



TO: Lake County Water Authority Board of Trustees
FROM: Christina Rider, Executive Office Manager/Financial Coordinator
DATE: October 31, 2017
SUBJECT: Approval of Blanket Purchase Order for Jani-King of Orlando

Consent Item

Approval of Blanket Purchase Orders

Staff is requesting the Board approve a FY 2017-2018 blanket purchase order for custodial services as follows:

- Jani-King of Orlando
Custodial Services for Office (100-340) \$ 2,972
Custodial Services for Crooked River, Flat Island and Bourlay Preserves \$ 13,558
TOTAL \$ 16,530

Executive Director's Recommendation:

Authorize the Executive Director to process a blanket purchase order for FY 2017-18 for custodial services from Jani-King for an amount not to exceed \$16,530.

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TO: Lake County Water Authority Board of Trustees
FROM: Ron Hart, Water Resources Director
DATE: October 30, 2017
SUBJECT: Additional Polymer Purchase Order

Consent Item

Approval of an Additional Polymer Purchase Order

This past month, staff ran into issues receiving polymer from the current vendor Fort Bend Services. The Water Authority had an agreement with Fort Bend to keep a specific polymer in stock in exchange for a storage fee added to the price of each tote. It is very important to have this chemical available because it is necessary in order to run the centrifuge and keep the ponds dredged.

With the resumption of flow this fall, staff began using and ordering polymer. Fort Bend did not replace the polymer as ordered each tote was ordered. When they ran out, they then substituted a different polymer. Staff noticed the change in the product numbers and asked the representative about the change and he told staff it was the same polymer. Staff attempted to use this new polymer but it would not work. Valuable time was lost trying to locate drums of the correct polymer that could be immediately shipped to the NuRF.

To avoid these issues in the future, staff recommends that the Water Authority also issue an additional purchase order for the same amount to Nalco Company. This would allow staff to purchase product from whichever vendor has a functional product at the lowest cost and ensure there is a secondary source of chemical when necessary. Staff will also begin storing the polymer on site and ordering additional totes when supplies get low. Because the polymer has an extremely long shelf life and is not degraded by sunlight, the chemical can be stored under the new equipment storage building.

The Board previously authorized a \$100,000 Purchase Order for polymer with Fort Bend Services. The Board included \$100,000 in the FY 2017-18 for polymer. Staff requests authorization to issue a second \$100,000 purchase order for polymer to Nalco Company.

These purchase orders only encumber the money and authorize staff to purchase these products, if needed. It does not guarantee that the money will be spent. The purchase orders would expire at the end of FY 2017-18.

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Executive Director's Recommendation:

Authorize the Executive Director to issue a purchase order for polymer to Nalco Company for \$100,000.



TO: Lake County Water Authority Board of Trustees
FROM: Christina Rider, Executive Office Manager/Financial Coordinator
DATE: November 3, 2017
SUBJECT: Approval of Emergency Tree Removal Invoices from C & M Dredging, Inc.

Consent Item

Approval of Emergency Tree Removal Invoices from C & M Dredging, Inc.

The Lake County Water Authority has a contract with C & M Dredging for Emergency Tree Removal Services. After Hurricane Irma C & M Dredging, Inc. was used to remove trees from various water bodies. Below is listed each location, the number of trees removed and the costs.

Table with 3 columns: Location, # of Trees, Cost. Rows include Apopka Beauclair Canal, Haines Creek, North Lake Eustis Canal, South Lake Eustis Canal, Eagle Ridge Preserve Canal, Bugg Springs, and a Total row.

Executive Director Recommendation:

Approve emergency expenditures to remove trees fallen in LCWA managed water bodies due to Hurricane Irma in the amount of \$47,000 to C & M Dredging.

