



Town Hall
230 North Tubb Street
P.O. Box 98
Oakland, Florida 34760
407-656-1117 (voice) 407-656-2940 (fax)
www.oaktownusa.com

**TOWN COMMISSION REGULAR MEETING AGENDA
MAY 10, 2016 – HISTORIC TOWN HALL
7:00 P.M.**

Persons deciding to appeal decisions of the Commission will need to ensure verbatim records of the proceeding including testimony and evidence as a basis for the appeal (§286.0105).

1. CALL TO ORDER:

Pledge of Allegiance & Invocation

2. ROLL CALL:

3. APPROVAL OF MINUTES:

a. Minutes – April 26, 2016 – Commission Meeting

4. PRESENTATION(S):

- a. Legislative Update – Senator Geraldine Thompson
- b. Luke Rosser – Presentation
- c. Proclamation – National Public Works Week
- d. Website Presentation

5. PUBLIC FORUM:

You may be recognized to address matters not on the agenda. The Mayor may limit each addressee to three minutes.

6. ORDINANCE(S):

FIRST READING, ORDINANCE 2016-01, AN ORDINANCE OF THE TOWN OF OAKLAND, FLORIDA, PROVIDING FOR LOCAL IMPLEMENTATION OF THE WATER CONSERVATION RULE FOR LANDSCAPE IRRIGATION OF THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT; PROVIDING DEFINITIONS; PROVIDING LANDSCAPE IRRIGATION SCHEDULES; PROVIDING EXCEPTIONS TO THE LANDSCAPE IRRIGATION SCHEDULES; PROVIDING FOR VARIANCES FROM THE SPECIFIC DAY OF THE WEEK LIMITATIONS; PROVIDING FOR APPLICABILITY; PROVIDING FOR ENFORCEMENT AND VIOLATION LIABILITY; PROVIDING FOR PENALTIES; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

7. OTHER POLICY MATTERS:

- a. Approval of JPA with Orange County
- b. Approval of Oakland Trails Plat

8. TOWN MANAGER REPORTS:

9. MAYOR & COMMISSION REPORTS:

10. ADJOURNMENT

Any persons with disabilities needing special accommodations should submit a written request to the Town Clerk's Office, Post Office Box 98, Oakland, Florida 34760; phone 407-656-1117 x 2104, at least 48 hours before the meeting time. **(§286.26)**

Tree City USA - For 13 years in a row, Oakland has been recognized by the Arbor Day Foundation in honor of our commitment to effective urban forest management. Largely due to the park improvements that were a part of the water plant project, the town planted a record 63 new trees on public owned property during the past reporting period! We also pruned approximately 97 trees and removed 21 dead or dying trees in various areas of the town. Public Works staff are very proud of this accomplishment and are committed to protecting the trees we already have, as well as planting new ones for the future generations to enjoy.

Arbor Day Tree Planting - As a part of our effort in working toward our Tree City USA requirements for next year, a yellow tabebuia tree was ceremonially planted on April 30 at the Oakland Fishing Pier. This will be a beautiful addition to the landscape and structural refurbishments that have already taken place at the pier. Several other potential sites have been identified for more street trees to be installed in various areas of town. This activity will likely take place soon after Summer slips into Fall.

National Public Works Week - National Public Works Week (NPWW) is a celebration of the tens of thousands of men and women in North America who provide and maintain the infrastructure and services collectively known as public works. Instituted as a public education campaign by the American Public Works Association in 1960, NPWW calls attention to the importance of public works in community life. The week seeks to enhance the prestige of the often-unsung heroes of our society – the professionals who serve the public every day with quiet dedication. In recognition of these individuals and the work that they do, we have invited our water customers to stop in at Oakland Town Hall during the week of May 15 thru 21 and pick up a free water-saver shower head.

Round A Bout Design - Staff has requested a proposal from CPH Engineers to provide for the design of much needed transportation improvements at the Oakland Avenue and Old State Road 50 intersection. Prequalified and approved by the Town Commission nearly two years ago as a provider of Continuing Engineering Services, CPH is very well suited to assist us in this roadway and infrastructure design effort. Primary funding for the improvement will be provided by Transportation Impact Fees being paid by the developer of the new Oakland Trails Subdivision.

