

City Council Agenda
Budget Hearing Meeting
Monday, September 16, 2019
6:30 PM
City Hall

CALL TO ORDER

ORDER OF BUSINESS

BUDGET PUBLIC HEARING TO ADOPT FY 19-20 TAX RATES AND BUDGET

1. Resolutions No. 3797-19 and 3798-19, Final Public Hearing to Adopt the FY 2019-20 Millage Rates and Budget.

CEREMONIAL ITEMS AND PRESENTATIONS

2. Recognition of Oviedo Babe Ruth Boys 6A and 10B Baseball Teams.

APPROVAL OF MINUTES

3. Approval of Minutes for the August 26, 2019 Work Session and September 5, 2019 Regular Session.

PUBLIC COMMENT

This is the time for the public to come forward with any comments they may have on any subject related to City business not listed under Public Hearings. Complete a request to speak form and provide it to the City Clerk prior to the meeting.

State your Name and Address for the record.

Please Limit Your Comments to 3 Minutes or Less.

4. Citizen Comment.

CONSENT AGENDA

5. Resolution No. 3807-19, Lawton House Lease Agreement with the Oviedo Historical Society, Inc.
6. Resolution No. 3811-19, Approving September 16, 2019 letter of engagement and Work Order 20-001 to Gray Robinson P.A.
7. Resolution No. 3812-19, Bid Award for Sodium Hypochlorite, Sodium Hydroxide and Carbonic Dioxide.

8. Resolution No. 3813-19, Approving a Change Order to CPH for Design of the West Mitchell Hammock Water Treatment Plant Improvements 2018 Project.
9. Resolution No. 3814-19, FY2019-20 Fuel Purchases.
10. Resolution No. 3815-19, Fiscal Year 2019-20 Concrete Purchases.
11. Resolution No. 3816-19, FY2019-20 Plant Chemical Purchases.
12. Resolution No. 3817-19, FY19-20 Sludge Treatment and Disposal.
13. Resolution No. 3818-19, Architectural Design Order No. 049-19 for the Oviedo Multi-Use Commercial at OOTP lot 8 (William M. Alcott).
14. Resolution No. 3819-19, FY 2019-20 Administrative Fee Schedule.

PUBLIC HEARINGS

15. Ordinance No. 1682, Comprehensive Plan Amendment (CPA) – Large-Scale Future Land Use (FLU) Map Amendment.

FIRST READING OF ORDINANCES

16. None.

RESOLUTIONS

17. None.

DISCUSSION ITEMS

18. Appointment to Firefighters' Pension Trust Fund Board of Trustees.

CITY MANAGER'S REPORT

City Manager Bryan Cobb

CITY ATTORNEY'S REPORT

COMMUNICATIONS AND REPORTS

- Council Member Keith Britton

- Mayor Dominic Persampiere
- Deputy Mayor Bob Pollack
- Council Member Steve Henken
- Council Member Jeff Chudnow

FUTURE MEETING DATES

- Monday, September 30, 2019, 6:00 p.m. Work Session
- Monday, October 7, 2019, 6:30 p.m. Regular Session
- Monday, October 21, 2019, 5:30 p.m. CRA Governing Board
- Monday, October 21, 2019, 6:30 p.m. Regular Session
- Monday, November 4, 2019, 6:30 p.m. Regular Session
- Monday, November 18, 2019, 6:30 p.m. Regular Session

ADJOURNMENT

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, ANY PERSON DESIRING TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL, WITH RESPECT TO ANY MATTER CONSIDERED AT ANY MEETING OR HEARING, WILL NEED A RECORD OF THE PROCEEDINGS AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. This record is not provided by the City of Oviedo.

ALL SERVICES, PROGRAMS AND ACTIVITIES OF THE CITY OF OVIEDO ARE OFFERED AND SOLICITED WITHOUT REGARD TO RACE, COLOR, NATIONAL ORIGIN, AGE, SEX, RELIGION, DISABILITY OR FAMILY STATUS. FOR INFORMATION REGARDING THE CITY'S TITLE VI NONDISCRIMINATION POLICY, PLAN AND PROCEDURES PLEASE VISIT WWW.CITYOFOVIEDO.NET.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK AT 407-971-5500 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING.

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: September 16, 2019
SUBJECT: **Resolution Nos. 3797-19 and 3798-19**, Final Public Hearing to Adopt the FY 2019-20 Millage Rates and Budget.

Procedure: Mayor Calls Up Item
City Manager Provides Background
Mayor Opens the Public Hearing
Public Comment
Mayor States the Millage Rate
Mayor asks Attorney to Read Resolution No. 3797-19 by Title Only
Council Motion to Adopt Resolution No. 3797-19
Council Discussion and Action
Mayor Announces the Millage Rates Separately and in Total
Mayor asks Attorney to Read Budget Res. No. 3798-19 by Title Only
Council Motion to Adopt Budget Resolution No. 3798-19
Council Discussion and Action
Mayor Closes the Public Hearing

Introduction: This is a request for City Council to conduct a public hearing and adopt the FY 2019-20 millage rates and the FY 2019-20 Budget, and take the following actions **PRIOR TO CLOSING THE PUBLIC HEARING** in accordance with Sections 200.065 (2)(c) and (e), *Florida Statutes*, **and in the following order:**

1. *Open the Meeting as a Public Hearing on the FY 2019-20 Millage Rates and Budget.*
2. State that the millage rate of 5.1145 mills is a tax increase of 5.10% compared to the rolled back tax rate of 4.8663 mills.
3. Allow members of the public to speak and to ask questions prior to adoption of the millage rates and budget.
4. Have the City Attorney read the title of the Millage-Levy Resolution No. 3797-19.
5. Move to adopt the Millage-Levy Resolution No. 3797-19, discuss the motion, and vote on it. Upon adoption, publicly announce that the “operating millage rate is set at 5.1145 mills, which is 5.10% higher than the rolled back millage rate of 4.8663 mills and combined with the General Obligation Bond Issue of 0.1675 mills the overall millage rate is 5.2820 mills”.

6. Have the City Attorney read the title of the Budget Resolution No. 3798-19.
7. Move to adopt Resolution No. 3798-19 adopting the FY 2019-20 Annual Budget of \$76,483,552 (net of interfund transfers).
8. Close the public hearing.