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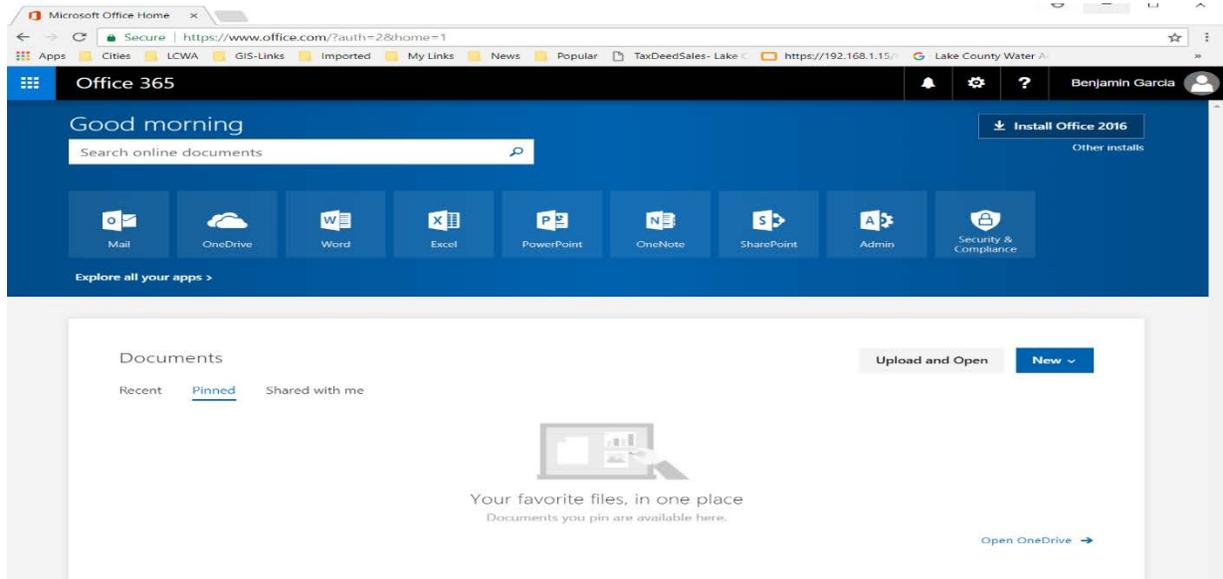
TO: Lake County Water Authority Board of Trustees
FROM: Ben Garcia, IT Manager
DATE: November 3, 2017
SUBJECT: Demo of the New Board Email System and Agenda Download Process

Discussion Item

Demo of the New Board Email System and Agenda Download Process

For a month now, the LCWA email system has been upgraded and migrated from a local stored server to a cloud based Microsoft Office 365 email server. Staff completed this major task with the help of a small company for a fraction of the estimated and budgeted cost. There are other IT tasks that staff is still working on to get the whole process complete. For now, emails for both staff and board members is easily accessible on any machine or anywhere thru the access of this new system. This also means less infrastructure maintenance, more reliability, more web access and sharing.

Staff will demonstrate how board members get access to their LCWA emails and how they can download agenda memos into their laptops.



Executive Director's Recommendation:

For information purposes only. No action required.

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: October 13, 2016
SUBJECT: Annual Report Presentations from Education Contractor
and Contracted Naturalist

Discussion Item

Annual Report Presentations from Education Contractor and Contracted Naturalist

At the September Board meeting the Board approved continuing the contracts for Maryann Krisovitch, the Education Contractor, and Dr. Marc Crail, the Contracted Naturalist. Both Ms. Krisovitch and Dr. Crail will present year-end reports summarizing their activities for FY 2015-2016 and proposed activities for the upcoming year.

Executive Director’s Recommendation:

For information purposes only. No action required.

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: November 1, 2017
SUBJECT: Annual Report Presentation from Trout Lake Nature Center

Discussion Item

Annual Report Presentation from Trout Lake Nature Center

The Board approved entering into a Memorandum of Understanding in FY 2016-2017 with the Trout Lake Nature Center for a \$17,500 grant to the Trout Lake Nature Center (TLNC) of which \$7,500 was to go toward funding their facilities, maintenance and personnel, \$2,000 for schools that the School Board would not otherwise fund to attend programs at TLNC, \$6,000 for transportation to the TLNC, and \$2,000 to provide in-school programs for schools that are not be able to travel to the TLNC.

Eileen Tramontana, Executive Director for the Trout Lake Nature Center will report on the FY 2016-2017 activities and upcoming events/activities.