Stormwater Project Grant Application(s) - Public Works staff have recently submitted grant applications to the Florida Department of Environmental Protection and the St. John's River Water Management District in further efforts to secure funding for the much needed Mid-Town Drainage Project. Projects like ours, which reduce the phosphorus and nitrogen nutrient loads being discharged into impaired water bodies such as Lake Apopka, are eligible for cost-share funding to assist with design, construction, monitoring, etc.

Planner Marder:

Appearance Review Board

The Appearance Review Board (ARB) will be viewing two projects as courtesy reviews on Monday, May 9 at 6:30 in the Historic Town Hall. They are:

- 219 West Oakland Avenue by Clyde and Phyllis Miller: Conversion of a single family residence to an office for a fire sprinkler business. This conversion project requires a small scale future land use plan map amendment, a rezoning and a special exception approval by the Planning and Zoning Board and Town Commission.
- Oakland Park Subdivision by Crescent Communities: a 295 unit single family subdivision located on the north side of East Oakland Avenue. This residential project requires a rezoning, approval of a development agreement and a subdivision plan approval by the Planning and Zoning Board and the Town Commission.
- These are "courtesy reviews" by the Appearance Review Board and therefore will require no official action to be taken.

Town of OAKLAND Florida

DATE: September 12, 2016

TO: Town Commission

FROM: Mike Parker, Public Works Director/Dennis R. Foltz, Town Manager

Re: St John's River Water Management District Cost-Share Agreement

BACKGROUND: The Town was recently awarded \$184,803.35 through a Cost-Share Grant opportunity from the St. John's River Water Management District. This funding assistance will be applied to construction costs associated with the much needed, and long anticipated, Town of Oakland's "Stormwater & Drainage Improvements Project". This project is also referred to at times as "Mid-Town Drainage Project".

DISCUSSION: Here are some discussion points related to this well documented and much needed improvement:

- 1) The two land-locked basins (Upper-55 acres & Lower-33 acres) have no positive outfall to a stream or lake. Therefore flooding of roads and private property takes place during periods of heavy or persistent rainfall. The improvements will not eliminate the possibility of flooding, but will lessen the intensity and duration of such events. This will be especially beneficial to those properties located in the Starr Gardens subdivision.
- 2) Phase 1 of the project consists of modifications to existing stormwater treatment ponds, grading of roadside swales and several hundred feet of new pipeline. Phase 2 will eventually provide a conduit (or outfall) to Lake Apopka for the treated water.
- 3) Collectively, both basins rely on a 4 inch diameter drainage well to provide flood relief. This method of untreated stormwater disposal was very common in the first half of the 20th century, but is no longer acceptable due to the risk of contamination to the aquifer. Constructed in 1926, the 90 year old structure has become less efficient at displacing flood waters and is planned for elimination during Phase 2.
- 4) Existing stormwater treatment ponds on East Henschen will be retrofitted with a biofiltration treatment process that will greatly reduce the concentrations of Nitrogen, Phosphorus, and other contaminants that currently exist in the nonpoint source stormwater flows.
- 5) As with any construction project in a relatively confined corridor, property owners in the project area will experience some level of interruption to traffic and access during the construction process.
- 6) Several property owners in the Starr Gardens Subdivision have encroached into the drainage easement area with various improvements, and in some cases have imported fill material which has greatly increased the potential for flooding into the drainage easement area. There will likely be various levels of anxiety as these encroachments are removed.
- 7) Construction administration and inspections will be performed by a combination of Public Works staff members and engineering staff from CPH, Inc.
- 8) The construction portion of this project (Phase 1) is expected to be completed by September 2017. Monitoring of water quality, atmospheric events, and other hydraulic measurements will take place for a period of at least one year after construction to verify effectiveness of the treatment process.



Dennis Foltz Town Manager
Manager and Staff Reports

DATE: November 8, 2016
TO: **Town Commission**
FROM: Dennis R. Foltz, Town Manager
SUBJECT: Town Manager Staff Report

Public Works Staff Report:

Stormwater Project – Mid-Town Drainage

Public Works staff, along with our engineering consultant, CPH, have completed the revisions necessary to move forward with Phase 1 of the project. Notices, which outlined the project limits, and included an invitation to a public Q & A session, were mailed out to the 36 addresses that physically touch the areas that will soon be under construction. Several residents have contacted us in advance of the meeting to ask specific questions and learn more about the project. Staff expects to advertise for construction bids beginning on November 6, and anticipates a contract award sometime in January. At this time, we anticipate construction of the pipelines, manhole structures and new drainage swales to begin around March 1, and for the construction phase to last approximately 6 months.

