



CITY COMMISSION REGULAR MEETING AGENDA

MONDAY, APRIL 13, 2020 AT 6:30 PM

CITY HALL - COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Roll Call
Invocation
Pledge of Allegiance
Agenda Changes

AWARDS AND PRESENTATIONS

100. City Update on Coronavirus Response from City Manager and Police Chief
101. Presentation of Traffic Study Update
102. Presentation on Sewer Master Plan

INFORMATIONAL AGENDA

[200.](#) Current Community Development Projects Summary

Attachments: None

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

CONSENT AGENDA

[300.](#) Resolution 2020-06 to Confirm and Extend the COVID-19 Declaration of Emergency and Affirming and Ratifying Emergency Executive Orders 2020-01 and 2020-02

*Attachments: [Resolution 2020-06](#)
[Declaration of Emergency](#)
[Executive Emergency Order 2020-01](#)
[Executive Emergency Order 2020-02](#)*

301. Surplus Assets

Attachments: [Surplus Asset List](#)

[302.](#) Adoption of Seminole County Local Mitigation Strategy

*Attachments: [2020-2025 Seminole County Local Mitigation Strategy](#)
[Seminole County Resolution 2020-R-21](#)*

[303.](#) Donation of Fishing Poles for Fish Winter Springs

Attachments: *None*

[304.](#) Fine Influent Static Screens for Wastewater Treatment Plants

Attachments: [Proposal Analysis](#)
[Sample Solicitation for Quote](#)
[Kusters Water Quote](#)
[JWC Environmental Quote](#)
[Parkson Corporation Quote](#)

[305.](#) Police Program Formalization and Procedure

Attachments: [Resolution 2020-03 - Formalization of Shop with a Cop Program](#)
[Resolution 2020-04 - Formalization of Youth Outreach Program](#)
[Resolution 2020-05 - Formalization of Police Explorers' Program](#)

[306.](#) Advisory Selection Committee Recommendation for RFQ #07-19 LR
"Professional Engineering Services for Water Plants and Distribution System
Improvements"

Attachments: [Request for Qualifications RFO #07-19 LR](#)

307. Approval of Minutes from the Monday, March 02, 2020 City Commission Special Meeting

Attachments: [Minutes](#)

308. Approval of Minutes from the Monday, March 09, 2020 City Commission Regular Meeting

Attachments: [Minutes](#)

PUBLIC HEARINGS AGENDA

[400.](#) First Reading of Ordinance 2020-02 Amending Chapter 20 Zoning Related Town Center District Code along with State Road 434 and Tuskawilla Road Corridors.

Attachments: [Ordinance 2020-02](#)
[Approved Streetscape Tree Type](#)

REGULAR AGENDA

[500.](#) 2019 Comprehensive Annual Financial Report

Attachments: [2019 Comprehensive Annual Financial Report](#)
[Governance Letter](#)

[501.](#) Community Garden Discussion

Attachments: *None*

[502.](#) Appointment to Code Enforcement Board

Attachments: *None*

REPORTS

- 600. City Attorney Anthony A. Garganese, Esquire
- 601. City Manager Shawn Boyle
- 602. Interim City Clerk Christian Gowan
- 603. Seat Two Commissioner Kevin Cannon
- 604. Seat Three Commissioner/Deputy Mayor Ted Johnson
- 605. Seat Four Commissioner TiAnna Hale
- 606. Seat Five Commissioner Geoff Kendrick
- 607. Mayor Charles Lacey
- 608. Seat One Commissioner Jean Hovey

PUBLIC INPUT

Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.

ADJOURNMENT

PUBLIC NOTICE

This is a Public Meeting, and the public is invited to attend and this Agenda is subject to change. Please be advised that one (1) or more Members of any of the City's Advisory Boards and Committees may be in attendance at this Meeting, and may participate in discussions.

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City of Winter Springs at (407) 327-1800 "at least 48 hours prior to meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26 *Florida Statutes*.

"If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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" - per Section 286.0105 *Florida Statutes*.



INFORMATIONAL AGENDA ITEM 200

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Current Community Development Projects Summary

SUMMARY

CURRENT COMMUNITY DEVELOPMENT PROJECTS SUMMARY			
PROJECT NAME	LOCATION	LAST ACTION ITEM	CURRENT STATUS
AITC Office Building	863 N US 17-92	N/A	DA, Final Engineering & Aesthetic Plans are under Staff review.
Beazer Homes Senior (55+) Condominium Project: The Gatherings at Winter Springs (108 Units)	Town Center - West side of Tuskawilla, north of Blumberg	SE approved by City Commission on 8/13/18. Community Workshop was held on 10/17/19.	DA, Preliminary Engineering, Aesthetic Plans, and Waivers are under Staff review.
Chase Bank	Town Center	Community Workshop was held on 2/20/20	Aesthetic Review and CUP is under Staff review.
Dream Finders Townhomes (Winter Springs Townhomes): 114 Single-Family (Attached) Units	Town Center - East side of Michael Blake Blvd.	Preliminary Engineering approved by City Commission on 1/8/18. DA, Final Engineering, Waivers, & Aesthetic Review approved by the City Commission on 12/09/2019	Site Work under Construction.
Insight Partners Inc. (Office and Warehouse Renovation)	300 W SR 434	N/A	Engineering Plans are under Staff Review.
Iriye Suites Live Work Community	Town Center	SE & DA approved by City Commission on 1/28/19.	Aesthetic Plans are under Staff review.
Northern Oaks: 35 Single-Family Homes by Dream Finders Homes	North side of SR 434, East of SR 417	Final Engineering & Waivers approved 03/13/17. Aesthetic Review approved 04/9/18. Waiver approved by City Commission on 11/18/2019	Site work complete. Single-Family Homes are under construction. Site acceptance complete (01/13/2020).

Southern Oaks: 54 single-family homes	West of DeLeon St. & North of SR 434	DA, Final Engineering, Waivers, & Aesthetic Review approved on 6/22/15. Commission accepted site work on 8/14/17.	Site work complete. Single-Family Homes are under construction. Site acceptance complete.
The Studios at Tusawilla	Vistawilla Dr.	Community Workshop was held on 07/19/19. DA approved by the Planning & Zoning Board on 12/04/2019. DA approved by the City Commission on 01/13/2020.	Final Engineering, Aesthetic, & Waivers are under Staff Review.
Tuskawilla Crossings: 379 Single-Family Homes	Town Center	DA, Final Engineering, Waivers, & Aesthetics approved by City Commission on 4/24/17. Plat approved 8/13/2018. Phase 1 and Phase 2 Site work approved by City Commission.	Site work complete. Single-Family Homes under construction. Site acceptance complete.
Winter Springs Medical Office	E SR 434	Community Workshop was held on 08/13/19	DA, Final Engineering & Aesthetic Plans are under Staff review.
Winter Springs Retirement Residence (Hawthorn ILF): 144 independent living suites	Town Center	DA, Final Engineering, Waivers, & Aesthetic Review approved by City Commission on 1/22/18.	Site work under construction.
Winter Springs Town Center Retail Building (Ocean Bleu)	Town Center	Final Engineering & Aesthetic Plans approved by City Commission on 6/10/2019.	Preconstruction Meeting Pending.
Wendy's	Town Center	Community Workshop was held on 12/17/19. DA, Final Engineering & Aesthetic Review approved by the Planning and Zoning Board on 02/05/2020 and City Commission on 02/10/2020.	Site Work Pending.



CONSENT AGENDA ITEM 300

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Resolution 2020-06 to Confirm and Extend the COVID-19 Declaration of Emergency and Affirming and Ratifying Emergency Executive Orders 2020-01 and 2020-02

SUMMARY

Staff requests the City Commission review Resolution 2020-06 to confirm and extend the COVID-19 Declaration of Emergency approved by the Mayor on April 2, 2020 and affirm and ratify Emergency Executive Orders 2020-01 and 2020-02 issued by the City Manager related to the COVID-19 emergency.

On April 2, 2020, Mayor Charles Lacey, in consultation with City Staff and City Attorney, issued a local emergency declaration pursuant to Section 4.05 of the City Charter and Section 2-255(a) of the City Code due to the COVID-19 Pandemic. Throughout the State of Florida, COVID-19 has caused extensive damage to public health and well-being including within the City of Winter Springs. Under the circumstances, the local emergency declaration initiated by the Mayor should be confirmed and extended by the City Commission by Resolution until terminated by the City Commission at the appropriate time.

In addition, the City issued an Emergency Executive Orders 2020-01 and 2020-02. Emergency Executive Order 2020-01 constitutes concurrence by the City of Winter Springs of the enforcement of Seminole County Executive Order 2020-06 within the jurisdictional limits of the City. Emergency Executive Order 2020-02 to address tolling timeframes for processing development permit applications in accordance with Section 166.033, Florida Statutes and the City Code for purposes of affording the City and applicants additional time to complete the processing of such applications due to the disruptions caused by the COVID-19 emergency.

RECOMMENDATION

Staff recommends the City Commission approve Resolution 2020-06 to confirm and extend the COVID-19 Declaration of Civil Emergency approved by the Mayor on April 2, 2020; affirm and ratify Emergency Executive Orders 2020-01 and 2020-02 issued by the City Manager related to the COVID-19 emergency.

RESOLUTION NO. 2020-06

A RESOLUTION OF THE CITY COMMISSION OF WINTER SPRINGS, FLORIDA CONFIRMING AND EXTENDING THE COVID-19 DECLARATION OF CIVIL EMERGENCY APPROVED BY THE MAYOR ON APRIL 2, 2020; AFFIRMING AND RATIFYING EMERGENCY EXECUTIVE ORDERS 2020-01 AND 2020-02 ISSUED BY THE CITY MANAGER RELATED TO THE COVID-19 EMERGENCY; PROVIDING FOR THE FUTURE TERMINATION OF THE CIVIL EMERGENCY BY THE CITY COMMISSION AT A LATER DATE; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, On March 31, 2020, at the request of Seminole County, the City Manager, pursuant to emergency powers vested in him under Section 2-252 of the City Code, issued Executive Emergency Order 2020-01 regarding the City's enforcement of Seminole County Executive Order 2020-006 regarding social distancing and adherence to the Center For Disease Control and Prevention guidelines within the jurisdictional limits of the City of Winter Springs; and

WHEREAS, On April 1, 2020, the City Manager pursuant to emergency powers vested in him under Section 2-252 of the City Code, issued Executive Emergency Order 2020-02 tolling timeframes for processing development permit applications in accordance with Section 166.033, Florida Statutes and the City Code for purposes of affording the City and applicants additional time to complete the processing of such applications due to the disruptions caused by the COVID-19 emergency; and

WHEREAS, On April 2, 2020, following Governor DeSantis' "Safer at Home" Executive Orders 20-91/92, Mayor Charles Lacey, in consultation with the City Manager and the City Attorney, issued a local emergency declaration pursuant to Section 4.05 of the City Charter and Section 2-255(a) of the City Code due to the COVID-19 Emergency; and

WHEREAS, the City Commission hereby finds that the City is currently in a state of emergency due to the fact that in conjunction with other local, state and federal agencies, the City is required to take appropriate measures to deal with the COVID-19 emergency; and

WHEREAS, the City Commission further finds that it is necessary and reasonable for the City to continue exercising emergency powers invoked by the Declaration of Civil Emergency approved by the Mayor and the City's Executive Emergency Orders issued by the City Manager in order to protect the public health, safety and welfare of the citizens of Winter Springs; and

WHEREAS, pursuant to Section 2-255 of the City Code, the City Commission finds that it is necessary to confirm and extend the Declaration of Civil Emergency approved by the Mayor until further notice of the City Commission and to affirm and ratify the previous Executive Emergency Orders issued by the City Manager and referenced herein; and

WHEREAS, the City Commission of the City of Winter Springs, Florida, hereby finds this Resolution to be in the best interest of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF WINTER SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The following recitals are true and correct and hereby fully incorporated herein by this reference as part of this Resolution.

Section 2. Confirming and Extending Civil Declaration of Emergency. Pursuant to Section 2-255 of the City Code, the City Commission hereby confirms and extends until further action of the City Commission, the Declaration of Civil Emergency approved by the Mayor on April 2, 2020. An executed copy of the Declaration of Civil Emergency is attached to this Resolution and fully approved by the City Commission and incorporated herein by this reference.

Section 3. Affirming and Ratifying Prior Executive Emergency Orders. Executive Emergency Orders 2020-01 and 2020-02 issued by the City Manager are hereby affirmed and ratified and shall remain in effect until amended or cancelled by the City Commission or City Manager. An executed copy of the Executive Emergency Orders referenced herein are attached to this Resolution and fully approved by the City Commission and incorporated herein by this reference. Neither this Section nor any other provision of this Resolution shall be construed or interpreted as limiting or repealing any of the emergency powers, duties and responsibilities vested in the City Manager in accordance with Chapter 2, Article VII of the City Code or any other applicable law.

Section 4. Termination of Declaration of Civil Emergency. The Declaration of Civil Emergency issued by the Mayor and approved hereunder shall remain in effect within the jurisdictional limits of the City of Winter Springs until terminated by the City Commission by Resolution.

Section 5. Repeal of Prior Inconsistent Resolutions. All prior inconsistent resolutions adopted by the City Commission, or parts of resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 6. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this resolution.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption by the City Commission.

ADOPTED by the City Commission of the City of Winter Springs, Florida, in a Regular Meeting duly assembled on the _____ day of April, 2020.

CHARLES LACEY, Mayor

ATTEST:

CHRISTIAN GOWAN, Interim City Clerk

**Approved as to legal form and sufficiency for
the City of Winter Springs, Florida only:**

ANTHONY A. GARGANESE, City Attorney

**BY ORDER OF THE MAYOR OF CITY OF WINTER SPRINGS
DECLARATION OF CIVIL EMERGENCY**

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a severe, acute respiratory illness that appears to occur through respiratory transmission and presents symptoms similar to those of influenza; and

WHEREAS, The Centers for Disease Control and Prevention recommends that all states and territories implement aggressive measures to slow and contain transmission of COVID-19 in the United States; and

WHEREAS, on January 30, 2020, the World Health Organization declared a public health emergency of international concern related to COVID-19; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services declared that a public health emergency exists nationwide as a result of confirmed cases of COVID-19 in the United States; and

WHEREAS, on Monday, March 1, 2020, Governor Ron DeSantis issued Executive Order 20-51, declaring that appropriate measures to control the spread of COVID-19 in the State of Florida are necessary and, therefore, directed that a State of Emergency be declared in the State of Florida; and

WHEREAS, on March 9, 2020, Governor Ron DeSantis issued Executive Order 20-52, declaring that appropriate measures to control the spread of COVID-19 in the State of Florida are necessary and, therefore, directed that a Public Health Emergency be declared in the State of Florida; and

WHEREAS, on March 2, 2020, the Seminole County Chairman executed Executive Order 2020-001, declaring a Local State of Emergency under the provisions of Chapter 72, Seminole County Code, due to the serious health threat to those within the County arising from and related to COVID-19; and

WHEREAS, the Local State of Emergency has been extended three (3) times by Executive Order No. 2020-002, 2020-003, and 2020-005 due to the ongoing health threat to those within the County related to COVID-19; and

WHEREAS, on March 24, 2020, Governor Ron DeSantis issued Executive Order 20-83, directing the State Surgeon General and State Health Officer to issue a public health advisory to all persons over 65 years of age and to all persons that have a serious underlying medical condition that places them at high risk of severe illness from COVID-19, urging them to stay home and to take other measures as necessary to limit their risk of exposure to COVID-19; and

WHEREAS, Executive Order 20-83 also directs that the State Surgeon General and State Health Officer issue a public health advisory against all social or recreational gatherings of 10 or more people and to urge all who can work remotely to do so; and

WHEREAS, the Centers for Disease Control and Prevention (“CDC”) also currently recommends that all events in the United States of 10 or more people should be cancelled or held virtually, staying at home when sick, keeping away from others who are sick, and staying at home when a household member is sick with respiratory disease symptoms or if instructed to do so by public health officials or a health care provider; and

WHEREAS, on March 31, 2020, the City Manager of the City of Winter Springs, pursuant to his authority under Sections 2-253 and 2-254 of the City of Code, issued Executive Order 2020-01, which constituted concurrence by the City of Winter Springs of the enforcement of Seminole County Executive Order 2020-06 within the jurisdictional limits of the City of Winter Springs, which requires social distancing and adherence to The Centers for Disease Control and Prevention guidelines throughout Seminole County; and

WHEREAS, on April 1, 2020, Governor Ron DeSantis issued Executive Order 20-91, which states that senior citizens and individuals with a significant underlying medical condition shall stay at home and take all measures to limit the risk of exposure to COVID-19 and that all persons in Florida shall limit their movements and personal interactions outside of their home to only those necessary to obtain or provide essential services or conduct essential activities through April 30, 2020; and

WHEREAS, COVID-19 continues to pose an imminent risk to healthcare workers, first responders, and emergency medical services workers caring for patients with COVID-19 and to residents, employees and businesses in the City of Winter Springs and neighboring communities; and

WHEREAS, Chapter 252.38(3)(a), Florida Statutes, provides authority for a political subdivision such as the City of Winter Springs to declare a state of local emergency and to exercise certain powers and authority to safeguard the lives and property of its citizens; and

WHEREAS, pursuant to Section 2-255 of the City Code of the City of Winter Springs, Florida, the Mayor shall have the right to declare a civil emergency provided the declaration is in writing in the event the City Commission cannot be convened a meeting in a timely manner to address the civil emergency; and

NOW, THEREFORE, BE IT DECLARED PURSUANT TO POWER VESTED IN ME, AS MAYOR OF THE CITY OF WINTER SPRINGS, FLORIDA UNDER SECTION 2-255, that COVID-19 poses a serious threat to the lives and property of the residents of the City of Winter Springs and that a state of local emergency is declared effective this 2nd day of April, 2020 for all the territory within the legal boundaries of the City of Winter Springs.

SECTION 1. **Recitals.** The foregoing recitals are hereby fully incorporated herein by this reference and are deemed a material part of this resolution.

SECTION 2. As Mayor, I hereby authorize the City to exercise its authority and powers pursuant to Florida Statutes 252.38(3)(a) and Chapter 2, Article VII, of the City Code, and under the direction of the city manager and police chief to the extent necessary to protect the public health, safety and welfare and the best interests of the City of Winter Springs, which include the authority and powers to take whatever steps are necessary pursuant to the authority granted under Section 2-255 of the City Code to protect the public health, safety and welfare, and the City shall have the power and authority to enforce all executive emergency orders promulgated by the federal, state and Seminole County Government (including the Seminole County Sheriff) related to COVID-19 within the jurisdictional limits of the City of Winter Springs, Florida.

SECTION 3. All public officials and employees of the City of Winter Springs are hereby directed to exercise the utmost diligence in the discharge of the duties required of them for the duration of the emergency and in the execution of emergency laws, regulations and directives, state and local.

SECTION 4. All citizens are called upon and directed to comply with the necessary emergency measures, to cooperate with public officials and civil emergency disaster service forces in executing the emergency operational plans, and to obey and comply with the lawful directions of properly identified public officers.

SECTION 5. **Severability.** If any section, subsection, sentence, clause, phrase, word, or portion of this declaration is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

SECTION 6. **Effective Date.** This declaration shall become effective immediately upon the execution of this declaration by the undersigned and shall remain in effect until terminated by the undersigned or the City Commission in writing.

SECTION 7. **Notice to the City Commission.** The City Clerk or City Manager is hereby directed to provide a copy of this declaration to all members of the City Commission, City Manager, City Attorney, City Department Directors, and other appropriate government officials. This declaration of a state of emergency and all emergency regulations and actions activated under the provisions of Chapter 2, Article VII, City Code shall be confirmed by the city commission by resolution within five (5) working days of such declaration or at the next regularly scheduled meeting of the city commission, whichever occurs first, unless the nature of the emergency renders a meeting of the city commission extremely impractical.

