Laserfield Leveling; For services on an as-needed basis during the term of the Agreement through May 2, 2024; Amount: \$100,000

motion | recommendation

Commission approve items as presented and authorize Mayor to execute.

background

1. A formal solicitation was issued in FY22 and has been renewed in accordance to the original executed Agreement.
2. This proposal outlines the design planning and scoping for the Fire Training Center to be located at 655 North Wymore Road, Winter Park, Florida 32789.
3. A formal solicitation was issued in FY21 and has been renewed in accordance to the original executed Agreement.
4. A formal solicitation was issued in FY22. The City received one (1) response, staff deemed it to be most advantageous to recommend this vendor for award.

strategic objectives

Fiscal Stewardship.

alternatives | other considerations

N/A

fiscal impact

Total expenditures included in approved budgets.

attachments

1. TO_Fire Training Center_KMF_Redacted



ARCHITECTS

~~September 14, 2023~~

September 21, 2023

23-077R1

**Jennifer Maier
Procurement Manager
City of Winter Park
401 South Park Avenue
Winter Park, FL 32789**

**Subject: Professional Architectural Services - New Fire Rescue Training Center
Contract # RFQ31-22
655 N Wymore Road, Parcel ID 02-22-29-0000-00-036**

Dear Ms. Maier,

Thank you for the opportunity for KMF Architects (hereinafter referred to as KMF) to offer this proposal for professional design services to the City of Winter Park (hereinafter referred to as the City) for the new Fire Rescue Training Center. Our total fee for the services outlined herein will be a lump sum in accordance with our current Continuing Services Agreement.

KMF will provide architectural services and project management. The work on this project requires the services of the following Consultants:

- SGM Engineering, Inc. - MEP Engineering
- Premier Structural Engineering, Inc. - Structural Engineering
- Tri3 Civil Engineering Design Studio, Inc. - Civil Engineering

GENERAL

This letter order shall serve as a general agreement for professional services subject to the Continuing Services Contract and to applicable laws and regulations of the jurisdictions in which the project is located.

PROJECT DESCRIPTION

The City of Winter Park wishes to construct a new training center for firefighters and leaders. The design requirements are attached to this proposal. The fire training structure/tower shall utilize a structural steel frame system and curtain wall design. While described as a training center, the primary project is a single fire rescue tower.

SCOPE OF WORK - PROFESSIONAL SERVICES

KMF has met with Jennifer Maier, Rebecca Watt and Peter Moore via telephone on August 16, 2023 to discuss the City's intent of this project. Based on this discussion and additional conversations had between KMF and the Client, the work will consist of:

- Design of a new Fire Training Structure/Tower on the site identified in the attachment.
- The tower will be a semi-custom tower from a company similar to Fire Facilities.
- Support building for the tower.

KLEINSTEUBER MORGAN & FREUNDE ARCHITECTS

839 N Magnolia Ave, Orlando, Florida 32803 P: 407.298.1988 KMFArchitects.com
LIC# AR93580



ARCHITECTS

- “Lightly” plan for a designated outline location for an appx 3,000SF, 2 or 3 bay future fire station on the site. The design and construction of the fire station is not in this scope.

DELIVERABLES

- **Design Planning and Scoping Package based on Attachment provided by city.**
 - **Site and Tower etc.**
- **AHJ Meetings**
- **30%, 60%, 90%, and Permit submittals**
- **Standard CA**

OTHER

Project Design to be concluded within **6 months of notice to proceed**. Construction anticipated to be 15 months. Extended schedule due to any reason on behalf of the owner may result in additional compensation to KMF. Any delay as a result of the owner of **30 business days** may result in a project restart fee of **\$2,500.00**.

The City understands that construction market conditions are volatile, and that KMF has no control over the costs of goods, services and labor. The City has set a cost of \$1.2M for the construction of the tower. KMF has not verified this estimate. The project may also have other costs that are unknown and impossible at this time. KMF has no control over labor and or material shortages or material lead times.

COMPENSATION (Fee)

KMF proposes to provide the services outlined above for a Lump Sum Fee of **\$167,167.44**. Additional Services, if necessary, will be lump sum, hourly or as otherwise agreed by the parties.

KMF shall invoice the Client monthly or upon each deliverable per agreement.

PURSUANT TO SECTION 558.0035 F.S., AN INDIVIDUAL EMPLOYEE OR AGENT OF KZF DESIGN LLC dba KMF ARCHITECTS MAY NOT BE HELD LIABLE FOR NEGLIGENCE ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE SERVICES PROVIDED.

Thank you for the opportunity to serve the City of Winter Park for this project. We are ready to start work within **30 business days** of notice to proceed.

Sincerely,
KMF Architects

A handwritten signature in orange ink, appearing to read 'Eric Kleinsteuber'.

Eric Kleinsteuber, AIA
Principal



ARCHITECTS

ATTACHMENTS

- Design requirements provided by Winter Park
- Assumptions & Limitations
- Exclusions
- Table A-1: Summary of Total Contract Value
- Table A-2: KMF Fees
- KMF Rates
- Consultant Proposals



1. INTRODUCTION

1.1. Summary

Electronic submissions must be received and time stamped by City of Winter Park's eProcurement portal on or before TBD TBD. Any responses received after said time and date will not be accepted under any circumstances. Official time will be measured by the time stamp from the eProcurement portal, which shall be scrupulously observed. Under no circumstances shall City of Winter Park be responsible for untimely submissions, late deliveries, or delayed responses.

The purpose of this Request For Proposal (RFP) is to solicit competitive sealed bids from a commercial contractor for the provision of design, fabrication, construction, and installation of a fire training facility for use by the City of Winter Park Fire Department et al. The selected contractor will provide all labor, materials, and equipment necessary to prepare the site, construct a foundation, and erect a fire training facility in accordance with the plans and specifications contained herein. Along with the training facility's foundation, a concrete slab will be installed with connections to an existing drive path. The training facility is a prefabricated, 5-story steel structure that requires certification from the manufacturer to erect. Arrangements shall be made by the successful bidder to provide the staffing and equipment to take delivery of and properly store on the project site, the prefabricated training facility structure. It is the responsibility of the successful bidder to maintain full compliance with all applicable local, state, and federal requirements including, but not limited to, those promulgated by the City of Winter Park, Orange County, the Florida Department of Transportation, the Florida Department of Environmental Protection, the US Environmental Protection Agency, the St. Johns River Water Management District, and the Occupational Safety and Health Administration within the given time frame.

1.2. Background

This structure will be used to provide training for firefighters and leaders in controlled environments, which replicate actual conditions.

1.3. Contact Information

Dan Hagedorn

Fire Chief

343 W Canton Ave

Winter Park, FL 32789

Email: dhagedorn@cityofwinterpark.org

Phone: [\(407\) 599-3299](tel:(407)599-3299)

Department:

Fire-Rescue

Department Head:

Dan Hagedorn

Fire Chief

2. SCOPE OF SERVICES



2.1. Technical Specifications

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

Drawings and general provisions of the contract, including General and Supplementary Conditions and Specification Sections, apply to this Section.

1.2 SUMMARY

This Section includes the following:

Fire Training Structure/Tower.

Design Requirements.

1.3 RELATED SECTIONS

The following Sections contain requirements that relate to this section:

1.4 REFERENCES

1.4.1 American Iron and Steel Institute (AISI):

"Specification for the Design of Cold-Formed Steel Structural Members."

1.4.2 American Institute of Steel Construction (AISC):

"Steel Construction Manual", Allowable Stress or Load and Resistance Factor Design.

1.4.3 American Society for Testing and Materials (ASTM) Publications:

ASTM A36 "Standard Specification for Carbon Structural Steel"

ASTM A123 "Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products"

ASTM A653 "Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process"

ASTM A924 "Standard Specification for General Requirements for Steel Sheet, Metallic-Coated by the Hot-Dip Process"

ASTM A992 "Standard Specification for Structural Steel Shapes"

1.4.4 National Fire Protection Association (NFPA):

NFPA 1402 – "Standard On Facilities For Fire Training And Associated Props"



NFPA 1403 – “Standard On Live Fire Training Evolutions”

1.4.5 International Code Council (ICC):

International Building Code

FIRE TRAINING SIMULATOR

PURPOSE:

This structure will be used to provide training for fire fighters and leaders in controlled environments, which replicate actual conditions.

GENERAL:

The fire training structure/tower shall utilize a structural steel frame system and curtain wall design. Structural framing systems are considered the norm for high-rise and commercial structures. The curtain wall/exterior wall panel design produces an ideal buffer or protection between the main structural frame of our building and any exterior elements, so that if an exterior wall panel is damaged (i.e., fire truck hits the side of the tower) no structural damage is likely to occur. This wall panel system also creates a flat surface ideal for ladder or rappelling anywhere on the tower to simulate actual street conditions.

STRUCTURAL INTEGRITY:

The wind loads, deck and the roof loads stated herein represent the standard criteria. Increased loadings, as may be dictated by local jurisdictions, will be accommodated. The primary structural system shall utilize hot-rolled structural steel column and beam frames sized to meet and exceed the loads as indicated. This training simulator shall be considered a nonbuilding structure for both code compliance and load interpretation. The primary and secondary structural system shall also meet and exceed the loads as indicated while maintaining a maximum deflection of $L/240$.

CODE COMPLIANCE:

The fire training structure/tower's primary structural and seismic design shall be in accordance with the building code having jurisdiction in the area of the project. Due to the unique nature of the intended use of these fire training structures/towers; handrail extensions, guard openings, riser openings, means of egress, fire wall requirements as well as other construction issues, are not expected to satisfy the criteria of buildings intended to accommodate public occupancy. This may require a building code variance in some locations; however, this simulator shall meet



applicable building codes and NFPA 1402 standards. It is the responsibility of the owner to obtain such variance if required.

MATERIALS:

All materials shall be new and shall conform to applicable ASTM specifications. All structural or nonstructural materials used, 10 gauge or less in thickness, whether exposed or not to the elements shall be hot-dipped galvanized. When any mention of galvanized is noted within these specifications, it shall be implied to mean hot-dipped galvanized. Any exposed material which is not galvanized, shall be given one coat of shop paint.

FASTENERS:

All fasteners utilized with galvanized steel panels not exposed to the elements shall be electro-galvanized. All exterior fasteners shall be furnished with a contained EPDM washer under the head for sealing. Structural columns and beams shall be field bolted with (A325) 5/8" diameter electro-galvanized bolts or larger. Anchor bolts shall be furnished by the concrete contractor, unpainted and of the size specified on the anchor bolt plan.

WEATHER SEALING:

All joints in weather tight areas are to be sealed with tape caulk or foam closures as specified on the building plan. Because of the intended use water tightness of simulators is not required or assured.

ROOF SYSTEMS:

Roofs shall be decked with 30" or 36" wide, 18 ga. unpainted galvanized 18 gage steel deck per ASTM A-653, class G60 with recessed fasteners and shall meet the stated design load. Panels must have 6" on center cell spacing with an actual 4 1/4" flats with an actual 1 3/4" wide recesses and a maximum of 1 1/2" deep recesses. Panels must be roll formed.

EXTERIOR WALL SYSTEM:

Wall panel/curtain wall system shall provide for a concentrated rappelling/ladder load of 890 pounds while the primary structural framing supporting this wall system shall provide for a concentrated point load of 2300 pounds. Rake trims, parapet rake trims, and window opening sill trim corners shall be beveled to prevent rope chafing, personal injury, or equipment damage.