After construction, the Town will perform at least 1 year of water quality monitoring to determine the effectiveness of the filtration media. This project is expected to substantially reduce the amount nitrogen and phosphorus currently existing in the stormwater runoff within the targeted area. Another added benefit of the project is that it will reduce the potential for flooding in the area of Starr Gardens Subdivision. Originally platted as a subdivision in 1993, the stormwater retention area that serves the entire subdivision has been encroached on so severely that it no longer functions as originally planned.

Phase 2 of the project is in the planning stages and will further reduce the potential for flooding in the Starr Gardens subdivision, as well as surrounding areas. Funding for Phase 2 has not been secured yet, however staff is diligently working on a financial mechanism to provide for it.

Sanitary Sewer Project – Phase 1A – Regional Lift Station

Construction has ramped up again at the Town's regional lift station site located along Old State Road 50, near the County line. Due to unexpected engineering issues, progress was halted several weeks ago to allow for further review and design considerations. As with most construction projects, it is taking longer to construct than we thought.

Sanitary Sewer Project – Phase 1B – Gravity Sewer

We have now attained 100% design status in the next exciting chapter of our centralized sanitary sewer effort. In the very near future, work will begin on the segment of gravity pipeline that will begin at the lift station, traverse up to and under the new traffic circle, and terminate at a point on the north side of Oakland Avenue. Once in service, this segment will immediately begin to provide service to the Oakland Trails subdivision, and provide a connection point for future phases. As soon as proper permits are acquired and bid documents are developed, we will advertise and award accordingly. Ultimately we hope to be starting construction in late February or early March, 2017.



DATE: January 10, 2017

TO: **Town Commission**

FROM: Mike Parker, Public Works Director / Dennis R. Foltz, Town Manager

Re: **Ordinance 2017- 01 – Illicit Discharge and Stormwater Regulations**

BACKGROUND: In January 2013, the Town of Oakland was officially notified that our drainage system had been designated an MS4 by the EPA. Subsequently, during 2014, staff worked closely with FDEP to develop a stormwater management plan that would minimize the discharge of pollutants through and from our community into receiving waterbodies. The plan included, among other things, educating the public about ways they can prevent pollutants, such as used oil or grass clippings, from entering storm drains; ensuring that construction sites implemented appropriate stormwater, erosion, and sediment control measures; ensuring that our own municipal operations do not contribute contaminants to the storm sewer systems; etc., etc. In March 2015, agreement was reached with FDEP as to what measures were appropriate for the Town of Oakland, and we received our official Phase II MS4 Permit from the State. Our Permit Year ends on March 19 of each year and our report of activities must be submitted before September 19 of each year.

The report for Permit Year 1 activities was submitted to the State and a subsequent Report Review Letter was received on October 4, 2016. A copy of the review letter is included in this Agenda submission, but it effectively stated that "...the report is considered to be complete pursuant to Part VII.C of the permit". As a reminder, the letter also outlined several requirements that must be developed and implemented during Year 2. Several of these required significant staff time in developing Ordinances, Standard Operating Procedures, Inspection Criteria and Educational Materials. Ordinance 2017-01 - Illicit Discharge and Stormwater Regulations, along with associated program support documents, will satisfy the requirements of Items 3b-01 and 3c-01 identified in the letter, and is one of the new Ordinances developed by staff to keep the Town in compliance with NPDES Permit Number FLR04E152.

DISCUSSION: Here are some discussion points:

- 1) The requirements set forth are not optional for us and are mandated by Federal and State laws.
- 2) We are near the end of the second year of a 5 Year permitted "work plan" which becomes increasingly vigorous with each successive year. The "work plan" is assessed for effectiveness at 5 year intervals and new or expanded activities will likely be required in future periods.
- 3) The Town has historically provided for stormwater maintenance and capital construction activities in the General Fund Budget. As the level of required activities increases, so does the need for adequate funding to perform the tasks.
- 4) Staff has been reviewing options for additional sources of funding and will be returning to Commission at a later date for further discussion and potential recommendations.