Executive Director’s Recommendation:

For information purposes only. No action required.

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TO: Lake County Water Authority Board of Trustees

FROM: Michael J. Perry, Executive Director

DATE: August 9, 2017

SUBJECT: Clermont Boat Ramp Replacement

Discussion Item

Clermont Boat Ramp Replacement

As part of the Victory Point (a.k.a. West Lake) Stormwater Project in the City of Clermont, the existing boat ramp on Lake Minneola located within the City will be eliminated. The City has been searching for site to construct a replacement boat ramp. The Water Authority contributed funds toward the construction of the existing boat ramp that is being removed and for the Victory Point Stormwater Project. Trustee Cox has been following the issue and alerted staff that a public meeting would be held on August 3, 2017 to get public input into the process. Staff and Trustee Cox attended the public meeting and learned that the City has considered four (4) sites (map attached):

- 1) The Bell Ceramics Property
- 2) A site on Lake Hiawatha
- 3) A second site on Lake Hiawatha
- 4) A site on the Lake Hiawatha Preserve

The City directed the consultant away from site 1, the Bell Ceramics site, due to concerns about the nearby swimming area, the loss of special event parking, conflicts with the waterfront trail and loss of a future economic development site. The consultant stated that sites 2 and 3 in Lake Hiawatha allowed for easy access from CR 561 and ample area for parking, however the environmental impacts are significant, the permitability was unknown and the 12th St./CR 561 bridge limits the size of vessels. The consultant stated that site 4 allowed easy access from CR561, limited wetland impacts compared to sites 2 & 3, compliments other park and recreation uses, and provides the same number of parking spaces as the existing ramp. They did note the conflict with adjacent properties and that they would have to relocate CR 561. What they did not state were the need to remove several large oak trees, that this area was shallow and dredging would be required to provide access to the lake and there would likely be more wetland impacts other than just the construction due to normal boat launching operations.

The public provided feedback to the consultants. They were concerned about (in no particular order) noise from ramp activity and boats (including airboats); wetland impacts; construction impacts on the lake - dredging; traffic impacts on CR 561, boat launching and operation on the lake and shoreline - need for a no wake zone; the proposed facility is not large enough to accommodate future growth; conflicts between paddle sports or other sports; general safety on

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the lake, jet skiers, law enforcement; that the proposed site 4 option is the wrong location, the City should keep the current ramp, Site 1 (Bell Ceramics) is the best location with the least conflicts, move the swimming beach if there are public safety concerns, find another lake for the ramp - partner with other cities and/or Lake County, and that Lake Hiawatha is a passive park and a boat ramp is incompatible.

This topic was scheduled for the City Council to discuss and potentially take some action at its August 8, 2017 meeting. Staff attended the meeting. At this meeting, the consultant reviewed the issue and summarized the August 3rd public meeting. The City Council took comments from the public which were very similar to the comments made at the August 3rd meeting.

During the City Council discussion, Councilman Mullins noted that the Cypress Cove boat ramp and marina is for sale. He suggested that the City, Lake County and the Water Authority could partner to consider this site as an alternative. Other Council members discussed the various issues regarding the proposed sites including not replacing the existing boat ramp. The Council acted to table the topic for 45 days to look for other alternatives and reconsider the existing site options.

The Water Authority Board reviewed this topic at its August 2017 meeting and it was presented for information purposes only. Staff did state at that meeting that the County likely would not take a lead in siting a new ramp and the City of Clermont may not either, and perhaps the Water Authority ought to take a leadership role in siting a new ramp as long as the City of Clermont's problem does not become the Water Authority's problem. The City of Clermont needs to be a big part of the solution.

The Clermont City Council had this item on its October 10, 2017 meeting and received comments from the public that siting a new ramp on Lake Minnehaha (where Cypress Cove is located) would receive stiff opposition from the public who feel that Lake Minnehaha is more of a "residential" lake than Lake Minneola which they perceive to be more "recreational". Other members of the public felt that the Bell Ceramics site is still the best alternative. Water Authority staff attended the meeting and offered assistance to the City of Clermont to help site a new ramp.