Discussion: The FY 2019-20 Budget is balanced using the recommended millage rate of 5.1145 mills or \$5.1145 per \$1,000 of assessed valuation for the City’s operations. The debt service for the 2003 General Obligation Bond Issue will be set at 0.1675 mills or 16.75 cents per \$1,000 of assessed valuation. Utilizing the recommended millage rate, a summary of the combined millage rates for FY 2019-20 is as follows:

General Fund	5.1145
GOB Rate	0.1675
Total	5.2820

The millage rate of 5.1145 mills will result in \$14,242,469 in revenue to support the General Fund. Budgeting at the 95% level as allowed in Section 200.065(2)(a)1, Florida Statutes, the General Fund budget will increase by \$1,056,947 as compared to the FY 2018-19 Adopted General Fund budget. Setting the millage rate for the General Fund at 5.1145 mills will result in a citywide tax increase of 5.10% above the rolled back rate of 4.8663 mills.

- FY 2019-20 Adopted Budget: \$14,242,469 – at 5.1145 millage rate “Balanced Budget”
- FY 2018-19 Adopted Budget \$13,185,522 – at 5.0970 millage rate
- FY 2017-18 Adopted Budget: \$11,648,412 – at 5.0770 millage rate
- FY 2016-17 Adopted Budget: \$10,919,347 – at 5.0566 millage rate **
- FY 2015-16 Adopted budget: \$10,546,895 – at 5.0434 millage rate

** Has been adjusted to exclude the General Fund’s contribution to the CRA.

At City Council’s March 25, 2019, May 29, 2019, June 24, 2019, and August 26, 2019 Work Sessions, staff presented a series of potential obligations and commitments resulting in a prioritizing of funding in the General Fund for FY 2019-20. Some of the obligations and commitments reflected funding adjustments, while others affect the operations and maintenance of the City. Staff developed a priority list based on the direction provided by the City Council at the work sessions and the director’s prioritization workshop.

The FY 2019-20 Budget is balanced using the recommended millage rate of 5.1145 mills with sufficient revenues to accomplish the following:

- ✓ Maintains FY 2018-19 Service Levels,
- ✓ Funds debt service for FY 2019-20,
- ✓ Funds increases in fixed costs,
- ✓ Funds increases in benefits costs,
- ✓ Funds a 3% salary increase for General Employees,
- ✓ Funds the Police bargaining contract,

- ✓ Funds the Fire bargaining contract,
- ✓ Funds a full year of salary and benefits for the Event Marketing Coordinator position,
- ✓ Funds the following new positions: School Resource Officer, Police Officer, Fire Inspector, Building Custodian and Parks Ranger,
- ✓ Funds the promotion of a Police Officer to a Police Sergeant,
- ✓ Funds an increase in overtime costs,
- ✓ Funds the Vehicle Replacement Plan,
- ✓ Funds a replacement Fire Rescue Unit,
- ✓ Funds the replacement of 22 police radios,
- ✓ Funds the following capital items for public safety:
 - ◆ Fire: vehicle extrication equipment, EMS cardiac monitors, hose tester, firefighter rapid escape system bags, AED's, and thermal imaging cameras,
 - ◆ Police: taser replacement, armored plates, replacement of lasers, replacement of SRT and night vision equipment,
- ✓ Funds the replacement of Parks equipment to include: 2 Toro Reelmaster 5510-D's, Toro Workman HD, 4 Toro Workman's with bench seat, 2 Toro Sand Pro's, and a Toro Workman HDX,
- ✓ Funds capital purchases for IT as recommended by the IT Infrastructure & Organizational Assessment Plan,
- ✓ Funds the Comprehensive Plan Update,
- ✓ Maintains 15% Reserve Fund Balance as per the Budget and Financial Policy of the City.

The City Council provided feedback on the items presented during the work sessions, approved the required adjustments for the FY 2019-20 budget, and provided direction on those items spanning multiple funds and fiscal years.

Budget Impact: Establish the Fiscal Year 2019-20 Annual Budget as per the City Charter, Sec 4.08.06 Adoption of Annual Budget.

Strategic Plan: Conducting high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.

Recommendation: It is recommended that City Council read Resolution Nos. 3797-19 and 3798-19 by title only, conduct a public hearing, and adopt Resolution Nos. 3797-19 and 3798-19.

Prepared by: Kelly Jones, Assistant Finance Director
 Reviewed by: Jerry Boop, Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: September 16, 2019
SUBJECT: **Resolution No. 3807-19**, Lawton House Lease Agreement with the Oviedo Historical Society, Inc.

Introduction: This is a request for City Council to approve a Lease Agreement with the Oviedo Historical Society, Inc. for the use of the Historical Lawton House. Resolution No. 3807-19 also authorizes the City Manager execute the subject lease agreement.

Discussion: The Oviedo Historical Society has enjoyed the use of the Historical Lawton House as its headquarters. The Oviedo Historical Society has also organized a monthly community Farmer's Market on the grounds of the Lawton House. The current lease agreement between the is set to expire on September 30, 2019. The subject lease agreement is for an initial term of one year, beginning October 1, 2019. After the initial term, the agreement will be automatically renewed on an annual basis for a maximum of four (4) additional one-year terms for a maximum term of five (5) years. The rent shall be \$1.00 per year.

Budget Impact: There is no budgetary impact in approving the Lease Agreement with the Oviedo Historical Society, Inc.

Strategic Impact: Support civic pride and community participation.

Recommendation: It is recommended that City Council adopt Resolution No. 3807-19.

Prepared by: Dru Boulware, Recreation and Parks Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: September 16, 2019
SUBJECT: **Resolution No. 3811-19**, Approving September 16, 2019 letter of engagement and Work Order 20-001 to Gray Robinson P.A.

Introduction: This is a request for City Council approve an agreement with Gray Robinson P.A. for Professional Lobbying Services and Work Order 20-001 in the amount of \$55,500 to Gray Robinson P.A., for Professional Lobbying Services beginning October 1, 2019, through September 30, 2020.

Discussion: City Council adopted Resolution No. 2628-13 on February 18, 2013, approving a professional services agreement for professional lobbying services with Gray Robinson P.A. Subsequently, Gray Robinson has operated under annual work orders.

The Agreement provided in Exhibit 1 of Resolution No. 3811-19 restates the terms of the 2013 agreement; increases the annual fee for services from \$50,000 to \$55,500; and automatically renews annually for three (3) years, until September, 2022 unless the City gives Gray Robinson ninety (90) days cancellation notice.

The Assistant City Attorney has opined that he offers no legal objection to the document if the decision of the City is to continue the engagement.

The 2020 60-day Legislative Session will convene on Tuesday, January 14, 2020, and is expected to end on May 3, 2019. Provided below and attached to Work Order 20-001 is a draft scope of services for Gray Robinson P.A. for state lobbying services for FY 2019-2020 covering the 2020 Florida Legislative session.