RECOMMENDATION: Staff recommends that the Oakland Town Commission adopt Ordinance Number 2017-01 as presented by staff.



Dennis Foltz Town Manager
Manager and Staff Reports

DATE: March 14, 2017
TO: **Town Commission**
FROM: Dennis R. Foltz, Town Manager
SUBJECT: Town Manager Staff Report

Public Works Staff Report:

Stormwater Project

Through a collaborative effort between the Town of Oakland, the St. John's River Water Management District and the United States Environmental Protection Agency, funding has finally been secured that will allow for Phase 1 of a much needed drainage and stormwater project in the area of East Henschen and the Starr Gardens subdivision, to finally move forward. On November 2, several residents affected by the construction effort attended a Q & A session to better understand the need for the project and to learn how the construction activity would affect them. The construction work is scheduled to begin on March 6, and will continue for approximately 4 to 5 months. Intermittent street closures will be necessary, and some sections of East Henschen and North Arrington will be closed to through traffic for extended periods. The improvements also include repairs and retrofits to existing stormwater ponds that will provide for removal of phosphorus, nitrogen, and other contaminants commonly found in stormwater runoff. Long term monitoring of water quality will take place for several years afterwards to document the performance of the improvements.

Partial funding for Phase 2 of this project is currently in the process of being secured through a Water Quality Grant opportunity through the Florida Department of Environmental Protection. There will be further updates as this initiative continues.

Drainage Improvements

Previously planned and budgeted for this Fiscal Year, drainage maintenance activities in various sections of the Town have been completed. Stormwater features such as ditches, swales, and pipes require periodic maintenance to keep them operating in an acceptable fashion. Poor drainage can cause premature failures of our paved roads and rapid deterioration of our unpaved roads. It can also contribute to flood damage to private property. Please understand that as the work moves forward, it might be a bit messy. But once it is complete and the dust has settled, it will look better and perform better. Work was performed this year in Southern Oaks, areas along East Oakland Avenue, and areas along West Gulley, North Walker, and North Nixon.

Sanitary Sewer Project – Phase 1B

The Town Commission recently awarded the construction bid for this next important phase of the overall project, and the selected contractor is beginning to mobilize. The work consists of construction of gravity sewer facilities that will extend the system from a point along Old SR 50 near our regional lift station, easterly to Oakland Avenue. The new facilities will allow for immediate connection of the new homes being built in the exciting and new Oakland Trails subdivision.

November 2016 Events

Date	Event	Location	Time	Contact	Phone	Notes
1-Nov	Knitting Class	Mtg Hall	10:00 a.m.	Val		
1-Nov	SAC	HTH	6:00 p.m.			
2-Nov	Staff Meeting	HTH	10:00 a.m.			
2-Nov	Public Works Drainage Mtg.	Mtg Hall	6:30 p.m.	Mike P.	407-427-8835	
3-Nov	Coalition	HTH	6:30 p.m.	Val	321-274-5873	
4-Nov	Volunteer Dinner	Mtg Hall	6:30 p.m.	Val	321-274-5873	*please set up early
8-Nov	Knitting Class	Mtg Hall	10:00 a.m.			
8-Nov	Commission	Mtg Hall	7:00 p.m.			*Meeting Hall
9-Nov	Staff Meeting	HTH	10:00 a.m.			
10-Nov	Neighborhood Watch	Mtg Hall	6:30 p.m.	Judy Rosser	407-877-2764	
10-Nov	Code Enforcement Magistrate	HTH	6:00 p.m.			*CANCELLED*
12-Nov	Birthday Party	Mtg Hall	4:00 p.m. - 12:00 a.m.	Arlene Tiwari	407-367-8734	
12-Nov	Birthday Party	Speer Park	10:00 a.m. - 3:00 p.m.	Melissa Simmes	407-592-7965	
12-Nov	Birthday Party	West Side Park	1:00 p.m. - 4:00 p.m.	Linda Craig/Sara Luff	407-720-2550	Sara
13-Nov	Baby Shower	Mtg Hall	10:30 a.m. - 6:30 p.m.	Janis White	407-402-4796	
14-Nov	Trailside HOA	HTH	7:00 p.m.	Maria Gomez	407-733-7126	
14-Nov	Community Mtg.	Mtg Hall	6:00 p.m.	Jay Marder		
15-Nov	Knitting Class	Mtg Hall	10:00 a.m.	Val		
15-Nov	P & Z Meeting	HTH	6:30 p.m.	Jay Marder		