WALL PANELS:



The exterior wall panels shall be essentially flat to allow for safe laddering and rappelling anywhere on the simulator without the requirement of additional exterior surface plates to form a flat surface. The exterior wall panels shall be of 18 ga. hot-dipped galvanized steel per ASTM A-924, class G-90. Panels shall have nominal 4 $\frac{3}{4}$ " flats with a maximum 1 $\frac{1}{8}$ " wide recesses and shall be set in the horizontal plane. Since panels are set in the horizontal plane, sealants are

not required to make this structure weather tight (sealants in extreme temperature environments will breakdown prematurely). Panels must be brake formed to provide a maximum $\frac{1}{8}$ " inside radius. All end joints of all panels must be backed by a splice panel, which extends a minimum of 12" either side of the joint (24" total). Exterior walls panels shall be painted from the customer's choice of the manufacturer's available colors.

The interior wall panels shall be corrugated for added strength and durability. The interior wall panels consist of hot-dipped galvanized steel per ASTM A-924. The interior wall panels shall have a $\frac{3}{4}$ " deep maximum corrugation at 3 $\frac{1}{2}$ " on center and shall be set in the vertical plane. Interior wall panels shall be painted white.

Painted wall panels (interior and exterior) shall be manufactured from coil coated steel meeting ASTM A-924, hot-dipped galvanized, and painted with a paint system on both sides of the panel. The base coat shall be a 0.2 to 0.25 mil coat of a polyurethane primer. The topcoat shall be a 0.7 to 0.8 mil coat of silicon protected polyester on the face side. The paint, on both sides of the panel, is to be baked on. The finished surfaces are to have a light wax coating applied after painting.

SECONDARY WALL FRAMING:

Wall framing shall be of conventional steel stud construction. Studs are to run vertically to represent common stud construction and be spaced at no more than 24 inches on center. Stud size and gage shall be determined by the design engineer, and shall accommodate all design criteria stated in other sections of this specification. All rough openings shall be framed in the conventional manner and provide fastening surfaces for all interior and exterior finishes and trims as provided with the building system.

SECONDARY ROOF FRAMING:

Roof framing shall be of conventional steel joist construction. Joists are to be spaced at no more than 24 inches on center and shall have a maximum span length of 14 ft. All rough openings shall be framed in the conventional manner and provide fastening surfaces for all floor and roof decks as provided with the building system.

WINDOW & DOOR LOCATIONS:



Window and door locations indicated on the drawings are suggested only. All such openings are to be field cut and with the exception of the stair wall, may be located according to preference.

WINDOW SHUTTERS:

All window openings shall be provided with a swinging shutter of the proper size for the opening. Framed opening studs/jambs shall be 16 ga. galvanized steel. Shutters for all areas shall be made with double skins of 18 ga. galvanized steel per ASTM A-924. Shutters will be provided as a 1-3/8" thick factory welded hollow metal assembly with a minimum of 3 vertical interior hat channel stiffeners and a 14 ga. hinge reinforcement. The hinges shall be ball-bearing swaged mortise mount, 4" x 4" x 5/32" thick stainless steel, commercial grade, and provided with the appropriate quantities per shutter (see paragraph below). A hollow metal welded assembly shall be used to prevent premature temperature warping that occurs on single panel/sheet shutters. Galvanized shutters are required to prevent premature rusting. All shutters shall be provided with a galvanized hold open and an operating lever latch with handles on both the inside and outside of the shutter. This latch shall have a padlocking handle and its case shall be 1/8" thick zinc plated steel with a black powder coated finish.

Shutters for all areas except the burn room shall have two heavy-duty hinges. Shutters for the burn room areas shall have three heavy-duty hinges. In addition, burn room shutters shall be protected with a 1" thick Westemp insulation panel mounted on the inside of the burn room.

DOORS:

Doors for all areas except for burn areas shall be double skins of 18 ga. galvanized steel (total thickness), per ASTM A-924, and shall be an insulated hollow metal swing doors with 3 stainless steel ball-bearing hinges and full weather stripping. Framed opening studs/jambs shall be 16 ga. galvanized steel. This 1 3/4" thick door shall have a baked-on enamel finish and will include a lockset. Locksets shall meet ANSI A156.2 Series 4000 Grade 2 certifications and shall be keyed alike. Doors on 1st floor mounted at top of curb shall include a door sweep to allow for hose advancement even when door is closed to exterior of tower.

Doors for the burn areas shall be made with double skins of 18 ga. galvanized steel per ASTM A-924 with four heavy-duty hinges. The hinges shall be ball-bearing swaged mortise mount, 4" x 4" x 5/32" thick stainless steel, commercial grade. Doors will be provided as a 1-3/8" thick factory welded hollow metal assembly with a minimum of 3 vertical interior hat channel stiffeners and a 14 ga. hinge reinforcement. A hollow metal welded assembly shall be used to prevent premature temperature warping that occurs on single sheet doors. Galvanized doors are required to prevent premature rusting. Framed opening studs/jambs shall be 16 ga. galvanized steel. Doors shall be provided with a galvanized hold open, a 6 1/2" door pull, an adjustable spring closure, and an operating lever latch. This operating lever latch shall have handles on both the inside and outside of the door, a padlocking handle, and its case shall be



1/8" thick zinc plated steel with a black powder coated finish. A door sweep is to be provided to allow hose advancement even when door is closed to exterior of burn room. In addition, burn room doors shall be protected with 1" thick Westemp insulation panels mounted on the inside of the burn room.

PARAPET WALLS:

Parapet walls, if utilized, shall be designed to resist a load of 50 lb/ft and a concentrated point load of 200 lbs in any direction at the top. This wall shall incorporate a minimum of 12 ga. galvanized studs at one foot on center with 18 gage wall panels installed on both sides. The parapet shall incorporate an integral draining system that provides for uniform drainage without the need for a concrete roof covering.

SECONDARY FLOOR SYSTEM:

Interior decks shall be of six inch wide, unpainted 18 ga. slip resistant galvanized steel per ASTM A-924, A-60 with recessed fasteners and shall meet the stated design load. Panels must have nominal 5" flats with a maximum 1" wide by 1" deep recesses (maximum 1" recess is required to prevent potential injuries). Panels must be brake formed at 90 degrees and provide inside radiuses no greater than 1/8". All floor and roof decks shall be framed with light gage steel "C" joists spaced at no more than 24 inches on center and shall have a maximum span length of 14 ft. Joists size and gage shall be determined by the design engineer, and shall accommodate all design criteria stated in other sections of this specification. Concrete floor covering is not required in non-burn room areas due to the safe (no large recesses to twist ankles or injure knees) and user-friendly floor panels specified. Toe kicks shall be installed around the entire perimeter of each floor to prevent potential injuries due to exposed openings to floor below. Concrete floor covering can be specified for the entire floor system while still maintaining stated design live loads. All burn room areas shall have concrete floor covering as specified below. Concrete floor covering is by others.

If concrete floor covering is specified, the concrete shall be a minimum of 1 1/2" thick and shall be fiber reinforced. The concrete shall be pitched toward exterior walls and doors. Even with concrete covering, the steel floor panels, located below, shall alone be designed to carry all of the required loads and shall still be a minimum of 18 ga. thick galv. steel. Concrete is prone to damage in high temperature burn areas and in unheated structures due to freeze/thaw conditions, therefore concrete cannot be used to increase the design strength of the steel floor panels/decks in fire training structures.

STAIRS AND ACCESSORIES:



1 Stair widths shall be a minimum of 3'-0" wide. Stair rails shall include 36" high handrails and 42" high guardrails on both sides of the stairs. Handrail extensions are not to be utilized to prevent unnecessary hazards when training. Stringers shall be plate, treads and platforms are bar grate, and risers to be open. Bar grate treads (19W4 x 1" deep) are to be factory attached to the stringers and shall include a diamond plate nosing. Stairs shall be designed to resist a loading of 100 psf.

2 Handrails and guardrails shall consist of schedule 40 - 1 1/4" i.d. (1.66" o.d.) round pipe and the openings between guardrails shall not exceed 12" (minimum of three horizontal rails required). Handrails and guardrails shall be designed to resist a linear load of 50 plf and a concentrated point load of 200 lbs. Guardrails on stairs shall be an all-factory welded assembly. Guardrails at openings shall have a factory-welded post assembly to allow for the attachment of horizontal rails and shall be a minimum of 42" high.

3 Stairs, stringers, handrails, guardrails, bar grating, ladders, and platform frames shall be hot-dipped galvanized per ASTM A-123. All welds, holes, cutting, and bending must be made prior to hot-dip galvanizing.

ADDITIONAL FEATURES TO BE INCLUDED:

Non-container based.

Meets or exceeds all applicable NFPA standards.

Temperature monitoring system with Bluetooth connectivity/cloud/Wi-Fi

The ground floor is sloped to help the water drain.

Structural steel frame system

Warranty on painted structures that includes chalking and fading.

Ability to expand/modify the building as training requirements demand.

Burn room with durable walls to withstand handline operations with high GPM and not be damaged during normal fire operations.

Flat exterior walls

Rappel/anchor points interior and exterior

Made in the USA

Add features (from a custom design or from the options spec list) to be included in the base bid here.

FEATURES TO BE BID AS SEPARATE OPTIONS:

Add features (from a custom design or from the options spec list) to be included as separate added cost options here.

STAINLESS STEEL BURN ROOM INSULATING SYSTEM:



Two-inch thick insulating blankets with a protective skin of stainless steel face panels are to be provided for the interior walls and ceiling for the burn areas (precut to length - field cut at door and window openings). The doors and window shutters shall be protected with a minimum of one-inch thick burn room insulating panels (precut to fit).

The insulating blankets shall be rated for 2300 degrees F. and shall be unaffected by the application of water. The insulation blankets shall not crack or break, shall be free from asbestos, and shall not produce toxic byproducts in the course of the intended use. The two-inch thick insulation blankets shall have a maximum K value of 0.74 at 1200 degrees F and 0.48 at 800 degrees F (please note – smaller K values denote better insulating values of the system).

The face panels shall have a $\frac{3}{4}$ " maximum corrugation at 3 $\frac{1}{2}$ " on center to allow for lateral expansion when exposed to high temperatures. The base material, of the face panels, shall consist of type 304 stainless steel for corrosion protection and thermal performance at high temperatures. These panels shall attach to thermally protected channels with stainless steel screws. Stainless steel trims (type 304) shall protect all wall and door/shutter opening corners. All face screws exposed to fire shall be stainless steel and these screws shall not protrude through the backside of the insulating blanket (through screws are not permitted for maximum thermal protection).

The stainless steel face panels shall not be restrained from expanding at high temperatures, but rather the integral system shall be designed to accommodate the panel movements without creating any buckling or warping of the panels. All panels and trims shall be screw attached to allow for easy maintenance or inspection without disrupting the systems ability to move; welded panels are not allowed. Trims are to be designed to accommodate thermal expansion either through the use of slip connections or planned deformations.

Doors and window shutter insulation panels shall be pretreated water resistant, free from asbestos and shall not produce toxic byproducts in the course of the intended use. Insulation panels shall withstand a constant temperature of 1200 degrees F. and shall be unaffected by the application of water.

Temperature Summary

1. Maximum safe training temperature for life safety is 1200 degrees F (continuous)
2. Maximum service temperature for the insulation panels (doors and window shutters) is 1200 degrees F (continuous)
3. Maximum service temperature of the wall and ceiling insulating system is 1850 degrees F (continuous)
4. Maximum insulating blanket service temperature is 2300 degrees F (continuous)

INTEGRATED TEMPERATURE MONITORING SYSTEM:



Three temperature sensing devices/thermocouples are to be provided for the interior of each burn room. The thermocouples shall be isolated and consist of fiberglass insulated wiring with sealed stainless steel probes. The fiberglass insulated wires shall be further protected by a stainless steel overbraid for increased durability and protection. Ceiling thermocouples shall protrude into the area perpendicular to the ceiling while all stainless steel encased wall thermocouples shall only run parallel to the walls for safety concerns.