1. State Lobbying Services

- a. Coordinate the City's State appropriations, authorizations, grant proposals, legislation and policy related activities with the State Legislature and State departments and agencies beginning October 1, 2019 through September 30, 2020.
- b. Lobby the Florida Legislature and Executive Branch of State government, legislative committees, joint legislative committees, State agencies or departments, administrative offices, as well as other State organizations as necessary to secure funding of the following City objectives:
 - i. \$16 Million for Phase 3 of the SR 426/CR 419 roadway widening from Avenue B to Bishop Drive

- ii. \$3 Million for Renovation of the former Post Office into a Senior Center/Shelter
 - iii. Stormwater and Water Quality Projects
-
- c. Work with the City's Legislative Delegation to ensure funding of Lake Jessup Restoration.
 - d. Assist the City with approval of its specialty center designation for Oviedo on the Park.
 - e. Monitor legislation addressing Defense of Home Rule.
 - f. Monitor legislation addressing City Council elections and other local referenda.
 - g. Maintain contact with key State Representatives and State Senator's on behalf of the City.
 - h. Advocate for the City and the City's positions on issues with the Governor, State Legislature, Seminole County Legislative Delegation, as well as, key members of State departments or agencies, or other state-level entities in support of the City's goals, priorities, programs, activities, and proposals.
 - i. Monitor legislation and advocate the City's position that the implemented Distracted Driver legislation should be logical and enforceable.
 - j. Work with State Legislators and Agencies to ensure maximum reimbursement and timely release of funds relating to tropical cyclone events.
 - k. Work with State Legislators to increase the availability of Bear Wise Funding.
 - l. Lobby the Florida Department of Transportation and the Central Florida Expressway Authority and advocate the City's position to remove the one-dollar (\$1.00) toll levied between Red Bug Road and State Route 434.
 - m. Coordinate a trip to Tallahassee for City representatives to meet with the Governor, State Legislature, Seminole County Legislative Delegation, or key members of their respective staffs, and key members of State departments or agencies, or other state-level entities.
 - n. Attend and represent the City before the Florida Legislature during scheduled, extended, or special legislative sessions and meetings.
 - o. Advocate relationship with University of Central Florida in a cost-sharing endeavor of the Twin River's Golf Course with the City.
 - p. Attend and represent the City before any State executive branch, department, body, and/or entity that could be of benefit to the City's interests.
 - q. Provide progress reports weekly during legislative sessions and committee weeks. During the legislative session, more frequent reports may be provided on specific bills identified by the lobbyist as having a direct impact on the City. All such reports shall be submitted electronically.
 - r. Provide progress reports monthly during non-session months. All such reports shall be submitted electronically.
 - s. At the end of the Legislative Session, the Consultant shall prepare a final report, including final status of the City's objectives and summary of the impact of major legislative changes to the City.

- t. Attend meetings or work sessions of the City of Oviedo City Council and meetings with City staff as necessary.
- u. Provide timely telephone and/or email updates with designated City staff on the status of the City's objectives as appropriate.

2. Grant Services

- a. Assist the City of Oviedo with its application to the Florida Job Growth Grant Fund.
- b. Assist the City of Oviedo with its application to for a Florida Communities Trust (FCT) applications.
- c. Identify grant opportunities, advocate for and assist the City with securing approval of City's grant applications for any of the objectives listed in Task No. 2.
- d. Identify grant opportunities, advocate for and assist the City with securing approval of City's grant applications for the Florida Job Growth Grant Fund.
- e. Identify grant opportunities, advocate for and assist the City with securing approval of City grant applications for the installation of electronic vehicle charging stations throughout the City.

3. Meetings

- a. Attend meetings or work sessions of the City of Oviedo City Council and meetings with City staff as necessary.

A copy of Work Order 20-001 is provided in Exhibit 2 of Resolution No. 3811-19.

Budget Impact: There is sufficient funding in the FY2019-20 budget to fund Work Order 20-001.

Strategic Impact: State lobbying services are directly related to the goals and objectives of the Mobility and Transportation; Recreation, Arts and Culture; and Safety and Security Strategic Focus Areas.

Recommendation: It is recommended that City Council adopt Resolution No. 3811-19.

Prepared by: Patrick Kelly, Assistant City Manager

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3812-19**, Bid Award for Sodium Hypochlorite, Sodium Hydroxide and Carbonic Dioxide

Introduction: This is a request for City Council to award ITB 19-36 to Allied Universal Corporation for supplying Sodium Hypochlorite; Brenntag Mid-South, Inc. for supplying Sodium Hydroxide; and Matheson Tri-Gas, Inc. for supplying Carbonic Dioxide (liquid CO₂).

Discussion: The City's Water Treatment Facility and Water Reclamation Facility use a variety of chemicals, including Sodium Hypochlorite, Sodium Hydroxide and Carbonic Dioxide in the daily treatment of water and wastewater. The City's Recreation and Parks Department also utilizes the Public Works bid for purchasing swimming pool chemicals as needed. Currently, the City purchases chemicals through contracts which were competitively bid in 2016 and renewed annually. The current contracts, including all renewal periods will expire on September 30, 2019.

On July 15, 2019, the City broadcast on VendorLink an invitation to bid (ITB 19-36) for plant chemicals, including Sodium Hypochlorite, Sodium Hypochlorite and Carbonic Dioxide. Two (2) bids for supplying Sodium Hypochlorite were received and opened on July 30, 2019, along with three (3) bids for Sodium Hydroxide and one (1) bid for Carbonic Dioxide. A copy of the bid opening minutes and tabulation are provided in the attachment. The lowest bidders were Allied Universal Corporation in the amount of \$0.504/gallon for Sodium Hypochlorite; Brenntag Mid-South, Inc. in the amount of \$1.707/gallon for Sodium Hydroxide; and Matheson Tri-Gas, Inc. in the amount of \$0.122 for Carbon Dioxide.

The chemicals included in this bid (ITB 19-36) that exceed \$50,000 annually and require approval by City Council in accordance with the City's Purchasing Policy are as follows:

Chemical	Bid Price	Annual Quantity	Estimated Annual Cost	Usage
Sodium Hypochlorite	\$ 0.504/gal	510,000/gal	\$ 257,040	Disinfection
Sodium Hydroxide	\$ 1.707/gal	54,500/gal	\$ 93,032	Stabilization
Carbon Dioxide	\$ 0.122/lb.	480,000/lbs.	\$ 58,560	Stabilization

Bid awards for chemicals with annual expenditures that are within the City Manager's approval threshold are being processed under individual agreements and Work Orders in accordance with this competitive bidding process and the City's Purchasing Policy.

