



INTEROFFICE MEMORANDUM

Minutes

Roadway Agreement Committee

Public Works Main Conference Room & Virtual Component via Webex

October 27, 2021

Members Present: Jon Weiss – Planning, Environmental & Development Services Department (Chair) (virtual)
Diana Almodovar – Development Engineering Division (Vice-Chair) (in-person)
Renzo Nastasi – Transportation Planning Division (in-person)
Raymond Williams – Public Work Engineering Division (in-person)
Humberto Castellero – Traffic Engineering Division (in-person)
Tamara Pelc – Real Estate Management Division (virtual)
Eric Raasch – Planning Division (virtual)

County Staff Present: Roberta Alfonso – County Attorney’s Office (virtual)
Joy Carmichael – County Attorney’s Office (virtual)
Susan Martin – Risk Management Division (virtual)
Gina Segui – Risk Management Division (virtual)
Jennifer Cummings – Public Works Engineering Division (virtual)
Yahaira Gines – Public Works Engineering Division (virtual)
Jeff Dunn – Planning, Environmental & Development Services Department (virtual)
Heather Brownlie – Transportation Planning Division (virtual)
Tammilea Chami – Transportation Planning Division (virtual)
Nannette Chiesa – Transportation Planning Division (virtual)

Mr. Weiss called the meeting to order at 1:32 p.m.

Public Comment

Mr. Weiss inquired as to Public Comment – no members of the public wished to speak.

Approval of Minutes

The Committee reviewed the minutes from the October 13, 2021 Roadway Agreement Committee (RAC) Meeting.

Ms. Almodovar made a motion, with a second by Mr. Castellero, to approve the October 13, 2021 Roadway Agreement Committee Meeting Minutes as presented. Motion carried unanimously.

Activity Summary

Mr. Weiss reviewed the highlighted items.

Ms. Brownlie indicated there had been no additional activity to report.

Two Proportionate Share Agreements were approved at the October 26, 2021 BCC meeting.

COMMITTEE DISCUSSION:

Hamlin SW Medical Office Building D – A previous Proportionate Share Agreement was forfeited due to non-payment. The developer is moving forward with the project, and submitted a new Capacity Encumbrance Letter (CEL) application after the effective date of the cost per trip increase, September 1, 2021.

Ms. Barq informed the Committee that the development program between the old and new CEL has not changed. Ms. Barq raised the question as to whether the old rate should apply or if the new rate should be used. The application includes the old traffic study with same roadways and distribution.

Ms. Alfonso stated that if the prop-share expired the applicant will have to restart the process, and asked if Staff had re-reviewed the project.

Mr. Willard explained the delay in development was due to a delay in signing the lease on part of the tenant and agreed to incorporate the new rate.

Ms. Barq will revise her CMS denial determination and recalculate the cost per trip using the new rates and provide updated cost sheets to applicant.

Mr. Willard will return to the Committee in the future with an amendment to the proportionate share agreement or an entirely new agreement.

RAC CONSENT AGENDA ITEM:

Beachline Commerce Proportionate Share Agreement

Road Affected: John Young Parkway, Orange Blossom Trail & Taft-Vineland Road
Present: Sarah Davenport (virtual)
Previous RAC: None
County Staff Present: Mirna Barq

Foothills of Mount Dora Phase 4 Proportionate Share Agreement

Road Affected: Orange Blossom Trail
Present: Sarah Davenport (virtual)
Previous RAC: None
County Staff Present: Mirna Barq

Mr. Williams made a motion, with a second by Mr. Castillero, to approve the Proportionate Share Agreements for Beachline Commerce and Foothills of Mount Dora Phase 4 as presented. Motion carried unanimously.

RAC NON-CONSENT AGENDA ITEM:

Miller's Ale House (Hamlin) Share Agreement

Road Affected: Avalon Park/CR 545
Present: Jim Willard (virtual)
Previous RAC: None
County Staff Present: Mirna Barq

Ms. Brownlie informed the Committee this is a non-standard template proportionate share which has been pre-reviewed by the Committee. Funds to be applied into the Town Center West (Silverleaf) Road Network Agreement.

Mr. Nastasi made a motion, with a second by Ms. Almodovar, to approve the Proportionate Share Agreement for Miller's Ale House (Hamlin) as presented. Motion carried unanimously.

RAC NON-CONSENT AGENDA ITEM:

Avalon Groves PD – South Parcel Right of Way Agreement

Road Affected: Avalon Park
Present: Jonathan Huels (virtual)
Previous RAC: None

Mr. Huels is seeking December 14th BCC Consent Agenda for a straightforward Right of Way Agreement to convey right of way for Avalon Road.

Mr. Sanders provided an update on the RCA study for this portion of Avalon Road and the legal & sketches match what is needed.

Ms. Pelc confirmed the appraisal had been submitted and reviewed. Ms. Pelc requested proof of signing authority and a better Project Location Map for Exhibit A.

The Committee commenced their review of the First Amendment to Avalon Groves PD – South Parcel Right of Way Agreement Page-by-Page:

Pages 1-3 – No Comments

Page 4

- Section 2(e) change “audit” to “assessment”
- Lines 88-89 appraisal values to be updated \$170,713 is the amount to be awarded and per acre amount is to be revised as well.

Pages 5-7 – No Comments

Page 8

- Change “FL” to “Florida” and throughout the agreement

Page 9

- Line 214 bold the title “Time is of the Essence”

Page 10 – No Comments

Page 11

- Line 254 three (3) counterparts instead of two (2), but Mr. Huels prefers to have two (2)

No other changes after page 11 until the Exhibits.

Pages 20-21 – Need to be legible

Pages 23-24 – Need to be legible and include updated legal & sketches

Ms. Almodovar made a motion, with a second by Mr. Williams, to approve the Avalon Groves PD – South Parcel Right of Way Agreement with changes discussed, subject to final review of exhibits by County Survey, subject to final review by the Committee. Motion carried unanimously.

Mr. Weiss adjourned the meeting at 2:17 p.m.

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact the Orange County Communications Division at (407) 836-5631. Para mayor información en español, por favor llame al (407) 836-3111.