

*Valencia Water  
Control District*

*Agenda*

*June 11, 2019*

**VALENCIA WATER CONTROL DISTRICT**  
**NOTICE OF 2019 ANNUAL LANDOWNERS' MEETING &**  
**ANNUAL SUPERVISORS MEETING**

Please be advised that the Annual Meeting of the Landowners of Valencia Water Control District will be held on Tuesday, June 11, 2019 at 1:00 P.M. in the Lake Ridge Village Clubhouse, 10630 Larissa Street, Williamsburg Subdivision, Orlando, Florida. The Annual Supervisors Meeting will follow. Attached are Agendas for the meetings.

  
\_\_\_\_\_  
George S. Flint, District Director

**DIRECTIONS TO MEETING:**

From Orlando go West on I-4 to the Beach Line Expressway (528); go east past International Drive to Orangewood Blvd.; Go South on Orangewood Blvd., through 4-way stop at Gateway, turn left on Larissa Street. Proceed to Lake Ridge Village Clubhouse (on right).

**DISTRIBUTION**

Roy Miller; William Ingle; Ed Neal; Greg Bales; Debra Donton; David E. Mahler; Stephen F. Broome; Green Briar Village Clubhouse; Lake Ridge Village Clubhouse; Lime Tree Village Clubhouse; Montpelier Village Clubhouse; Parkview Pointe Village Clubhouse; Somerset Village Clubhouse; Deer Creek Village Clubhouse; Wingate Club; Tom Johnson, Orangewood HOA; Waterview HOA, and Windsor Walk HOA.

*"Persons are advised that if they decide to appeal any decisions made at these meetings/ hearings, they will need a record of the proceedings and for such purpose they 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, per section 298.0105, Florida Statutes."*

*"In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation should contact Valencia Water Control District at (407) 841-5524 x 101, not later than forty-eight (48) hours prior to the meeting."*

# **ANNUAL LANDOWNERS' MEETING**

# AGENDA

## **AGENDA**

### **50<sup>th</sup> ANNUAL MEETING OF ALL LANDOWNERS WITHIN VALENCIA WATER CONTROL DISTRICT**

**June 11, 2019  
1 P.M.**

**LAKE RIDGE VILLAGE CLUBHOUSE  
10630 LARISSA STREET  
WILLIAMSBURG  
ORLANDO, FLORIDA 32821**

#### **Item:**

1. Call meeting to order
2. Acknowledge Notice of Meeting Proof of Publication
3. Approval of minutes of the June 12, 2018 Annual Landowners' Meeting
4. Accept any nominations from the floor to fill the expiring Supervisors' positions:
  - 5-year term, 2019 to 2024, other than Ed Neal
  - 3-year term, 2017 to 2022, other than Roy Miller
  - 2-year term, 2016 to 2021, other than Brian Andreleczyk
5. Verify Landowners present that are planning to vote in person and number of voting units represented by each. Cast votes and record totals.
6. Tabulate total of votes cast in person and by proxy
7. Annual Report of the District Engineer (David Mahler)
8. Annual Report of the District Legal Affairs (Stephen Broome)
9. Other business or concerns of Landowners within the District
10. Adjournment of Meeting of Landowners