Temperature monitoring shall be sustained with a multiple input, LCD display pyrometer. The pyrometer shall be connected to thermocouples, which are located within the burn areas for temperature reading, and mounted in a lockable NEMA 3R weatherproof box. This pyrometer shall display all attached thermocouple temperatures simultaneously, continually display the maximum peak temperature, have touch sensitive buttons, include a backlight, and have an onscreen programming menu. The pyrometer shall have an internal audio alarm and the ability to connect external devices (i.e., external audio/ visual alarms or texting alarms). Temperature limits shall be user programmable to enable alarms. The pyrometer shall also be capable of data logging which shall include: 90 hour training memory with time and date stamp, onscreen viewing of data, download capabilities of data via infrared interfacing to handheld module. This handheld data acquisition module's data can then be brought to an offsite Windows based computer for download via the SD/SDHC data storage card provided. A visual basic program shall be provided that allows for the user's custom input and also automatically converts the temperature data to both an electronic datasheet and a graph via the user's own Microsoft Excel software.

The pyrometer shall also include Bluetooth connectivity direct to a customer provided Android phone or iPhone device (Bluetooth range is approximately 270 feet without obstructions). Via a supplied app, the device shall display the pyrometer's real time temperatures for up to 9 thermocouples, maximum temperature reached, battery life, current time, if logging is enabled, visual and audio alarms, and if the memory is full. The display will also notify the user, if you are disconnected from the pyrometer. This unique application allows the training and safety officers to be away from the area where the pyrometer is installed, while still being able to monitor the temperatures within the burn rooms, and ensure that the operation of the burn room is conducted within a safe and controlled environment.

DESIGN, DRAWINGS & DATA:

The supplier shall be responsible for providing the design exclusive of the foundation. Shall submit, as requested, structural calculations for review. Will, within 15 working days after the receipt of order, submit 2 sets of drawings detailing anchor bolt loadings and locations as well as general plans and elevations. Will submit 2 sets of assembly (steel erection) drawings and 2 sets of assembly manuals concurrent with the shipment of materials. Building parts shall each be identified by individual part numbers clearly written on or attached to the part. Part numbers shall coincide with the drawings.

DELIVERY, INSPECTION & STORAGE:



All components and accessories shall arrive via flatbed trailer. Materials for the burn room may arrive separately via common carrier. Inventory of delivered materials must be taken during delivery or shortly thereafter. Damage to, or shortages noted during delivery must be noted on the freight bill and reported at once to the manufacturer. All claims for damages or shortages must be reported within 48 hours of delivery. Security and materials protection in storage is the responsibility of the receiving party. Materials packaged in small cartons must be stored in a secured area to prevent theft and/or damage by the elements. Materials stored outside must be stacked on pallets and covered with suitable waterproof coverings (not plastic).

General Warranty

The tower supplier shall certify that the training tower and its components have been designed to meet the contract specifications. The tower supplier shall warrant the materials and components to be free of fabricating defects for a period of one year from the date of shipment. This warranty is limited to the replacement of defective parts, or at the tower supplier's option, an authorization may be given to the PURCHASER to charge back to the supplier an agreed-upon amount for extra fieldwork. The supplier will not ship replacement parts nor authorize extra work to any party other than the ORIGINAL purchase. Any pre-engineered structure will require the erector to furnish a certain amount of field fabrication and/or modifications as stated in the manufacturer's handbook. Sections of work requiring field cutting or drilling are indicated on the drawings or in the assembly manual. Other field modifications may be necessitated by site conditions beyond the manufacturer's control. The foregoing is not subject to warranty.

2.2. Bid Alternates

NA

ASSUMPTIONS & LIMITATIONS

1. **City of Winter Park** is the agency having jurisdiction.
2. All on-site meetings will be held at KMF offices, local client facilities, or virtually.
3. Client has fully acquired this facility/site and is the Owner or Leaseholder of the building/property with full authority to perform this scope of work.
4. Work completed in a manner not as specifically detailed does not equate as a credit to the Client.
5. **Scope of Work:** KMF shall have no other duties or responsibilities except those set forth above/below and within this Agreement.
6. **Redesign after 90%:** Any design changes after 90% design may incur additional costs.
7. **Redesign after Final Approval:** Further, the Client is responsible for carefully reviewing the drawings prior to final approval. Changes to the construction documents after final approval will be billed on an hourly rate basis according to the attached rate schedule.
8. **Construction Administration:** KMF has not been retained or compensated to provide design and construction review services related to the General Contractor's safety precautions or to means, methods, techniques, sequences, or procedures required for the General Contractor to perform their work but not relating to the final or completed structure; omitted services include, but are not limited to, shoring, scaffolding, underpinning, temporary retainment excavations, and any erection methods and temporary bracing.
9. **Construction Administration Duration:** Construction Administration, if applicable, will be completed within a typical industry-accepted timeframe. Any extended construction schedule due to a change in scope or atypical circumstances initiated by the owner may result in additional compensation to KMF.
10. **Standard of Care:** KMF will perform services under this Agreement in a manner consistent with and limited to the professional standard of care which is the skill and care ordinarily provided by similarly situated professionals practicing in the same or similar locality under the same or similar circumstances. Such standard of care is not a warranty or guarantee and KMF shall have no such obligation. Accordingly, Client shall provide appropriate contingencies in both schedule and cost. No other representation is expressed or implied, and no warranty is included in this Agreement or in any report, opinion, document, or is otherwise intended.
11. **Media:** KMF shall be referenced in all media that uses imagery created by KMF. Logos shall not be removed from images. KMF's Social Media (LinkedIn, Facebook, Instagram), Website (www.kmfarchitects.com), and involved staff shall be "tagged", named, etc. in all media, whether electronic or print, in perpetuity.
12. **Hazardous Materials:** KMF and its Consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl, or other toxic substances. Materials encountered, if identifiable, will be brought to the attention of the Client. You waive any claim against KMF and its Consultants and agree to indemnify, defend, and hold KMF and its Consultants harmless from any claim or liability for injury or loss arising from encountering unanticipated hazardous materials. Hazardous materials include any materials that are known or suspected to jeopardize human health or safety, through exposure of any kind. Such materials shall include, but not be limited to, those listed in various Federal, State, and Local Laws and Regulations.
13. **Consequential Damages:** KMF and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement.
14. **Right to Rely:** KMF is unable to determine whether the material or equipment will perform as represented by any manufacturer or supplier. KMF shall rely on the manufacturer's or supplier's representations and shall not be responsible for any damages arising from failure of the material or equipment to perform in accordance with the manufacturer's or supplier's representations.
15. **Extended Relationships:** This Agreement and the deliverables, obligations, and rights herein are intended for the sole use and benefit of the Parties and are not intended to create any third party rights or benefits. This Agreement and the design may not be transferred or assigned by either Party without written consent. KMF shall not be responsible for the statements, performance, acts, errors, or omissions of any person or entity not under its direct control.

ASSUMPTIONS & LIMITATIONS

16. **Ownership of Design Documents:** KMF shall be deemed the owner of its Instruments of Service, including Plans, Drawings, and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. KMF grants to the Client a nonexclusive license to use the Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering, and adding to the Project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due hereunder. Notwithstanding any other provision, KMF shall retain all rights of ownership and use of its skills, knowledge, and experience that have a general applicability, including such skills, knowledge, or experience gained by KMF in connection with performing services of the Project. Such knowledge and experience includes, but is not limited to, standard arrangements and configurations, individual standard features, details, and design elements, specifications, general notes, and design templates.
17. **Indemnity:** KMF and Client shall each defend, to the extent covered by applicable insurance, and indemnify the other for third party claims, damages, or liabilities to the extent actually caused by the other party's negligence, willful misconduct, or breach of this Agreement.

ADDITIONAL PROJECT-SPECIFIC ASSUMPTIONS & LIMITATIONS

18. **Sustainability:** There are no LEED or other Sustainable Submission requirements to third party agencies.
19. **Design Meetings Requested:** 12 1 hour meetings.
20. **Additional Meetings** beyond those indicated above will be billed at **\$450/** meeting/ person.
21. **Site visits requested: 25**
22. The Client will provide at their cost under separate contract: **Complete Survey, Geotech, other unknown professional services required by the AHJ**
23. Either a pump station is required or sanitary sewer line extension to Lee Road
24. The Project's Construction Budget is \$1.2M
25. The City prefers Fire Facilities structures as the basis of design. These structures require signed and sealed shop drawings, in addition to the design package. Similar to a pre-engineered metal building, or sprinkler shop drawings.
26. In addition to the fire structure, a separate structure that includes restrooms at a minimum is most likely required.
27. The fire structure is outside of the Florida Building code and NFPA 101 and NFPA 1. There are also requirements in NFPA 1402 that must be met for the tower specifically. It is a special structure that requires specific review and buy in from the local AHJ and local Fire Marshall. Those meetings have not been had by KMF.



ARCHITECTS

EXCLUSIONS

EXCLUSIONS FROM THE SCOPE OF SERVICES (ADDITIONAL SERVICES)

1. Construction Phasing Coordination Drawings (if applicable).
2. Any and all Land Surveys
3. Furniture Selection, Design, or Representation.
4. Value Engineering.
5. Commissioning.
6. LEED or other sustainability documentation, evaluations, or submittals.
7. Meetings and/or site visits beyond those indicated, including public hearings.
8. Other services mentioned as excluded in other sections of this Agreement.
9. Services mentioned as excluded by Consultants.
10. All other services, trades, or engineering not specifically listed as being included.

ADDITIONAL PROJECT-SPECIFIC EXCLUSIONS

11. Preparation of formal Renderings, Rendered Plans, Presentations, Printing, Boards, or other marketing materials. Renderings are available as an Additional Service. KMF reserves the right to prepare Renderings as part of its normal design process.
12. Traffic Studies
13. Concrete Fire Structures
14. All other fire props
15. Landscape Architecture
16. Mechanical Systems, Fans etc.
17. Administrative and or Office spaces etc.

Table A-1
Summary of Lump Sum Fees
City of Winter Park - RFQ31-22

CONSULTANT	TOTAL CONTRACT	TOTAL % M/WBE
	Fee	
KMF Architects	\$ 87,058.00	0.0%
SGM Enigneering	\$ 15,000.00	9.0%
Premier	\$ 15,487.44	9.3%
Tri3	\$ 49,622.00	29.7%
<i>Subtotal Design Fee:</i>	<i>\$ 167,167.44</i>	
Reimbursables:	\$ -	
Total Contract Value	\$ 167,167.44	47.9%

PROJECT: Fire Training Center
DATE: September 14, 2023

Table A-2

Consultant Fee Breakdown

City of Winter Park - RFQ31-22**KMF ARCHITECTS**

POSITION CATEGORY	HOURS REQUIRED		BILLABLE RATE		SUB-TOTAL
Principal	40	x	██████	=	██████
Senior Architect / Project Manager	40	x	██████	=	██████
Project Architect / Senior Technician	280	x	██████	=	██████
Technical Production / Designer	360	x	██████	=	██████
Office Administration	16	x	██████	=	██████

TOTAL HOURS	736
--------------------	------------

TOTAL FEE	\$87,058.48
------------------	--------------------

PROJECT: Fire Training Center**DATE:** September 14, 2023

Exhibit "A"**ARCHITECTS**

PROFESSIONAL ARCHITECTURAL SERVICES
RFQ31-22

KZF DESIGN LLC dba KMF ARCHITECTS

POSITION CATEGORY	HOURLY RATE	MULTIPLIER	BILLABLE RATE
PRINCIPAL	██████	██████	██████
SENIOR ARCHITECT/ PROJECT MANAGER	██████	██████	██████
PROJECT ARCHITECT / SENIOR TECHNICIAN	██████	██████	██████
TECHNICAL PRODUCTION / INTERN	██████	██████	██████
OFFICE ADMINISTRATION	██████	██████	██████

In the most recent reporting period, which consisted of the 12 months of the year 2021, KZF DESIGN LLC dba KMF ARCHITECTS, had the following multipliers which are submitted to the City of Winter Park to be used on this Contract.