Diane Carollo

From: Judy Rosser <jar4@embarqmail.com>
Sent: Thursday, August 03, 2017 10:29 AM
To: Diane Carollo
Subject: RE: Neighborhood Watch Meeting

Diane....sorry I'm so late in getting this to you...9 attendees for Nov 10, 2016.

Judy

From: Diane Carollo [mailto:DCarollo@oaklandfl.gov]
Sent: Tuesday, August 01, 2017 4:26 PM
To: jar4@embarqmail.com
Subject: Neighborhood Watch Meeting

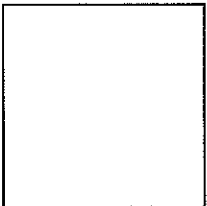
Hi Judy,

Do you happen to recall approximately how many residents attended the neighborhood watch meeting on November 10, 2016?

I am looking for the information for an annual report I am working on and was told you may know.

Thank You!

Regards,
Diane Carollo
Public Works Administrative Assistant
407-656-1117 ext.2304
DCarollo@oaklandfl.gov
Town of Oakland, FL



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March 2018 Events

Date	Event	Location	Time	Contact	Phone	Notes
3-Mar	Birthday Party	Mtg Hall	4:00 p.m. - 12:00 a.m.	Fabienne Morancy	321-297-1046	
6-Mar	Knitting Class	Mtg Hall	10:00 a.m.	Val		
7-Mar	Staff Meeting	HTH	10:00 a.m.			
7-Mar	Neighborhood Watch Meeting	Mtg Hall	6:30 p.m.	Judy Rosser	407-877-2764	
7-Mar	Johns Cove HOA	HTH	6:30 p.m.	Robin Papa	407-538-7448	
8-Mar	Code Enforcement	HTH	6:00 p.m.			
12-Mar	Trailside HOA	HTH	7:00 p.m.	Teri Hamlin	321-388-2809	
13-Mar	Knitting Class	Mtg Hall	10:00 a.m.	Val		
13-Mar	SAC	HTH	4:00 p.m.			
13-Mar	Commission	HTH	7:00 p.m.			
14-Mar	Staff Meeting	HTH	10:00 a.m.			
15-Mar	Oakland Pointe HOA	Speer Park	6:30 p.m.	Jason Seachrist	407-347-3807	
17-Mar	Wedding Ceremony & Reception	Mtg Hall	12:00 p.m. - 8:00 p.m.	Jenny Porter	352-988-8269	
19-Mar	Deer Island HOA	HTH	6:45 p.m.	Ernie Marsh	603-339-0636	
20-Mar	Knitting Class	Mtg Hall	10:00 a.m.	Val		
20-Mar	P&Z Meeting	Mtg Hall	6:30 p.m.	Jay		*note location change
21-Mar	Staff Meeting	HTH	10:00 a.m.			
22-Mar	Johns Landing HOA	HTH	7:00 p.m.	Sam Carr	407-473-2971	
23-Mar	Prep for Celebration Among the Oaks	Mtg Hall	All Day	Val		

Sign In

NW

MAR 7 2018 WED

Date:

ONLY IF NEW

Neighborhood Watch meeting

Print Name	Address	Email Address
1. Seann Windfield	103 Briles	seann.windfield@gmail.com
2. DAVID BRADY	16 OAKLAND	
3. Dixie Perez	POINTE A LA 1201 Johns Cove Ln	dixieperez@yahoo.com
4. Les Gervase	Oakland, Fl.	LesGervase@yahoo.com
5. Michael Parker	50 E. GULLEY AVE	MParker@OaklandFl.gov
6. Massha Strony	201 Briley	
7. JAN HOLZWORTH	202 W GULLEY	janholzworth@outlook.com
8. Jan Holzworth	202 W. GULLEY	" "
9. Bob Somers	327 ARRINGTON	RBRTSOMERS@MAIL.COM
10. Judy Ross	201 Bailey Ave	
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