## SECTION II

**Orlando Sentinel**

May 29, 2019

**Miscellaneous Notices**

IN THE CIRCUIT COURT, NINTH JUDICIAL CIRCUIT, IN AND FOR ORANGE COUNTY, FLORIDA CASE NO. 70-125 IN RE: VALENCIA WATER CONTROL DISTRICT TO ALL OWNERS OF LAND WITHIN VALENCIA WATER CONTROL DISTRICT YOU ARE HEREBY NOTIFIED that, pursuant to Section 298.12, Florida Statutes, the Annual Meeting of All Landowners within the VALENCIA WATER CONTROL DISTRICT, incorporated by an Order of the Circuit Court in and for Orange County, Florida on May 27, 1970, will be held Tuesday, June 11, 2019 at 1:00 P.M. at the Lake Ridge Village Clubhouse, 10630 Larissa Street, Williamsburg, Orlando, Florida 32821, for the purpose of electing one member to a five-year term; one member to a three-year term and one member to a two-year term to the Board of Supervisors, which members must be owners of land in said District and a resident of Orange County, and to conduct such other business as may come before the Meeting, to be followed by the Annual Meeting of the Board of Supervisors. Persons are advised that if they decide to appeal any decisions made at these meetings/hearings, they will need a record of the proceedings and for such purpose they 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, per section 298.0105, Florida Statutes. In accordance with the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of disability or physical impairment should contact the District Office at (407) 841-5524 x 101, at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service, 1-800-955-8770, for aid in contacting the District Office. DATED this 24th day of May, 2019 Tiffany Moore Russell, Clerk of the Circuit Court OS 6305571 05/29 & 06/04/2019

## SECTION III



**MINUTES OF THE 2018 ANNUAL MEETING OF ALL  
LANDOWNERS WITHIN VALENCIA WATER CONTROL DISTRICT**

**June 12, 2018**

The Annual Meeting of the Landowners of **VALENCIA WATER CONTROL DISTRICT** was held at 1:00 P.M. on Tuesday, June 12, 2018, in the Lake Ridge Village Clubhouse, Williamsburg Subdivision in Orlando, Florida. Present were Supervisors James Gerard, William Ingle, Ed Neal, Gregory Bales and Debra Donton. Also in attendance were the following: Stephen F. Broome, District Attorney; David E. Mahler, District Engineer; George S. Flint, District Director; Stacie Vanderbilt, District Administrative Assistant; Teresa Viscarra, District Accounts Payable; Roy Miller, Waterview resident.

**ITEM #1**

**Call Meeting to Order**

Mr. Flint called the meeting to order at 1:00 PM.

**ITEM #2**

**Acknowledge Notice of Meeting Proof of  
Publication**

The Proof of Publication of the Notice of Meeting was included in the agenda package and made part of the minutes.

**ITEM #3**

**Approval of Minutes of the June 13, 2017  
Annual Landowners' Meeting**

Mr. Flint stated that the next item was the approval of the minutes of the June 13, 2017 annual landowners' meeting. He asked if there were any questions, additions or deletions.

There being none,

On MOTION by Ms. Donton, seconded and carried, with all in favor the minutes of the June 13, 2017 Annual Landowners' Meeting were approved, as presented.

**ITEM #4**

**Accept any Nominations from the Floor to  
Fill the Expiring Supervisors' Positions**

- **5 Year Term, 2018 to 2023 other than Debra Donton**

Mr. Gerard nominated Roy Miller.

There being no other nominations,

**ITEM #5**

**Verify Landowners Present that are Planning to Vote in Person and Number of Voting Units Represented by Each. Cast Votes and Record Totals**

The landowners present did not elect to cast votes.

**ITEM #6**

**Tabulate Total of Votes Cast in Person and by Proxy**

Mr. Broome stated that there were 1,996 votes for Debra Donton; 13 votes for Jarrod Cooper; 6 votes for Roy Miller; 1 vote for Gilbert Chestnut; 1 vote for Carl Murphy and 1 vote for Richard Ungaro.

Debra Donton was elected to the 2018 to 2023 term on the Board of Supervisors.

Mr. Broome stated that there were 1,898 votes for compensation and 45 votes against compensation with 59 abstaining. The Board of Supervisors will receive compensation for attending District meetings.

**ITEM #7**

**Annual Report of District Engineer**

Mr. Mahler presented his annual report and stated that there were issues on the C-4, C-10 & C-11 canals. He stated that the C-10 issues were mainly due to the construction at the 528 where a lot of grading was done. He stated that the C-4 canal had several washouts and that it had old pipes and repairs will need to be made in the near future. He stated that the C-11 canal against Orange Blossom Trail has a large washout that was caused by a failure of Orange County and FDOT systems. He stated that a tent got caught in the pipe that got pushed out but that FDOT agreed to fix the area and it looks better. He stated that DEP has also been dealing with turbidity issues in the area but that the water quality was in generally good condition. Brief discussion ensued.