DECLARED by the Mayor of the City Commission of the City of Winter Springs, Florida, this 2nd day of April, 2020.

Charles A. Lacey

Charles Lacey, Mayor

ATTEST (City Seal):

Christian Gowan

Christian Gowan, Interim City Clerk

**Approved as to legal form and sufficiency for
the City of Winter Springs only:**

Anthony A. Garganese

ANTHONY A. GARGANESE, City Attorney

**EMERGENCY EXECUTIVE ORDER 2020-01
OF THE CITY MANAGER OF WINTER SPRINGS
(ENFORCEMENT OF SEMINOLE COUNTY EXECUTIVE ORDER 2020-006)**

WHEREAS, on March 1, 2020, the State surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order 20-52 declaring a state of emergency for the entire State of Florida as a result of COVID-19, and has since issued several other Executive Orders attempting to meet the dangers presented to the state and its people by this emergency; and

WHEREAS, Executive Order 20-52 specifically authorizes each public subdivision within the State of Florida to waive the procedures and formalities otherwise required by the political subdivision by law pertaining to various matters including "taking whatever prudent action is necessary to ensure the health, safety and welfare of the community"; and

WHEREAS, on March 16, 2020, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the "15 Days to Slow the Spread" guidance advising individuals to adopt far-reaching social distancing measures, such as avoiding gatherings of more than 10 people, and in states with evidence of community spread, bars, restaurants, food courts gyms and other indoor and outdoor venues where groups of people congregate should be closed; and

WHEREAS, on March 27, 2020, Seminole County issued Executive Order 2020-06 requiring social distancing and adherence to the centers for disease control and prevention guidelines throughout Seminole County; and

WHEREAS, Seminole County has requested that the emergency management official of each municipality execute a concurrence instrument for enforcement of Seminole County Executive Order 2020-06; and

WHEREAS, pursuant to Section 2-252 of the City Code, the City Manager is vested with emergency management powers, duties and responsibilities, and is charged with performing the function of director of emergency management for the City of Winter Springs, and shall implement, manage, and report on all actions authorized and taken under the provisions of the City Code; and

WHEREAS, in furtherance of the declaration of State emergency issued by Governor DeSantis, the President's guidance and the guidance of the State Surgeon General, and Seminole County Executive Order 2020-06, and the powers and responsibilities vested in me as City Manager, I desire to support Seminole County's request and execute the concurrence form for enforcement of Seminole County Executive Order 2020-06 within the jurisdictional limits of the City of Winter Springs; and

NOW, THEREFORE, BE IT DECLARED PURSUANT TO THE POWER VESTED IN ME, AS CITY MANAGER OF THE CITY OF WINTER SPRINGS, FLORIDA UNDER SECTION 2-253 AND

2-254, that this Executive Order 2020-01 is hereby adopted and applicable for all the territory within the legal boundaries of the City of Winter Springs.

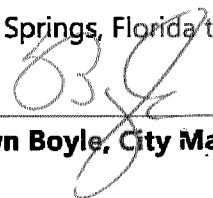
SECTION 1. Recitals. The foregoing recitals are hereby fully incorporated herein by this reference and are deemed a material part of this Supplemental Emergency Order #2.

SECTION 2. Enforcement of Seminole County Executive Order 2020-06. This Executive Emergency Order shall constitute concurrence by the City of Winter Springs of the enforcement of Seminole County Executive Order 2020-06 within the jurisdictional limits of City of Winter Springs. In furtherance of this Executive Emergency Order, I will execute Seminole County's Concurrence Form per their request and forward the same to Seminole County.

SECTION 3. Effective Date; Termination. This Emergency Executive Order 2020-01 shall become effective immediately upon execution of this order by the undersigned. This Emergency Executive Order may be expressly terminated by subsequent order of the City Manager or City Commission or shall automatically terminate at such time Seminole County Executive Order 2020-06 is terminated.


SECTION 4. Notice to the Mayor, City Commission and City Officials. The City Clerk is hereby directed to provide a copy of this Executive Emergency Order to the Mayor, all members of the City Commission, Police Chief, City Attorney, City Department Directors, and if necessary, to other appropriate government officials.

DECLARED by the City Manager of Winter Springs, Florida this 31 day of March, 2020.




Shawn Boyle, City Manager

ATTEST (City Seal)



Christian Gowan, Interim City Clerk

Approved as to legal form and sufficiency for the City of Winter Springs, Florida only:

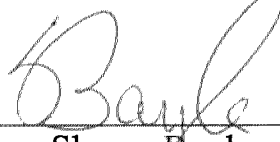


Anthony A. Garganese, City Attorney

**MUNICIPAL CONCURRENCE FOR ENFORCEMENT OF
SEMINOLE COUNTY EXECUTIVE ORDER 2020-006
REGARDING COVID-19 REQUIRING SOCIAL DISTANCING AND
ADHERENCE TO THE CENTERS FOR DISEASE CONTROL AND
PREVENTION GUIDELINES**

Authorized Municipal Emergency Management Official

For the City of Winter Springs

A handwritten signature in cursive script, appearing to read "Boyle", is written over a horizontal line.

Shawn Boyle
City Manager

EMERGENCY EXECUTIVE ORDER 2020-02
OF THE CITY MANAGER OF WINTER SPRINGS
(Development Permit Applications)

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a severe, acute respiratory illness that appears to occur through respiratory transmission and presents symptoms similar to those of influenza; and

WHEREAS, The Centers for Disease Control and Prevention recommends that all states and territories implement aggressive measures to slow and contain transmission of COVID-19 in the United States; and

WHEREAS, on January 30, 2020, the World Health Organization declared a public health emergency of international concern related to COVID-19; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services declared that a public health emergency exists nationwide as a result of confirmed cases of COVID-19 in the United States; and

WHEREAS, on Monday, March 1, 2020, Governor Ron DeSantis issued Executive Order 20-51, declaring that appropriate measures to control the spread of COVID-19 in the State of Florida are necessary and, therefore, directed that a State of Emergency be declared in the State of Florida; and

WHEREAS, on March 9, 2020, Governor Ron DeSantis issued Executive Order 20-52, declaring that appropriate measures to control the spread of COVID-19 in the State of Florida are necessary and, therefore, directed that a Public Health Emergency be declared in the State of Florida; and

WHEREAS, on March 2, 2020, the Seminole County Chairman executed Executive Order 2020-001, declaring a Local State of Emergency under the provisions of Chapter 72, Seminole County Code, due to the serious health threat to those within the County arising from and related to COVID-19; and

WHEREAS, the Local State of Emergency has been extended three (3) times by Executive Order No. 2020-002, 2020-003, and 2020-005 due to the ongoing health threat to those within the County related to COVID-19; and

WHEREAS, on March 24, 2020, Governor Ron DeSantis issued Executive Order 20-83, directing the State Surgeon General and State Health Officer to issue a public health advisory to all persons over 65 years of age and to all persons that have a serious underlying medical condition that places them at high risk of severe illness from COVID-19, urging them to stay home and to take other measures as necessary to limit their risk of exposure to COVID-19; and

WHEREAS, Executive Order 20-83 also directs that the State Surgeon General and State Health Officer issue a public health advisory against all social or recreational gatherings of 10 or more people and to urge all who can work remotely to do so; and

WHEREAS, the Centers for Disease Control and Prevention (“CDC”) also currently recommends that all events in the United States of 10 or more people should be cancelled or held virtually, staying at home when sick, keeping away from others who are sick, and staying at home when a household member is sick with respiratory disease symptoms or if instructed to do so by public health officials or a health care provider; and

WHEREAS, on March 31, 2020, the City Manager of the City of Winter Springs, pursuant to his authority under Sections 2-253 and 2-254 of the City of Code, issued Executive Order 2020-01, which constituted concurrence by the City of Winter Springs of the enforcement of Seminole County Executive Order 2020-06 within the jurisdictional limits of the City of Winter Springs, which requires social distancing and adherence to The Centers for Disease Control and Prevention guidelines throughout Seminole County; and

WHEREAS, COVID-19 continues to pose an imminent risk to healthcare workers, first responders, and emergency medical services workers caring for patients with COVID-19 and to residents, employees and businesses in the City of Winter Springs and neighboring communities; and

WHEREAS, the ability to conduct public business in accordance with Florida’s Sunshine Law and the laws applicable to quasi-judicial proceedings at open public meetings is currently severely hampered; and

WHEREAS, formerly routine processes of the City, and elsewhere, are disrupted and taking longer to accomplish due to coronavirus precautions being mandated by the federal, state and county governments; and

WHEREAS, under the circumstances, additional time for applicants and the City to complete and process development permit or development order applications will likely be required during the current emergency; and

WHEREAS, during this emergency period, City staff will continue to process development permit and development order applications as quickly as is possible under the circumstances; and

NOW, THEREFORE, BE IT DECLARED PURSUANT TO THE POWER VESTED IN ME, AS CITY MANAGER OF THE CITY OF WINTER SPRINGS, FLORIDA UNDER SECTION 2-253 AND 2-254 OF THE CITY CODE, that this Executive Order 2020-02 is hereby adopted and applicable for all the territory within the legal boundaries of the City of Winter Springs:

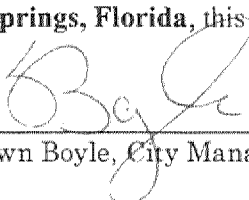
SECTION 1. Recitals. The foregoing recitals are hereby fully incorporated herein by this reference and are deemed a material part of this Executive Order.

SECTION 2. Tolling of Timeframes for Processing Applications Under Section 166.033, Florida Statutes and City Code. The time frames for the City to process any and all applications for development permits or development orders under Section 166.033, Florida Statutes, and applicable City Codes are hereby tolled until the City staff fully responds and applicable City committees or boards take official action on the application, or Governor Ron DeSantis's Executive Order 20-52 expires and is not extended or is rescinded, whichever occurs first. Upon expiration (with no extension) or rescission of the Executive Order, the timeframes shall be extended by an additional thirty (30) days for pending applications in order to provide a smooth transition for applicants to complete and the City to process such applications. At the expiration (with no extension) or rescission of the Governor's Executive Order, the subject matter of this Executive Order shall be reevaluated in light of conditions presented at that time, and a determination of whether further extensions of the timeframes and this Executive Order are necessary shall be made.

SECTION 3. Effective date. This Emergency Executive Order 2020-02 shall become effective immediately upon execution of this Order by the undersigned. This Emergency Executive Order may be expressly terminated by subsequent order of the City Manager or City Commission or shall automatically terminate at such time as Governor Ron DeSantis's Executive Order 20-52 expires and is not extended or rescission of such Executive Order.

SECTION 4. Notice to Mayor, City Commission and City Officials. The City Clerk is hereby directed to provide a copy of this Executive Emergency Order to the Mayor, all members of the City Commission, Police Chief, City Attorney, City Department Directors, and if necessary, to other appropriate government officials.

DECLARED by the City Manager of Winter Springs, Florida, this 1 day of April, 2020.



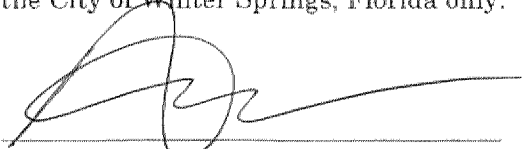
Shawn Boyle, City Manager

ATTEST:



Christian Gowan, Interim City Clerk

Approved as to legal form and sufficiency for
the City of Winter Springs, Florida only:



Anthony A. Garganese, City Attorney

Surplus Assets Final List to Commission

Provided by City of Winter Springs

Comission Date	Methods of Disposal
4/13/2020	1 - Auction 6 - Totaled/Accident 2 - eWaste 7 - Lost 3 - Destroy 8 - Stolen 4 - Salvage 9 - Donated 5 - Trade-in 10 - Transfer

Surplus Assets

Departments	Description	Asset #	Serial #	Original Cost	Model #	Method of Disposal
PD	Kustom Golden Eagle Radar	300878	E27952			3
Clerk	Desk	1396	N/A			3



CONSENT AGENDA ITEM 302

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Adoption of Seminole County Local Mitigation Strategy

SUMMARY

Seminole County is threatened by a variety of natural, technological, and human-caused hazards. These hazards may endanger the health and safety of the community, jeopardize its economic vitality, and threaten the quality of its environment. The public and private sectors of Seminole County have joined together to create the Seminole County Local Mitigation Strategy Working Group to undertake a comprehensive planning process. This process analyzes all the hazards that affect Seminole County while developing effective mitigation measures to reduce the overall impact to the community.

It is required that the County's Local Mitigation Strategy be adopted by our municipality to receive any mitigation funding in the future. The Local Mitigation Strategy is updated every five (5) years by the Seminole County Resiliency Working Group which all municipalities and the airport have a representative.

RECOMMENDATION

Staff recommends the City Commission review and adopt the Seminole County Local Mitigation Strategy.

Local Mitigation Strategy

for

Seminole County

and its

Municipalities



SEMINOLE COUNTY

FLORIDA'S NATURAL CHOICE

2020-2025

Seminole County Local Mitigation Strategy (LMS)

Contents

Executive Summary	3
General	4
Introduction	4
Purpose	4
Planning Process.....	4
Participating Organizations	5
Public Participation	6
Update Process	7
Risk Assessment	9
Hazards.....	9
Relative Risk	10
Relative Risk Calculation/Scale	11
Hazard Analysis	12
Vulnerability	73
Assessing Vulnerabilities	73
Repetitive Loss Properties	73
Land Use Trends and Potential Loss	75
Critical Facilities and Infrastructure.....	75
Mitigation Goals	76
Mitigation Actions	76
Seminole County Local Mitigation Strategy Goals and Objectives	77
Addressing Known Risks and Vulnerabilities	80
National Flood Insurance Program (NFIP) Compliance.....	80
Community Rating System	81
Implementation.....	81
Prioritization of Actions.....	81
Mitigation Project Priority List.....	83
Responsible for Mitigation Actions	83
Cost-Benefit Analysis.....	83
Actions Completed	83
Strategy Maintenance	84
LMS Monitoring and Evaluation	84
LMS Updates	84
Implementation through Existing Plans and Programs	85
Authorities and References	87

Seminole County Local Mitigation Strategy (LMS)

Executive Summary

Seminole County is threatened by a variety of natural, technological, and human-caused hazards. These hazards may endanger the health and safety of the community, jeopardize its economic vitality, and threaten the quality of its environment. The public and private sectors of Seminole County have joined together to create the Seminole County Local Mitigation Strategy Working Group (LMS Working Group) to undertake a comprehensive planning process. This process analyzes all the hazards that affect Seminole County while developing effective mitigation measures to reduce the overall impact to the community.

This document encompasses a multi-jurisdictional approach to hazard mitigation planning. The planning process was conducted through the coordinated and cooperative effort of several local governments including City of Altamonte Springs, City of Casselberry, City of Lake Mary, City of Longwood, City of Oviedo, City of Sanford, City of Winter Springs, and Seminole County. Seminole County's seven municipalities have formally adopted the current Seminole County Local Mitigation Strategy. Upon approval of this update to the Local Mitigation Strategy a new resolution will be formally adopted.

The LMS Working Group has also conducted a significant amount of research to identify the hazards threatening Seminole County in order to estimate relative risk posed to the County by those hazards. For each hazard, an impact analysis was completed which evaluated impacts to the public, property, environment, and program operations. A consequence analysis was completed that examined the potential consequences in relationship to the economy, responder safety, continuity of operations, property/facilities/infrastructure, and public confidence in the jurisdictions' governance¹. The information in this document has been used by the LMS Working Group to prioritize its planning efforts to assess the vulnerabilities of the facilities and neighborhoods of Seminole County to the impacts of future disasters.

Proposed projects and programs aimed at reducing the impacts of future disasters are called "mitigation initiatives" in this document. Mitigation initiatives have been developed and will continue to be developed by the LMS Working Group as new hazard research is conducted, risk levels are increased, and as resources and opportunities become available. Implementation of this strategy is essential and will continue to help make participating communities more resistant to the effects of major disasters.

This strategy will continue to be updated and expanded in the future to encompass changes in characteristics of hazards, experiences with disasters, and changing conditions of participating jurisdictions. The update process and future editions of this mitigation plan will be used to continue to inform and involve the public and other interested groups to improve the overall resilience of the whole community.

¹ 2016 EMAP Standard 4.1.1/4.1.2

General

Introduction

Mitigation is any action taken to permanently reduce or eliminate the risk to people and their property from the effects of hazards. The key to successful hazard vulnerability reduction through mitigation is to implement a well-conceived planning process. The LMS Working Group was established to encourage the public, private, and non-profit sectors of the community to become more resistant to the impacts of future disasters. The LMS Working Group has been tasked with a comprehensive evaluation of the vulnerabilities of Seminole County for all-hazards in order to identify ways to make the community more resilient to the impacts of disasters.

Purpose

The primary purpose of the LMS is to establish an on-going process that encourages hazard mitigation as part of a daily routine for Seminole County. The LMS process encouraged Seminole County to assess its vulnerabilities to all types of hazards; identify a comprehensive list of goals, objectives, plans, programs and projects in order to decrease or eliminate the effects of the identified vulnerabilities; and then prioritize the implementation of the selected initiatives.

Planning Process

The LMS Working Group is comprised of all local government agencies within Seminole County, business leaders, community organizations, inter-faith groups, healthcare facilities, school board personnel and citizens.

On a periodic basis, the LMS Working Group solicits the continuing involvement in mitigation planning by each jurisdiction in Seminole County. Jurisdictions are encouraged to identify agencies and organizations that should represent the jurisdiction on the LMS Working Group. Written solicitation was issued by Seminole County's Office of Emergency Management to local jurisdictions, adjacent counties, and community organizations to attend a LMS Planning Team Kick-Off Meeting on March 28, 2019. Subsequent meetings were held on April 25th, June 13th, July 25th, August 22nd, and September 11th, 2019. Organizations not directly associated with the state, regional or local governments, such as large businesses and volunteer agencies and the public are solicited on an annual basis to join the planning process, as well as through periodic public information efforts through the LMS Working Group. Organizations that respond and attend the meetings are considered to be participants in the Seminole County LMS Planning Process and requested to engage in the meetings and planning activities necessary to develop, maintain and implement the plan.

An important part of the planning process is the review and research of historical events, current conditions, and current plans. These resources help to build the background for the risk assessment of each hazard and assist the planning team with updating the mitigation plan. Resources used in the planning process for this plan include:

FEMA – National Flood Insurance Program and Community Rating System

Seminole County Local Mitigation Strategy (LMS)

Florida Division of Emergency Management
 National Weather Service
 Seminole County Community Wildfire Protection Plan
 Seminole County Comprehensive Emergency Management Plan 2017
 Seminole County Comprehensive Plan
 Seminole County Extension Services
 Seminole County Floodplain Management Plan

Participating Organizations

Participating local government agencies are registered as organizations under the appropriate jurisdiction, as are other groups, associations, districts, regions, and agencies, both public and private, which serve the jurisdiction they are headquartered in.

Seminole County’s multi-jurisdictional planning approach enables all interested organizations, groups, and agencies, regardless of their total number, to be directly and actively involved in the planning within a limited number of jurisdictions. Seminole County has involved seven jurisdictions defined as active participants in the planning process. The active planning participants include: City of Altamonte Springs, City of Casselberry, City of Lake Mary, City of Longwood, City of Oviedo, City of Sanford, City of Winter Springs, and Seminole County.

This is an all-inclusive list for all the entities within Seminole County required to approve the LMS as a multi-jurisdictional plan. Participation will be identified by attendance and active participation in the process. However, many additional partners, agencies, and neighboring jurisdictions were invited via email to each meeting. Participating municipalities are the same jurisdictions which participated in the 2015 plan update and have been consistently active in the process since that time.