Authorization for annual expenditures for all Water and Wastewater chemicals are addressed in Resolution No.3816-19, also on the City Council agenda for this evening.

Budget Impact: There are adequate funds in the FY2019-20 budget to provide for these chemicals as addressed in Resolution No. 3816-19 which authorizes the annual expenditures for all FY2019-20 Water and Wastewater Plant chemicals.

Strategic Impact: Continue to produce the highest water quality possible.

Recommendation: It is recommended that City Council adopt Resolution No. 3812-19.

Attachments: 1. Bid Opening Minutes
 2. Bid Tabulation

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Steve Santiago, Utilities Manager
 Bobby Wyatt, Public Works Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3813-19**, Approving a Change Order to CPH for Design of the West Mitchell Hammock Water Treatment Plant Improvements 2018 Project

Introduction: This is a request for City Council to approve a Change Order in the amount of \$13,550 to the Work Order and Purchase Order issued to CPH, Inc. for design of the West Mitchell Hammock Water Treatment Plant (WMHWTP) Improvements 2018 project.

Discussion: On December 3, 2018, City Council authorized a Work Order to CPH, Inc. in the amount of \$91,182 under Resolution No. 3669-18 for design of the WMHWTP Improvements 2018, Project No. PW1903. The project includes adding a downstream large (36-inch) pipe and modifying the existing power distribution system with the addition of a new 600 kw generator.

During the design process, CPH identified the need to replace aging switch gear equipment with an automatic switch scheme to improve system reliability. As such, additional electrical design services are needed, resulting in a Change Order request in the amount of \$13,550. A copy of the proposed Change Order and scope of services is provided in Exhibit 1 of Resolution No. 3813-19. Staff has reviewed CPH's scope and proposal and recommends approval.

Because the change (increase) in cost exceeds ten percent (10%) of the current purchase order/contract amount, City Council approval is required per the City's Purchasing Policy.

Budget Impact: A budget amendment is provided in Exhibit 2 of Resolution No. 3813-19 for available funding in Fund 408, Water Impact Fee Fund.

Strategic Impact: Maintain Public Health Protections while ensuring that the infrastructure meets the capacity needs of the City.

Recommendation: It is recommended that City Council adopt Resolution No. 3813-19.

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Bobby Wyatt, Public Works Director
Kelly Jones, Assistant Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3814-19, FY2019-20 Fuel Purchases**

Introduction: This is a request for the City Council to authorize fuel purchases in the amount of \$411,319 for FY2019-20.

Discussion: The City's storage capacity for fuel is 11,000 gallons for unleaded and 5,000 gallons for diesel. The City strives to maintain a balance of 8,000 gallons of unleaded and 3,000 gallons of diesel fuel to be stored in the tanks to address any emergency situations that may occur, especially during the hurricane season.

Based on current usage, existing costs and market conditions, it is anticipated that the City will need to allocate \$411,319 for the upcoming fiscal year for unleaded and diesel fuel. This appropriation request will ensure the City has the resources needed to operate effectively during normal operations and in case of emergency events. As in past years, fuel purchases will occur via the State of Florida Bulk Fuel, Gasoline and Diesel Contract 405-000-10-1 or via an existing Osceola County School District piggyback agreement with Lynch Oil Company.

Budget Impact: Adequate funding exists in the FY2019-20 Budget for Fuel.

Strategic Impact: Continue high levels of service and maintain up to date equipment and appropriate facilities.

Recommendation: It is recommended that City Council adopt Resolution No. 3814-19.

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Bobby Wyatt, Public Works Director
Kelly Jones, Assistant Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3815-19**, Fiscal Year 2019-20 Concrete Purchases

Introduction: This is a request for City Council to authorize Fiscal Year 2019-20 expenditures of \$80,000 for concrete.

Discussion: The City's Public Works Department is responsible for ensuring all City sidewalks, curbs, gutters and other infrastructure is maintained in a safe and structurally sound manner. While many of the City's "new" concrete projects are contracted out, most of the day to day maintenance work is done in-house, utilizing City staff and equipment.

The anticipated annual expenditure for concrete and concrete materials for Fiscal Year 2019-20 is \$80,000. The City's Purchase Policy requires that all annual expenditures in excess of \$50,000 be approved by City Council. Concrete purchases will occur in accordance with the City's Purchasing Policy.

The contract with the City's primary concrete supplier (Maschmeyer) expired earlier this year under a Seminole County piggyback. Attempts by Seminole County to negotiate renewals with Maschmeyer were not successful. As such, the City prepared their own bid and only one supplier responded to the City's bid. The City has entered into a contract with the respondent, but has also reached out to other suppliers as needed to fill their contract needs. Concrete remains difficult to procure due to various large construction projects such as I-4 currently underway in the State of Florida which affects the pricing and availability. Staff will continue to procure concrete in the most economic means available for FY2019-20 under the contracts available for use.

Budget Impact: The 2019-20 Fiscal Year Budget includes \$60,000 in Account 001-4107-541.46-20 and \$20,000 in Account 001-4107-541.53-00.

Strategic Impact: Ensure that the infrastructure meets the capacity needs of the City by eliminating existing infrastructure deficits.

Recommendation: It is recommended that City Council adopt Resolution No. 3815-19.

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Bobby Wyatt, Public Works Director
Kelly Jones, Assistant Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3816-19, FY2019-20 Plant Chemical Purchases**

Introduction: This is a request for City Council to authorize FY2019-20 expenditures for Water and Wastewater Plant Chemicals.

Discussion: The City's Water and Wastewater Treatment Plants use a variety of chemicals, including Sulfuric Acid, Sodium Hypochlorite, Ammonia Hydroxide, Fluoride, Sodium Hydroxide and Carbonic Dioxide in the daily treatment of water and wastewater. The City purchases these chemicals through contracts which have been competitively bid or via three (3) quotes as may be required in accordance with the City's Purchasing Policy. The current contracts will expire September 30, 2019. Staff has recommended awarding new contracts as a result of a 2019 City bid for Plant Chemicals. Staff's recommendation for award is on the City Council agenda for this evening under Resolution No. 3812-19. Once awarded, contracts will be entered into in accordance with the City's Purchasing Policy for procurement of these chemicals.