Mr. Mahler reported that the Orange County Public Works director was retiring soon and was not certain who the successor would be at this time. He stated that the canal banks and driving surfaces would be looked at this year to get a repair list prepared as they are 49 years old. He stated that the ponds were in generally good shape. He reported that one of the ponds had ducks die off but that the cause was still be determined. He also reported the DEP notified him

that salt water got discharged from Sea World unintentionally due to a power outage so the water would need to be monitored but was not a major issue. Discussion ensued.

Mr. Mahler stated that repairs were made to the C-5 canal animal gate and the Area 1 pond.

**ITEM #8**

**Annual Report of the District Legal Affairs**

Mr. Broome reported that there was no pending or threatened litigation. He stated that the legal work mainly consisted of attending monthly meetings, reviewing minutes & agendas, the renewed lease agreement and the renewed Interlocal agreement with Orange County.

**ITEM #9**

**Other Business or Concerns of Landowners  
Within the District**

There being none,

**ITEM #10**

**Adjournment of Meeting of Landowners**

On MOTION by Mr. Ingle, seconded and carried, the meeting was adjourned at 1:34 p.m.
--

---

Stephen F. Broome, Secretary

---

William Von Ingle

---

Ed Neal

---

Debra Donton

# **ANNUAL SUPERVISORS MEETING**

# AGENDA

## **AGENDA**

### **2019 ANNUAL MEETING OF THE BOARD OF SUPERVISORS OF VALENCIA WATER CONTROL DISTRICT**

**JUNE 11, 2019**

**Item:**

1. Call meeting to order
2. Administer Oaths of Office to Newly Elected Supervisors
3. Election of President of Board of Supervisors
4. Appoint District Attorney (Presently Stephen F. Broome)
5. Appoint District Engineer (Presently David E. Mahler)
6. Appoint District Treasurer & Director (Presently George S. Flint)
7. Appoint District Deputy Treasurer (Presently Vacant)
8. Appoint District Secretary (Presently Stephen F. Broome)
9. Appoint District Deputy Secretaries (Presently William Ingle, Ed Neal and Debra Donton)
10. Approval of May 14, 2019 Minutes
11. General Fund Financial Reports
12. Engineer's Report
  - A. Consideration of Proposal from CPH for C-4 Outfall Structure Replacement
13. Attorney's Report
14. Director's Report
  - A. Consideration of Proposal from Aquatic Management Strategies, Inc. for Hydrilla Treatment
  - B. Customer Call Log
15. Other Business
16. Adjournment

# SECTION X

**MINUTES OF THE MONTHLY MEETING  
OF THE BOARD OF SUPERVISORS  
OF VALENCIA WATER CONTROL DISTRICT**

**May 14, 2019**

The monthly meeting of the Board of Supervisors of **VALENCIA WATER CONTROL DISTRICT** was held at 1:00 P.M. on Tuesday, May 14, 2019, in the Lake Ridge Village Clubhouse, Williamsburg Subdivision in Orlando, Florida. Present were Supervisors William Ingle, Ed Neal, Debra Donton, Brian Andrelczyk and Roy Miller. Also in attendance were the following: Stephen F. Broome, District Attorney; George S. Flint, District Director; David Mahler, District Engineer; Stacie Vanderbilt, District Administrative Assistant; Teresa Viscarra, District Accounts Payable; Dan Brown, Sthern Environmental.

**ITEM #1** **Call Meeting to Order**

Mr. Flint called the meeting to order at 1:03 PM.

**ITEM #2** **Appointment of President of the Board of Supervisors**

Mr. Flint gave the Board an overview of why the President of the Board was needed. Brief discussion ensued. Mr. Miller volunteered to serve as President and Mr. Neal nominated Roy Miller. There being no other nominations, Mr. Miller was appointed President of the Board of Supervisors.