This LMS Planning Team has had participation by all the entities listed below to the extent that they have attended the meetings, participated, and contributed to the update process of gathering data, or providing insight and information all in the effort to better mitigate Seminole County.

Name	Agency	Position
Lucius Cushman	Citizen	Citizen
Rob Wolf	Citizen	Citizen
Anthony Apfelbeck	City of Altamonte Springs	Director of Building & Fire Safety
Mark Gisclar	City of Casselberry	Public Works Director
Miguel Conde	City of Lake Mary	Assistant City Engineer
Danielle Koury	City of Lake Mary	Engineer
David Hamstra	City of Longwood	Pegasus Engineering
Michael Peters	City of Longwood	Fire Chief/ Emergency Manager
Jeff Buchanan	City of Oviedo	Fire Chief
Nichlaus Dorey	City of Oviedo	Division Chief
Michael Cash	City of Sanford	Planning Engineer/ Floodplain Manager

Seminole County Local Mitigation Strategy (LMS)

Craig Radzak	City of Sanford	Fire Chief
Bryant Smith	City of Winter Springs	Public Works Engineer
Cliff Frazier	Florida Forest Service	Wildfire Mitigation Specialist
Avi Bryan	Seminole County Emergency Management	Associate
Aaron Funk	Seminole County Emergency Management	Operations Manager
Alan Harris	Seminole County Emergency Management	Chief Administrator of Emergency Management
Josh Holder	Seminole County Emergency Management	Associate
Steven Lerner	Seminole County Emergency Management	Senior Planner
Justin Nguyen	Seminole County Emergency Management	Associate
Kathryn Valentine	Seminole County Emergency Management	Mitigation and Recovery Coordinator
Marie Lackey	Seminole County Public Works	Watershed Management Coordinator

Public Participation

At the start of the planning process, the Seminole County Office of Emergency Management (OEM) requested citizen members to join the LMS Planning Team using multiple avenues. The OEM requested citizen representative suggestion from the Board of County Commissioners and also utilized social media to invite citizens to become part of the LMS Planning Team for the 2020-2025 update.

Several public information activities will be undertaken to allow for public comment on the draft plan. Every LMS Planning Team meeting was posted on the Prepare Seminole online calendar of events. The LMS Working Group will hold a public meeting to solicit input from citizens in person, and advertisements for this meeting will be shared through social media, the Prepare Seminole website, and a local newspaper advertisement. For the update of this document, a link will be added to www.prepareseminole.com to continue to allow the public to submit written input and comment for the LMS update. Comments from the public can be made through the Office of Emergency Management or directly via email to the LMS Coordinator.

The final opportunity for public comment will take place at the Board of County Commissioners meeting when the plan is presented for formal adoption.

Once the plan is adopted the approved plan will continue to be made available via the website for future review and comment. Public comment on the plan will continue to be encouraged on www.prepareseminole.com. In addition to seeking public comment and input to the overall planning process and the draft plan, many of the participating agencies and organizations in the LMS Working Group individually conduct efforts to inform the public about the impacts of disasters, hazard mitigation and the mitigation planning process.

Upcoming community outreach efforts will focus on including the precepts of mitigation in current public information activities, and to make the public aware of this planning process, its goals and objectives, and opportunities for public input at every possible occasion.

Seminole County Local Mitigation Strategy (LMS)

The Seminole County LMS Working Group will continue efforts to develop and implement a year-round program to engage the community in the LMS planning process and to provide them with mitigation-related information and educations. These efforts will be to continually invite public comments and recommendations regarding the mitigation goals for the community, the priorities for the planning, and the unique needs of each community for mitigation-related public information.

Update Process

The current LMS Working Group, participants and attendees came together to update the plan to meet the federal and state LMS Plan requirements. Using the 2015 plan as a foundation, a review of every section of the Seminole County LMS was conducted and the plan was revised using the *2018 Florida Local Mitigation Strategy Crosswalk* and the *2018 Florida Division of Emergency Management Local Mitigation Strategy Update Manual*.

During the 2019 Seminole County LMS update the following actions were taken by the LMS Working Group:

A LMS revision kick-off meeting with the LMS Planning Team was conducted to confirm the list of hazards as a starting point for the update of the plan.

The following sections were reviewed and updated:

General Section:

This section includes the plan introduction, purpose, and planning process. This section was revised to reflect the current approach and processes of the Seminole County LMS Working Group.

Risk Assessment Section:

This section includes the hazard analysis and assessing the vulnerabilities of Seminole County. This section was updated to reflect current documented history and outlook of the hazards that could impact Seminole County. Each section was revised to reflect updated hazard events and to reflect current vulnerabilities. The Seminole County LMS Working Group determined for continuity purposes the LMS hazards would remain consistent with the Seminole County Comprehensive Emergency Management Plan (CEMP).

Mitigation Goals Section

This section includes the mitigation goals, specific objectives under each goal, National Flood Insurance Program (NFIP) compliance data, and the process for mitigation project implementation. Each section was revised to reflect current updated goals for the LMS, updated NFIP data, and the revised process for the implementation of the mitigation projects.

Plan Maintenance Section

This section includes the monitoring and evaluation process for the LMS, the update process for the LMS, and how the LMS is implemented through existing plans and procedures. This section was revised to reflect the current processes for the monitoring, evaluation, and update for the LMS. The implementation of existing plans and processes for LMS were reviewed and revised to reflect the current implementation process.

LMS Working Group By-Laws Appendix

Seminole County Local Mitigation Strategy (LMS)

The LMS Working Group By-Laws were revised to reflect the current policies and guidelines of the Seminole County LMS Working Group.

The draft revisions of the LMS sections that required updates were disseminated to all LMS Working Group members for review and comment.

The LMS Working Group will continue to send out annual written invitations to everyone who may have a stake in the process, and will include any additional people or groups as needed and identified, as required by Florida Administrative Rule 27P-22.

Risk Assessment

Hazards

The technical planning process begins with hazard identification. In this process, the LMS Planning Team and representatives of individual jurisdictions identify all of the natural, technological and human-caused hazards that could threaten Seminole County. The following hazards were selected by the LMS Planning Team for the 2020-2025 LMS:

- Agriculture (Exotic Pests and Disease)
- Civil Disorder
- Critical Infrastructure Disruption
 - Communication
 - Power
 - Utility
- Cyber Security/Cyber Attack
- Disease and Pandemic Outbreak
- Drought and Water Shortage
- Earthquakes
- Extreme Heat
- Financial Collapse
- Fires/ Wildfires
- Flooding
- Hazardous Materials (Fixed Site and Transportation)
- Mass Gatherings/ Planned Events
- Mass Migration/ Repatriation
- Severe Weather
 - Hail
 - Lightning
 - Micro-bursts
 - Thunderstorms
- Sinkholes/Land Subsidence
- Terrorism
- Tornadoes
- Transportation Accident
 - Aircraft
 - Rail
 - Mass Casualty Incident
- Tropical Cyclones
 - Hurricanes
 - Tropical Storms
- Violent Acts (Non- Terrorism)
- Winter Storms/ Freezes

Seminole County Local Mitigation Strategy (LMS)

As hazards are identified for Seminole County, participants can make an estimate of the relative risk each possesses to the community. This section details the natural and human-caused hazards to which Seminole County is vulnerable.

The Seminole County LMS Planning Team has incorporated hazard history that was available. In the future, the LMS Planning Team will incorporate continued hazard history for inclusion in the LMS.

Relative Risk

Each hazard described in this section is ranked by level of relative risk based on probability and severity. These scales are defined below:

Probability Scale- based on historical data this scale takes into effect the likelihood that Seminole County will be impacted by the hazard within a given period of time

- 0=None- Although the hazard is noted, no previous occurrence has been recorded and the hazard is considered no threat to the jurisdiction
- 1=Low- Some potential for the hazard to exist once every 10 years or more
- 2=Moderate- Potential for the hazard to exist once every 5-10 years
- 3=High- Potential for the hazard to exist once every 1-5 years

Severity Scale- based on the magnitude of the hazard and the on-going mitigation measures

Magnitude

Human Impact (Possibility of death or injury)

- 0=None- No possibility of death or injury
- 1=Low- Some potential for death or injury
- 2= Moderate- Potential for death or injury
- 3=High- Strong potential for death or injury

Property Impact (Physical losses and damages)

- 0=None- No possibility of physical loss and/or damage
- 1=Low- Some potential for physical loss and/or damage
- 2=Moderate- Potential for physical loss and/or damage
- 3=High- Strong potential for physical loss and/or damage

Spatial Impact (Amount of geographic area affected)

- 0=None- No geographic area affected
- 1=Low- Up to 25% of total land mass affected
- 2=Moderate- 25%-50% of total land mass affected
- 3=High- 50% or more of total land mass affected

Seminole County Local Mitigation Strategy (LMS)

Economic Impact (Interruption of business services)

- 0=None- No interruption of business services
- 1=Low- Some potential for business service interruption
- 2=Moderate- Potential for business service interruption
- 3=High- Strong potential for business service interruption

Mitigation

Preparedness (Specialized Plans)

- 0=None-N/A
- 1=High- Specific plan dedicated to this hazard
- 2=Moderate- Hazard is addressed in other plans
- 3=Low- No specific plan for hazard

Training and Exercising (Multi-year Training and Exercise Planning)

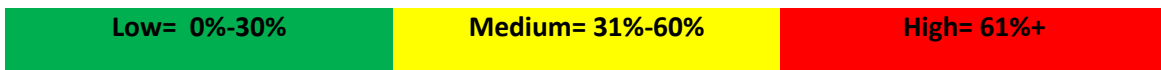
- 0=None- No training or exercising on this hazard
- 1=High- Yearly training and exercising
- 2=Moderate- Training and exercising completed every other year
- 3=Low- Rarely trained or exercised

Logistics (Availability of specialized equipment, teams or support)

- 0=None- No specialized equipment, teams, or support
- 1=High- Highly specialized equipment, teams or support
- 2=Moderate- Minimal specialized equipment, teams or support
- 3=Low- Very few teams, equipment and support available

Relative Risk Calculation/Scale

Probability x (Magnitude-Mitigation) = Relative Risk



The following Hazard Analyses were developed through research of historical occurrences, input from outside agencies, and through several planning meetings involving stakeholders. Stakeholders at the plan review meetings discussed and determined the level of severity in the different impact categories, used historical knowledge to determine frequency of occurrence, and used knowledge of current operations and procedures to determine mitigation measures. After these summary sheets were developed, they were disseminated to the LMS Working Group to gather feedback and receive approval.

Hazard Analysis

Hazard: Agriculture (Exotic Pests and Diseases)

Probability of Occurrence	1-5 Years
Risk	17%
Relative Risk	Low
Description	<p>Agriculture incidents in Seminole County are quite rare and historically have not caused much damage to the community. In coordination with Seminole County’s Agriculture Extension Office, Emergency Management is made aware of incidents involving crops and exotic pest outbreaks that may pose a threat to the community. Diseases that may pose a threat to crops in Seminole County include Citrus Canker and Citrus Greening. Potential pests include mosquitos, toads, mice, rats, and other harmful pests. On-going crop diseases present a threat to the agriculture community in Seminole County.</p> <p>Cyanobacteria, also called blue-green algae, are microscopic organisms found naturally in all types of fresh or brackish water. The organisms use sunlight to make their own food. In warm, nutrient-rich (high in phosphorus and nitrogen) environments, cyanobacteria can multiply quickly, creating blooms that spread across the water’s surface. The blooms might become visible. Cyanobacteria can be toxic to humans, pets, and livestock. Blooms can stay below the water’s surface, or they sometimes float to the surface in warmer climate. Some cyanobacteria blooms can look like foam, scum, or mats, particularly when the wind blows them toward a shoreline.</p>
Extent	Ranges from small affected area of crops, up to 34,926 acres of farmland in the County.
Location	Much of the agricultural foundation of Seminole County is located in the northwestern portion of the county including the Cities of Lake Mary and Sanford and the unincorporated Seminole County, but the effects of an incident may impact the entire county.
Significant Occurrences	<p>(1982): The City of Longwood - toad infestation due to heavy rains</p> <p>(1995): Citrus Canker detected in Seminole County</p> <p>(1999): The City of Altamonte Springs experienced mice infestations</p> <p>(2007): Huanglongbing (HLB), also known as Citrus Greening, confirmed in Seminole County. Between 2008-2017, Seminole County citrus filled 157,000 boxes but declined to 29,000 boxes</p>

Seminole County Local Mitigation Strategy (LMS)

in less than one decade.

(2019): In October, Seminole County was alerted to two (2) blue-green algae blooms in residential lakes. Sampling and testing of the lakes confirmed toxins in the lake and alert signage was placed in public locations surrounding the waterbody. A reverse emergency call was placed to all of the residents in the area.

Spatial extent - while the direct impacts may be less than 25%, the indirect effects of an incident could be county-wide

Overall Vulnerability

Overall vulnerability of Seminole County and its jurisdictions to agricultural diseases and pests is low. Although there is not a large percentage of farmland in the county, disease can spread quickly if response is not immediate. The cities of Lake Mary and Sanford and unincorporated parts of Seminole County are most vulnerable to agricultural incidents because this is the largest area of farmland countywide.

Impacts/ Consequences

Human

Moderate Impact

Increased possibility of death or injury to agriculture diseases and risk to contaminated food crops.

Property

Low impact to critical infrastructure and property resulting in physical losses.

Historically this hazard has more of an impact on crops.

Exotic pests can become a nuisance to property owners in all jurisdictions in Seminole County.

Environment

Hazard can have broader negative impacts to local ecosystems such as habitat loss and biodiversity degradation, specifically in the unincorporated areas of Geneva and Chuluota.

The 2018 National Climate Assessment reports that with a changing climate, the risk associated with disease-causing agents and parasites is expected to increase and that the risk of environmental impacts may increase over time.

Economic

Moderate Impact

The community may experience a moderate economic loss, primarily for the farming and agriculture industry, as a result of a pest or disease outbreak.

Program Operations

The County Comprehensive Emergency Management Plan (CEMP) covers basic response and recovery capabilities for exotic pests and diseases that are agriculturally based.

Responders

Depending on the nature of the pest or disease, responders may require certain protective equipment and tools.

COOP

An agriculture incident would have minimal impacts on COOP Plan because this hazard would not disrupt normal procedures.

Seminole County Local Mitigation Strategy (LMS)

Property/ Facilities/ Infrastructure

There would likely be little impact to critical infrastructure, but privately owned farmland, in unincorporated Seminole County and in the cities of Oviedo, Sanford, and Winter Springs; has the potential to be devastated.

Public Confidence in the Jurisdiction's Governance

Public confidence would depend on how satisfied those impacted are with the local response.

Risk Reduction Through

Mitigation

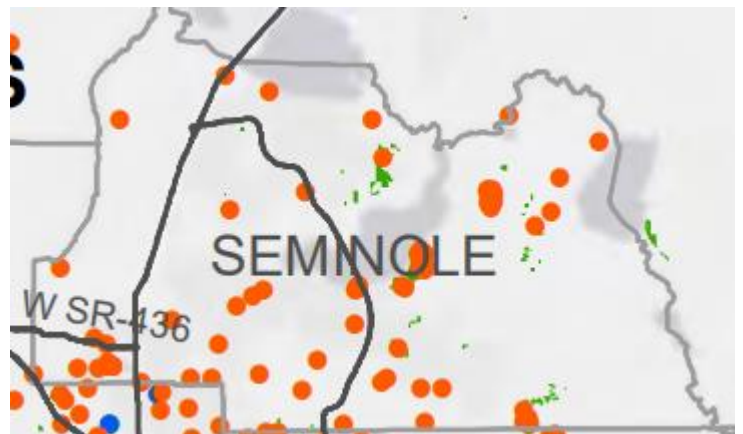
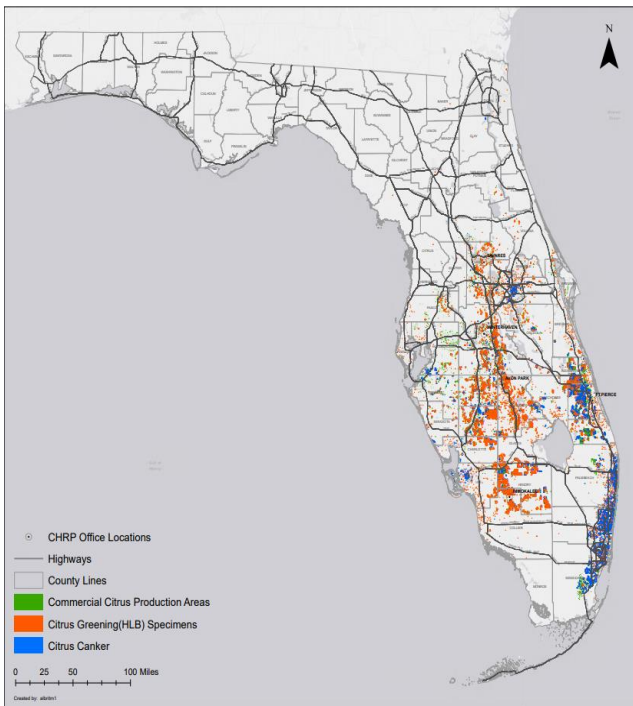
Types of mitigation projects in the county include:

- Collection and destruction of infected plant species
- Diversification of agricultural landscaping
- Fertilizer reduction / ordinance
- Inspection and sampling species
- Introduction of higher trophic level species
- Invasive plant species reduction
- Larvicide, adulticide, aerial spray
- Prescribed burning
- Public education / outreach
- Sanitation with chemical control

Plans

Mosquito Control Procedures
Rabies Procedures

Florida Department of Agriculture – Statewide Citrus Canker and Citrus Greening Map (2017):



Seminole County Local Mitigation Strategy (LMS)

Total Crops in Seminole County (2017):

Crop	Acres	
Vegetables (harvested for sale)	26	https://www.nass.usda.gov/Publications/AgCensus/2017/Full_Report/Volume_1,_Chapter_2_County_Level/Florida/st12_2_0001_0001.pdf
Citrus (commercial acres)	319	https://www.nass.usda.gov/Statistics_by_State/Florida/Publications/Annual_Statistical_Bulletin/2018/B1thru13Cit-2018.pdf
Orchards	664	https://www.nass.usda.gov/Publications/AgCensus/2017/Full_Report/Volume_1,_Chapter_2_County_Level/Florida/st12_2_0001_0001.pdf
Nurseries (stock crops)	127	https://www.nass.usda.gov/Publications/AgCensus/2017/Online_Resources/County_Profiles/Florida/cp12117.pdf
Pastureland	25,272	https://www.nass.usda.gov/Publications/AgCensus/2017/Full_Report/Volume_1,_Chapter_2_County_Level/Florida/st12_2_0008_0008.pdf

Hazard: Civil Disorder

Probability of Occurrence	6-10 Years
Risk	32%
Relative Risk	Medium
Description	Events of civil disorder are classified as armed violence, riots, protests, and threats against military or the government. The proper planning and prevention methods aid in the mitigation of civil disorder events. For threats of civil disorder utilizing armed violence, it is likely that a joint jurisdictional management of operations will take effect, coordinated at the county level between the Sheriff’s Office, Florida Department of Law Enforcement (FDLE), and the Office of Emergency Management.
Location	Not specific to any geographic areas of Seminole County
Significant Occurrences	(2012): February 26 – Shooting of 17 year old, Trayvon Martin in Sanford. There were public protests, school walk outs, and thousands of planned rallies across the nation. The Seminole County EOC provided support for seven weeks in the trial phase of the event. While spatial extent of the hazard would be 25% or less, civil disorder could have county-wide effects.
Overall Vulnerability	The overall vulnerability of civil disorder in Seminole County is low. While moderate human impact is possible, civil disorder can spread quickly and disrupt the public’s confidence in the jurisdictions’ governance. Although the only major past occurrence of civil unrest was in the City of Sanford, all jurisdictions of Seminole County are vulnerable to civil disorder and its effects.