The annual cost for all water and wastewater plant chemicals for Fiscal Year 2019-20 is estimated at \$507,959. Of this amount, \$398,957 is for the Water Plant and \$109,002 is for the Wastewater Plant. City Council approval is required for all expenditures in excess of \$50,000.

Budget Impact: The FY 2019-20 budget includes \$398,957 in account 401-3302-533.52-10 for the water plant and \$109,002 in account 401-3503-535.52-10 for the wastewater plant. These Enterprise Funds are sufficient to cover all water and wastewater plant chemicals, based on anticipated quantities.

Strategic Impact: Maintain highest water quality possible.

Recommendation: It is recommended that City Council adopt Resolution No. 3816-19.

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Bobby Wyatt, Public Works Director
Kelly Jones, Assistant Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: **September 16, 2019**
SUBJECT: **Resolution No. 3817-19**, FY19-20 Sludge Treatment and Disposal

Introduction: This is a request for City Council to approve Fiscal Year 2019-20 expenditures in the amount of \$138,146 for the treatment and disposal of sludge from the City's Wastewater Plant.

Discussion: The Oviedo Water Reclamation Facility (OWRF) processes an average of 1.6 million gallons of wastewater per day and reclaims it for irrigation water. Solids removed during the process of making reclaimed irrigation water are called bio solids, or sludge. Under the Florida Department of Environmental Protection (FDEP) Permit, bio solids collected at the OWRF must be transported to a remote treatment facility to be further treated for disposal.

In 2017, City Council adopted Resolution No. 3449-17 awarding Bid No. 17-22 for the treatment and disposal of bio solids (sludge) to Shelley's Septic Tank, Inc., dba Shelley's Environmental Systems. The resulting agreement was executed by the parties and remains effective through August 29, 2020, with the possibility of two (2) one-year renewals.

The annual cost for contract sludge treatment and disposal for Fiscal Year 2019-20 is estimated at \$138,146.

Budget Impact: The FY2019-20 Water Treatment budget includes \$138,146 in Fund 401-3503-535.34-65 for sludge processing

Strategic Impact: Maintain public health protections and enhance sewer system distribution.

Recommendation: It is recommended that City Council adopt Resolution No. 3817-19.

Prepared by: Susan Sheikh, Operational Resources Manager
Reviewed by: Bobby Wyatt, Public Works Director
Kelly Jones, Assistant Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: September 16, 2019
SUBJECT: **Resolution No. 3818-19**, Architectural Design Order No. 049-19 for the Oviedo Multi-Use Commercial at OOTP lot 8 (William M. Alcott)

Introduction: This is a request for the City Council to approve Architectural Design Order (ADO) No. 049-19 for the Oviedo Multi-Use Commercial at OOTP Lot 8.

Discussion: The proposed development is located on Oviedo on the Park Lot 8, which is located on the east side of Oviedo Boulevard and north side of Mitchell Hammock Road. The total land area is approximately one point twelve (1.12) acres. The applicant/owner is William M. Alcott. The architect of record is Daniel Farmer from Farmer Architecture.

Per LDC Section 2.5 (A)(18), the City Council shall have final approval authority to issue Architectural Design Orders associated with a Site Development Order or Building Permit application associated with a Mixed Use Development, Multifamily Development, Townhome Development, Office Development, and Commercial Development in all zoning districts.

The subject property is designated as Downtown Mixed Use (DMU) on the City's Future Land Use Map and New Downtown District Village Core (MUD-VC) on the City's Official Zoning Map. The applicant proposes to develop the property with approximately ten thousand (10,000) square feet of a commercial center with retail and restaurant.

Staff reviewed the architectural design of the proposed development according to the standards of the City's Land Development Code (LDC) Article VIII, Architectural and Urban Design Standards and the Comprehensive Plan. The project consists of a one-story building with entrances well defined with canopies and masses with different roof levels. The building is finished with stacked brick, siding and stucco. Colored elevations of the proposed building are provided in Attachment 3. A 3D rendering of the proposed building is provided in Attachment 4.

The Applicant requests the following deviation to the LDC minimum architectural standards. Staff's comments, when applicable, are underlined.

ARCHITECTURAL DESIGN DEVIATION:

The following deviations relate to **Article VIII of the City of Oviedo Land Development Code (LDC):**

1. West Elevation (Primary Façade):

Material:

- a. **LDC Article VIII, Section 8.7(C)(5)(g) Material**, a 33 square foot deviation to the requirement that a primary façade shall have a maximum of 40% of the façade area with stucco (459 sq. ft.), to allow 492 square feet of fenestration on the west primary façade (7% deviation).

The applicant complies with the mitigations required by LDC Article VIII as described below.

Per LDC Section 8.3(C), Number of Mitigation Techniques, deviations up to twenty percent (20%), relating to Article 8 shall require to provide one (1) mitigation technique. The only deviation requested by the applicant is a 7% deviation. The mitigation provided by the Applicant is the following:

1. The same architectural treatment is given to all façades, including the use of brick on the east elevation (rear façade).

Staff is reviewing the site development order/final engineering plans for the Oviedo Multi-Use Commercial at OOTP lot 8. A copy of the proposed plan is provided in Attachment 2. Staff recommends approval of ADO No.049-19.

Budget Impact: There is no impact to the budget as a result of the approval of the proposed Site Architectural Design Order No. 049-19.

Strategic Impact: The proposed development of the Oviedo Multi-Use Commercial at OOTP lot 8 is consistent with the Economic and Vitality strategic goal.

Recommendation: It is recommended that City Council adopt Resolution No. 3818-19.

Attachments: 1. Location Map
 2. Proposed Site Plan
 3. Colored Façade Elevations
 4. 3D Rendering

Prepared by: Teresa Correa, Development Services Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members
FROM: Bryan Cobb, City Manager
DATE: September 16, 2019
SUBJECT: **Resolution No. 3819-19**, FY 2019-20 Administrative Fee Schedule

Introduction: This is a request for City Council to approve the FY 2019-20 Administrative Fee Schedule.

Discussion: Resolution No. 3819-19 establishes the FY 2019-20 administrative fee schedules for the Administrative, Development Services, Public Safety, and Recreation and Parks fees. It also repeals all previous Fee Schedules. However, it does not affect the Utility Rate Schedule establishing consumption and service account fees for Water/Wastewater/Reclaimed services.

The Proposed FY 2019-20 Fee Schedule includes, but is not limited to, the following:

Fire

1. Updated various fees
2. Removed False Fire Alarm Fee line for 5th and 6th occurrences.
3. Added charges for existing commercial inspections beyond the 1st inspection.
4. Added Battalion Chief Paramedic hourly fee.