Fringe + General Overhead Rate

██████

Salary + Fringe + General Overhead Rate

██████

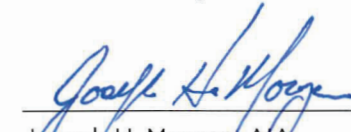
Profit Margin (12%)

██████

Total Overhead Rate

██████

This is to certify that the above information is accurate as of December 31, 2021.



Joseph H. Morgan, AIA
President

11.21.2022

Date



Eric Kleinsteuber, AIA
Vice President

11.21.2022

Date

KLEINSTEUBER MORGAN & FREUNDE ARCHITECTS

839 N Magnolia Ave, Orlando, Florida 32803 P: 407.298.1988 KMFArchitects.com
LIC# AR93580

August 29, 2023

KMF Architects
1401 Edgewater Drive
Orlando, FL 32804

Attention: Mr. Eric Kleinsteuber

Reference: Proposal # 2023-381 City of Winter Park, Fire Training Center

Dear Eric,

It is our pleasure to provide Electrical and Plumbing engineering services for the above referenced project.

Scope of Professional Services:

- Kick off meeting
- Design to support a fire facility structure and supporting infrastructure for props.

Design packages to be 60%, 90%, 100%/Bid/Permit

- Customary CA services (RFI, Submittals, progress visit, substantial/final visit)
- Weekly design team meetings (virtual)
- Coordination with cost estimator

Exclusions

- Progress cost estimates of construction cost are excluded from our scope of services.
- Any permitting cost including but not limited to application fees, agency fees, impact fees and environmental fees (by architect)

Commissioning

- Fundamental and enhanced commissioning are excluded. These services can be provided by SGM at additional cost.

Deliverables

- PDFs each deliverable

Compensation

- SGM is pleased to provide the described professional services for fees per the attached spreadsheets. Lump sum total of:
 - **\$15,000**

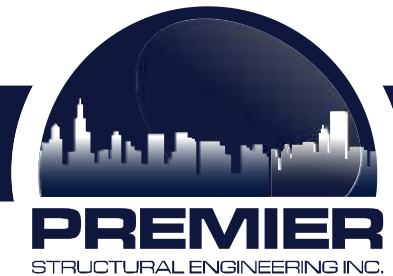
Payments for Engineering Services

- Billing per deliverable

If you need any additional information or would like the scope modified, please let me know.

Sincerely
SGM ENGINEERING, INC.

Justin Mundell, PE, RCDD
Principal



FEE PROPOSAL FOR STRUCTURAL ENGINEERING SERVICES

PROJECT NAME: City of Winter Park Fire Department
4 Story Tower

DATE: August 29, 2023

CLIENT: KMF Architects
839 N. Magnolia Avenue
Orlando, FL 32803

PROJECT DESCRIPTION

4 Story Fire Training Tower per procurement doc received from KMF (attached)

PROJECT SERVICES

Premier Structural Engineering, Inc. will perform the following:

1. Create and provide signed and sealed structural construction document for the project described above. Document will include structural general notes, plans and details.
2. Perform structural engineering calculations required to create and provide the construction documents listed in Item#1. Structural calculations and design will be performed in accordance with applicable building and design codes.
4. Limited construction administration to only include the review of project shop drawings, response to clarification requests, and response to building department comments.

EXCLUSIONS

This fee proposal excludes the following:

1. Travel outside of the project area.
2. Print, copy, or courier costs.

DELIVERABLES

Premier Structural Engineering, Inc. will provide electronically signed and seal pdf's.

FEE SCHEDULE AND PAYMENT TERMS

Premier Structural Engineering will provide the structural engineering services listed above for the following fees:

DESIGN

INVESTIGATE

INSPECT

Add Service Fee - \$15,487.44 (Fifteen Thousand Four Hundred Eighty Seven Dollars and Forty Four Cents)

The above fees shall be invoiced at monthly intervals based on our percent complete.

Services outside the scope of this fee proposal will be considered additional services. Fees for additional services may be negotiated on a lump sum or hourly basis.

Please indicate your approval of this fee proposal by returning a signed copy via email to **krodriguez@premier-structural.com**

Proposal Accepted

Signature

Print

Date



**CITY OF WINTER PARK
FIRE RESCUE TRAINING FACILITY
ORANGE COUNTY, FLORIDA
PROFESSIONAL CIVIL ENGINEERING SERVICES
AUGUST 29, 2023**

**TO: KMF ARCHITECTS
839 N. Magnolia Drive
Orlando, FL 32803
Phone (407) 298-1988**

Attn: Eric Kleinsteuber, Architect

I. SCOPE OF SERVICES

The City of Winter Park's Fire Rescue Training Facility project is located at 655 N. Wymore Road, within the City limits of Winter Park, Florida. The associated parcel ID is 02-22-29-0000-00-036. The property is Zoned O-1 and is approximately 2.08 acres in size according to the Orange County Property Appraiser's website data. It is our understanding that the land was previously owned by the State of Florida Department of Transportation.

Civil engineering improvements shall support the construction of fire training props and a potential drill tower structure to be used as Fire Training simulators. Design shall also include ancillary uses to support the training center, parking, pedestrian access, and utilities. The following scope of work shall include tasks required to prepare site work construction plans, details, and specifications required for permit approvals with Orange County, the Florida Department of Transportation (FDOT), the Florida Department of Environmental Protection (FDEP), and the St. John's River Water Management District (SJRWMD).

Based on our field review of N. Wymore Road, there appears to be water utilities readily available to this site, therefore offsite water main extensions are not included in our scope and fee schedule. However, there is no evidence of sanitary sewer manhole structures within the N. Wymore Road right-of-way, therefore we anticipate that either a sanitary sewer pump station or offsite sanitary sewer main extensions to Lee Road may be required for this project. For budgeting purposes, we shall assume that a sanitary sewer pumping station and/or sewer main extension to Lee Road may be required for this project.

It appears that there are currently two driveway connections from this parcel to N. Wymore Road. For the budgeting purposes, it is assumed that the driveway cuts as they exist will remain but shall be improved as necessary to provide sufficient turning movement for fire truck and emergency vehicle access. The City may want a right-turn-in lane for this project. Our scope would include design of a turn lane if warranted and determined to be required by the City of Winter Park and the traffic engineer.

The following tasks describe the specific scope of work to be provided:

A. 30% SCHEMATIC DESIGN

Schematic Design documents shall be prepared for client input.

Tri³ shall attend weekly zoom calls to review 30% Schematic Design with the Design Team, Client, and End-User.

B. 60% DESIGN DEVELOPMENT

Tri³ shall prepare site work construction plans to 60% completion for Owner and Design Team review. Scope shall include site, grading, utilities and associated site work details and construction specifications.

This task shall include preparation of 60% site work specifications.

Tri³ shall attend weekly zoom calls to review 60% Design Development with the Design Team, Client, and End-User.

C. SANITARY SEWER PUMP STATION DESIGN and/or OFFSITE SANITARY SEWER UTILITY LINE EXTENSIONS

Based on our field review of existing conditions within the N. Wymore Road right-of-way, it appears that there may be an existing forcemain in N. Wymore Road or the nearest sanitary sewer may be within the Lee Road right-of-way, which is an FDOT road. In the event that a sanitary sewer pumping station or offsite sanitary sewer utility line extension is required, this task shall include tasks required to provide sewer service to this project.

If a sanitary sewer pumping station is required, Tri³ shall prepare sanitary sewer pumping station plans, calculations, and project specifications meeting Orange County Utilities standards and specifications. The pump station will be owned and maintained by Orange County therefore the pump station shall be designed to meet OCU's requirements.

If offsite utility line extensions are required, Tri³ shall prepare plan and profiles of this utility line extension, details and specifications necessary for construction in order to provide services to this project.

It is our understanding that the Architects MEP shall provide power to the lift station.

D. 90% CONSTRUCTION PLANS

Tri³ shall prepare site work construction plans to 90% completion of both onsite and offsite improvements for Owner and Design Team review. Final site work specifications shall be prepared and submitted for Owner review.

Tri³ shall attend weekly zoom calls to review final plans prior to formal submittal to Orange County and the FDOT for permitting. Meetings shall be conducted with the Design Team, Client, and End-User, as necessary.

E. 100% CONSTRUCTION DOCUMENTS AND SITE WORK PERMIT APPROVALS

Tri³ shall prepare final site work permit applications, calculations, and supporting documents necessary for submittal to the following submitted to following permitting agencies. Permits shall be obtained for site work improvements with the City of Winter Park,, the St. Johns River Water Management District (SJRWMD), the Florida Department of Transportation (FDOT) and the Florida Department of Transportation (FDOT). Construction plans submitted for permits shall include a final site plan, grading and drainage plan, site utility plan, and associated construction related details and notes.

Our lump sum fee includes response to all requests for additional information by all required permitting agencies.

Construction plans shall be submitted for approval with the following permitting agencies:

- 1) City of Winter Park Building Department
- 2) Florida Department of Transportation (FDOT) for drainage connection permits. Coordination with the FDOT shall also be provided in order to ensure all setback requirements from I-4 are met.
- 3) St. Johns River Water Management District (SJRWMD)
- 4) Florida Department of Environmental Protection for Environmental Protection (FDEP) for sanitary sewer and domestic water service connections
- 5) Preparation of a Stormwater Pollution Prevention Plan (SWPPP) for the contractor's use and to be referenced by FDEP via submittal of a Notice of Intent (NOI) to disturb land greater than one (1) acre. The contractor shall submit an application to FDEP within 48 hours of the start of construction and shall sign the application as the responsible party.

F. CONSTRUCTION ADMINISTRATION SERVICES

Tri³ Civil Engineering Design Studio, Inc. (Tri³) shall include construction administrative tasks required to ensure that the project is constructed in accordance with the approved contract and permit documents. Services include the following:

1. Review Contractor's Bid, if requested by the Owner;
2. Attend a pre-construction meeting with the City of Winter Park and the selected Contractor.
3. Respond to Contractor's Requests for Additional Information (RFI's);
4. Review and approve contractor shop drawings;

5. Perform site visits as necessary. For budget purposes we shall assume a minimum of ten (10) visits during construction. A detailed field report shall be prepared to coincide with each visit.

G. PROJECT CLOSEOUT

Tri³ Civil Engineering Design Studio, Inc. (Tri³) shall assist the Owner with project closeout. Services include the following:

1. Perform up to two (2) site visits to review project for substantial completion.
2. Review As-builts provided by the Contractor's surveyor.
3. Prepare and submit applications for final certifications to the SJRWMD and FDEP.