Impacts/ Consequences

Human	Moderate Impact because the hazard is human in nature; tension between the public, law enforcement, judicial system, and media would be heightened. Disorder can also lead to violent acts potentially impacting the local population.
Property	Moderate Impact – there would be little impact in general, but protests and riots have the potential to cause localized

Seminole County Local Mitigation Strategy (LMS)

problems.

Environment	Very little to no impact on the environment.
Economic	Moderate Impact – Depending on the population involved, strikes, protests, and riots could have negative impacts to economic prosperity including employees missing work.
Program Operations	A joint jurisdictional management of operations will likely take effect, coordinated at the County level between the Sheriff’s Office, Florida Department of Law Enforcement (FDLE), and the Office of Emergency Management.
Responders	Those in Law Enforcement may need additional protective equipment when responding to potentially violent incidents of disorder. There may be possible increases in crime rate.
COOP	There could be some impact to COOP Plan as civil unrest could lead to disruption in operations in affected areas.
Property/ Facilities/ Infrastructure	Moderate impact to property, facilities, and infrastructure is possible caused from riots or malicious attempts to disrupt local infrastructure.
Public Confidence in the Jurisdiction's Governance	Public confidence may be a significant factor in the case of civil disorder. Public messaging will need to stay consistent throughout the event.

Risk Reduction Through

Mitigation	Types of Civil Disorder mitigation projects in the county include: <ul style="list-style-type: none">• Designation of peaceful protest areas• Intelligence / threat assessment for special events• Metal detector/hand held metal detector to critical facilities• Mobile field force training and exercise Security system/video surveillance for critical facilities• Permitting for special events• Public education / outreach• Tracking and incident planning for special events
Plans	CEMP – Civil Unrest Operational Plan

**Hazard: Critical Infrastructure Disruption
(Communication, Power, Utilities)**

Probability of Occurrence	1-5 Years
Risk	71%
Relative Risk	High
Description	<p>Numerous facilities in Seminole County are classified as critical infrastructure. Disruption of these facilities could severely impact the economic and social wellbeing of the citizens and patrons of Seminole County. The Office of Emergency Management maintains a listing of the critical infrastructures, protected by Florida Statute 119, for Department of Homeland Security 16 critical infrastructure sectors whose assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, national economic security, national public health or safety, or any combination thereof. Presidential Policy Directive 21 (PPD-21): Critical Infrastructure Security and Resilience advances a national policy to strengthen and maintain secure, functioning, and resilient critical infrastructure.</p> <p>An electromagnetic pulse (EMP) is a high-frequency burst of electromagnetic energy caused by the rapid acceleration of charged particles. An EMP event can occur naturally from a great geomagnetic storm, or it can be man-made through the use of a single, crude nuclear weapon delivered by a primitive missile, and the effects would be virtually identical. A catastrophic EMP would cause the collapse of critical infrastructure such as the power grid, telecommunications, transportation, banking, finance, food, and water systems.</p>
Location	All of Seminole County
Significant Occurrences	<p>Occurs fairly frequently mainly due to severe weather or in extreme cases tropical cyclones. Strong thunderstorms in the summer and storms associated with passing fronts or low pressure systems occur every year.</p> <p>(1989): In March, a geomagnetic storm struck the Earth, causing widespread electrical and hydro system disruptions throughout Quebec, Canada. These disruptions lasted as long as nine hours.</p> <p>(2003): In November, ionizing radiation from a solar flare hit Earth's atmosphere causing severe radio blackout throughout</p>

Seminole County Local Mitigation Strategy (LMS)

North America.

Spatial Extent - Impacts from a disruption could impact more than 50% of the county, but may have county-wide effects.

Overall Vulnerability

The overall vulnerability of Seminole County and its jurisdictions to critical infrastructure disruption is high. Because CI disruption can be caused by many different forces, it is one of the hazards with the highest vulnerability. Severe weather, tropical cyclones, tornadoes, and geomagnetic storms are just some examples of harmful incidents that may cause CI disruption. Disruption of critical infrastructure can include communication, power, and utilities; all of which are key components of community functions in all jurisdictions.

Impacts/ Consequences

Human

Low impact - Could cause loss of power to homes, disruption in drinking water supply, and loss of communication to the public.

Property

Low impact - various homes and businesses could lose electrical power.

Environment

Hazards such as flooding from water main breaks, pollution from damaged or malfunctioning power plants and contamination from sewage/solid waste pose threats to local ecosystems and air quality.

Economic

Moderate impact – this would depend on the type, scale, duration, and severity of disruption.

Program Operations

Disruption to these facilities by threat or attack will be dealt with utilizing the Seminole County Terrorism Annex. In other situations the responsible agency would coordinate with emergency management.

Responders

Depending on the size of the disruption, this may cause an interruption of emergency radio traffic in the event of a communications failure.

COOP

There may be some impact to COOP Plan if communication is disrupted. If so, alternate methods would be used to coordinate the appropriate response.

Property/ Facilities/ Infrastructure

Facilities near the affected areas may have to shut down. Properties may have to undergo decontamination, and infrastructure at a regional level could be severely affected if

Seminole County Local Mitigation Strategy (LMS)

shut down.

Public Confidence in the Jurisdiction's Governance

High confidence in jurisdictional response will be partially dependent on a timely recovery.

Risk Reduction Through

Mitigation

Types of Critical Infrastructure Disruption mitigation projects in the county include

- Amateur Radio / Ham
- Analogue back-up systems
- Backup generator and other alternate power sources for critical facilities
- Building codes and enforcement
- Crime Prevention through Environmental Design
- Emergency public information and warning systems
- Public education / outreach
- Retrofit of network hardware and equipment for alternate 9-1-1 communications centers
- Security dates, barricades, and electronic surveillance
- Underground electrical and structural retrofit

Plans

Continuity of Operations Plan
Points of Distribution Plan

Hazard: Cyber Security/Cyber Attack

Probability of Occurrence	1-5 Years
Risk	71%
Relative Risk	High
Description	<p>Over the past decade, the nation as a whole has seen an increase in cyber-attack; defined as any offensive maneuver employed by individuals or whole organizations that target computer information systems, infrastructure and/or networks, by means of malicious acts to either steal, alter, or destroy a specified target. Seminole County’s Office of Emergency Management and Seminole County’s Information Services Department strive to ensure the safety and security of the technical infrastructure within the County. In doing so, threat analyses are completed to note vulnerabilities in the system and develop corrective actions to mitigate these attacks in the Seminole County Information Security Policy. The Internet Crime Complaint Center (IC3) has reported over \$5.52 billion in monetary value was lost in 2017 alone. To prevent this crime, laws have been enacted, specifically, the Cybercrime Prevention Act of 2012. The focus in the future will be to ensure that Seminole County Information Services in partnership with various public safety agencies conduct annual exercises and monitor the current threat levels of cyber-attack for county information technology infrastructure.</p>
Location	Not specific to any geographic areas of Seminole County
Significant Occurrences	<p>The nation as a whole has been affected by various cyber-attacks, especially credit card fraud.</p> <p>In 2017, the Internet Crime Complaint Center (IC3) reported over \$5.52 billion in monetary value lost.</p> <p>A cyber security threat would physically affect less than 25% of Seminole County, but could have county-wide effects.</p>
Overall Vulnerability	<p>The overall vulnerability of Seminole County and its jurisdictions to cyber security threats is high. Targets include any individual, household, business, house of worship, or government agency. Even with protection programs and awareness campaigns, all jurisdictions of Seminole County are highly likely to receive cyber-attacks including malware, phishing, and other hacking. Countywide systems and data could potentially be compromised by cyber-attacks, which makes protecting these systems a high</p>

Seminole County Local Mitigation Strategy (LMS)

priority.

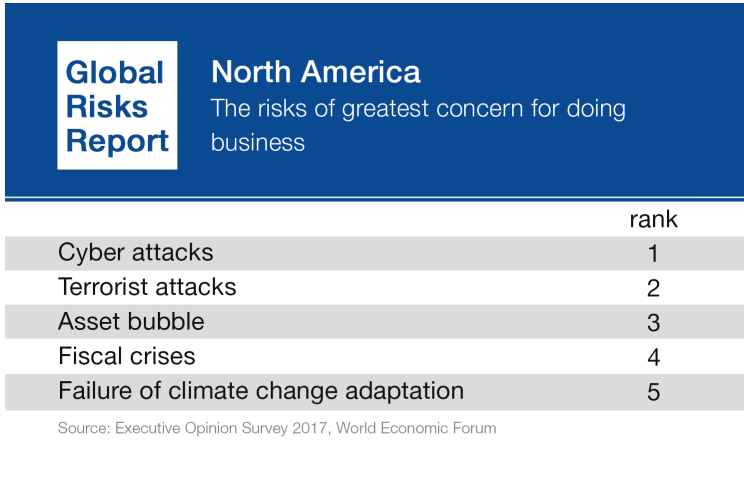
Impacts/ Consequences

Human	High impact- potential for physical harm to the public as a result of cyber-attack on medical and other critical facilities.
Property	Medium impact- physical damage to property is possible through cyber-attack of critical facilities and infrastructure.
Environment	Low impact- potential for impact depending on the nature of the attack.
Economic	High impact- Depending on the nature of the threat, financial transactions and other economic processes could be heavily impacted.
Program Operations	Could have a high impact on program operations if data or vital systems are compromised.
Responders	Low impact to those responding to a cyber security threat.
COOP	Low impact to COOP, depending on target of attack. This may cause the relocation of a particular service if severe enough.
Property/ Facilities/ Infrastructure	Information technology infrastructure could be stressed or shut down, but otherwise there is a low risk to property and facilities.
Public Confidence in the Jurisdiction's Governance	Public confidence will depend on the timeliness of restoration of lost services or data.

Risk Reduction Through

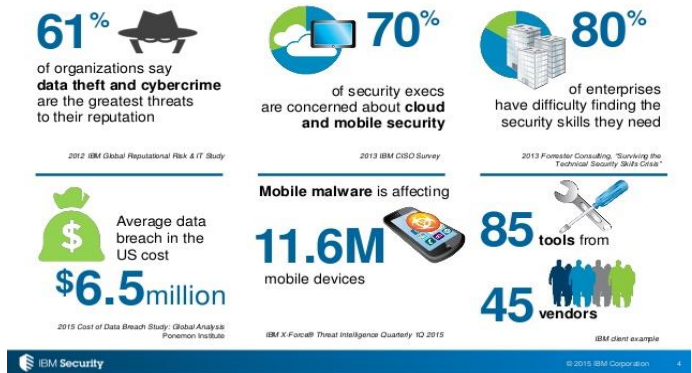
Mitigation	Cyber Attack mitigation strategies include <ul style="list-style-type: none">• Anti-phishing education• Back-up systems / off-site storage• Cyber insurance for critical infrastructures• Cyber response team• Cyber security assessments• Enhanced cyber security training• Firewalls and testing environments• Intelligence gathering for new cyber threats• Mutual aid for cyber services• Public education / outreach
Plans	Seminole County Cyber Security Procedures

Seminole County Local Mitigation Strategy (LMS)



Source: Executive Opinion Survey 2017, World Economic Forum

What is happening in the threat landscape - The challenges of keeping up with a perpetually evolving cyber security environment.



Source: 2015 IBM Cyber Security Intelligence Index

Hazard: Disease and Pandemic Outbreak

Probability of Occurrence	1-5 Years
Risk	57%
Relative Risk	Medium
Description	<p>The Department of Health is the lead agency if an outbreak occurs. The Florida Department of Health- Seminole County (ESF-8 Health / Medical) has been training employees on their duties to include epidemiology surveillance, public outreach, distribution of pharmaceuticals, and tracking the trends of possible outbreaks throughout the country and world. The Department of Health has plans in place, including: the use of the Strategic National Stockpile, how to identify the outbreak, and how to determine the particular diseases. A Memorandum of Understanding (MOU) has been signed with Seminole County Government and the School Board on the use of the schools as Points of Dispensing. These facilities would be used if a major distribution of pharmaceuticals was required to prevent the spread of a disease or assist persons if an outbreak has already occurred. Previous events in Seminole County have caused the activation of specific operational plans to respond to outbreaks of various diseases and bacteria.</p>
Location	All of Seminole County
Significant Occurrences	<p>Hepatitis C: yearly cases averaging 300 patients. Influenza: Reported every other year averaging 40 cases. Salmonellosis: averaging over 100 reported cases per year. (2009): H5N1 and H7N9 Avian flu reported 141 cases. (2015): Seminole County experienced significant occurrences of diseases such as H3N2, Influenza, Hepatitis A, Measles, and Zika. (2019): 2,034 cases of Hepatitis A virus as of June 2019. Florida Surgeon General declared a public health emergency in August 2019.</p> <p>Spatial Extent - Depending on the severity, a disease outbreak could affect more than 50%, and most likely the entire county.</p>
Overall Vulnerability	<p>Seminole County's overall vulnerability to disease and pandemic is medium. The people of Seminole County are highly vulnerable to the spread of disease due to the population size and proximity to tourist hotspots with travelers from all over the country and the world. Through training, public education, and patient tracking, first response agencies work to reduce the overall vulnerability to the spread of diseases. All jurisdictions in the county are similarly vulnerable to the effects of diseases.</p>

Impacts/ Consequences

Seminole County Local Mitigation Strategy (LMS)

Human	<p>High impact –</p> <p>Hepatitis A – Stomach pain, nausea and vomiting, jaundice, diarrhea, pale or clay colored stool, and can stay on surfaces up to 30 days.</p> <p>Hepatitis C - Long term effects of cirrhosis of the liver and death.</p> <p>Influenza - Airborne viral spread contamination. Insignificant rate of death, although possible for people with associated health risks, elderly and children.</p> <p>Salmonellosis - Sickness with symptoms vomiting, diarrhea and fever. If not treated may lead to death.</p> <p>Zika- fever, rash, joint pain, red eyes.</p>
Property	<p>Low Impact - Temporarily or permanently closing down restaurants, grocery stores and other small businesses/food related industries if disease is harmful enough.</p>
Environment	<p>Likely low impact, unless the disease affected certain animal populations.</p>
Economic	<p>High Impact – May slow down business and economic activity in an area affected by the disease due to workers missing work (sickness), temporary business closures, hospital resources/space usage and limited interaction between people due to quarantine and fear of exposure.</p>
Program Operations	<p>The Department of Health is the lead agency in an event. The County would make use of the Strategic National Stockpile, and use the County's schools as a point of dispensing of pharmaceuticals.</p> <p>A hospital's capacity may be impacted depending on size and severity of event.</p>
Responders	<p>Heightened stress on medical personnel and may require higher level of personal protective equipment (PPE).</p>
COOP	<p>Low impact to COOP Plan, unless disease spread and affected individuals involved in the response operations.</p>
Property/ Facilities/ Infrastructure	<p>Increased stress on local hospitals with increasing patients related to disease, however there would likely be minimal impact to physical structures.</p>
Public Confidence in the Jurisdiction's Governance	<p>Seminole County's response to a disease outbreak would determine the public's confidence in the medical and emergency management capabilities.</p>
	<p style="text-align: center;">Risk Reduction Through</p>
Mitigation	<p>Types of Disease and Pandemic mitigation projects in the county include:</p> <ul style="list-style-type: none">• Contact tracing• Epidemiology surveillance

Seminole County Local Mitigation Strategy (LMS)

- Environmental hazardous waste disposal
- Isolation / quarantine methods
- Personal protective equipment & training
- Public outreach from the Health Department
- Vaccinations
- Zoonotic disease surveillance

Plans

Pandemic Response Plan

Epidemiology Plan

Hazard: Drought and Water Shortage

Probability of Occurrence	1-5 Years
Risk	62%
Relative Risk	High
Description	<p>A drought is noted as a period of unusually dry weather that persists long enough to cause serious problems such as crop damage and/or water supply shortages. There are four basic approaches to measuring drought (Wilhite, 1985):</p> <p>Meteorological- defined usually on the basis of the degree of dryness (in comparison to some “normal” or average amount) and the duration of the dry period.</p> <p>Agricultural- drought to agricultural impacts, focusing on precipitation shortages, differences between actual and potential evapotranspiration, soil water deficits, reduced groundwater or reservoir levels.</p> <p>Hydrological- associated with the effects of periods of precipitation (including snowfall) shortfalls on surface or subsurface water supply (i.e., streamflow, reservoir and lake levels, groundwater).</p> <p>Socioeconomic- associated with the supply and demand of some economic good with elements of meteorological, hydrological, and agricultural drought.</p> <p>The severity of the drought depends upon the degree of moisture deficiency, the duration, and the size of the affected area. In the past, most of Central Florida has suffered from droughts to the extent that unnecessary water usage has been curtailed by legislation. This curtailment, imposed by local governments and the St. Johns Water Management District was accomplished by water use restriction during designated hours and alternate days. Many natural hazards can arise from the effects of drought. Historically, drought in Florida has been known to contribute to wildfires, sinkholes, and major water shortages between the months of November-April.</p> <p>One of the major bodies of water providing a water source for much of our crops and agriculture territory in Seminole County is the St. Johns River. During long periods of drought, a disruption in the watering cycle can have potentially damaging effects, including substantial crop loss in the northwestern portion of the unincorporated county and city of Lake Mary. In addition to the crop loss and livestock reductions, drought in Seminole</p>

Seminole County Local Mitigation Strategy (LMS)

	County is associated with an increase in wildfire threat which in turn, places both human and wildlife populations at a higher risk.
Extent	Between D0 – Abnormally Dry and D4 – Exceptional Drought (Drought Severity Classification)
Location	All of Seminole County could be affected by drought
Significant Occurrences	<p>(2012): The 2 month period of April and May of 2012, reached highest level of drought with portions of the state under a D-4 Drought Exceptional condition.</p> <p>(2015): During early July through September 2015, D-3 conditions were reported.</p> <p>(2017): May 2017, a major portion of the state displayed D-3 conditions.</p> <p>(2018): March 2018, Seminole County was under a burn ban due to dry conditions.</p> <p>(2019): June 2019, Seminole was under a burn ban for one week due to dry conditions and increased fire risk.</p> <p>Spatial Extent - A drought would affect more than 50%, and most likely the entire county.</p>
Overall Vulnerability	Overall vulnerability to drought or water shortage in Seminole County and its jurisdictions is high. During the dry months of the year, drought can cause serious consequences and have compounding effects. Tactics such as water usage restrictions are implemented to save water. Drought or water shortage would have a similar level of vulnerability in all jurisdictions of Seminole County.

Impacts/ Consequences

Human	Moderate Impact- may require water use restrictions, which could cause stress to agricultural production. Increase in heat-related illness including dehydration. Vulnerable populations (infants, children, elderly, and pets) may require more attention within all jurisdictions of Seminole County.
Property	Low Impact- Heat-sensitive components may be compromised.
Environment	Low Impact- A reduction in ground water supplies creates a situation conducive to sinkholes, most commonly in the east and west unincorporated county areas, and the cities of Altamonte Springs and Oviedo; however, effects can be felt in any

Seminole County Local Mitigation Strategy (LMS)

jurisdiction.

Non-domesticated animals will be directly impacted, flora may die off, increased fire risk as well as likelihood of soil quality degradation.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from drought and water shortages and that future mitigation and adaptation strategies related to this hazard should be considered.

Economic

Moderate Impact- Agribusiness, public utilities, and other industries reliant upon water for production or services.

Program Operations

Prolonged drought periods may require suspension of services.

Responders

Prolonged exposure to severe conditions, overexertion required by job will increase risk of heat-related illness.

COOP

Low impact to COOP Plan from a drought or water shortage incident because no major disruptions are associated with it.

Property/ Facilities/ Infrastructure

Low impact -Heat-sensitive components may be compromised.