Recreation and Parks

Beginning with FY 2019-20, the Recreation and Parks Department will implement an Annual City-Wide Recreation Membership Fee. This membership is available to both residents and non-residents on an individual basis. The Membership Fee is not required to register for activities, programs or to have daily use of any facility. However, individuals (not households) who purchase the Membership Fee will be granted discounted rates for activities, daily fees, passes, as well as rental fees.

Individuals who purchase the Annual Membership Fee will be provided a Recreation ID card, which will be valid for a 12-month period from the date of issue and must be current at the time of enrollment in activities, daily fees, passes, or rental fees.

The membership fee for residents of Oviedo will be \$25 per year, while for non-residents will be \$50 per year. On average, the Resident Non-Member fees will be approximately 25% higher than the Resident Member fees, and the Non-Resident Non-Member fees will be approximately 35% higher than the Non-Resident Member fees.

The City is known for offering high-quality parks, facilities and activities. Revenue received associated with the Recreation Membership Fee will be placed in a restricted cash account and

may be requested by the Recreation and Parks Department for repairs and maintenance items, or capital improvement projects. With the City continuing to grow, and the aging of some of its facilities, being able to provide timely maintenance to the Parks and facilities will allow the City to continue to provide high-quality programs to our community.

The recommended revisions to the fee schedule are attached. New fees are highlighted yellow, revisions are shown in red, and deletions also shown in strike-through. A clean copy of the proposed changes is reflected in Exhibit 1 of Resolution No. 3819-19, FY 2019-20 Final Fee Schedule.

Budget Impact: All Fees reflect the appropriate cost of the service or the expected return on the cost of a service and should therefore be reflected in the annual budget. The fee schedule was considered when estimating the FY 2019-20 General Fund Revenues.

Strategic Impact: Conducting high levels of customer service, productivity, and efficiency while maintaining fiscal and organizational health.

Recommendation: It is recommended that City Council adopt Resolution No. 3819-19.

Attachment: FY 2019-20 Fee Schedule Proposed (Redlined)

Prepared by: Kelly Jones, Assistant Finance Director

Reviewed by: Jerry Boop, Finance Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members

FROM: Bryan Cobb, City Manager

DATE: September 16, 2019

SUBJECT: **Ordinance No. 1682**, Comprehensive Plan Amendment (CPA) – Large-Scale Future Land Use (FLU) Map Amendment

Procedure: Call Up Item
Mayor Asks Attorney to Read Ordinance by Title Only
City Manager Background
Applicant Comments
Public Hearing
Council Motion to Transmit Ordinance No. 1682 to the Department of Economic Opportunity for Review
Council Action

Introduction: This is a request for City Council to conduct a public hearing and transmit a large-scale Comprehensive Plan/Future Land Use Map Amendment to the Florida Department of Economic Opportunity (FDEO) and other state and regional agencies changing the comprehensive plan future land use designation of approximately 61.24 acres from Downtown Mixed Use (DMU) – South of Mitchell Hammock Road Sub-Area and Rural (R) to DMU – New Downtown Sub-Area and Public (P).

Discussion: The subject property is located on the east side of Clara Lee Evans Way and south side of Mitchell Hammock Road. The property owner is BML Investments and PRN investments, and the applicant is Rick Lewellyan, representing PCALBZAM Corporation. The consultants are Abdul Alkadry with Harris Civil Engineers, LLC., and Tara Tedrow with Lowndes, Drosdick, Doster, Kantor & Reed, P.A.

Pursuant to Section 163.3184(2), Florida Statutes (F.S.), the subject future land use (FLU) map amendment qualifies as a large-scale comprehensive plan amendment. Per Sections 163.3184(3) and (11), F.S., a large-scale comprehensive plan amendment requires two (2) advertised public hearings of the local government body, which shall be a transmittal public hearing and an adoption hearing. Per LDC Section 2.4(E), the LPA shall conduct a public hearing regarding amendments to the Comprehensive Plan; therefore, this proposed comprehensive plan amendment shall be required to undergo three (3) public hearings. This item underwent the first public hearing on April 4, 2019 before the LPA Board at an advertised public hearing. This public hearing before the City Council is the second of the three (3) required public hearings. The purpose of the public hearing is to determine whether or not the proposed comprehensive

plan amendment should be transmitted to the Florida Department of Economic Opportunity and other State and regional agencies for review.

Per Land Development Code (LDC) Section 2.4(D) and (E), the Local Planning Agency (LPA) shall conduct a public hearing and make recommendations to the City Council regarding adoption of, or amendments to, the Comprehensive Plan, or element or portion thereof. Per LDC Section 2.5(A) and (B), City Council shall conduct a public hearing, as required by controlling law, regarding the adoption of, or amendments to, the Comprehensive Plan and shall have final approval authority of adoption of, or amendments to, the Comprehensive Plan.

Future Land Use Element (FLUE) Policy 1-1.1.4 requires the City to evaluate, at a minimum, the following when considering a comprehensive plan amendment request:

1. Consistency with the goals, objectives, and policies of the Comprehensive Plan, and the Future Land Use Map Series.
2. Impact on established and projected levels of service.
3. Compatibility with existing and proposed land uses as defined and determined in Policy 1-1.1.1.16.
4. Current supply of vacant land already designated for the proposed land use.
5. Funding commitments for required improvements.
6. Impact on natural resources.
7. Consistency with efforts to increase the supply of non-residential lands available for economic use.
8. Consistency with efforts to increase the provision of a viable mixture of land uses in a compact, walkable area that is accessible to the full range of feasible non-motorized and motorized transportation modes.
9. Population impact.
10. Impacts on public schools.

The applicant's original request was for a Comprehensive Plan Amendment/Future Land Use (FLU) Map Amendment to change the future land use designation of the entire subject property, which is comprised of approximately 23.02 acres of DMU – South of Mitchell Hammock Road Sub-Area and approximately 38.22 acres of Rural (R) future land use designations, to the DMU – New Downtown Sub-Area future land use designation. The original request also included the following proposed development program:

Original Proposed Development Program

Land Use	Density/Intensity
Commercial	150,300 square feet
Hotel	80 rooms
Multi-Family Residential	652 Standard Units 275 Age-restricted Units 927 Total Units

The Local Planning Agency Board (LPA) considered the original proposal at its Thursday, April 4, 2019, public hearing, and thereat, recommended denial of the proposed amendment identifying concerns relative to the extent of the development program, traffic congestion, impacts to schools, impacts to the environment and impacts to population.