II. FEE SUMMARY

I.A. -	30% Schematic Design	\$ 5,280.00
I.B. -	60% Design Development	\$ 11,912.00
I.C. -	Sanitary Sewer Pump Station Design	\$ 7,262.00
I.D. -	90% Construction Plans	\$ 5,558.00
I.E. -	100% CD's & Site Work Permit Approvals	\$ 9,232.00
I.F. -	Construction Administration Services	\$ 7,900.00
I.G. -	Project Close-Out	\$ 2,478.00

TOTAL LUMP SUM FEE: \$ 49,622.00**

****Total Lump Sum Fee excludes reimbursable expenses or fees to be paid by the Owner. For this proposal, we shall assume that all printing, if necessary, shall be done by KMF Architects and therefore an estimate for printing has been excluded.**

III. SCOPE OF WORK ASSUMPTIONS

1. Detailed design of fences, gates, and associated mechanisms shall be provided by others. Civil plans shall provide the location of all fences on the site work plans. Plans shall call out fence type and height and reference associated details to be provided by the Architect.
2. It is assumed that the property is zoned to permit the proposed land use and therefore assistance with Land Use Plan Amendments, waivers, or variance requests are not required.
3. Traffic studies and/or design of signalized intersections, if required by the City of Winter Park, shall be performed by a Licensed Traffic Engineer. Tri³ does not perform these specialized services.
4. It is the selected contractor's responsibility to submit for any and all Consumptive Use Permits with the SJRWMD, if required. A Consumptive Use Permit is required if groundwater pumping exceeds thresholds requiring said permit. Ground water pumping is typically required in order to construct underground utilities or to construction stormwater ponds in areas where high water table conditions are present. This permit involves means and methods of construction and is therefore the responsibility of the selected contractor and not the Civil Engineer.
5. The Civil Engineer shall provide the location of required fire mains, fire hydrants, DDCVA's, and valves on the engineering plans. The Civil Engineer shall prepare a hydraulic analysis of the fire main to ensure that pressure and flow is provided. Orange County requires that the final design of fire lines/mains or fire suppression systems be prepared by a licensed Fire Sprinkler Contractor or Fire Sprinkler Engineer. This is a standard requirement by NFPA and local permitting agencies. The contractor shall submit for this permit prior to performing any underground work associated with fire suppression.
6. All SWPPP (Storm Water Pollution Prevention Plan) inspections shall be the responsibility of the selected contractor. The selected contractor shall submit the NOI, as required by FDEP. This is not the responsibility of the Owner, Architect, or EOR.
7. Off-site roadway improvements required for this project include improvements to the existing driveway connections only. A traffic impact study is not included in our scope and fee schedule.
8. Tri³ shall assume that the site lighting and site photometrics design shall be performed by a Licensed Electrical Engineer or by the service provider if it is the City's intention to lease light poles. Regardless, the location of all power poles, bollards, and other free standing fixture locations shall be shown on the civil engineering documents for coordination and conflict resolution purposes. Design of all site lighting shall be by others.
9. Design of retaining walls or site structures shall be performed by a Licensed Structural Engineer. Therefore, design of stormwater pond retaining walls, free-standing walls (e.i. dumpster walls), seat walls, etc shall be designed and included on the structural engineering plans prepared by others.
10. The Civil Engineering documents shall include the location of conduit used to house gas or electric utility mains or services. Design of gas or electric utility mains shall be provided by others.
11. Contractor shall provide As-builts to the EOR for review and submittal to the City

of Winter Park for project closeout.

IV. ITEMS SPECIFICALLY EXCLUDED FROM THIS CONTRACT

1. Design of fences, gates, and associated mechanisms. See assumption III.1. above.
2. Landscape Design and Permitting.
3. Assistance with LEED Certification.
4. Land Use Plan Amendments, waivers, or variance requests. See assumption III.2 above.
5. Traffic studies and/or design of signalized intersections. See assumption III.3 above.
6. Consumptive Use Permits required for construction is excluded. See assumption III.4 above.
7. Design of fire lines/mains or fire suppression systems. See assumption III.5 above.
8. Excludes SWPPP (Storm Water Pollution Prevention Plan) inspections. It is assumed that the Contractor shall be responsible to ensure that erosion control is maintained at all times during construction and therefore daily inspections shall be performed by the responsible contractor. See assumption III.6 above.
9. Design of signalized intersection improvements is excluded. See assumption III.3 above.
10. Off-site utility line extensions are excluded. See assumption III.7 above.
11. Design of potable water or storm water pumping stations.
12. Site lighting or site photometrics Design. See assumption III.8 above.
13. Boundary and Topographic Surveys
14. Geotechnical Engineering/Subsurface Exploration
15. Design of retaining walls or site structures are excluded. See assumption III.9 above.
16. Design of gas or electric utility mains or services. See assumption III.10 above.
17. Cost estimating excluded and to be prepared by others per the Client's request and scope requirement outline.

V. ACCEPTANCE

This agreement is valid if signed and returned within 30 days after the date of this proposal. If you find that the fee and scope of services is acceptable, along with Exhibit "A" which is our Standard Agreement for Professional Services, please sign in the space provided below and return to the undersigned. Invoices shall be paid based on percentage of completion.

This shall be considered a legal contract and written authorization to proceed with the work outlined above for the total lump sum fee amount of \$49,622.00. The parties signing below certify that they have the authority to sign and bind their respective business entities to this agreement.

TRI³ CIVIL ENGINEERING DESIGN STUDIO, INC.



By: _____
Constance D. Silver, P.E., LEED AP

Title: _____
President

Date: _____
August 29, 2023

KMF ARCHITECTS

By: _____

Title: _____

Date: _____

VI. HOURLY RATE SCHEDULE

Principal Engineer	\$ 151.00
Senior Project Manager	\$ 125.00
Project Engineer	\$ 94.00
Senior Technician	\$ 67.00
Clerical/Draftsman	\$ 47.00

Attachment "A" - MANHOUR AND FEE ESTIMATE

Date: 8/29/2023

Project Name: City of Winter Park Fire Resue Training Facility

Name of Firm: Tri³ Civil Engineering Design Studio, Inc.

ACTIVITY	Principal Engineer (PE)		Project Manager (PE)		Project Engineer (PE)		Senior CAD Tech		Clerical								Basic Activity \$ Amount	Manhrs by Activity
	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate	Man Hrs	Hrly Rate		
A. 30% Schematic Design	4	\$151.00	8	\$125.00	20	\$94.00	24	\$67.00	4	\$47.00							\$5,280.00	60
B. 60% Design Development	4	\$151.00	16	\$125.00	40	\$94.00	80	\$67.00	4	\$47.00							\$11,912.00	144
C. Sanitary Sewer Pump Station Design	4	\$151.00	4	\$125.00	35	\$94.00	40	\$67.00	4	\$47.00							\$7,262.00	87
D. 90% Construction Documents	4	\$151.00	4	\$125.00	24	\$94.00	30	\$67.00	4	\$47.00							\$5,558.00	66
E. 100% CD's & Site Work Permit Approvals	4	\$151.00	16	\$125.00	40	\$94.00	40	\$67.00	4	\$47.00							\$9,232.00	104
F. Construction Administration		\$151.00	8	\$125.00	60	\$94.00	16	\$67.00	4	\$47.00							\$7,900.00	88
G. Project Close-Out		\$151.00	2	\$125.00	16	\$94.00	8	\$67.00	4	\$47.00							\$2,478.00	30
	20		58		235		238		28								\$49,622.00	579

TOTAL LUMP SUM FEE BREAKDOWN BY ACTIVITY

A. 30% Schematic Design	\$	5280.00	11%
B. 60% Design Development	\$	11912.00	24%
C. Sanitary Sewer Pump Station Design	\$	7262.00	15%
D. 90% Construction Documents	\$	5558.00	11%
E. 100% CD's & Site Work Permit Approvals	\$	9232.00	19%
F. Construction Administration	\$	7900.00	16%
G. Project Close-Out	\$	2478.00	5%
TOTAL LUMP SUM FEE	\$	49,622.00	100%

Fee Subtotal (Hours x Average Hourly Rate)	\$	49,622.00
Additives:		
(a) Out-of-Pocket Expenses (Printing)	\$	-
(b.) Permit Fees**	\$	-
Subtotal	\$	49,622.00

** SJRWMD (\$5,610), FDOT (\$5,000), FDEP (\$1,150)
Excludes Orange County Impact Fees or Wetland Mitigation Impact Fees
Excludes ACOE Permit Fees

EXHIBIT A

STANDARD PROVISIONS OF AGREEMENT FOR PROFESSIONAL SERVICES

The CLIENT and **Tri³ Civil Engineering Design Studio, Inc. (Tri³)** agree that the following provisions shall be part of their agreement.

General Terms: Services provided within this agreement are for the exclusive use of the CLIENT.

There are no understanding or agreements except herein expressly stated.

This agreement may be executed in one or more parts, each of which shall be deemed an original, but all of which totally shall constitute one and the same instrument.

This agreement is binding on the partners, successors, executors, administrators, and assigns of both parties.

Payment: Invoices shall be submitted monthly and payment shall be due within thirty (30) days of the date of invoices. In the event payments are past due, work on the project shall cease until all outstanding invoices are paid in full.

Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within thirty (30) days of the billing date, payment thereafter to be applied to first accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by the CLIENT.

In the event CLIENT fails to pay Tri³ within 45 days after invoices are rendered, then CLIENT agrees that Tri³ shall have the right to consider said default a total breach of this agreement and the duties of Tri³ under this agreement terminated upon five (5) days written notice.

Should litigation be necessary to enforce any terms or provision of this agreement, or to collect any portion of the amount payable under this agreement, then all litigation and collection expenses, witness fees and court costs, and attorney's fees shall be paid by the prevailing party.

Termination: This agreement may be terminated by either the CLIENT or Tri³ upon seven (7) days written notice. CLIENT expressly agrees to hold Tri³ harmless from any liability arising from Tri³'s termination of its services hereunder due to the CLIENT's failure to perform and/or pay in accordance with the provisions of this agreement. CLIENT shall then promptly pay Tri³ for all of the fees, charges and services performed by Tri³ in accordance with the compensation arrangements under this agreement or on an agreed hourly basis. In the event of termination, Tri³ will be paid for all work completed through the date of termination.

Assignment: Neither the CLIENT nor Tri³ shall assign its interest in this agreement without the written consent of the other.

Delays: Tri³ shall not be responsible for damages or be in default, or be deemed to be in default, by reason of delays in performance by reason of strikes, lock-outs, accidents, acts of God and other delays unavoidable or beyond Tri³'s reasonable control, or due to shortages or unavailability of labor at established area wage rates or delays caused by failure of CLIENT or CLIENT's agents to furnish information or to approve or disapprove Tri³'s work promptly, or due to late or slow, or faulty performance by CLIENT, other contractors, or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of Tri³'s work. In the case of the happening of any such cause of delay, the time of completion shall be extended accordingly.

Changes: In the event that any changes are made in the work performed hereunder, by the CLIENT of persons other than Tri³, which affect Tri³'s work, any and all liability arising out of such changes is waived as against Tri³ unless the CLIENT has given Tri³ prior notice and has received from Tri³ written Agreement for such changes.

Ownership: All tracings, survey notes, and other original documents are instruments of service and shall remain the property of Tri³, except where by law or precedent these documents become public property.

Tri³ is not responsible, and liability is waived by CLIENT as against Tri³, for use by CLIENT or any other person of any dates, reports, plans or drawings not signed and sealed by Tri³.

Tri³'s liability to the CLIENT for injury or damage to persons or property arising out of work performed for the CLIENT and for which legal liability may be found to rest upon Tri³, other than for professional errors and omissions, will be limited to \$1,000,000. For any damage on account of any error, omission or other professional negligence, Tri³ and/or Constance D. Silver, PE, LEED AP's liability shall be limited to a sum not to exceed \$50,000 or Tri³'s fee, whichever is greater.