Public Confidence in the Jurisdiction's Governance

The response of various utilities, water resource managers, and emergency management would be subject to the public's approval.

Risk Reduction Through

Mitigation

Types of Drought and Water Shortage mitigation efforts include:

- Improvement in the social awareness of droughts, their effects and countermeasures
- Increasing soil water retention and its availability for plants
- Landscaping and plant selection for irrigation reduction
- Landscape water usage restrictions
- Modification of the technology of water use on farms, in fields, in catchments
- Public Education / outreach
- Rain barrels for landscaping / rain water harvesting

Plans

Environmental Water Usage Procedures

Community Wildfire Protection Plan

Prescribed Burn Standard Operating Procedures

Seminole County Local Mitigation Strategy (LMS)

Figure below shows scale of severity for Droughts based on the Standardized Precipitation Index (SPI):

Category	Description	SPI
D0	Abnormally dry	-0.5 to -0.7
D1	Moderate drought	-0.8 to -1.2
D2	Severe drought	-1.3 to -1.5
D3	Extreme drought	-1.6 to -1.9
D4	Exceptional drought	<-2.0

Note: Source: U.S. Drought Monitor [[44](#)].

Hazard: Earthquakes

Probability of Occurrence	10+ Years
Risk	16%
Relative Risk	Low
Description	<p>An earthquake is a sudden movement of the Earth's lithosphere (its crust and upper mantle). Earthquakes are caused by the release of built-up stress within rocks along geologic faults or by the movement of magma in volcanic areas. They are usually followed by aftershocks. There are no fault lines in Seminole County, but effects of off-shore impacts could be felt if the earthquake was strong enough.</p>
Extent	0.0 Not Felt to 5.9 Moderate (Richter Scale)
Location	Not specific to any geographic areas of Seminole County
Significant Occurrences	<p>Earthquakes have not had a major impact in Florida. Notable occurrences include:</p> <p>(1879): January – St. Augustine</p> <p>(1880): January – Cuba and Key West</p> <p>(2006): September 10, 2006 – rare 5.9 magnitude earthquake occurred in the eastern Gulf of Mexico, and produced weak to light shaking across much of Florida, including Seminole County. There were no reported damages in Seminole County.</p> <p>(2014): January – Cuba and Key West</p> <p>Other minor occurrences are recorded with very limited damage.</p> <p>Spatial Extent - An earthquake would be localized and affect less than 25% of the county.</p>
Overall Vulnerability	<p>The overall vulnerability of Seminole County and its jurisdictions to earthquakes is low. While earthquakes are possible in or near Seminole County, their likelihood is low and effects would be felt equally throughout the county. Property damage would be one of the greatest losses caused by earthquakes, with little prevention activities possible for these events. All jurisdictions are similarly vulnerable to the effects of earthquakes.</p>

Impacts/ Consequences

Human	Low Impact- Risk to health and safety from falling debris, stress
--------------	---

Seminole County Local Mitigation Strategy (LMS)

and fatigue are also possible if incident is severe enough.

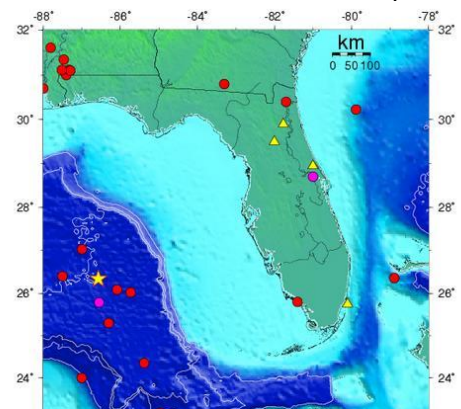
Property	Low Impact - earthquakes can cause damage to property, facilities, and infrastructure but are historically rare in Seminole County.
Environment	Low Impact - localized consequences, but earthquakes are historically rare in Seminole County.
Economic	Low Impact to the overall economy of Seminole County. Businesses would be able to reopen once a building inspection was complete.
Program Operations	If severe enough, a moderate impact to critical facilities could occur, but earthquakes are historically rare in Seminole County.
Responders	There would be a risk of falling debris and impacted transportation routes.
COOP	Low likelihood, but moderate impact to COOP Plan in an event, and resources to continue operations may be limited (i.e. phones, Internet).
Property/ Facilities/ Infrastructure	Potentially high impact, but seismic events are historically rare in Seminole County.
Public Confidence in the Jurisdiction's Governance	Public confidence in this hazard will be directly related to the County's overall response by local leaders and public safety officials.

Risk Reduction Through

Mitigation	Types of Earthquake mitigation strategies in the county include: <ul style="list-style-type: none">• Anti-fracking rules / ordinances• Hardening of infrastructure• Structural mitigation measures to improve the capacity of a building to resist seismic forces
Plans	No Plans

The figure below shows the locations of all known earthquakes which occurred in the Florida region since 1875. The red and purple circles lie at the epicenters (e.g., on the surface) above predominantly very shallow (0-35 km) seismic foci. The yellow triangles are reported and/or located earthquakes that occurred on land in Florida prior to 1975.

Source: University of Florida Department of Geological Sciences – Earthquakes in the Gulf of Mexico



Hazard: Extreme Heat

Probability of Occurrence	1-5 Years
Risk	48%
Relative Risk	Medium
Description	<p>Heat-related deaths and illness are preventable, yet annually, many people succumb to extreme heat. According to NOAA's National Weather Service, heat is the number one weather-related killer in the United States. During 2017, 107 people died nationwide as a result of extreme heat, up from 94 fatalities in 2016. This number is also above the 10-year average for heat related fatalities, 97 (2007-2016).</p> <p>The National Weather Service statistical data shows that heat causes more fatalities per year than floods, hurricanes, tornadoes and lightning (individually) nationwide most years and within short-term (10-year) and long-term (30-year) averages. In 2017, nationwide mortality data revealed that most heat related fatalities occurred to people outdoors, where 48 deaths (45%) were reported. The next most dangerous place was indoors with a permanent or mobile home, likely with little or no air conditioning, where 37 deaths (35%) were reported. Extreme heat most strongly affected adults aged 50-59, 26 (24%), and 70-79 years old, 18 deaths (17%), as well as those aged 40-49, 13 deaths (12%). Typically, seniors are the group most affected by heat. As is often the case, many more males, 73 (68%), than females, 31 (29%), were killed by heat nationwide during 2017.</p> <p>Temperatures that hover 9 degrees or more above the average high temperature of 90°F for the region and last for 3 or more consecutive days are defined as extreme heat. A major impact to these extreme heat events includes the monitoring of heat and drought indices for the implantation of county-wide burn bans. Public information activities are also put in place during extreme heat events that remind people of the risk of heat exhaustion. Humid or muggy conditions, which add to the discomfort of high temperatures, occur when a "dome" of high atmospheric pressure traps hazy, damp air near the ground. Excessively dry and hot conditions can provoke dust storms and low visibility. Droughts occur when a long period passes without substantial rainfall. A heat wave combined with a drought is a very dangerous situation. The highest recorded temperature for Seminole County was on June 1, 2004 at 101°F.</p>

Seminole County Local Mitigation Strategy (LMS)

Extent	3 -10 consecutive days of 99°F or higher
Location	Extreme Heat would affect all of Seminole County
Significant Occurrences	<p>Summer heat indices can exceed 100 degrees. Two of the top ten warmest temperatures recorded:</p> <p>(2004): June – Reaching 101 degrees.</p> <p>(2016): July – Reaching 100 degrees.</p> <p>The Natural Resources Defense Council expects for the county to have 13.8 summer days per year of extreme heat.</p> <p>Spatial Extent - Extreme heat would affect more than 50%, if not the entire county.</p>
Overall Vulnerability	<p>Overall vulnerability to extreme heat is medium in Seminole County and its jurisdictions. While property is unlikely to be affected by extreme heat conditions, homeless populations are highly vulnerable to extreme heat with approximately 2,000 homeless citizens in Seminole, Orange and Osceola counties as of 2018. Extreme heat can also have a greater impacts on outside workers, and elderly and infant populations. Extreme heat would impact all of Seminole County and would have similar vulnerability levels across all jurisdictions.</p>

Impacts/ Consequences

Human	<p>Moderate Impact- Inside a home with little or no air conditioning is the most dangerous place to be during extreme heat.</p> <p>Heat related illness (exhaustion, stroke, and dehydration) can happen in any jurisdiction in Seminole County, but are more likely especially among vulnerable populations (children, elderly, and pets).</p>
Property	<p>Negligible impact to property as most infrastructure is built to withstand high temperatures seen with Central Florida's climate.</p>
Environment	<p>Low impact- A reduction in ground water supplies create a situation conducive to sinkholes, non-domesticated animals will be directly impacted, and flora may die off.</p> <p>The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from extreme heat and that future mitigation and adaptation strategies related to this hazard should be considered.</p>

Seminole County Local Mitigation Strategy (LMS)

Economic	Low impact- may stress local water supply demands.
Program Operations	There would likely be minimal impacts to operations from an extreme heat event as long as working conditions remain normal (proper A/C, etc.).
Responders	Prolonged exposure to severe conditions and overexertion required by job will increase heat-related illness.
COOP	There would likely be minimal impacts to COOP Plan and to local government as long as working conditions remain normal (proper A/C, etc.).
Property/ Facilities/ Infrastructure	Negligible impact to property, facilities, and infrastructure as most are built to withstand high temperatures.
Public Confidence in the Jurisdiction's Governance	The public confidence would be related to any response actions the county takes to alleviate effects from extreme heat.

Risk Reduction Through

Mitigation

Types of mitigation efforts that can be adopted include:

- Cooling centers
- Cool pavements
- Cool roofs / infrastructure
- Emergency public information / warning
- Green infrastructure / roofing
- HVAC / Generator rules / ordinances for healthcare facilities
- Increased vegetation / canopy covering
- LEED certified building / construction
- Public education / outreach
- Rubber chipping at playground and recreational facilities
- Temporary shading / tenting

Plans

Extreme Weather Plan Operations Annex to CEMP

Figure below shows the recorded hottest days in Seminole County, according to the National Weather Service:

<i>Seminole County's Hottest Days</i>		
Rank	Temperature	Date
1	101	6-01-2004
2	100	7-09-2016
3	100	6-14-2010
4	100	6-19-2004
5	100	5-24-1953
6	100	6-25-1952
7	100	7-06-1952

Hazard: Financial Collapse

Probability of Occurrence	10+ Years
Risk	27%
Relative Risk	Low
Description	A financial collapse is a devastating breakdown of the national, regional, or territorial economy. The span of time these events last could range anywhere from months to decades while the lasting effects can be seen for a long time after. In our country, there were two notable financial collapses known as the Great Depression lasting from 1929 to the early 1940s and the Great Recession lasting from December 2007 to June 2009.
Location	Any geographic area of Seminole County could be affected.
Significant Occurrences	(1929-1940s): The Great Depression (2007-2009): Great Recession - December 2007 - June 2009 Spatial Extent- Would affect more than 50% of area - a financial collapse would impact virtually the entire county's population.
Overall Vulnerability	The overall vulnerability of Seminole County and its jurisdictions to financial collapse is low. Keeping county funds in reserves helps to reduce the vulnerability of financial collapse however, the lack of diverse employment opportunities increases the potential losses from the collapse of one field.

Impacts/ Consequences

Human	Moderate impact on human lifestyle and living conditions due to financial collapse.
Property	Low Impact- potential loss of houses, vehicles, etc. due to individuals' inability to afford costs however, no physical loss to property is noted.
Environment	There would be no direct impact to the environment, however economic effects could indirectly affect environmental protection projects, initiatives, etc.
Economic	High Impact- subject to the nature of the collapse, many, if not all economic properties would be affected. Stocks, unemployment, and the ability to loan and borrow would all be impacted.
Program Operations	Certain operations may be slowed by an economic crisis.
Responders	There would likely be some minimal impacts to those dealing with financial collapse; high stress, anxiety, etc.

Seminole County Local Mitigation Strategy (LMS)

COOP	May be some impact to COOP Plan- employees needed to help in the recovery may lose their jobs as a result of a financial collapse.
Property/ Facilities/ Infrastructure	Physical damage not applicable, but any repairs or new construction needed may be impacted by a struggling economy.
Public Confidence in the Jurisdiction's Governance	Public's confidence would be dependent on the ability of the economy to recover in a timely manner.

Risk Reduction Through

Mitigation

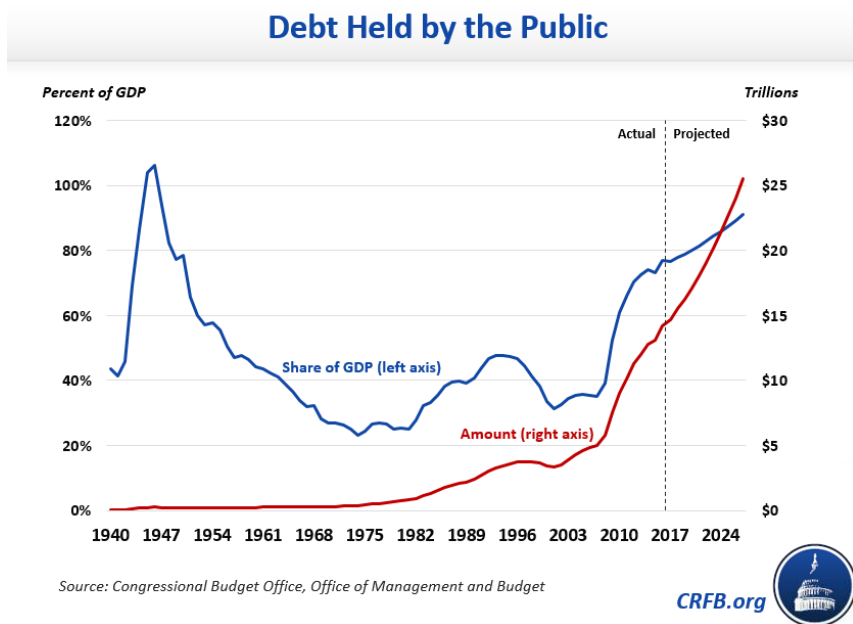
Types of mitigation measures in the county include:

- Affordable work force housing alternatives
- Community gardens / co-ops for feeding
- County reserves
- Diversifying careers / businesses
- Diversity business portfolio
- Promotion of financial insurance programs
- Public education / warning
- Public transportation / infrastructure
- Small business continuity educational programs
- Sustainable development ordinances

Plans

No Plans

Figure below shows the debt held by the Public 1940-2024 (projected):



Hazard: Fires/Wildfires

Probability of Occurrence	1-5 Years
Risk	48%
Relative Risk	Medium
Description	<p>A wildfire is an uncontrolled fire that begins in areas of combustible vegetation, usually the countryside or a wilderness area.</p> <p>Seminole County is susceptible to wildfires throughout the year, particularly during the months with minimal rainfall amounts. The major cause of brush fires and forest fires is due to residents not conforming to burning regulations in effect and not considering the conditions as they exist (dry or windy conditions). The Spring is the highest period for lightning-caused fires fueled by strong spring winds and lack of rainfall during the same period. In recent years, homes and businesses have been threatened by encroaching wildfires.</p>
Extent	41,636 high risk acres
Location	Unincorporated areas in the eastern part of the county, including the City of Oviedo, and western geographic areas of Seminole County, including the cities of Longwood and Altamonte Springs and unincorporated areas of Seminole County, are at highest risk for wildfires. However, wildfires could happen in any jurisdictions of the county.
Significant Occurrences	<p>(1998): Summer – 2,000 acres burned in Geneva, 12 residences destroyed, no fatalities or injuries, about \$1.1 million in losses.</p> <p>(2013): February – wildfire in Wekiva State Preserve consumed 50 acres near Markham Woods, closing of nearby roadways.</p> <p>(2017): March – Geneva Brush Fire surrounding 338 single family homes and 14 mobile homes, shelter opened.</p> <p>(2017): April – Level 3 activation for brush fire at Live Oak Reserve, 150 mandatory evacuees, shelter opened.</p> <p>Spatial Extent - Impact less than 25% of the area within Seminole County, though the effects of smoke could cover a slightly larger area.</p>
Overall Vulnerability	Overall vulnerability to fires and wildfires is medium. Wildfires can happen quickly and cause widespread damage. With several areas indicated as urban wildland interfaces, rural northwestern and eastern parts of unincorporated Seminole County are more vulnerable to wildfires.

Impacts/ Consequences

Seminole County Local Mitigation Strategy (LMS)

Human	Moderate Impact- has potential to kill or injure people trapped in burning buildings. For immediate area, smoke that decreases air quality may exacerbate respiratory problems, and those with special needs may require more attention.
Property	Moderate Impact- Can damage or destroy buildings including homes and businesses.
Environment	Extensive impact to wildlife and vegetation in any jurisdiction where wildfire may occur. For example, 2,000 acres were burned in the 1998 fire in the unincorporated area of Geneva. The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from fires/wildfires and that future mitigation and adaptation strategies related to this hazard should be considered.
Economic	Moderate Impact- potential impact on agricultural industry and insurance industry.
Program Operations	If affected, operations may be relocated or suspended.
Responders	Increased exposure to smoke inhalation and high risk to health and safety of responders.
COOP	To continue the COOP Plan, operations may be relocated or suspended.
Property/ Facilities/ Infrastructure	Moderate impact to transportation and utilities infrastructure, potential damage to properties.
Public Confidence in the Jurisdiction's Governance	The public confidence level may depend upon the ability of the county to contain and respond to the fire threat.

Risk Reduction Through

Mitigation	Types of wild fire mitigation projects in the county include: <ul style="list-style-type: none"> • Burn bans • Cutting fire lines / protective barriers • Fire resistant construction in urban/wildland interface • Fire resistant vegetation and landscaping • Fire shelter for safety of firefighters • Hazardous wildfire fuel reduction – removal, trimming, cutting • Prescribed burns • Public education (Fire Wise community) – defensible space • Urban/Wildland Interface Ordinances
Plans	Community Wildfire Protection Plan Prescribed Burning Standard Operating Guideline

Seminole County Local Mitigation Strategy (LMS)

Hazard: Flooding

Probability of Occurrence	1-5 Years
Risk	62%
Relative Risk	High
Description	<p>Flooding is the covering of land by water that is not normally covered by water. It occurs when an area is inundated beyond its natural or designed ability to drain and absorb this water. Flooding is measured through a percent annual chance, or the frequency at which a certain flood level is likely to occur. The elevation at which a base flood would take place has a 1% annual chance of occurring, also known as a 100-year flood. .2% annual chance would be a 500-year flood, and areas identified as minimal flooding have less than .2% annual chance of flooding, or need further study. Locations in the minimal flooding areas can still experience flooding due to heavy rainfall.</p>
Extent	<p>Flood gages along the St. John’s River and at the Little Wekiva River indicate flood levels between Action, Minor, Moderate, and Major flood stages. Minor flood impacts can start to occur at Action Stage with minimal flooding to low lying areas and parks, all the way to historic flooding in Major Stage with water covering major roads and standing water in homes.</p>
Location	<p>The areas most affected by heavy rains are located in the northeastern and eastern parts of the County along the St. John’s River, Econlockhatchee River, Lake Monroe, Lake Jessup and Lake Harney in unincorporated areas, City of Oviedo, City of Winter Springs, and City of Sanford. Flood impacts are also seen in the western part of the County from the Wekiva River and Little Wekiva River in the City of Longwood and unincorporated areas. Localized flooding can also occur anywhere in the county due to heavy rainfall. More specific information on the flood hazard area can be found in the Seminole County Floodplain Management Plan, 2015.</p>
Significant Occurrences	<p>(1924): Historic flooding event</p> <p>(2004): Hurricanes – Charley, Frances, and Jeanne</p> <p>(2008): Tropical Storm Fay – Localized flooding, roadway washouts, affected over 150 homes, prompted Presidential Disaster Declaration.</p> <p>(2017): Hurricane Irma – major flooding event</p> <p>(2018): St. John's River action stage in summer of 2018 – sandbag operations in localized areas</p> <p>Spatial Extent - Flooding could impact between 25%-50% of the</p>

Seminole County Local Mitigation Strategy (LMS)

county's area, potentially greater in rare events.