**ITEM #3** **Approval of April 9, 2019 Minutes**

Mr. Flint stated the next item was the minutes from the April 9, 2019 monthly meeting. He asked if there were any corrections, deletions or additions. There being none,

On MOTION by Ms. Donton seconded and carried, with all in favor the minutes of the April 9, 2019 Monthly Meeting of the Board of Supervisors were approved.
---

**ITEM #4** **General Fund Financial Reports**

Mr. Flint stated the unaudited financials as of April 30, 2019 were included in the agenda package and asked if there were any questions.



Mr. Neal stated he was used to seeing the current year and prior year in the financials.

Ms. Viscarra stated that the financials never reflected both, only the budget.

Mr. Flint asked if they could be changed to reflect it.

Ms. Viscarra stated that due to the early date of the meetings, that information would have to be brought to the meeting.

Mr. Flint advised that financials in the new format would be drafted and brought back next week.

Mr. Miller asked if mowing was done earlier than contracted then how would it affect the financials.

Mr. Flint stated that it would be reflected as over budget by one month of service but that there is funding in other places that the money could be moved around.

The District's financial reports for the period ending 4/30/19 were accepted as distributed.

#### **ITEM #5**

#### **Engineer's Report**

Mr. Mahler stated that there were no new permits pending. He reported that it was discovered an Orange County vendor was drawing out of one the District's canals without permission. He stated that he addressed the matter and was told that they thought the canal was County owned and that they have since stopped.

#### **ITEM #6**

#### **Attorney's Report**

There being none, next item followed.

#### **ITEM #7**

#### **Budget for Fiscal Year 2020, Proof of Publication and Tax Levy Resolution**

Mr. Flint reviewed the budget by line item with the Board. He stated that there was \$458,000 in revenue projected and that he had provided the Board with a Capital Improvement Plan with the first year of planned projects detailed in the back of the budget. He stated that the Engineer is preparing proposed specs for proposals that will be brought back in future meetings.

Mr. Neal asked why the account lines didn't add up.

Ms. Viscarra explained that the excess funds were included in the final budget number and it's not appropriated like it was last year.

Mr. Flint noted that no members of the public were present to provide comment on the budget.

On MOTION by Mr. Ingle seconded and carried, with all in favor the Fiscal Year 2020 budget was adopted and the Tax Levy Resolution approved.

**ITEM #8**

**Director's Report**

**A. Consideration of Agreement with VGlobalTech to Provide Website ADA Compliance Services**

Mr. Flint stated that the District currently has a website that GMS prepared at no additional cost, for compliance items like meeting agendas and other public records. He explained how the ADA compliance issue came about with an individual suing several special districts and that part of the settlement was to make all the websites complaint within 24 months. He advised that it does not prevent anyone else from suing so GMS found a company that was the most cost effective to convert all their clients' websites. He stated that he felt the proposal was cost effective for the District and recommended the one-time option at \$2,375 as that also included human auditing to test that the website works as intended.

Mr. Miller asked if the \$2,375 would be in addition to what they pay now.

Mr. Flint replied yes.

Mr. Miller asked if they have to pay the \$1,350 as well.

Mr. Flint replied no, he recommended not choosing the monthly maintenance option.

On MOTION by Ms. Donton, seconded and carried, with all in favor, the proposal from VGlobalTech to provide website ADA compliance services at the one-time amount of \$2,375.

**B. Call Log**

Mr. Flint presented the call log in the agenda to the Board. There were only three calls in the last month that were all handled.

**C. Proposal from Sthern Environmental, Inc.**

Mr. Brown stated that there are two access ramps at the C-12 canal behind the Racetrac where there is construction going on. He stated that the contractor working in the area is

dumping illegally so a barrier will need to be put up. Otherwise, money would be spent cleaning out the canal and certain items, such as tires, cost for disposal.

Mr. Neal asked if there was any benefit to putting up signs telling people not to dump.

Mr. Brown responded no, as people typically don't regard signs.