Water Authority staff and Trustee Cox looked at areas outside the City, such as Lake Susan Lodge, areas near Lake Louisa State Park and Cypress Cove Marina. There were difficulties with each of these locations in siting a new ramp, including access, expense to acquire property, environmental concerns and lake depth and bathymetry. On October 30, 2017 staff met with the City of Clermont City manager and staff to discuss the status of the boat ramp siting effort. During that discussion, five alternatives were identified within the City of Clermont on publicly owned property. The following maps identify the parcels and staff will provide a more detailed discussion of the pros and cons of each site. The City of Clermont would like an opinion from the Water Authority Board on these sites and perhaps a list of preferred sites for additional consideration.

Executive Director's Recommendation:

The Water Authority Board provide a list of preferred boat ramp relocation sites for additional consideration.



TO: Lake County Water Authority Board of Trustees
FROM: Patricia Burgos, Land Resources Director
DATE: November 2, 2017
SUBJECT: Authorization to Release Bid for Wolf Branch Timber

Discussion Item

Authorization to Release Timber Bid

In 2015 staff had contemplated a timber harvest at Wolf Branch Sink Preserve, Hidden Waters Preserve and Sawgrass Island Preserve for longleaf pines that had been planted in 1994 and 2004. The initial plantings of longleaf pine on the Preserves were a land management tool used to restore impacted public lands to historic natural communities such as flatwoods or sandhill habitats. For the Water Authority's properties that contain uplands, staff has been working to restore the properties to reflect healthy diverse habitats, to minimize fire suppressed areas, to minimize wildfire threats and control invasive species. For Preserves such as Wolf Branch, Sawgrass Island and Hidden Waters, longleaf pines had been planted at a high density to maximize survivorship and to derive future income from the timber sale.

Sawgrass Island Preserve was planted in 2004 and the Board permitted harvesting of the longleaf pine in 2015. Currently the staff is interested in harvesting the pine at Wolf Branch Sink Preserve. The pines were planted in 1994 by the agency and by the previous owners. Based upon a preliminary survey by a local forester, Wolf Branch timber would be desirable, but there might be logistical issues with loading ramps and trucks entering and leaving the Preserve. However in order to continue the restoration work on Wolf Branch, staff is recommending that the bid be released for the Preserve's timber to gauge the market and feasibility.

Staff is proposing that approximately 108 acres out of the Preserve's total of 154 acres be considered for thinning. Thinning will allow the remaining longleaf to grow properly, allow staff to continue burning, reduce the wildfire threat and potentially provide \$24,000 in income.

Staff worked with Mr. Jim Thorsen, retired forester from the Ocala National Forest and current arborist for the City of Eustis for the Sawgrass Island timber sale. Staff is again recommending working with Mr. Thorsen and his crew to mark the pine trees, market the timber bid, oversee the timber project, which entails keeping an eye on the timber companies as they extract the properly designated pines, minimizing damage to the property and roadway and documenting the amount of timber thinned. Staff would like the bid to be publicized and sent to timber companies that have the proper insurance and are reputable. Staff will return to the Board to discuss the winning bid and approval to proceed with the timber project.

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Executive Director's Recommendation:

1. Authorize staff to advertise the Wolf Branch Sink Preserve Timber Harvesting Bid.
2. Approve Mr. Jim Thorsen's proposal for the timber project management for an amount not to exceed \$10,200.



TO: Lake County Water Authority Board of Trustees
FROM: Patricia Burgos, Land Resources Director
DATE: November 2, 2017
SUBJECT: General Concerns for Developments Adjacent to LCWA Properties

Discussion Item

General Concerns for Developments Adjacent to LCWA Properties

At the October Board meeting, staff was directed to develop draft statements for the board to review and discuss that would typically reflect the agency's stance to local governments and developers seeking rezoning and/or land use changes to properties adjacent to Water Authority-owned properties.

Following is draft of concerns to communicate with future developers and/or local government agencies affecting the Preserves:

- At a minimum, Lake County's Land Development Regulation 6.07.00- Protection of Existing Natural Reservations should be enforced, specifically:

6.07.02 Development Review Required. All Development proposals within one thousand (1,000) fee of a natural reservation shall be evaluated for potential impacts to the reservation relating to: hydrology, water quality, air quality, ambient noise level, wildlife populations, natural ecosystems and aesthetics.