Overall Vulnerability

The overall vulnerability to floods in Seminole County and its jurisdictions is high. With several large bodies of water in the county and municipalities including Lake Jesup, Lake Monroe, Lake Harney, and the St. John's River; our community is very vulnerable to flooding. Enforcing floodway restrictions and building codes reduce vulnerability however, with heavy rains caused by severe weather and tropical cyclones, flooding is possible in any jurisdiction of the county.

Impacts/ Consequences

Human

Moderate Impact- risk of loss of life and injury, displacement, and increased distress.
May affect drinking water; can increase risks to health.

Property

High Impact- Utility outages, transportation infrastructure closures, and varying levels of damage to structures in low-lying areas. Impacts will be greatest along the St. Johns River and in unincorporated Seminole County and the cities of Sanford and Winter Springs, but can occur in any jurisdiction.

Environment

Increased risk of exposure to hazardous materials.
Displacement of wildlife may increase public health and safety issues, and potential increased arboviral vectors such as disease-carrying mosquitos. These can occur in any jurisdiction, but will be most likely in areas of flooding where water is standing.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from flooding and that future mitigation and adaptation strategies related to this hazard should be considered.

Economic

Moderate Impact- dependent on severity of flooding, and high impact on insurance industry.

Program Operations

Operations may be affected or interrupted by flooding.

Responders

Risk to life and safety while responding to populations affected by flooding.

COOP

Potential impact to COOP Plan - staffing difficulties are possible (personnel unable to drive to work or attending to own family).

Property/ Facilities/ Infrastructure

High Impact- Utility outages, transportation infrastructure closures, and varying levels of damage to structures in low-lying areas.

Public Confidence in the Jurisdiction's Governance

Confidence will be shaped by the response of emergency management in mitigating, preparing, and responding to a flooding event.

Risk Reduction Through

Mitigation

Types of flooding mitigation projects in the county include:

- Clear waterways of obstructions
- Demolition of Severe Repetitive Loss properties
- Design and reconstruction of improved drainage system
- Designated natural lands
- Elevation of structures above Base Flood Elevation
- Floodplain and stream restoration
- Floodplain ordinances
- Installation of storm water flood control measures to prevent flooding and related damage
- Low impact development
- Promoting flood insurance
- Public Information / outreach
- Sandbaggers / sandbag jigs
- Storm water system for bodies of water
- Structure modifications to commercial buildings
- Water retention, green space preservation, green infrastructure

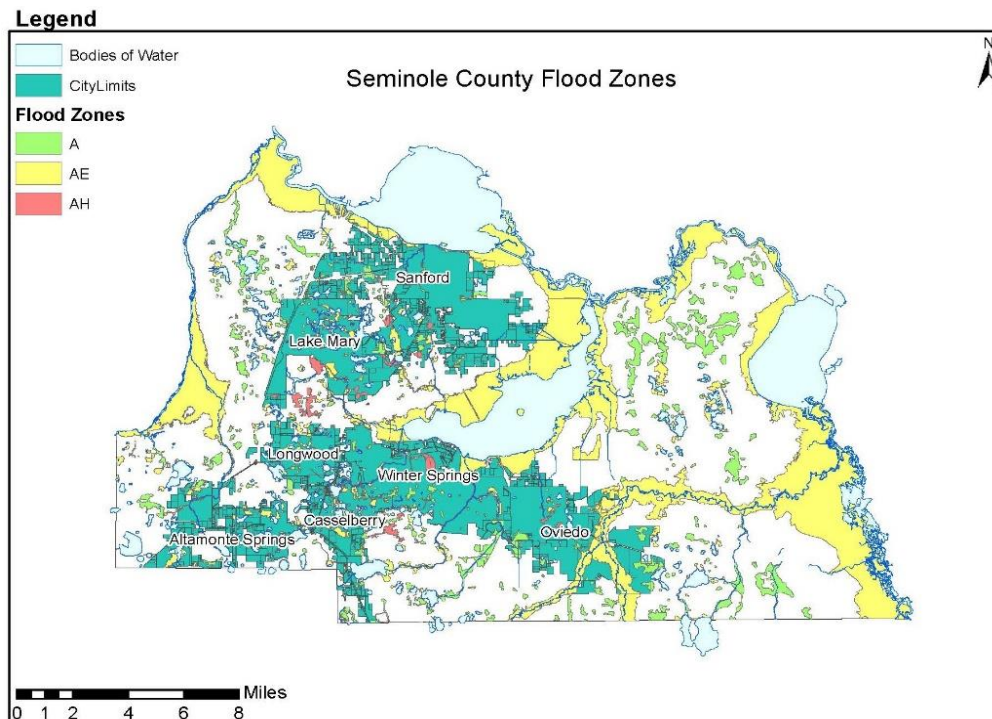
Plans

Storm Water Clearing Operations Plan

Flood Response Plan

Sandbag Operations Plan

Floodplain Management Plan



Seminole County Local Mitigation Strategy (LMS)

Figure below shows the highest crest at Lake Harney, the mouth of the St. Johns River according to the Southeast River Forecast Center:

Height (ft)	Date
11.09	08/28/2008
10.62	10/13/1953
10.57	09/19/2017
10.10	10/01/1924
10.07	10/02/2004
9.50	09/12/2004
9.45	11/21/1994
8.83	03/01/1998
8.71	10/24/1995
8.61	09/21/2001

**Hazard: Hazardous Materials
(Fixed Site and Transportation)**

Probability of Occurrence	1-5 Years
Risk	43%
Relative Risk	Medium
Description	<p>There are numerous hazardous materials facilities and plants throughout Seminole County. A majority of these facilities are water treatment facilities and some construction and building facilities. In addition, there are hazardous materials located in minor quantities at schools, hospitals, and some of the telecommunication facilities throughout Seminole County.</p> <p>Seminole County has an aggressive hazardous materials inspection and cataloging program. The information collected from the facilities is placed into a State-wide system for easy access by emergency responders. The Emergency Operations Center monitors planning and training activities, spills, chemical releases, and hazardous materials events.</p> <p>Seminole County would not be directly affected by a coastal oil spill; therefore, an assessment is excluded. However, the County could feel the effects from a spill during an incident affecting the Florida Power and Light facility on the St. John’s River in Volusia County at Highway 17-92 near the bridge.</p>
Location	North, Central and West geographic areas of Seminole County
Significant Occurrences	<p>No major incidents to report, though potential exists with CSX railroads, as well as Interstate 4 and SR 417 which are used to transport hazardous materials.</p> <p>Spatial Extent – Any hazardous material accident would have very localized impacts, and would account for less than 25% of the county's geographic area.</p>
Overall Vulnerability	<p>Overall vulnerability of hazardous materials incidents is medium in Seminole County and its jurisdictions. While the spatial extent of these incidents would likely be low, the impacts to humans could be substantial. Having busy interstates and active railways leaves the county vulnerable to hazardous materials leaks. Having major bodies of water such as Lake Jesup, Lake Monroe, and the St. Johns River also leaves room for vulnerability because some hazardous materials may be spread through the waterways.</p>
Impacts/ Consequences	
Human	High Impact- depending on the hazardous material, there may

Seminole County Local Mitigation Strategy (LMS)

be ranging impacts to human health and safety; may require shelter-in-place.

Property	Low Impact- the property affected by a spill could have varying impacts depending on the type and scale of the disaster.
Environment	High impact to areas of highest concentration; may require specialized clean up.
Economic	Low Impact to financial community of impacted area.
Program Operations	Low impact to operations, unless rare event requiring relocation of program operations.
Responders	Protective actions required for responders such as proper PPE, depending on the hazardous materials.
COOP	Low impact- Unless directly impacted operations center, this hazard poses very little threat to COOP Plan.
Property/ Facilities/ Infrastructure	Most likely low impact, but depending on nature and severity of event, there could be a larger risk to infrastructure, etc.
Public Confidence in the Jurisdiction's Governance	The public's confidence would be related to the ability of the county to respond appropriately and contain the situation.

Risk Reduction Through

Mitigation

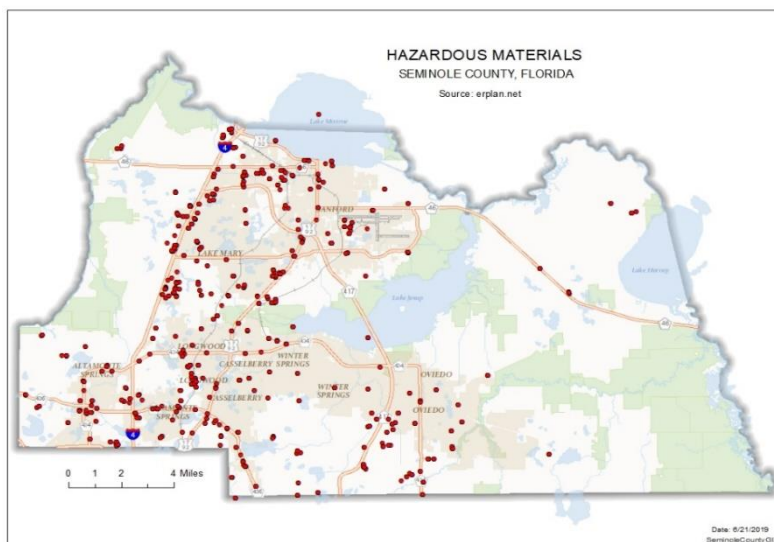
Mitigation projects for hazardous materials include:

- Air monitoring equipment
- Containment equipment / logistics
- Convert gas chlorination system to liquid chlorine system
- Develop proactive hazardous materials response plan
- Emergency Public Information and Warning
- Hazardous Materials storage ordinance
- Hazardous Materials team training and exercises
- Public Education / outreach

Plans

Hazardous Materials Standard Operating Guidelines

Figure below shows the Hazardous Materials Sites in Seminole County (June, 2019 Source: GIS Division):



Hazard: Mass Gatherings/ Planned Events

Probability of Occurrence	1-5 Years
Risk	38%
Relative Risk	Medium
Description	<p>There are numerous special events in Seminole County that bring over 10,000 persons together in one venue. Of these, the largest event is the annual “Red Hot and Boom” celebration in the City of Altamonte Springs. This event draws more than 150,000 people to enjoy the Independence Day celebration. In addition to “Red Hot and Boom”, the City of Sanford’s Fort Mellon Independence Day Celebration, Winter Springs, and Oviedo events have significant numbers of people on July 4th. Other special events are normally located in the various parks and recreational centers throughout Seminole County. The largest of the non-government sponsored events is the Scottish Highland Games Festival. Thousands of people come to Seminole County to visit the parks during these events.</p>
Location	No particular geographic area of Seminole County
Significant Occurrences	<p>"Red, Hot, and Boom" 4th of July Celebration in Altamonte Springs brings over 150,000 people.</p> <p>City of Sanford's Fort Mellon, Winter Springs and Oviedo fireworks together equal roughly 150,000.</p> <p>The Scottish Highland Games is the second largest event in Seminole County with over 20,000 attending each of the three days.</p> <p>The ECNL Boys and Girls Soccer League Tournament in December brings in over 100 teams from around the Nation.</p>
	<p>Spatial Extent - These events are localized and would affect less than 25% of the county</p>
Overall Vulnerability	<p>The overall vulnerability of mass gatherings or planned events is medium. Even with specialized equipment, teams and training for these type of events, mass gatherings continue to be vulnerable targets. First responders work to reduce the vulnerability of large events by implementing security checkpoints, vehicle barricades and other safety measures. Buildings, infrastructure, and systems within Seminole County are not very vulnerable to violent acts. Although large events take place in all jurisdictions of Seminole County, the cities of Altamonte Springs and Sanford may be more vulnerable to attacks due to their large number of outside public events.</p>

Impacts/ Consequences

Seminole County Local Mitigation Strategy (LMS)

Human	Moderate Impact- With large amounts of people, general injuries are more likely, civil disturbances more likely, increased traffic and accident risk.
Property	Negligible impact- Influx of people may overtax local resources if not prepared however, no impact to the physical property is expected.
Environment	Negligible impact- this human-caused hazard would likely not have an impact on local environment.
Economic	Low Impact- increased demand of local resources, food, water, etc.
Program Operations	If gathering near center of operations, large gatherings could lead to disruption in operations in affected areas.
Responders	May experience increased calls of service, potentially dealing with heavy traffic and slowing response time.
COOP	If gathering near center of operations, large gatherings could lead to disruption to the COOP in affected areas.
Property/ Facilities/ Infrastructure	Influx of people may overtax local facilities, roads, and resources, if not prepared.
Public Confidence in the Jurisdiction's Governance	How the County responds with security and response to any emergency may determine the public's confidence.

Risk Reduction Through

Mitigation

Mitigation projects for mass gatherings include:

- Air monitoring equipment
- CCTV / Mesh Camera networks
- Drone detection equipment / technology
- Electronic signage / Variable message boards
- Incident Action Plan training
- Metal detector / check points
- Public Education / outreach
- Radiological detectors
- Special event ordinance / rules
- Vehicle barricades for high populated areas

Plans

Permitting Procedures

Fusion Center Threat Assessment Bulletin

Incident Action Plans

Hazard: Mass Migration/ Repatriation

Probability of Occurrence	10+ Years
Risk	10%
Relative Risk	Low
Description	Pockets of migrant workers in Seminole County remain very low. These workers are drawn from the local work force and migrants, if any, are transported into the area on a daily basis to work in the farmlands of Seminole County.
Location	No particular geographic areas in Seminole County.
Significant Occurrences	(2010): January – Operation Haiti Relief after an earthquake brought displaced and some injured people through Orlando Sanford International Airport. (2017): Hurricane Maria – mass migration of evacuees from the island of Puerto Rico to the Central Florida area after the hurricane. Over 250 families resettled in Seminole County and over 6,500 in Central Florida. Spatial Extent - this hazard would affect less than 25% of the geographical area
Overall Vulnerability	The overall vulnerability of mass migration and repatriation in Seminole County and its jurisdictions is low. While lack of housing and community resources could be a concern with mass migration, due to the low probability and lack of physical impacts, Seminole County is not very vulnerable to this hazard. While it’s possible people migrating the county may choose a more urban area to move to, each jurisdictions is equally vulnerable to this possibility.

Impacts/ Consequences

Human	Low Impact- Possible increases in crime rate, civil disturbances may increase.
Property	Negligible Impact- mass migration would have little to no impact on physical property.
Environment	Low Impact- Massive increase in population could strain the environment.
Economic	Low impact- increase demands of deliverable goods and increased crime in affected areas could affect local economy.
Program Operations	Increased population could lead to civil unrest which may affect operations.
Responders	Could be increased calls to service and need for additional personnel to handle influx of population.

Seminole County Local Mitigation Strategy (LMS)

COOP	Civil unrest could lead to disruption to COOP Plan in affected areas.
Property/ Facilities/ Infrastructure	Depending on type and scale of event, some local facilities and infrastructure could be stressed or overtaxed.
Public Confidence in the Jurisdiction's Governance	The coordination of services provided and assimilation of migrants may affect confidence of the public.

Risk Reduction Through

Mitigation	<p>Potential mitigation projects include:</p> <ul style="list-style-type: none"> • Affordable work force housing • Diverse employment / career development • Homeless sheltering – expansion / services • Public Education / outreach • Sheltering mitigation / retrofit
Plans	Repatriation Annex to CEMP

Figure below shows migration estimates inside the United States:

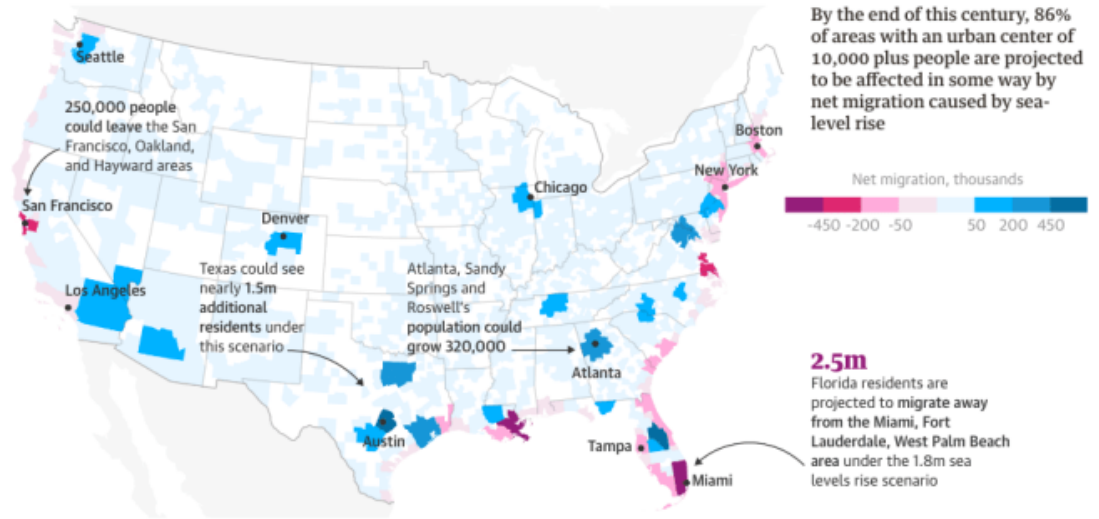
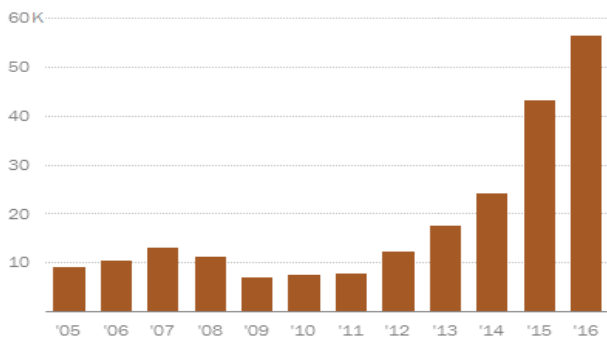


Figure below shows the increase in Cuban migration, primarily to Florida:

Guardian graphic. Source: Nature climate change, Mathew E. Hauer

Number of Cubans entering the U.S. on the rise

Number of Cubans entering the U.S., by fiscal year



Note: Fiscal years start in October. Only includes entries at ports of entry.
Source: U.S. Customs and Border Protection and U.S. Department of Homeland Security, *Yearbook of Immigration Statistics*.

**Hazard: Severe Weather
(Hail, Lightning, Micro-Bursts, Thunderstorms)**

Probability of Occurrence	1-5 Years
Risk	57%
Relative Risk	Medium
Description	<p>Severe weather is defined as any meteorological event that poses a risk to life, property, social disruption, and/or requires the intervention of authorities.</p> <p>Hail: Hail is a form of solid precipitation consisting of balls or irregular lumps of ice .5 millimeters or larger that form during certain thunderstorm conditions.</p> <p>Hail Extent: 2.5in - tennis ball (NOAA Hail Conversions) (National Oceanic and Atmospheric Administration)</p> <p>Lightning: Lightning is the electrostatic discharge of atmospheric electricity, characterized by flashes that can travel within a thundercloud, between clouds, or from a cloud to the surface of the earth; lightning is usually accompanied by audible thunder.</p> <p>Lightning Extent: 17+ flashes/sq km/yr (Cloud to Ground flash Density) (NWS, 2019)</p> <p>Micro-burst: A micro-burst is a violent, short-lived, localized column of sinking air caused by an intense downdraft, creating extreme wind shears at lower altitudes; usually associated with thunderstorms. A micro-burst can present wind gust/bursts between 50-70mph but can reach as high as 115mph.</p> <p>Micro-burst Extent: 90mph wind gusts</p> <p>Thunderstorms: Thunderstorms are formed by the convection behavior of unstable air mass layers, which result in the meteorological effects of wind, heavy rainfall, lightning and thunder, and sometimes hail.</p>
Extent	<p>Hail: Small hail up to 2.5" – Tennis ball (NOAA Hail Conversions)</p> <p>Lightning: Direct strike, 2 fatalities, 25 injuries</p> <p>Micro-burst: Up to 90mph wind gusts</p> <p>Thunderstorms: Tornadoes (EF1- EF3), Flooding Rain (15" in 24hrs, 18.5" in 48hrs, 20.2" in 72hrs)</p>
Location	Severe weather may take place in any geographic region of Seminole County.
Significant Occurrences	(1992): March 6 – A severe thunderstorm moved southeast across southwestern Seminole County producing hail the size of

Seminole County Local Mitigation Strategy (LMS)

golf balls, damages around \$300,000.