In response to the LPA’s recommendation, the applicant revised the requested comprehensive plan future land use map amendment as follows:

Revised CPA/Future Land Use Map Amendment:

CURRENT Future Land Use Designation

Downtown Mixed Use (DMU) – South of Mitchell Hammock Road Sub-Area	23.02 acres
Rural (R)	38.22 acres

Proposed Future Land Use Designation

Downtown Mixed Use (DMU) – New Downtown Sub-Area	23.02 acres
Downtown Mixed Use (DMU) New Downtown Sub-area	6.8 acres
Public	31.42 acres

The applicant also revised the proposed development program as follows:

Revised Proposed Development Program:

Proposed Development	Size	Development Totals
Retail Commercial	74,000 SF	97,000 GSF Commercial
Sit-Down Restaurant	16,000 SF	
Fast-Food Restaurant	3,000 SF	
Drive-In Bank	4,000 SF	
General Office	58,600 SF	58,600 SF Office
Multi-family Residential (Mid-Rise)	440 Units	600 DU
Multi-family Residential (Age-Restricted/Active Adult)	160 Units	

The revised future land use map amendment requests the conversion of approximately twenty-nine point eighty-two (29.82) acres to DMU–New Downtown Sub-Area and approximately thirty-one point forty-two (31.42) acres to Public (P). The maximum density and intensity allowed under the proposed DMU–New Downtown Sub-Area future land use designation are 30 units per net developable acre for multi-family residential and 1.0 Floor Area Ratio (FAR) for properties west of Oviedo Boulevard and 0.35 for properties east of Oviedo Boulevard. This future land use designation establishes minimum and maximum ranges for both residential and non-residential uses as follows: minimum of 40% to maximum of 80% of the project area for residential uses and minimum of 20% to maximum of 60% of the project area for non-residential uses. For the proposed Public future land use designation, residential land uses are not permitted, and permissible uses are limited to public, public institutional, and conservation at a maximum Floor to Area Ration (FAR) of 0.50.

The revised future land use map amendment and proposed development program include the extension of Oviedo Boulevard south from Mitchell Hammock Road to Alexandria Boulevard. Therefore, the DMU-New Downtown Sub-Area maximum FAR of 0.35 will apply to the proposed development area east of the Oviedo Boulevard extension. The table below provides a

summary of the maximum development potential for the revised future land use map amendment.

CURRENT Future Land Use Designation

Downtown Mixed Use (DMU) – South of Mitchell Hammock Road Sub-Area Approximately 23.02 acres
 Rural (R) 6.8 acres (from the total 38.22 acres)
 Rural (R) Approximately 31.42 acres (from the total 38.22 acres)

Max. Allowable Density/Intensity

Min – Max: 5-35% Residential (at 18 units per acre) and 70-95% Non-Residential (at FAR of 0.75)
 • 20 - 145 Units
 • 526,444 – 714,460 SF Commercial
 35 Units

PROPOSED Future Land Use Designation

Downtown Mixed Use (DMU) – New Downtown Sub-Area Approximately 29.82 acres
 Public Approximately 31.42 acres

Max. Allowable Density/Intensity

Downtown Mixed Use-New Downtown Sub-Area
 Min – Max: 40-80% Residential (at 30 units per acre) and 20-60% Non-Residential (at FAR of 1.0 west of Oviedo Blvd and .35 east of Oviedo Blvd)
 • 357 – 715 Units
 • 259,791 – 779,375 SF Commercial
 Public (FAR 0.5 as public, public institutional and conservation uses)
 Maximum development will be limited by a Development Agreement reflecting the previously described development program.

Provided below is a summary of what was presented to the LPA Board, their concerns and the revisions to the proposal.

Changes to Proposed Development Program (Commercial)

Proposed Development (Commercial)	Size	Development Totals
Retail Commercial	124,400 SF changed to 74,000 SF	
Sit-Down Restaurant	15,700 SF changed to 16,000 SF	150,300 GSF changed to
Fast-Food Restaurant	6,200 SF changed to 3,000 SF	97,000 GSF
Drive-In Bank	4,000 SF	
Proposed Development (Lodging)	Size	Development Totals
None	n/a	n/a
Proposed Development (Office)	Size	Development Totals
Office	58,600 SF	58,600 GSF
Proposed Development (Residential)	Size	Development Totals
Multi-family Residential (Mid-Rise)	652 Units changed to 440 Units	927 DU changed to
Multi-family Residential (Age-Restricted/Active Adult)	275 Units changed to 160 Units	

Staff evaluated the proposed Comprehensive Plan Amendment (CPA) pursuant to the requirements of FLUE Policy 1-1.1.4 as well as in response to concerns raised during the LPA public hearing. Staff’s findings are detailed in the attached Supporting Data, Inventory and Analysis (DIA). Below is a summary of the key evaluation factors.

Transportation: At the LPA public hearing, concerns were raised by the LPA Board as well as residents regarding traffic congestion. The tables below provide the trip generation summary comparing the current maximum development potential under the current FLU designations to the original proposed designations and development program (Table 1) and a comparison of the original and reduced/revised proposed development programs (Table 2).

Table 1: Evaluation of Original Development Proposal (As Presented to the LPA Board)

Land Use	ITE Code	Size	Trips		
			Daily	AM Pk	PM Pk
Maximum under CURRENT Future Land Use Designations					
Retail Commercial	820	662.6 KSF	21,751	483	2,202
MF Residential (Low-Rise)	220	16 DU	117	7	9
SF Residential	210	39 DU	368	29	39
Total			22,236	519	2,250
		<i>Internal Capture Trips</i>	5,559	130	563
		<i>Pass-by Trips</i>	7,395	164	748
Net New External Trips			9,282	395	939
Original Proposed Development Program Compared to Current Max Potential					
Retail Commercial	820	124.4 KSF	6,974	214	639
Sit-Down Restaurant (3)	932	15.7 KSF	1,761	156	153
Fast-Food Restaurant (2)	934	6.2 KSF	2,920	249	203
Drive-In Bank	912	4.0 KSF	400	38	81
Hotel	310	80 Rms	669	38	48
MF Residential (Mid-Rise)	221	652 DU	3,547	235	287
MF Residential (Age-Restricted)	252	275 DU	1,018	55	72
Total			17,289	992	1,500
		<i>Internal Capture Trips</i>	4,322	248	379
		<i>Pass-by Trips</i>	3,546	209	312
Net New External Trips			9,421	535	809
NET CHANGE IN NEW EXTERNAL TRIPS			+139	+140	-130
Revised Development Program Compared to Current Max Potential					
Retail Commercial	820	74.0 KSF	4,899	70	435
Sit-Down Restaurant (3)	932	16.0 KSF	1,795	159	156
Fast-Food Restaurant (2)	934	3.0 KSF	1,413	121	98
Drive-In Bank	912	4.0 KSF	400	38	82
Office		58.6 KSF	632	81	69
MF Residential (Mid-Rise)	221	440 DU	2,398	145	185
MF Residential (Age-Restricted)	252	160 DU	618	32	40
Total			12,155	646	1,065
		<i>Internal Capture Trips</i>	3,039	162	266
		<i>Pass-by Trips</i>	2,463	124	220
Net New External Trips			6,653	360	579
NET CHANGE IN NEW EXTERNAL TRIPS			-2,629	-35	-360