6.07.03 Management Plan. Where the County determines that a proposed project will result in negative impacts to a natural reservation, the County shall require the applicant to prepare and implement a management plan which eliminates or minimizes to the maximum extent possible the potential negative impacts.

- Exotic, Invasive Fauna and Flora
The LCWA has an invasive species control program on the Preserves. Invasive wildlife is controlled through an annual contract with the U.S. Department of Agriculture.

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methods. Neighbors may see staff with equipment controlling the non-native species and the resulting dead vegetation. The LCWA requests that developers and property owners be required to plant within their landscape only native vegetation, and to not plant exotic vegetation, as listed in the Florida Exotic Pest and Plant Council's (FLEPPC) Category 1 and Category 2 species plant list (www.fleppc.org), copies of which are available from the LCWA upon request, and that HOA's and property owners be encouraged to maintain a control program for the non-native, invasive species on their property.

- **Prescribed Fire Program**

The LCWA has maintained a prescribed fire program for over 10 years on its Preserves. The greater benefit of prescribed fire is to minimize the probability and intensity of wildfires through the removal of fuel/dead vegetation. Fire has the additional benefit of maintaining Florida ecosystems, cycling nutrients, and promoting native fire tolerant vegetation. LCWA requests that developments adjacent to the Preserves be encouraged to adopt fire-wise practices, as recommended by the Florida Forest Services www.freshfromflorida.com, copies of which are available from LCWA upon request. LCWA requests that developers be required to include in their HOA covenants a recognition that, as part of living adjacent to natural areas, that there may be fire, ash and smoke from the LCWA prescribed fire program, and that residents can expect to see adjacent areas burned every three to five years. In preparation for burning an area, staff or a contractor may be installing a fireline, mulching vegetation and/or trimming trees. There should be an understanding that the long-term benefits of the burn program outweigh any temporary inconveniences. **Additional requirements will apply when a developer of adjacent lands requests easements or other property concessions with regard to LCWA lands (see below).**

- **Buffering the Preserve**

Based upon the LCWA's 20-year history of public land ownership, the agency has found it beneficial to have a buffer between the development and the Preserve. A buffer minimizes the effects of vandalism, dumping, cut fences, invasive vegetation encroachment, and unsightly views. The LCWA requests that developers be required to provide a 50-foot buffer from the Preserves, at a minimum. The buffer located within the development could be used as a common area for passive recreation or a retention pond.

- **Public Access**

The LCWA owns and manages over 6,600 acres. The primary purpose for acquisition of conservation lands is to protect environmentally sensitive aquatic natural resources and secondarily, if environmentally compatible, to provide passive recreation opportunities. Some of these Preserves are open to the public seven days a week during daylight hours. Other Preserves are inaccessible or have limited public access. It is the LCWA's policy to control access to the Preserves through designated trailheads. Additional access points require staff analysis and LCWA board approval.

- **Fences**

Most of the Preserve boundaries are fenced. Developers should be required to include with the HOA documents and notices to the residents that LCWA fences are not to be cut, damaged, or altered in any way. If there is not a fence, generally boundary signs are posted to notify the public or identify the boundary. If neighbors are concerned about the condition and/or aesthetics of the LCWA fence, developers and property owners should be required to provide their own boundary fence.

- **Dumping of Trash and Yard Waste**

The LCWA has experienced trash and yard waste dumping within or along the Preserve boundaries, resulting in staff time and effort to clean and dispose of the trash. In addition to household garbage, the LCWA is especially concerned about yard waste containing exotic vegetation. The LCWA requests that developers be required to include within the HOA documents and notices to the residents that household trash and yard waste may not be dumped within or along the Preserve boundaries.

- **Boundary Vegetation**

The LCWA requests that developers make future homeowners aware that the property boundary line also extends perpendicular to the ground, creating a boundary plane. Any trees or vegetation found on the LCWA's side will be the responsibility of LCWA, and any vegetation found on the adjacent property will be the responsibility of the adjacent property owner. Any branches that extend beyond the boundary plane will be the responsibility of the adjacent property owner, and vice-versa. Any trimming of vegetation should be done to the boundary plane. The LCWA can be contacted with any danger tree concerns in writing, and LCWA will contact an arborist to assess the situation.