(2011): March 30-31 – Winter Park storms caused widespread power outages, fallen trees, road flooding, and damage to homes.

(2013): July 27 – Micro-burst near Sanford Airport- one slightly damaged building, carts blown across property.

(2018): October 8 – Severe wind and thunderstorms caused boat to capsize on Lake Monroe carrying two men, one deceased and the other sent to hospital.

Spatial Extent – This hazard could impact greater than 50% of the county and in extreme cases cause county-wide effects.

Overall Vulnerability

Vulnerability to severe weather is medium due to its frequency in nature combined with our ability to monitor and predict when severe weather will impact Seminole County and its jurisdictions. While severe weather can have damaging effects on people and property, widespread awareness and lead time before storms reduces our overall vulnerability to its effects. Vulnerability to severe weather is consistent throughout all jurisdictions.

Impacts/ Consequences

Human

Moderate Impact- Potential for minimal loss of life and injuries, and would likely impact all jurisdictions within Seminole County. May require shelter operations, potential impact on mental and physical health.

Property

Moderate Impact- can cause utility outages and potentially major damage to buildings from wind, fires caused by lightning, and potential threat to aviation property.

Environment

Low Impact- environmental tolerances can be overwhelmed by hazards associated with severe weather.

Debris and hazardous materials could be released into the environment.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from severe weather and that future mitigation and adaptation strategies related to this hazard should be considered.

Economic

Low Impact- depending on type of hazard and specific event, there could be damage to certain buildings, etc.

Program Operations

Dangerous weather conditions may cause difficulty in responders' ability to travel.

Loss of power may impact system operations and or communications.

Seminole County Local Mitigation Strategy (LMS)

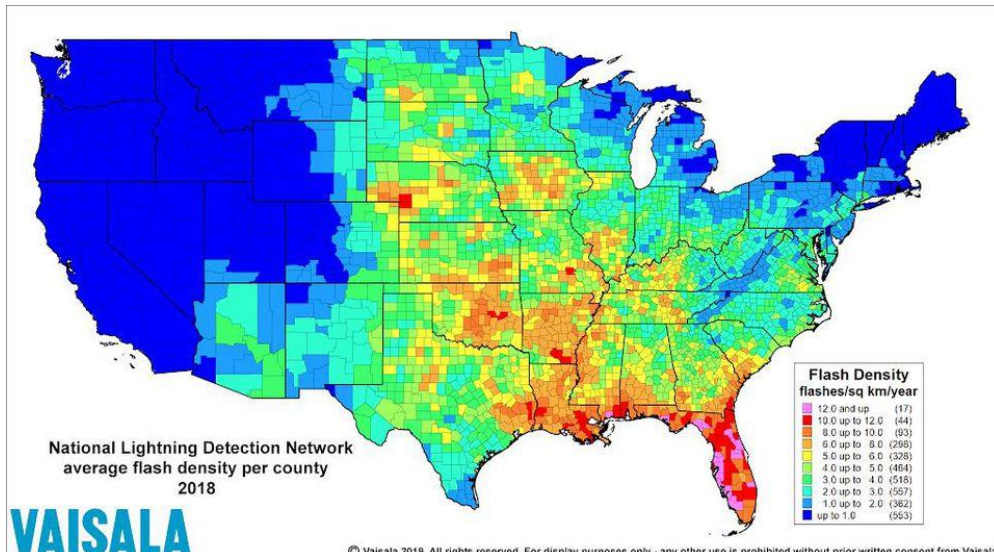
Responders	Protective actions required, PPE required for safety in addressing downed utility lines, hazardous materials, and debris. Status of responder's family may affect responder's ability to perform his/her duties.
COOP	Some impact to COOP- Only in extreme situations of damage would relocation be necessary; communication and utilities may be impacted.
Property/ Facilities/ Infrastructure	Possible utility outages and transportation infrastructure closures; damage to property and buildings in general is possible in all jurisdictions within Seminole County.
Public Confidence in the Jurisdiction's Governance	Residents affected by severe weather can look to local first responders and insurance companies to assist with damages. OEM responds to all reported severe weather events and coordinates messaging with the National Weather Service to alert residents of pending severe weather.

Risk Reduction Through

Mitigation	<p>Mitigation projects for severe weather include:</p> <ul style="list-style-type: none"> • Lightning Detection Warning System • Public Education / outreach • Public Information and Warning • Strengthen critical infrastructures / retrofit • SkyWarn certification • Wind retrofit / protection
Plans	<p>Emergency Alert and Warning Systems Operations Annex to the CEMP</p> <p>Comprehensive Emergency Management Plan (CEMP)</p>

Figure below shows number of lightning strikes in United States (by County):

Source: Vaisala 2018 Annual Lightning Report



Hazard: Sinkholes/ Land Subsidence

Probability of Occurrence	1-5 Years
Risk	43%
Relative Risk	Medium
Description	<p>A sinkhole is a depression or hole in the ground brought about by one of the various forms of erosion beneath the earth, causing a collapse of the surface layer.</p> <p>Seminole County is susceptible to sinkhole and subsidence conditions because it is underlain by thick carbonate deposits that are susceptible to dissolution by circulating ground water. Florida's principal source of freshwater, ground water, moves into and out of storage in the carbonate aquifers – some of the most productive in the nation. Development of these ground water resources for municipal, industrial and agricultural water supplies creates regional ground water level declines that play a role in accelerating sinkhole formation, thereby increasing susceptibility of the aquifers to contamination from surface water drainage. Such interactions between surface-water and ground-water resources in Florida play a critical and complex role in the long-term management of water resources and ecosystems of Florida's wetlands. These conditions are monitored, but if the occurrence occurs on private property, it is the citizen's responsibility to repair the damage. If the condition exists on public property, the designated public works department will take control of the situation.</p>
Extent	Average size: 3-4 ft. wide and 4-5 ft. deep. Could be up to 30 ft. deep in extreme cases.
Location	Sinkholes could occur in any area of Seminole County, but would be small in impact area.
Significant Occurrences	<p>130 sinkholes/land subsidence in the county since 1962. They are a common, naturally occurring geological phenomenon.</p> <p>(2002): 50 foot wide and 30 foot deep sinkhole opened up in Sanford destroying a barn and swallowing two horses. Much of the damaged was caused by ground water filling the hole rapidly. No damage was reported to the residential structure of the home.</p> <p>(2012): In December, a 25 foot deep sinkhole in Lake Mary threatened a home causing the homeowners to evacuate. The City of Lake Mary deemed the home unsafe, however, the repairs to the home were covered by the homeowner's insurance with the claim totaling over \$300,000. Major repairs noted were to major cracks in the structure.</p>

Seminole County Local Mitigation Strategy (LMS)

(2014): In February, a 6 foot deep, and 5 foot wide hole on the Rock Lake Middle School in Longwood opened up causing no structural damage. Physical education classes were cancelled due to its location but the school operations were not impacted. Since then, the hole was filled with dirt and a fence erected around it to prevent further damage.

(2015): In January, a land subsidence event occurred in Geneva in which firefighters rescued a dog who was 75% trapped in the hole. There was no official confirmation if the depression was actually a sinkhole, however, the dog was rescued and administered oxygen. The dog was transported to a local animal hospital and made a full recovery.

(2016): In July, a sinkhole was reported by the Department of Environmental Protection in the City of Oviedo. The sinkhole was 4 feet deep and 7 feet in length. The location consists mainly of in cohesive and permeable sand.

(2017): In mid-January of 2017, Seminole County Fire Department responded to a sink hole in Longwood. The sink hole was 3 feet deep with a 4 inch width and a circular shape.

Spatial Extent- localized incidents that affect less than 25% of the total land mass of the county.

Overall Vulnerability

The overall vulnerability to sinkholes in Seminole County is medium. While sinkholes generally affect a small area of land or property, they can happen within any jurisdiction of the county and with no notice. With little to no prevention activities available, it is difficult to reduce the vulnerability of sinkholes. While sinkholes are more common in the western part of the county in Altamonte Springs and Longwood, all jurisdictions are vulnerable.

Impacts/ Consequences

Human

Low impact to the public outside of the immediate area. Risk to contaminated drinking water is possible when sinkhole encroaches on aquifer.

Property

Low impact overall, isolated to home or businesses affected; could be costly to repair.

Environment

Moderate impact to the environment; sinkholes can affect the environment by threatening water supplies by draining water from streams, lakes, and wetlands directly into the aquifer; this could affect wildlife habitats.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from sinkholes/land subsidence and that

Seminole County Local Mitigation Strategy (LMS)

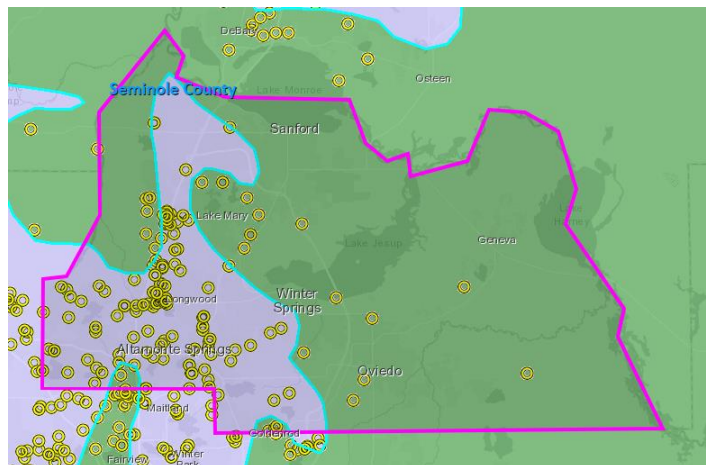
future mitigation and adaptation strategies related to this hazard should be considered.

Economic	Low impact to the overall local economy; a localized sinkhole or land subsidence event would have a very limited impact on services.
Program Operations	There would be minimal impact to program operations due to the isolated nature of sinkholes.
Responders	Low impact to responders due isolated nature of sinkholes.
COOP	There would be minimal impact to COOP due to the isolated nature of sinkholes.
Property/ Facilities/ Infrastructure	Isolated sinkholes could impact critical facilities, transportation infrastructure, and private property. Sinkholes/ land subsidence events can affect the infrastructure by draining unfiltered water from streams, lakes and protected wetlands into the aquifer. These impacts can be felt in any of the jurisdictions of Seminole County, but are most common in the western unincorporated areas, and the cities of Longwood and Altamonte Springs.
Public Confidence in the Jurisdiction's Governance	Residents affected by sinkholes may look to first responders and insurance companies for assistance. OEM may respond to reported sinkholes/land subsidence events to perform a site survey and take photos for documentation.

Risk Reduction Through

Mitigation	Mitigation projects for sinkholes include: <ul style="list-style-type: none"> • Promote insurance to include sinkhole coverage • Public Education / outreach • Subsidence-proof construction design
Plans	Sinkhole Land Subsidence Response Operations Annex to CEMP

Figure below from Florida Department of Environmental Protection – Subsidence Incident Report Map, 2018:



Hazard: Terrorism
(Chemical, Biological, Radiological, Nuclear, Explosive)

Probability of Occurrence	6-10 Years
Risk	41%
Relative Risk	Medium
Description	<p>State and local governments have primary responsibility in planning for and managing the consequences of a terrorist incident using available resources in the critical hours before Federal assistance can arrive. The terrorist threat may represent Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) hazards, and/or other threats or a combination of several hazards. The initial detection of a Weapons of Mass Destruction (WMD) attack will likely occur at the local level by either first responders or private entities (e.g., hospitals, corporations, etc.). The detection of a terrorist incident involving covert biological agents will most likely occur through the recognition of similar symptoms or syndromes by clinical in-hospital or clinical settings. It is incumbent upon all county and municipal responders to be as well trained as possible in WMD response. The intricacies of an effective response demand the utmost cooperation among all responders, Federal, State, County and municipalities.</p> <p>Terrorism is a serious issue in Florida. Terrorism increases the likelihood of mass casualty and mass evacuation from a target area. For threats of armed violence, it is likely that joint jurisdictional management of the operation will take effect and will be coordinated at the county level between the Sheriff, fire/rescue, the Department of Health and FDLE. There are seven regional coordination teams throughout the State of Florida, called Regional Domestic Security Task Force (RDSTF). These consortiums evaluate vulnerabilities to the community and provide strategic plans for strengthening the homeland. In addition to the RDSTF, the Central Florida area is listed as an Urban Area Security Initiative (UASI). In 2003, the U.S. Department of Homeland Security (DHS) created the Urban Areas Security Initiative (UASI) Grant Program to support the planning, equipment, training and exercise needs of high-threat, and high-density urban areas around the country.</p>
Location	No particular geographic area in Seminole County.
Significant Occurrences	(2016): June 12, Pulse Nightclub – The City of Orlando experienced the worst mass shooting event in the United States’ history up to that date. 49 victims were killed, 53 additional were injured, and the shooter was killed.

Seminole County Local Mitigation Strategy (LMS)

A terrorist attack would most likely be very localized and isolated and impact less than 25% of the geographic area of the County, however effects could be county-wide.

Overall Vulnerability

Overall vulnerability to a terrorist attack is medium within Seminole County and its jurisdictions. Human and property impacts could be severe and widespread depending on the nature of the attack. Because terrorist attacks can take many forms and include many types of weapons, it is difficult to reduce the county's overall vulnerability to these incidents. First response agencies attempt to reduce vulnerability through prevention tactics and intelligence sharing. No jurisdiction in Seminole County is more vulnerable to attack than another.

Impacts/ Consequences

Human

High Impact – great potential for threat to health and safety depending on type of attack.
Localized impact if explosive, but potentially wide spread effects if CBRN.

Property

High Impact – depending on type of attack and property targeted, there could be major, if not catastrophic localized damage.

Environment

Potentially high impact if CBRNE is dispersed.
Aquifer system is vulnerable to intentional spill of hazardous materials.

Economic

High Impact – if target is financial or major commercial building or institution, impacts can be greater and more widespread; other cases could shut down industries, infrastructure, and/or the delivery of services.

Program Operations

If attack is in vicinity of program operations, there could be major impacts and disruption; potential relocation.

Responders

Potentially very dangerous and hazardous conditions.
Requires proper personal protective equipment for various threats; potential for increased stress and fatigue.

COOP

Depending on type, scale, and specific location of event, the COOP Plan could be disrupted.

Property/ Facilities/ Infrastructure

Potentially high impact to critical facilities and infrastructure depending on target of attack and type of threats.

Public Confidence in the Jurisdiction's Governance

Public's confidence could be severely impacted by terrorist attack depending on nature and scale of threat. Prevention and response are key to maintaining confidence.

Seminole County Local Mitigation Strategy (LMS)

Risk Reduction Through

Mitigation

Mitigation projects for terrorism include:

- Crime Prevention through Environmental Design
- Homeland Security assessment / surveys
- Intelligence surveillance systems
- Public outreach / education
- Security and surveillance systems for critical facilities
- See Something, Say Something systems
- VIPER surveillance programs

Plans

Terrorism Annex to CEMP

Hazard: Tornadoes

Probability of Occurrence	1-5 Years
Risk	62%
Relative Risk	High
Description	<p>A tornado is a mobile vortex of violently rotating winds, extending downward from the cloud base and advancing in front of a storm front; they are made visible by vaporized moisture and debris.</p> <p>Florida is the state that experiences the most number of tornadoes per square mile. Florida had an average of 55 tornadoes per year since 1961, with an average of four fatalities per year. Florida tornadoes are generally short in duration and have a narrower path. Because of the unpredictable pattern of storms and tornadoes and the relatively high reoccurrence frequency, all of the state, including Seminole County is vulnerable to damage. As the number of structures and people increase, the potential damage and injury rates increase. Mobile and modular homes, poorly constructed and substandard housing apartment complexes, and low rent housing projects are extremely susceptible to damage and destruction.</p>
Extent	EF1 – EF5 (Enhanced Fujita Scale)
Location	Tornadoes may affect any area of Seminole County.
Significant Occurrences	<p>(1966): April 4 – Central Florida experienced its largest tornado on record. An EF4 tornado hit Seminole County killing 11 and injuring 530 people.</p> <p>(1998): February 22 – EF 3 tornado struck Seminole County and caused \$31 million dollars in damages. This is the deadliest in recorded history through the State of Florida.</p> <p>(2006): November 7 – Election Day tornado damaged over 30 homes and destroyed two. This tornado was in the Aloma/State Road 417 area just outside the Oviedo city limits.</p> <p>(2009): February 2 – Ground Hog Day Tornado. While most of the damage from this event was in Lake and Volusia counties, the tornadoes sparked the discussion of tornado sirens. The City of Oviedo elected to purchase these outdoor warning devices. Seminole County elected to provide an electronic text, voice, e-mail notification system which would be called “Alert Seminole”.</p> <p>(2009): May 19 – Casselberry Tornado. An EF0 tornado touched down briefly (0.8 mile track) and removed the roofs from a single family home and mobile home. Portions of the roofs and other debris were carried downstream, with large metal pieces</p>

Seminole County Local Mitigation Strategy (LMS)

deposited in trees. Another 8 homes sustained minor damage.

(2019): January 24 – EF0 tornado hit Sanford peaking at 85 MPH winds, property damage estimated \$1.38 M

Since 1966, Seminole County has been affected by a total of 28 tornado events that have caused significant damage across the county. Due to the impact to physical property, the possibility of death or injury, and the likelihood of interruption of economic services to the community, a tornado event is rated high on a threat level when compared to other hazards.

Spatial Extent - Tornadoes are usually very isolated and would impact less than 25% of the geographically area of the county

Overall Vulnerability

The overall vulnerability of tornadoes is high, especially with the increased rate of growth within Seminole County and its jurisdictions. Increased populations causes new development and a larger impact area for tornadoes to cause damage. More densely populated areas such as Altamonte Springs and Sanford are more vulnerable than loosely populated areas such as the eastern part of unincorporated Seminole County. Buildings not built to withstand high winds are vulnerable to even the weakest of tornadoes. The Local Mitigation Strategy identifies opportunities for critical infrastructure and other buildings to be retrofitted to reduce their vulnerability to tornadoes.

Impacts/ Consequences

Human

High impact in the immediate path of the tornado. Florida has an average of 4 tornado-caused deaths per year. Likelihood of tornadoes is equal in any jurisdiction of Seminole County.

Property

High Impact -tornadoes have historically been known to cause a large amount of property damage. In 1998, an EF 3 tornado in Seminole County caused \$31 million in damages. Property damage from a tornado is likely in any jurisdiction in which the tornado occurs, but could be more devastating in low-income areas.

Environment

Moderate Impact- mainly isolated in nature, but can harm or kill various plant and animals and debris and hazardous materials could be released into the environment.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from tornadoes and that future mitigation and adaptation strategies related to this hazard should be considered.

Economic

Moderate Impact- A tornado can have a large economic impact to the community. Tornado events are typically very costly to

Seminole County Local Mitigation Strategy (LMS)

recover from and can impact the ability for the community to reopen businesses.