On MOTION by Mr. Andreleczyk seconded and carried, with all in favor the proposal from VGlobalTech to install security gates at the access ramps of the C-12 canal was approved.

#### **ITEM #9**

#### **Other Business**

Mr. Miller stated that the Parkview, Somerset and Waterview neighborhoods have had break-ins recently where people are coming in through the sliding glass doors of the homes. He advised that the Waterview HOA has discussed putting a gate or fence blocking access to the homes from the common area. He reported to the Board that last week, two men were spotted on the pond with fishing poles but no bait, so the Sheriff was called to trespass the individuals, but a gun was found on the car seat so that issue eclipsed the trespassing. He also reported that over the weekend, two more people showed up, a man and a woman, so the Sheriff was called again and had to chase them through the community. He mentioned that the area where the men parked has a 'No Trespassing' sign but that it's not visible behind the bushes if you park in front of them. He began going through the pictures he had passed out to the Board earlier showing where people are accessing the neighborhoods from the common areas. He stated the HOAs may approach the District about putting up a fence or barrier.

Ms. Donton stated that the 'No Trespassing' signs are mostly on the borders of the District areas but that if the HOAs want any barriers installed, they would need to maintain them.

Mr. Miller suggested putting thorny bushes around and placing the signs in front of them.

Ms. Donton stated that Lake Ridge has the same issue with people accessing the neighborhood from Central Florida Parkway coming to fish in the pond. She stated that there were not many options for the District to remedy this and that a fence may not be the solution. Brief discussion ensued.

#### **ITEM #10**

#### **Adjournment**

On MOTION by Ms. Donton, seconded and carried, with all in favor the meeting was adjourned at 1:57 p.m.

\_\_\_\_\_  
Stephen F. Broome, Secretary

\_\_\_\_\_  
William Von Ingle

\_\_\_\_\_  
Ed Neal

\_\_\_\_\_  
Debra Donton

\_\_\_\_\_  
Brian Andrelczyk

\_\_\_\_\_  
Roy Miller

# SECTION XI

*This item will be provided under  
separate cover*

## SECTION XII

# SECTION A





1117 East Robinson Street  
Orlando, Florida 32801  
Phone: 407.425.0452

June 4, 2019

Mr. George Flint  
Director  
Valencia Water Control District  
10365 Orangetown Boulevard  
Orlando, Florida 32821

RE: VWCD Canal C-4 outfall structure replacement  
CPH Project Number 6816.06

Mr. Flint

As requested, CPH is providing this proposal letter for engineering services to address the concerns with the condition of the existing outfall structure to the C-4 Canal. The structure is showing signs of deterioration and needs to be removed and replaced. The structure is located at the west end of the C-4 Canal, between Sea harbor Drive and Westwood Boulevard.

More specifically, the following proposal outlines the proposed repairs of the existing outfall structure, drain pipes and concrete end wall, which drains into the west end of the C-4 Canal.

Currently, the existing structures and pipes are deterioration and are in need of repair and/or replacement. CPH proposes to have the following outfall areas surveyed to verify the invert elevations, top elevation, weir elevations, dimensions, and type of the existing structure (material):

- Outfall structure
- Control structures (set of 3)
- Canal banks, side slopes and current water elevation

Upon receipt of the survey, CPH will prepare design plans to remove and replace the outfall with a new structure, specify to line the existing storm pipe and replace the metal control structures. The plans will depict the required grading and construction details necessary to complete the work.

CPH also proposes to provide Construction Administration services during the work. The services will include review of shop drawings, attend one pre-construction meeting with the Owner and Contractor, perform periodic site inspections as the work progresses, and perform a substantial and final walk through upon completion of the work.

This work is considered remedial repair work, therefore, no permitting through the South Florida Water Management District is anticipated or proposed. If during the design



process it is determined that permitting will be required, an amendment to this proposal will be submitted.