Agency Fees: The CLIENT is responsible for the costs of checking and inspection fees, zoning and annexation application fees, assessment fees, and all other fees, permits, bond premiums, title company charges, and all other charges not specifically covered by the terms of this agreement.

Reimbursable Expenses: Reimbursable expenses are charged to the CLIENT on a direct cost basis. Reimbursable expenses will include, but are not limited to, all Xeroxing, printing, plotting and reproduction costs; construction plans, prints and reproductions; postage and shipping; courier services, expenses for travel to include food, transportation, lodging, tolls, and mileage (at prevailing Federal rates) for use of vehicle.

Direct Expenses (Including Professional Subconsultants and Vendors): All direct expenses shall be billed to CLIENT at Tri³'s cost. Direct expenses include, but are not limited to subconsultants for geotechnical investigations, materials sampling and laboratory testing, field surveys, topographic surveys, engineering consultants, architectural consultants, aerial topography and photography fees and other related professional fees.

Estimates: Any estimate of construction costs prepared by Tri³ represents an opinion of a design professional and is supplied for the general guidance of the CLIENT. Since Tri³ has no control over the cost of labor and material, or over competitive bidding or market conditions, Tri³ does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to the CLIENT.

Construction Site/Safety: The CLIENT agrees that in accordance with OSHA and other regulations, the construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property and that this requirement shall be made to apply continuously and not be limited to normal working hours.

Hold Harmless: In the performance of its professional services, Tri³ will use that degree of care and skill ordinarily exercised under similar conditions in similar localities and no other warranties, express or implied, are made or intended in any of Tri³'s proposals, contracts or reports. The CLIENT agrees to defend, indemnify and hold Tri³, its CONSULTANT's, agents, directors, officers and employees, harmless from any and all claims, damages, losses, expenses and liability, real or alleged in connection with the performance of work on this project, excepting liability caused by the sole negligence of Tri³.

Venue and Notices: Any dispute arising between the CLIENT and Tri³ regarding this agreement or involving the interpretation of the terms of this agreement or any breach thereof, shall be interpreted according to the laws of the State of Florida. All notices shall be deemed sufficient if served by registered mail addressed by one party to the other at the address set forth in the Work Agreement.

Certificate of Merit: The CLIENT shall make no claim for professional negligence, either directly or by way of a cross complaint against Tri³ unless the CLIENT has first provided Tri³ with a written certification executed by an independent CONSULTANT currently practicing in the same discipline as Tri³ and licensed in the State of Florida. This certification shall: a) contain the name and license number of the certifier; b) specify the acts or omissions that the certifier contends are not in conformance with the standard of care for a CONSULTANT performing professional services under similar circumstances; and c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the standard of care. This certificate shall be provided to Tri³ not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any arbitration, mediation or judicial proceeding. This Certificate of Merit clause will take precedence over any existing state law in force at the time of the claim or demand for arbitration.

Attorney's Fees: In the event of any litigation arising from or related to this Agreement or the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorney's fees and all other related expenses in such litigation. In the event of a non-adjudicative settlement of litigation between the parties or a resolution of dispute by mediation or arbitration, the term "prevailing party" shall be determined by the same process.

Expert Testimony: For providing expert testimony on CLIENT's behalf, (including, but not limited to expert witness testimony in depositions, courts of law, etc.) the minimum charge will be eight (8) hours at 1.5 times the hourly rates on Exhibit B.

Miscellaneous: Should any provision herein be found or deemed invalid, this agreement shall be construed as not containing that provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end the provisions of this agreement declared to be severed.

It is agreed that Tri³ will pay the CLIENT, or credit the CLIENT against compensation due hereunder, the sum of ten dollars (\$10.00) as special consideration for the indemnifications specified in this agreement.

[illegible]

Property Record - 02-22-29-0000-00-036

Orange County Property Appraiser •
<http://www.ocpafl.org>

Property Summary as of 08/29/2023

Property Name

655 N Wymore Rd

Names

Dot/State Of Florida

Municipality

WP - Winter Park

Property Use

8000 - Govt Vacant Land

Mailing Address

719 S Woodland Blvd
Deland, FL 32720-6834

Physical Address

655 N Wymore Rd
Winter Park, FL 32789



QR Code For Mobile Phone



655 N WYMORE RD, WINTER PARK, FL 32789 7/19/2023 3:27 PM



655 N WYMORE RD, WINTER PARK, FL 32789 7/19/2023 3:27 PM



655 N WYMORE RD, WINTER PARK, FL 32789 7/19/2023 3:27 PM



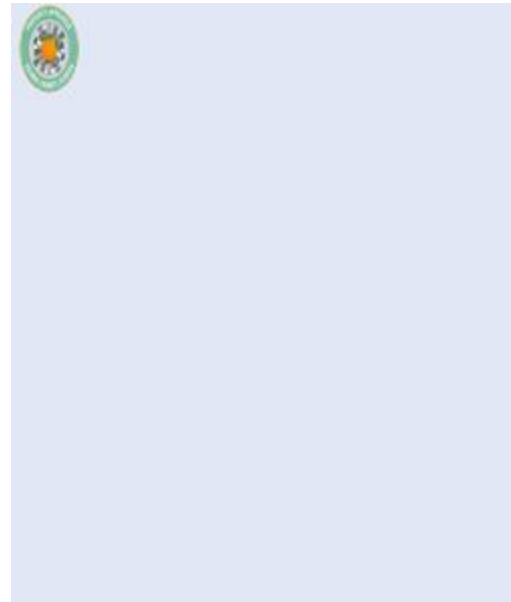
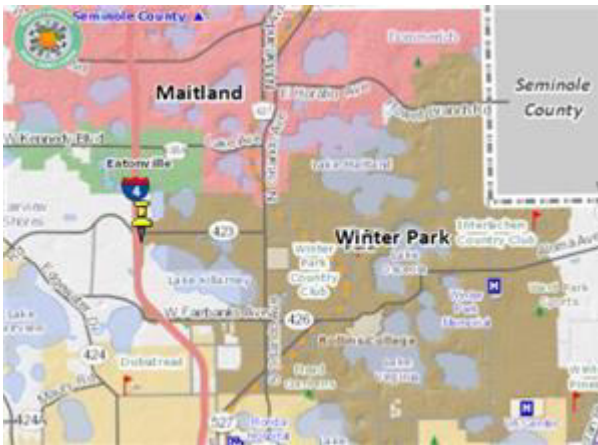
655 N WYMORE RD, WINTER PARK, FL 32789 12/15/2015 4:20 PM



292202000000036 02/13/2012



292202000000036 03/13/2007



Value and Taxes

Historical Value and Tax Benefits

Tax Year Values		Land	Building(s)	Feature(s)	Market Value	Assessed Value
2023	 	\$2,536,212	+ \$0	+ \$104,423 = \$2,640,635 (101%)		\$1,445,018 (10%)
2022	 	\$1,209,230	+ \$0	+ \$104,423 = \$1,313,653 (9.1%)		\$1,313,653 (9.1%)
2021	 	\$1,099,629	+ \$0	+ \$104,423 = \$1,204,052 (0%)		\$1,204,052 (0%)
2020	 	\$1,099,629	+ \$0	+ \$104,423 = \$1,204,052		\$1,204,052

Tax Year Benefits		Other Exemptions	Tax Savings
2023	 	\$1,445,018	\$40,574
2022	 	\$1,313,653	\$20,297
2021	 	\$1,204,052	\$18,990
2020	 	\$1,204,052	\$19,315

2023 Taxable Value and Estimate of Proposed Taxes

Taxing Authority	Assd Value	Exemption	Tax Value	Millage Rate	Taxes %
Public Schools: By State Law (Rle)	\$2,640,635	\$1,445,018	\$0	3.1730 (-1.28%)	\$0.00 0 %
Public Schools: By Local Board	\$2,640,635	\$1,445,018	\$0	3.2480 (0.00%)	\$0.00 0 %
Orange County (General)	\$1,445,018	\$1,445,018	\$0	4.4347 (0.00%)	\$0.00 0 %
City Of Winter Park	\$1,445,018	\$1,445,018	\$0	4.0923 (0.00%)	\$0.00 0 %
City Of Winter Park Debt 2017 & 2020	\$1,445,018	\$1,445,018	\$0	0.2379 (-10.12%)	\$0.00 0 %
St Johns Water Management District	\$1,445,018	\$1,445,018	\$0	0.1793 (-9.17%)	\$0.00 0 %
				15.3652	\$0.00

2023 Non-Ad Valorem Assessments

Levying Authority	Assessment Description	Units	Rate	Assessment
There are no Non-Ad Valorem Assessments				

Tax Savings

2023 Estimated Gross Tax Total:	\$0.00
Your property taxes without exemptions would be	\$40,573.88
Your ad-valorem property tax with exemptions is	– \$0.00
Providing You A Savings Of	= \$40,573.88

Property Features

Property Description

FROM SE COR OF NW1/4 RUN W 30.07 FT FOR THE POB BEING ON W R/W LINE OF WYMORE RD TH S 03 DEG W ALONG R/W 46.80 FT W 196.12 FT TO A PT 5 FT E OF E R/W LINE OF I-4 RUN N 01 DEG W 67.62 FT N 03 DEG E 353.51 FT TH E 83.83 FT N 53 FT E 121.47 FT S 03 DEG W 424.58 FT TO POB SEC 02-22-29

Total Land Area

90,578 sqft (+/-) | 2.08 acres (+/-) GIS Calculated

Land

Land Use Code	Zoning Land Units	Unit Price	Land Value Class	Unit Price Class Value
8000 - Govt Vacant Land O-1	90579 SQUARE FEET	\$28.00	\$2,536,212	\$0.00 \$2,536,212

Buildings

Extra Features

Description	Date Built	Units	Unit Price	XFOB Value
6030 - Paved Asphalt	01/01/1989	59670 Unit(s)	\$3.50	\$104,423

Services for Location

TPP Accounts At Location

Account	Market Value	Taxable Value	Business Name(s)	Business Address
There are no TPP Accounts associated with this parcel.				