- **Shooting across the property boundary**

It is illegal to shoot in any public place or on or over the right-of-way of any paved public road, or over any occupied premises, or to recklessly or negligently discharge a firearm outdoors on a property used primarily as a residence or zoned for residential use, as per Florida State Statute 790.15 *Discharging firearm in public or on residential property*. The LCWA is concerned for the safety of the public and staff who visit the Preserves year-round, and who use trails which are located along or near the Preserve boundaries. The LCWA requests that developers and HOA's be required to advise homeowners not to shoot across Preserve boundaries into the public property with any firearms, crossbows, rifles and/or bows and arrows.

- **Water Quality**

The LCWA is concerned regarding stormwater and/or surface water discharges into the Preserves and/or surface waterbodies, and requests that developers and HOA's be required to implement retention and treatment processes to protect water quality of lakes, canals and streams, as well as to protect trees, vegetation and ground surfaces within the Preserves.

- **Proprietary Considerations Regarding LCWA Conservation Lands**

From time to time the developers of property adjacent to LCWA lands have requested, and are anticipated to continue to present requests that LCWA grant easements for utilities, road rights of way, and similar purposes across LCWA Conservation Lands. In general, LCWA policy will be to oppose and to refuse to grant such requests unless LCWA determines that granting such a request will result in net-positive benefits. When such requests are considered, LCWA shall require that the developer provide compensating benefits to the particular conservation lands affected, or similar conservation lands owned by LCWA. Offsetting benefits may include, but are not limited to a replacement of conservation lands lost or impacted by such proposals at a ratio of 5/1 to 10/1 acreage basis depending upon the nature of the impacts involved. LCWA will require that those making such development proposals provide improved access to the particular LCWA Preserve impacted, and provide improved utility service to the LCWA preserve that is impacted. When developers of adjacent properties request consideration by LCWA of easements, rights of way, or other concessions from LCWA, LCWA will require the developer of adjacent lands to execute binding covenants which become part of HOA documents precluding residents of the development from objecting to prescribed fire on adjacent LCWA lands, and waving any future claims of liability by the developer or future residents regarding any impacts of prescribed fire on LCWA lands.

In general, LCWA shall demand market value payment for any easements based upon appraisals deemed accurate by LCWA, in addition to the above policy. The above policies notwithstanding, granting easements or other property concessions at the request of any developer or other party shall be at the sole discretion of LCWA.

Executive Director's Recommendation:

For information purposes only. No action required.



TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: November 3, 2017
SUBJECT: Volleyball Sign Location at Hickory Point

Discussion Item

Volleyball Sign Location at Hickory Point

Within the agreement between the Lake County and the Lake County Water Authority the following language was included:

LCWA permits the COUNTY, subject to receipt of all necessary permits and prior written approval by LCWA, and provided that same neither reduces LCWA’s allowable signage, nor impedes the aesthetics or visibility of same, to establish temporary or permanent signage to be placed at the entrance of HICKORY POINT either as part of or separate from the LCWA’s existing signage, that announces, advertises, or otherwise publicizes the VOLLEYBALL COMPLEX.

Robert Chandler, the County’s representative for the Volleyball complex agreement sent Water Authority staff an email with a proposed sign mock-up and location for the sign. The County is anticipating a 50” x 34.5” sign, which will include both logos shown below, placed on wood 4x4s. The County Parks and Trails staff will be doing the installation. County staff and Water Authority staff originally discussed placing the sign immediately behind the existing Hickory Point sign, which would require the planter that is currently there to be removed.



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Mr. Chandler also sent a photo of the proposed parking deterrent device. The County has used this at multiple other parks around the County. The current plan is to place the posts/rope along the path shown below, basically from just past the entrance to the parking lot around to the gate just past the Pavilion parking lot entrance.



Executive Director's Recommendation:

Approve volleyball sign mock-up and location and parking deterrent system at Hickory Point.