Based on the traffic impact analysis of the revised development program, below is the change in the total number of trips between the original development program and the revised development program:

Table 2: Revised Development Program Compared to Original Development Program

Land Use	Trips		
	Daily	AM Pk	PM Pk
Original Net New External Trips	9,421	535	809
Current Net New External Trips	6,653	360	579
<i>Total Reduction in Vehicular Trips</i>	<i>-2,768</i>	<i>-175</i>	<i>-230</i>
<i>Percent Reduction of Trips from Original Development Program</i>	<i>- 29%</i>	<i>-33%</i>	<i>-28%</i>

Based on traffic impact analysis (TIA), the net change in vehicular trips from the original proposed development program did not result in the affected roadways falling below the adopted level of service and did not create any additional roadway deficiencies beyond those anticipate in the long-term horizon year. With the reduction and modification in the proposed development program, it is anticipated that the traffic generation will be less than previously anticipated and that the area roadway network would continue to operate within the adopted level of service standard. From the perspective of a comprehensive plan amendment and review criteria per the City’s adopted policies, the proposed CPA and development program do not result in adverse impacts to the City’s adopted transportation level of service standard and are consistent with the Comprehensive Plan’s Transportation and Capital Improvements Elements’ goals, objectives and policies.

The above Plan consistency notwithstanding, as part of the proposed development, the applicant proposes to provide several transportation improvements, including the extension of Oviedo Boulevard, additional access points and deceleration lanes. The extension of Oviedo Boulevard will provide connections and serves as a reliever road. Based on the City’s traffic consultant’s analysis, the Oviedo Boulevard extension would create more roadway capacity than the project trips anticipated to be generated from the original proposed development program.

Compatibility and Public Utilities: The proposed DMU–New Downtown Sub-Area and Public future land use designations are compatible with the adjacent FLU designations, zoning districts, and existing uses. The subject property and proposed mixed use development are surrounded by like mixed uses on its north side, City Hall Campus, commercial and vacant mixed-use zoned properties on its west side, a wetland, water body and single-family residential on its east side, and multi-family, a cemetery, and single-family residential on its south side. The proposed development will increase commercial uses as well as housing options within the City. Based on comments provided by the City’s Public Works Department, City Transportation Consultant, Seminole County Public Schools, and Seminole County Waste Management Department, there is adequate transportation, water, sewer, solid waste, and public school facilities and capacities to accommodate the original as well as the revised proposed development programs in accordance with adopted level of service standards.

Wetlands and Environmental: As the proposed development will maintain the required upland buffers from the on-site wetland and water body, the proposed CPA and development program are not anticipated to result in adverse impacts to environmental resources and environmentally sensitive areas. Appropriate measures and assurance will be included in the site development

order conditions at the time of the site development order review and approval to ensure the protection of environmental resources, both flora and fauna species.

It is important to note that, should the City Council adopt the requested CPA, all site development orders and architectural development orders for this property will be subject to review and approval by the City Council acting in its capacity as the Land Use Administrator for properties within the New Downtown Development District.

The Assistant City Attorney reviewed Ordinance No. 1682 and identified no concerns relative to content and accuracy. Staff recommends approval of Ordinance No. 1682.

Budget Impact: There are no budgetary impacts anticipated as a result of the proposed large-scale comprehensive plan amendment.

Strategic Impact: The proposed Comprehensive Plan Amendment is consistent with the Economic Vitality and Development Strategic focus area where one of the goals is to promote diversification of the local economy.

Recommendation: It is recommended that the City Council read Ordinance No. 1682 by title only, conduct a public hearing and approve a motion to transmit Ordinance No. 1682 and its supporting documentation to the Florida Department of Economic Opportunity (FDEO) and other state and regional agencies for review.

Attachments: 1. Supporting Data Inventory and Analysis
 2. Applicant Presentation

Prepared by: Anoch P. Whitfield, Planning Manager
Reviewed by: Teresa Correa, Development Services Director

**AGENDA
MEMORANDUM**

TO: Honorable Mayor and City Council Members

FROM: Bryan Cobb, City

DATE: September 16, 2019

SUBJECT: Appointment to Firefighters' Pension Trust Fund Board of Trustees

Introduction: This is a request for City Council to appoint one (1) of the City Council appointed positions for the City of Oviedo Firefighters' Pension Trust Fund Board of Trustees (Fire Pension Board).

Discussion: The City of Oviedo Firefighters' Pension Trust Fund is governed by the Fire Pension Board. The Fire Pension Board consists of five (5) Trustees, two (2) of whom shall be legal residents of the City who are appointed by the City Council, two (2) of whom are Members of the Plan who are elected by a majority of the Firefighters who are Members of the Plan, and a fifth (5th) Trustee who is chosen by a majority of the first four (4) Trustees. Each Trustee serves a four (4) year term. One of the City Council appointed Trustee positions expires September 30, 2019. An advertisement seeking interested candidates was concluded on August 30, 2019, resulting in the submission of one (1) candidate. A summary of the candidate's qualifications is provided below.

Joshua Maddox:

- City of Oviedo Firefighter and current City Council appointed Trustee.
- Address withheld in accordance with Florida Statue for Public Safety.
- Four (4) years' experience on the City of Oviedo Firefighter Pension Board, Certified Firefighter/Paramedic, State Certified Public Pension Trustee.
- Interest Form submitted on August 26, 2019.

Budget Impact: There is no budget impact associated with this appointment to the Firefighters' Pension Trust Fund Board of Trustees.

Strategic Impact: Maintain workforce diversity and opportunity.

Recommendation: It is recommended that City Council appoint Mr. Joshua Maddox to the Firefighters' Pension Trust Board of Trustees.

Attachment: Joshua Maddox Interest Form

Prepared by: Jeff Buchanan, Fire Chief