Schools

Edgewater (High School)

Principal	Heather Haas Kreider
Office Phone	407.835.4900
Grades	2022: C 2019: B 2018: I

Killarney (Elementary)

Principal	Dr. Mark Wieckowski
Office Phone	407.623.1438
Grades	2022: B 2019: A 2018: A

College Park (Middle School)

Principal	Derrick Fontaine
Office Phone	407.245.1800
Grades	2022: C 2019: C 2018: C

Utilities/Services

Electric	Duke Energy
Water	Winter Park
Recycling (Monday, Thursday)	Winter Park/Waste Pro
Trash (Thursday, Monday)	Winter Park/Waste Pro
Yard Waste (Wednesday)	Winter Park/Waste Pro

Elected Officials

School Board Representative	Karen Castor Dentel
State Senate	Jason Brodeur
County Commissioner	Emily Bonilla
State Representative	Anna Eskamani
US Representative	Maxwell Alejandro Frost
Orange County Property Appraiser	Amy Mercado

**item type**

Consent Agenda

meeting date

October 11, 2023

prepared by

Peter Moore, Director of Budget and Strategic Programs

approved by

Randy Knight, City Manager

subject

Approve ARPA Funding Allocations - Downtown WiFi Node Upgrades

motion | recommendation

Approval of the ARPA funding as presented in the attached approval matrix.

background

Staff is requesting that the following ARPA project approval, previously set aside by the City Commission, be formally approved so that the project may proceed. The attachment highlights the specific project being requested as well as an update as to what has been previously approved. Treasury Department guidance on the proper and encouraged use of ARPA funding is quite broad and allowed for any general government operation and services if the spending falls under the revenue loss threshold. Staff has already reported to the Treasury that all grant funding received has fallen under the revenue loss threshold and can be considered spent towards general city services. While it is no longer necessary to justify any spending of these funds in accordance with ARPA guidelines, staff will continue to do so for continuity with past practice as well as added protection if an audit of the use of funding or government reporting requirements ever change in the future. During the outbreak of the pandemic the city installed free public WiFi access in Central and Shady Park. Those nodes are now three years old and need to be upgraded for better security and performance. The City Commission previously approved ARPA funding to expand and improve public WiFi in city parks and this funding will provide that upgrade.

strategic objectives

Quality of Life

Investment in Public Assets & Infrastructure

alternatives | other considerations

The Commission can decide to not approve, change, or modify the staff request to proceed.

fiscal impact

The city received approximately \$15.4 million in ARPA funds. All funding is currently allocated to various projects and \$250k was provided for public WiFi. The attached sheet outlines allocated and approved ARPA spending.

attachments

1. American Recovery Act Allocation - Central Shady WiFi

Projects for use of Allocated ARPA Funds

Proposed Project	Department Lead	ARPA Funding Allocated	ARPA Eligibility Based on Treasury Guidance	Project Notes (Timeline/Next Steps)	Funding Approval Requested Now	Motion for Approval
Central and Shady Park Public WiFi Upgrade	Public Works	\$ 250,000	The City of Winter Park has already complied with all ARPA reporting requirements. City's have broad latitude under ARPA to use funds received in any manner deemed needed by the city as long as funding received falls under the revenue replacement limits. All revenue received by the city falls under this limit.	When the pandemic started the city installed WiFi nodes in Central and Shady Park to provide safe venues for free public WiFi. These nodes are outdated and need to be replaced. This Project will replace the 19 locations in the parks and enhance security and performance.	30,000	Staff is requesting approval to spend up to \$30k on hardware replacement.

Projects Afforded by Revenue Replacement from ARPA

Last revised 10/11/2023 Commission Meeting

Potential Use of Funds	Revised Allocation	\$ Amount Approved	\$ Remaining Allocation	Approval Date
General Projects/Uses				
Offset loss of revenue in 2022	\$ 1,300,000	\$ 1,300,000	\$ -	Approved 9/22/21
Offset loss of revenue in 2023	\$ 500,000	\$ 500,000	\$ -	Approved 9/28/22
City Employee Retention Bonus in 2023	\$ 535,000	\$ 535,000	\$ -	Approved 9/28/22
Historic Preservation	\$ 100,000	\$ 100,000	\$ -	Approved 6/8/2022
Traffic and Road Improvement Study and Design	\$ 750,000	\$ 750,000	\$ -	Approved 9/22/21
Neighborhood Traffic Calming	\$ 250,000	\$ 250,000	\$ -	Approved 1/12/22
Large Scale Street Bricking Repair and Replacement	\$ 500,000	\$ 500,000	\$ -	Approved 11/10/21
Old Library Building AC	\$ 72,000	\$ 72,000	\$ -	Approved 5/11/22 (\$62,856)
				Approved 5/11/22 (\$211,110) Reallocated \$228k to Ozark 10/26/22
Seven Oaks Park	\$ 3,400,000	\$ 3,400,000	\$ -	Approved 7/27/22
Progress to Mead Connector	\$ 500,000	\$ -	\$ 500,000	
Ozark Property Purchase	\$ -	\$ -	\$ -	Approved 10/26/22 remaining funding to come from Parks Acquisition (\$1.8 mil) and outside support (\$3 mil). Request to reallocate to stormwater projects and fire training facility approved 3/8/23
Stormwater Pump Purchase	\$ 60,000	\$ 60,000	\$ -	Approved 5/10/23
Other Emergency Infrastructure Projects		\$ -	\$ -	Requested to reallocate from Ozark project line, moved to NRCS projects match
Lake Spier Emergency Repair	\$ 770,000	\$ 770,000	\$ -	Requested to reallocate from Ozark project line. Approved 3/8/23. Reallocated additional \$400k from Smartcity funding and \$70k from Business Recruitment 4/26/23.
City Wide Stormwater Master Plan	\$ 300,000	\$ 300,000	\$ -	Requested to reallocate from Ozark project line. Approved 3/8/23
Howell Branch Preserve Access Trail	\$ 250,000	\$ 250,000	\$ -	Approved 10/26/22 remaining funding for \$330k total cost from Parks General CIP (\$80k).
Meadows Park at Margaret Square	\$ 101,750	\$ 101,750	\$ -	Approved \$101,750 on 12/8/21
Stormwater Capital Improvements	\$ 150,000	\$ 150,000	\$ -	Approved 9/22/21
Cybersecurity Enhancements	\$ 500,000	\$ 500,000	\$ -	Approved \$250k 10/27/21 Approved \$250k 5/11/22
Fire Training Facility	\$ 940,000	\$ 940,000	\$ -	Expanded funding approval on 3/8/23

Potential Use of Funds	Revised Allocation	\$ Amount Approved	\$ Remaining Allocation	Approval Date
Sustainability Program - vehicles, equipment, charging stations	\$ 370,000	\$ 370,000	\$ -	Approved \$40k for Parks Electric Equipment 12/8/21 Approved \$212k for Electric Vehicles/Charging Stations 1/26/22 Approved \$118k for Electric Vehicles and Parks Equipment 8/24/22
NRCS Project Funding Match	\$ 520,000	\$ 520,000	\$ -	Approved 3/8/23. Added \$120k from Business Recruitment 4/26/23.
Vaccine Incentive Program for City Employees	\$ 75,000	\$ 75,000	\$ -	Approved 7/28/2021
Non-Profits				
Winter Park Library Furnishings and operating support grant	\$ 900,000	\$ 900,000	\$ -	Approved 9/8/21 Ideal Woman's Club Funding of \$25k added 11/10/21 Library \$300k added 1/26/22 \$285,000 approved by City Commission on 09/08/21
Support for Existing Non-Profit Partners	\$ 300,000	\$ 300,000	\$ -	
Grant Fund for Supporting Small Non-Profits	\$ 285,000	\$ 285,000	\$ -	
Households and Small Businesses				
Utility Payment Assistance Program	\$ -	\$ -	\$ -	Reallocated to Ozark Purchase 10/26/22
Business Façade Program	\$ 100,000	\$ 100,000	\$ -	Approved 1/26/22
Business Recruitment Program	\$ 210,000	\$ 20,000	\$ 190,000	Approved \$20k for Gap Study 1/26/22. Reallocate \$190k toward Lake Spier and NRCS match 4/26/23.
Humanitarian Support	\$ -	\$ -	\$ -	Reallocated to Ozark Purchase 10/26/22
Tourism, Travel and Hospitality				
Central Park Stage	\$ 400,000	\$ 400,000	\$ -	Approved 04/13/2022
Boat Tour to Dredge Canal and property cleanup	\$ 100,000	\$ 100,000	\$ -	Approved 11/10/21
Dinky Dock	\$ 154,000	\$ 154,000	\$ -	Approved 4/12/23
Christmas Decorations Downtown	\$ 180,000	\$ 180,000	\$ -	
Broadband				
Connect Facilities with Fiber	\$ -	\$ -	\$ -	Reallocated to Ozark Purchase 10/26/22
Smart City - Broadband - Signalization and Connectivity Improvements	\$ 600,000	\$ 160,000	\$ 440,000	Approved \$75k Smart City Master Plan 1/26/22 (Final approved contract at \$160k). Reallocated \$400k towards Lake Spier 4/26/23.
Public Wi-Fi	\$ 250,000	\$ 30,000	\$ 220,000	Pending

**item type**

Action Items Requiring Discussion

meeting date

October 11, 2023

prepared by

Jason Seeley, Director of Parks and Recreation

approved by

Randy Knight, City Manager

subject

Howell Branch Preserve Trail Project - Florida Department of Environmental Protection Grant

motion | recommendation

Staff recommends that City discontinue the trail project based on increased cost, SJWMD imposed changes to design and related cost impacts, and grant imposed time constraints. The funds that would be put to use on the a project with nominal community support could best be used on improvements at western portion of the property that would include the park frontage along Howell Branch Road and the portion of the park containing the stormwater pond.

background

In 2015, the city requested funding from the Florida Department of Environmental Protection (FDEP) to purchase 43.4 acres of wetlands and floodplain contiguous to the existing city-owned 50 acres of wetlands. In 2017, FDEP awarded the City \$2m to acquire the property.

The City was able to acquire the properties at well below the grant allocated \$2m and in 2019 the state reallocated the funds to be used towards treating and maintaining invasive vines, increasing recreational activities such as bird watching and fishing, installing small canoe and kayak launch, and installing trails on the purchased parcels. From 2020 up until the Winter of 2022/23, the City had various issues that delayed design of the trail system ranging from the pandemic, turnover within the Lakes Division, and a severe 2022 tropical storm season. In the Summer of 2022 the FDEP agreed to give the City a one-year extension in which to design, publicly vet, permit, and construct the proposed trail system on the grant parcels. Conceptual design was approved by the commission in the fall of 2022 and the City's contracted design firm, Dix Hite, began construction documents and other necessary action in late 2022/early 2023. In spring/summer 2023, the City, through Dix Hite, began the permitting process through St. Johns Water Management District and recently received correspondence regarding project permitting that significantly impacts both cost and intent of the project.

See attachment for sketch of the revised trail system as required by SJRWMD.

strategic objectives

alternatives | other considerations

fiscal impact

Based on the SJWMD response to construction and design of trail the City would have a total cost of between \$406k-\$530 to construct a trail on the non-grant parcels with an original estimate and budget of \$225k. Along with a significant increase in construction cost, due to the potential for at grade boardwalks on non-grant parcels the City would also see potentially significant costs for maintenance, repair, and eventual replacement of decking.

attachments

1. HBP Trail SJWMD Impact

Howell Branch Preserve Grant Funded Trail– St. Johns River Water Management District Permitting Impacts

The original projection for the portion of the trail on the non-grant parcels provided by Dix Hite called for an at grade path located on the south portion of the property along the creek. This provided a trail connection from public access and parking at the Winter Park Police Department Training Facility to the grant parcels located in the wetlands. Projected cost of this non-grant portion was \$226,500.

Item	Qty	Unit	Unit Cost	Subtotal
Non Grant Parcel Hardscape Cost				
Boardwalk	1500	sf	100	\$ 150,000.00
Boardwalk Railing	250	lf	60	\$ 15,000.00
Metal Edging	950	lf	10	\$ 9,500.00
Crushed Shell	5700	sf	2.5	\$ 14,250.00
				\$ 188,750.00
				\$ 37,750.00
				\$ 226,500.00

St. Johns River Water Management (SJRWMD) is opposed to the non-grant parcel portion of the trail being constructed as originally proposed by Dix Hite citing adverse wetland impacts. SJRWMD's guidance on the non-grant parcel trail design would require the City to either move the trail further North, taking the trail a significant distance from the creek, and increasing the cost of at grade construction to a projected \$406,000. The other option would be to utilize an at grade boardwalk along the originally defined path at the south portion of the parcels. This would have an approximate cost of \$412,000. While both of these trail design options are more likely to be approved by SJRWMD, there is no guarantee that approval would be without additional Request for Additional Information (RAI) submittals from the SJRWMD in order to be granted a permit. Each round of RAIs triggers a 30+ day review period which makes completion by the deadline difficult, if not impossible. The first phase of RAIs has generated an additional cost of \$75,000 in geotechnical, surveying, and mitigation services that includes the monitoring of a bald eagle's nest during the construction period of the project.