The fee for the surveying services is **\$3,800.00** and includes the location noted above. The fee for the engineering design scope of services described herein will be provided for an hourly, not to exceed fee of **\$7,925.00**. The base services are described above and broken down as follows:

**Services:**

1. Provide Survey
2. Prepare design plans and details
3. Contractor / pre-construction meeting
4. Review shop drawings
5. Periodic site inspections
6. Substantial and final inspections
7. Estimated Expenses

**TOTAL SERVICES \$11,725.00**



CPH agrees to prosecute the work in a timely manner until the Project is completed.

IN WITNESS WHEREOF, the parties hereto have made and executed this Proposal the day and year first above written.

**OWNER:**  
**Valencia Water Control District**

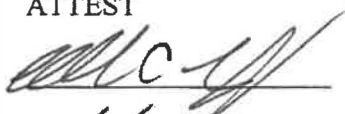
ATTEST

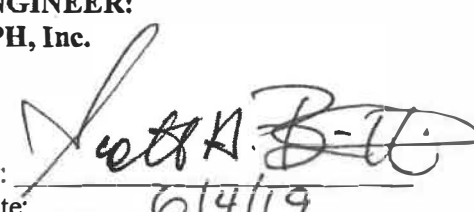
\_\_\_\_\_

By: \_\_\_\_\_  
Date: \_\_\_\_\_

**ENGINEER:**  
**CPH, Inc.**

ATTEST

  
6/4/19

By:   
Date: 6/4/19

J:\6816.06\Proposals\C-5 Canal - outfall structure repair\proposal letter to VWCD re Canal C-5 Outfall Structure replacement 4-30-19.doc

## SECTION XIV

# SECTION A

**AQUATIC MANAGEMENT STRATEGIES, INC.**

2909 Old Winter Garden Road

Orlando, FL 32805

(407)207-5959

www.CleanFloridaPonds.com

**ADDRESS**

Valencia Water Control District

9145 Narcoossee Rd.

Suite A206

Orlando, FL 32827

ESTIMATE #	DATE	
1258	09/07/2018	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

ACTIVITY	QTY	RATE	AMOUNT
SPRING 2019-AMS will supply the equipment, materials and labor to perform a split application of Cutrine Plus followed by PrecellaCOR to approximately 12 acres of Hydrilla growing throughout the Area 1 Pond. -Cutrine plus will be applied 1 week prior to ProcellaCOR in order to reduce algae present and increase the uptake of active ingredient. -Applications will be made via air boat and metered through weighted drag hoses.	1	8,276.88	8,276.88

NOTE: This estimate requires a minimum 50% retainer of the amount stated herein to be paid upon authorization of this estimate.

**TOTAL****\$8,276.88**

Accepted By

Accepted Date

## SECTION B

Customer Call Log - Valencia Water Control District								
Date	Name	Subdivision	Address	Phone	Issue	Pond/Canal Name	Resolution	Date Resolved
5/10/19	Roy Miller	Waterview	5412 Shingle Creek Drive	321-689-2152	Reported suspicious individuals parked in front of 'No Trespassing' sign off Orangewood Blvd. at C-1; Disappeared into woods	C-1 Canal/Area 2 Pond	Stacie V. called Orange County Sheriff and authorized Mr. Miller to trespass the individuals if found. Deputy Rivera responded to call. Individuals found and released without trespassing	5/10/19
5/27/19	Ingrid Richrath	Lake Ridge	10553 Larissa Street	ingrid.richrath@att.net	E-mailed the Board Members about an issue with her neighbor at 10547 Larissa Street creating health and safety hazards to District property	n/a	Site visit performed and Mr. Flint e-mailed Ms. Richrath that the issues were on private property and did not encroach on Valencia WCD property, so there was no legal recourse the District could take. He suggested contacting the HOA if any CCNRs were being violated.	5/28/19
6/3/19	Ken Lanthorne	Somerset Village	5431 Stratfield Drive		Reported 2 gators in pond and needed Valencia WCD authorization for trapper to come out.	Somerset Pond 2	Stacie V. called FWC Nuisance Gator Line and authorized trapper to go out.	6/3/19