There is one other potential route and design for the non-grant parcel route which would move the trail north away from the creek and require at grade boardwalk. The approximate cost for which is \$530,000.

Another cost consideration that should be noted, as with any design that incorporates an at grade boardwalk, the City would need to commit significant resources to both annual maintenance, repairs, and eventual replacement of decking. We experience maintenance challenges with the current elevated boardwalk at Mead which is not as long as the potential at grade boardwalks at Howell Branch, not in contact directly with elements, and similar case when it comes to difficulty in performing maintenance. The expected lifespan of the at grade boardwalk decking material would be 12-15 years with the supporting structure being more durable.

In addition to the cost concerns, as a result of SJRWMD's position related to the non-grant parcel, they would like to see the footprint of the grant parcel boardwalks/trails be reduced significantly. The images below depict the commission approved design and what would most likely be approved by SJRWMD.

Along with reducing the size of trail, it would push the trail design from a loop to what is almost a point-to-point boardwalk similar to the failed Maitland/Orange County trail on Temple Rd just beyond the Winter Park Police Department Training Facility.

Below depicts the originally approved plan vs what would most likely be approved by SJRWMD.

SJRWMD Friendly Design:



Original Design:



In summary, the non-grant parcel trail that is necessary to gain access to the grant section trail within the wetlands would cost the City \$400,000-\$530,000 due to the required change in design and routing. Along with significant cost increases, the SJRWMD comments related to permitting the elevated boardwalk/trail will result in a much less attractive project due to reduced size and near point-to-point design.



City Commission

agenda item

item type

Action Items Requiring Discussion

meeting date

October 11, 2023

prepared by

Pamela Russell, Director of Human Resources

approved by

Randy Knight, City Manager

subject

City Manager's Annual Evaluation

motion | recommendation

Determine and approve the amount of a merit increase, if any, for the City Manager.

background

This is the City Manager's Annual Review. The Mayor and each Commissioner completed an evaluation of the City Manager for the period from 10/1/22 to 9/30/23, a summary of which is attached.

The City Commission has approved a budget that includes up to a 2.5% merit increase for employees for FY 2024.

strategic objectives**alternatives | other considerations****fiscal impact**

The City Manager's salary to which the merit increase would apply is \$240,186.

attachments

1. Compilation of Evals - 2023 pdf

City Manager Evaluations
10/1/2023

	Mayor Anderson	VM DeCiccio	Comm Sullivan	Comm Cruzada	Comm Weaver	Average	Weight
Professional Attributes	3.33	4.00	3.00	3.63	3.00	3.39	20%
Leadership	3.60	4.00	3.80	3.92	3.20	3.70	25%
Departmental Performance	3.40	4.00	3.77	3.89	3.07	3.62	25%
Oversight/Execution on Major Projects, Initiatives	<u>3.40</u>	<u>3.93</u>	<u>3.03</u>	<u>3.47</u>	<u>3.07</u>	<u>3.38</u>	<u>30%</u>
Weighted Average	3.44	3.98	3.40	3.72	3.09	3.52	100%

Scale

- | | |
|------------------------|----------------------------------|
| 4 Exceeds Expectations | 2 Minor Improvement Needed |
| 3 Meets Expectations | 1 Significant Improvement Needed |

**item type**

Public Hearings: Non Quasi-Judicial Matters

meeting date

October 11, 2023

prepared by

Peter Moore, Director of Budget and Strategic Programs

approved by

Randy Knight, City Manager

subject

Ordinance - Amending the FY23 Adopted Budget (1st reading)

motion | recommendation

As required by statute, approve the ordinance adopting amendments made to the FY23 budget over the course of the last fiscal year (2022 - 2023).

background

The City Commission is required by Statute to approve any budget adjustments that alter the total amount budgeted in any fund or when funds are transferred between different fund types. The City has adopted the practice of bringing budget amendments to the City Commission as they arise and then bringing a year-end ordinance adopting all the amendments formally to comply with Statute. Through the receipt of grants or due to a need to revise original revenue estimates the city periodically needs to make changes to stated account revenues and expenditures. This is primarily a housekeeping process and it properly provides departments and divisions with an accurate picture of the funds available to undertake programs and projects. The following attachment highlights the budget amendments (Exhibit A of the Ordinance) that have already been approved by the Commission at prior meetings and now need to be formally adopted through public hearing. In addition to those previously adopted, a few additional amendments have been brought for approval and are all related to facility or operating functions in the city that due to increased use also have increased associated costs:

- 1) Winter Pines and WP9 Budget: The golf courses have seen revenues and corresponding expenses increase over the course of FY23. This amendment properly accounts for major changes in performance for the two courses. The total amendment is \$264k and is merely an accounting change that will better represent the overall revised budget performance for FY23.
- 2) Fire Department Ambulance Transport Fees: Elevated levels of transport have resulted in higher revenues and costs. This amendment makes those changes a wash in the budget and better accounts for performance in FY23. Total amendment is \$220k.

3) Police Special Detail Pay: The Police Department provides security for events that occur throughout the year. As part of the budget this is structured as a wash, where revenues are expected to match expenses. There has been greater use of police services by 3rd parties and this amendment reflects those added revenues and expenses. Like the other amendments, this \$300k change is for accounting purposes and better reflects budget performance.

4) Pines Golf Cart Sale: Part of the acquisition of the Pines included the old golf carts which have now been sold. The proceeds of \$211k are being applied back to the project account to make capital improvements to the facility.

5) The NRCS Grant Match and Swoope Site Developer Payment have both been previously approved by the Commission.

strategic objectives

Fiscal Stewardship

alternatives | other considerations

Not approving this would require staff to remove the amendments in the accounting system. It would not affect actual revenues received or expenditures incurred.

fiscal impact

None. All the amendments have been previously approved by the Commission or are revenue neutral.

attachments

1. Budget_Amendment_Ord_FY23_year_end
2. Exhibit A - Budget Amendments Sheet YR End

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA, AMENDING THE ADOPTED BUDGET AND ACCOMPANYING FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2022 – 2023 BY PROVIDING FOR CHANGES IDENTIFIED IN EXHIBIT A; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Ordinance No. 3216-21, the City of Winter Park, Florida has adopted the Budget and Capital Improvement Program for the fiscal year 2022 – 2023; and

WHEREAS, the City of Winter Park, Florida desires to amend the Budget and Capital Improvement Program for supplemental appropriations in the amounts identified in Exhibit A; and

WHEREAS, Section 166.241(4)(c) Florida Statutes require such a budget amendment be adopted in the same manner as the original budget.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA THAT:

SECTION 1. The Budget and Capital Improvement Program for fiscal year 2022 – 2023 is hereby amended by providing for changes identified in Exhibit A.

SECTION 2. If any section, subsection, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. In the event of any conflict between the provisions of this Ordinance and any other ordinance, resolution, or portions thereof, the provisions of this Ordinance shall prevail to the extent of such conflict.

SECTION 4. The provisions of this Ordinance shall become effective immediately upon passage.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, held in City Hall, Winter Park, Florida this 25th day of October, 2023.

Phil Anderson, Mayor

Attest:

Rene S. Cranis, City Clerk

Exhibit A

Item	Amount	Source Account	Source Acct. Name	Exp. Account	Exp. Acct. Name	Note	Approval Date
Police Special Detail	\$ 300,000	0010342 342101	Police Special Detail - Rev	0014104 515020 0014104 521010	PD Special Detail Uniform Patrol FICA	Estimates are made to be a wash in the budget however revenues and expenses have exceeded estimates and are being accounted for here.	Pending
WP Pines Golf	\$ 234,000	Various, see attached list				Revenues and expenses at the courses are higher than originally estimated largely due to items that have a cost of goods sold such as food, beverage and merchandise. This adjustment allocates the budget appropriately to account for revenues received.	Pending
WP - 9	\$ 30,000	0010347 347231	WP9 Membership Fees	0016301 552012 0016301 552015	Merchandise and Food/Beverage		Pending
Fire Ambulance Transport Fees	\$ 220,000	0010342 342601	Ambulance Transport Fees	Various, see attached list	Overtime Transport Incentive Incentive Pay	Ambulance transports have been elevated in FY23 which has resulted in higher revenues and operating costs.	Pending
Pines Golf Carts Sale	\$ 211,200	3010369 369901	Miscellaneous Revenues	3016101 565345	Pines Golf Course Projects	As part of the purchase of the course, the old carts were sold and this records the receipt of that revenue to be used to make capital improvements to the Pines course.	Pending
Half- Cent Sales Tax Revenues for NRCS Grant Match	\$ 580,000	0010335 335180	Half-Cent Sales Tax Revenues	0018502 591101	Transfers to Designations Trust Fund - NRCS Match	This amendment reflects accounting for the projects to be funded by the NRCS grant. Sales tax revenues that are performing well in FY23 were dedicated to support part of the match needed for the \$4+ million NRCS grant. The remaining portion of funding for the projects is coming from the grant itself.	4/26/2023
	\$ 3,781,497	1010331 331390	Grants	1013405 534040	NRCS Projects		
Swoope Site Swap Developer Payment	\$ 980,271	3010364 364401	Sale of Assets	3016101 565332	Parks Maintenance Facility Project	This payment represents the funding received as part of the executed swap agreement for the Swoope site. This will contribute towards the cost of the overall construction of the project.	Approved in FY22 but payment was received and recorded in February 2023

FY23 Pending Revenue Budget Adjustments

Police

Org	Object	Description	Budget Adj	Total Adj
0010342	342101	POLICE-SPECIAL DETAIL	300,000.00	
0014104	515020	SPECIAL PAY - SPECIAL DETAIL	250,000.00	
0014104	521010	FICA TAXES	50,000.00	
				300,000.00

Fire

Org	Object	Description	Budget Adj	Total Adj
0010342	342601	AMBULANCE TRANSPORT FEES	220,000.00	
0015103	514010	OVERTIME WAGES	75,000.00	
0015103	514012	OVERTIME WAGES - HOLIDAY PAY	60,000.00	
0015103	515010	SPECIAL PAY - INCENTIVE PAY	70,000.00	
0015103	515030	SPECIAL PAY - TRANSPORT INCENT	15,000.00	
				220,000.00

Parks - WP9

Org	Object	Description	Budget Adj	Total Adj
0010347	347231	PARKS-GOLF MEMBERSHIP FEE-WP9	30,000.00	
0016301	552012	OPERATING SUPPLIES - MERCHDISE	20,000.00	
0016301	552015	OPERATING SUPPLIES - FOOD&BEV	10,000.00	
				30,000.00

Parks - Pines

Org	Object	Description	Budget Adj	Total Adj
0010347	347250	PARKS-GOLF GREEN FEES-PINES	-800,000.00	(See Note*)
0010347	347251	PARKS-GOLF MEMBERSHIP FEE-PINE	174,000.00	
0010347	347252	PARKS-DRIVING RANGE-PINES	295,000.00	
0010347	347253	PARKS-GOLF CART FEES-PINES	331,000.00	
0010347	347254	PARKS-PRO SHOP MERCH-PINES	106,000.00	
0010347	347255	PARKS-GOLF PRO SHOP FOOD-PINES	83,000.00	
0010362	362113	RENT-WP PINES CLUBHOUSE	45,000.00	
0016303	544040	RENTALS - OUTSIDE VEHICLES	118,000.00	
0016303	552010	OPERATING SUPPLIES - GENERAL	20,000.00	
0016303	552012	OPERATING SUPPLIES - MERCHDISE	96,000.00	
				234,000.00

**Revenues were not delineated by line for FY23 and were entered as a lump sum. This adj places them where they were earned.*