Program Operations

Agencies may be forced to relocate if tornado is threatening the area. Operations could be stalled by transportation and communication barriers.

Responders

Immediate response can be stalled because of dangerous weather conditions; proper personal protective equipment may be needed as well.

COOP

Possible impact to COOP Plan. Agencies may be forced to relocate to continue essential operations as a result of the impact from tornadoes.

Property/ Facilities/ Infrastructure

Tornadoes can cause massive failures in electrical, communications, and other critical infrastructures.

Public Confidence in the Jurisdiction's Governance

Timely warning provided by local forecasters and emergency management will be critical along with response and recovery efforts taken by county agencies.

Risk Reduction Through

Mitigation

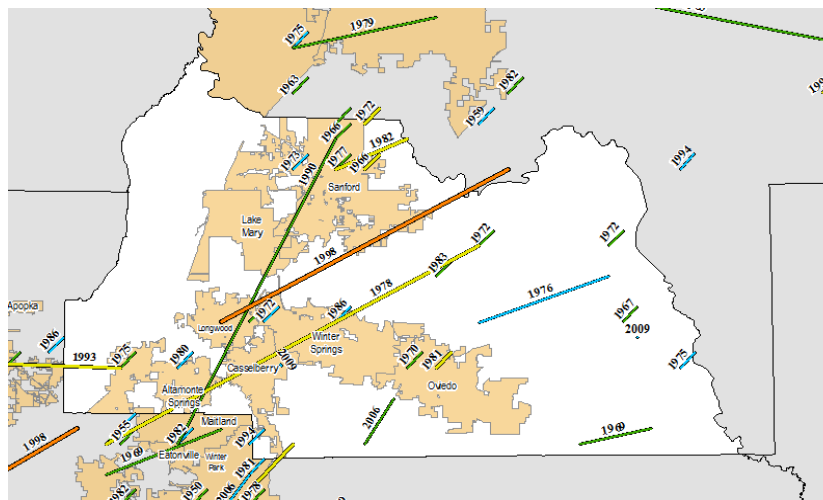
Mitigation projects for tornadoes include:

- Construction hardening ordinances / rules
- Emergency / reverse calling systems
- Emergency tornado shelter
- Public education / outreach
- Sky Warn certification
- Wind retrofitting critical infrastructures

Plans

Emergency Alert and Warning Systems Operations Annex to the CEMP

Figure below shows NWS tornado tracks from 1950-2017 in Seminole County:



**Hazard: Transportation Accident
(Aircraft, Rail, Mass Casualty Incident)**

Probability of Occurrence	1-5 Years
Risk	43%
Relative Risk	Medium
Description	<p>Seminole County has three (3) small air strips on the east side of Seminole County in Geneva, Lake Harney area, and Chuluota capable of landing a small aircraft (i.e. Cessna). In addition, many small planes use lakes as landing and take-off locations, including Prairie Lake (Altamonte Springs), Lake Jessup (Winter Springs), and various other large bodies of water. The largest airport in Seminole County is an international airport inside the City of Sanford.</p> <p>The Orlando Sanford International Airport (SFB) is situated on approximately 2,000 acres in the boundaries of the City of Sanford in the northwestern section of Seminole County. The Sanford Airport Authority is responsible for the operation, maintenance, and development of the SFB airstrips. In the year 2017, the SFB statistics included 307,064 landings and takeoffs; 196 imports and 136 exports of cargo; and 2,922,446 passenger arrivals and departures.</p> <p>Rail systems are another major transportation method within Seminole County. The addition of the Central Florida Rail Corridor (CFRC) Transit System provides new vulnerabilities for major transportation of persons through the community. SunRail began operations in 2014 with stations in DeBary, Sanford, Lake Mary, Longwood, Altamonte Springs, Maitland, Winter Park, Florida Hospital, LYNX Central Station, Church Street, Orlando Health/Amtrak and Sand Lake Road.</p> <p>The SunRail became fully operational in 2016 and there are now seventeen train stations along the 61 mile CRFC Corridor. The Amtrak Auto Train takes passengers and their vehicles nonstop from Sanford, Florida to the Washington, DC area. In addition to SunRail and the Amtrak Auto Train, Amtrak provides major transportation of customers through the center portions of Seminole County.</p>
Location	No particular geographic area in Seminole County.
Significant Occurrences	(2003): April 5 - Students and chaperones were thrown from their seats as buses slammed into one another on Interstate 4 in the City of Sanford. Of the 118 people on the three buses -- 94 students, 21 chaperones and 3 drivers -- half were injured. They suffered an assortment of cuts and bruises.

Seminole County Local Mitigation Strategy (LMS)

Spatial Extent - accidents are very isolated in nature and would affect less than 25% of the geographical area of the county

Overall Vulnerability

The overall vulnerability of transportation accidents is medium within Seminole County and its jurisdictions. Humans are very vulnerable to transportation accidents especially in high traffic areas or incidents of large entities such as trains or airplanes where hundreds of lives are affected. While transportation incidents do not typically affect many physical buildings, infrastructure such as roadways and train tracks can be greatly affected or shut down completely. Jurisdictions with major highways such as I-4 and SR417; including Altamonte Springs, Lake Mary, unincorporated Seminole County, Oviedo, Winter Springs, and Sanford are more vulnerable to transportation accidents. Jurisdictions with active rail systems including Altamonte Springs, Longwood, Lake Mary, Sanford, and unincorporated Seminole County are vulnerable to rail accidents. The City of Sanford is most vulnerable to an aircraft accident because of the location of the Orlando Sanford International Airport.

Impacts/ Consequences

Human

High Impact- depending on type of accident, major injuries and mass casualties are possible, especially with aircraft and trains.

Property

Low Impact- depending on nature and scale of accident, isolated property damage could occur.

Environment

Low Impact- any impact would be isolated in nature, unless in the extreme case a fire is started in a vulnerable wildfire area.

Economic

Low Impact- isolated accidents do not pose major threats to the economy, though depending on the type and scale of the accident and areas impacted, the cost to repair and recover could be expensive.

Program Operations

A transportation accident would have little or no impact on program operations.

Responders

Responders would require appropriate personal protective equipment; personnel may need support if a mass casualty incident occurs.

COOP

Impacts to COOP Plan would likely be minimal because the isolated nature of a transportation accident.

Property/ Facilities/ Infrastructure

Isolated property and critical facilities and transportation infrastructure could be shut down or impacted depending on nature, scale and location of event.

Public Confidence in the Jurisdiction's Governance

Public confidence is related to the overall response to a major traffic accident on the part of the County's responders.

Seminole County Local Mitigation Strategy (LMS)

Risk Reduction Through

Mitigation

Mitigation projects for transportations accidents include:

- Emergency alerting systems / signage
- Installation of train track safety signage
- Promote insurance to residents
- Public education / outreach
- Use of autonomous vehicles in State of Florida

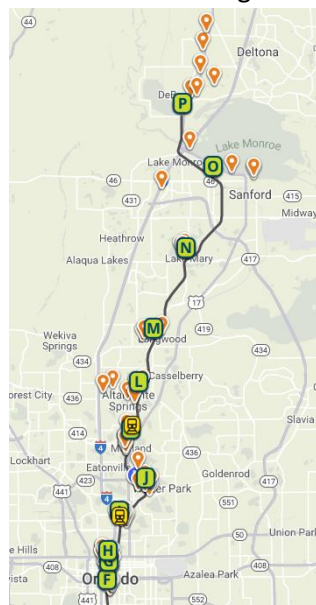
Plans

Comprehensive Emergency Management Plan

The figure below depicts the completion of the beltway around the Orlando Metropolitan area. The Wekiva Parkway will link to State Road 429 (west beltway) and State Road 417 (east beltway) in Heathrow/Lake Mary.



Figure below shows the SunRail stations (the metro-train through the center of the Metropolitan area):



Hazard: Tropical Cyclones (Hurricanes and Tropical Storms)

Probability of Occurrence	1-5 Years
Risk	76%
Relative Risk	High
Description	<p>A tropical cyclone is a rapidly rotating storm system characterized by a low-pressure center, strong winds, and a spiral arrangement of thunderstorms that produce heavy rain. Depending on their size, sustained wind speeds, and location they can be referred to as:</p> <p>Tropical Storms: A tropical storm is a tropical cyclone with an organized system of strong thunderstorms, defined surface circulation, and maximum sustained winds of 39-73 miles per hour. Storms with wind speeds below 39 mph are considered tropical depressions.</p> <p>Hurricanes: A hurricane is a tropical cyclone with sustained wind of forces equal to or exceeding or 74 mph, most often occurring in the Western Atlantic and usually accompanied by rain, thunder, and lightning. Hurricanes are categorized using Saffir-Simpson scale, which measures sustained wind speeds over a 1 minute average and at 33ft above the surface. The categories are:</p> <p>Category 1: Sustained wind speeds of 74-95 mph</p> <p>Category 2: Sustained wind speeds of 96-110 mph</p> <p>Category 3: Sustained wind speeds of 111-129 mph</p> <p>Category 4: Sustained wind speeds of 130-156 mph</p> <p>Category 5: Sustained wind speeds of 157 mph or higher</p> <p>Note: Categories three and above are considered major hurricanes.</p>
Extent	Ranging from a Tropical Storm to the effects of a Category 5 Hurricane (Saffir-Simpson Scale)
Location	Because of the nature and size of these storms, they could affect any part of Seminole County and would likely impact the whole county.

Seminole County Local Mitigation Strategy (LMS)

Significant Occurrences

(2004): Hurricanes Charley, Frances, and Jeanne - Local State of Emergency declared, County offices and schools closed.

(2005): Wilma - flooding rains, etc.

(2008): Tropical Storm Fay - major flooding from torrential rains.

(2016): Hurricane Matthew - tropical storm force winds and heavy rain.

(2017): Hurricane Irma - damages recorded include infrastructure damage, debris, hazardous materials, flooded areas and road damage.

Spatial Extent - Tropical cyclones can have far reaching effects and would impact the entire county.

Overall Vulnerability

The overall vulnerability of tropical cyclones is high within all jurisdictions of Seminole County. The possibility of harm to humans, high property damage, and potential infrastructure losses all combine to make tropical cyclones one of the highest threat hazards. Seminole County is vulnerable to tropical cyclones to a similar level in all jurisdictions because of the spatial extent of a hurricane or tropical storm. The Local Mitigation Strategy works to protect critical infrastructure in order to reduce the vulnerability of the community.

Impacts/ Consequences

Human

High Impact- depending on the strength of the storm, evacuations of low-lying areas and mobile/ manufactured homes may be called – in most recent storms, mandatory evacuations have been ordered for these areas.

Food and water issues may arise if residents are unprepared and injuries and fatalities possible, most likely due to flooding.

Property

High Impact- depending on strength of the storm, structural damage to residential, commercial, industrial, and governmental buildings could be major. In Hurricane Irma, Seminole County and its jurisdictions received damage to roads, bridges, parks facilities, and water control facilities such as culverts.

Environment

Varied Impacts- depending on strength of the storm, trees and shrubbery could sustain major damage.

Transportation of foreign debris and flooding can disrupt ecosystem services.

The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from tropical cyclones and that future mitigation and adaptation strategies related to this hazard should be considered.

Seminole County Local Mitigation Strategy (LMS)

Economic	High Impact- Depending on strength of the storm, low to high impacts could be felt within the path of the storm on all business sectors. Regional impacts could be greater with a catastrophic storm.
Program Operations	If damage to government offices occurs, relocation may be needed.
Responders	Difficulty responding during event due to dangerous weather conditions; staff may experience fatigue and stress during hazardous conditions, and status of responders' family may affect the responders' ability to perform his/her duties.
COOP	The COOP Plan may be disrupted depending on strength of storm.
Property/ Facilities/ Infrastructure	High Impact- depending on strength of the storm, structural damage to residential, commercial, industrial, and governmental buildings could be major.
Public Confidence in the Jurisdiction's Governance	The public's confidence is related to how well services are kept online, proper warning information, and ability to respond to various hazards associated with tropical cyclones.

Risk Reduction Through

Mitigation	<p>Mitigation projects for tropical cyclones include:</p> <ul style="list-style-type: none">• Clear waterways of obstructions• Demolition of Severe Repetitive Loss properties• Electrical system – landscape clearing• Elevation of structures above Base Flood Elevation• Elimination of flooding of commercial buildings by structure modifications• Enhancements of storm water systems (grey infrastructure)• Floodplain and stream restoration• Floodplain Ordinances• Low impact development• Public Education / Outreach• Reconstruction and raising elevation of streets• Redundant power systems to critical infrastructures• SkyWarn certification• Water retention, green space preservation, green infrastructure• Wind and screen protection at shelters & critical infrastructures.
Plans	<p>Comprehensive Emergency Management Plan</p> <p>Emergency Alert and Warning Systems Operations Annex</p>

Hazard: Violent Acts (Non-Terrorism)

Probability of Occurrence	1-5 Years
Risk	43%
Relative Risk	Medium
Description	<p>Acts of violence in America are a legitimate hazard to communities and municipalities across America. Since the 1990s shootings in public schools, recreational parks, movie theatres, and college campuses have increased in both frequency of incidents and number of fatalities. Violent act hazards are not concentrated to a particular region or locale. Shootings, stabbings and other violent acts can take place anywhere in the country and are highly unpredictable. Perpetrators of violent acts do not have an agenda, do not have a target group in mind and do not have a purpose or mission to be accomplished. Unlike terrorist groups, perpetrators of violent acts are not organized and are very difficult to spot because perpetrators are largely ignored or go unnoticed. Violent acts negatively impact neighborhoods and communities because shootings and fatalities occur to members of younger population demographics (ages 5 to 30).</p>
Location	All of Seminole County
Significant Occurrences	<p>There have been no major recent acts of violence in Seminole County, although one of the deadliest mass shooting occurred in Orlando in 2016, Pulse Night Club - 49 killed, 53 wounded.</p> <p>Spatial Extent - Event would be highly isolated in nature and would impact less than 25% of the geographic area of the county.</p>
Overall Vulnerability	<p>The overall vulnerability of people, systems, and buildings within Seminole County and its jurisdictions is medium. Even with specialized equipment, teams and training for these type of events, soft targets and mass gatherings continue to be vulnerable targets for violent acts. First responders work to reduce the vulnerability of large events by implementing security checkpoints, vehicle barricades and other safety measures. However, violent acts can occur anywhere and with no notice. Buildings, infrastructure, and systems within Seminole County are not very vulnerable to violent acts. Although a violent act can happen anywhere, the cities of Altamonte Springs and Sanford may be more vulnerable to attacks due to</p>

Seminole County Local Mitigation Strategy (LMS)

their large number of outside public events.

Impacts/ Consequences

Human	High Impact- Violent acts can cause mass injuries/casualties depending on nature and scale of act. Mental and emotional stress can also be heightened.
Property	Low Impact- Non-terrorist violent acts typically do not target or impact property specifically, and if so, damage would likely be minimal.
Environment	Low impact- There is low probability that the environment would be impacted from a violent act unless it is an intentional fire.
Economic	Low Impact- any violent act would have minimal effects on local economy.
Program Operations	Unless an act directly impacts government personnel or buildings, the impacts would be minimal.
Responders	Would require necessary personal protective equipment depending on nature and scale of situation. Status of responders' family may affect the responders' ability to perform his/her duties.
COOP	The COOP Plan would largely be unaffected by a non-terrorist violent act, depending on the act.
Property/ Facilities/ Infrastructure	Impacts would be isolated to facilities directly related to a violent act and some transportation infrastructure could be disrupted during response to a security threat.
Public Confidence in the Jurisdiction's Governance	Public's confidence would be dependent upon the ability of the County to thwart threat, respond to situation, and protect victims.

Risk Reduction Through

Mitigation	Mitigation projects for violent acts include: <ul style="list-style-type: none">• Active Shooter Drills• Active Shooter Training• Assessment and assistance programs• Bollards, metal detection equipment, paid security, security check-points, and video surveillance, at critical infrastructures• Intelligence gathering equipment / systems• Public education / outreach• School Resource officers/deputies at all public schools• Stop the Bleed Training
Plans	Active Shooter Response Plan Operations Annex to the CEMP Family Reunification Center Plan

Hazard: Winter Storms/ Freezes

Probability of Occurrence	6-10 Years
Risk	29%
Relative Risk	Low
Description	<p>A freeze is when the surface air temperature is expected to be 32°F or below over a widespread area for at least 3 or more consecutive days. Use of the term is usually restricted to aversive situations or occasions when wind or other conditions prevent frost. "Killing" may be used during the growing season when the temperature is expected to be low enough for a sufficient duration to kill all but the hardiest herbaceous crops.</p> <p>Extreme cold can immobilize an entire region. Even areas, such as Seminole County, that normally experience mild winters can be hit with an extreme cold winter event. Winter storms can result in ice, localized flooding, closed highways, blocked roads, downed power lines, and hypothermia.</p>
Extent	3 - 10 consecutive days of 32°F or lower
Location	Winter Storms/ freezes would impact all of Seminole County.
Significant Occurrences	<p>(1989): December- cold outbreak and hard freeze, temperatures in the 20s, extensive damage to citrus crop, power blackouts, in the entire state of Florida, 26 deaths were the result of hypothermia.</p> <p>(2018): January- NWS declares Hard Freeze in Seminole County causing shelters to be opened for relief from the elements.</p> <p>Spatial Extent- Would likely have county-wide consequences impacting greater than 50% of the geographic area of the county.</p>
Overall Vulnerability	With an overall low vulnerability in all jurisdictions of Seminole County, winter storms and freezes can cause the most harm in homeless populations, with approximately 2,000 homeless residents across Seminole, Orange, and Osceola counties reported in 2018. Due to the mild nature of winter storms in Central Florida, the vulnerability of our infrastructure and buildings is low.

Impacts/ Consequences

Human	Low impact- Risk of hypothermia and extreme loss of heat if residents are not prepared for conditions (especially with wind
--------------	---

Seminole County Local Mitigation Strategy (LMS)

Property	chill factored in). Special needs population, infants, children, and elderly may require more attention. Low impact- historically, no major problems for properties in Seminole County, but in extreme situations electrical outages and dangerous road conditions are possible. Effects would likely be uniform across jurisdictions within Seminole County.
Environment	Moderate Impact- Damage or loss of susceptible plants and animals. The Local Mitigation Strategy recognizes that with a changing climate, there is the potential for an increasing risk of environmental impacts from winter storms/freezes and that future mitigation and adaptation strategies related to this hazard should be considered.
Economic	Low impact- possible impact to agriculture, especially plant and animal industries within the county.
Program Operations	Relatively low impact to operations; prolonged severe cold weather periods may strain utility companies.
Responders	Low impact to responders; extended periods of cold weather increases risk for hypothermia, fatigue, etc.
COOP	Very little to no impact on COOP from a winter storm or freeze except in the case of power outages.
Property/ Facilities/ Infrastructure	Low impact- historically, no major problems for properties in Seminole County, but in extreme situations electrical outages and dangerous road conditions are possible. Major disruption could occur with transportation infrastructure or damage to critical facilities.
Public Confidence in the Jurisdiction's Governance	The public's confidence is dependent upon the ability of responders to provide proper warning, respond to utility outages, and protect vulnerable populations and infrastructure.

Risk Reduction Through

Mitigation	Mitigation projects for winter storms include: <ul style="list-style-type: none">• Agriculture business continuity planning education / training• Citrus / agriculture heater units• Personal protective equipment• Public education / outreach• Warming centers
Plans	Extreme Weather Plan Operations Annex to the CEMP

HAZARD AND VULNERABILITY ASSESSMENT TOOL

RISK = PROBABILITY x (VULNERABILITY - MITIGATION)

INCIDENT	PROBABILITY	RISK = PROBABILITY x (VULNERABILITY - MITIGATION)							RISK
		VULNERABILITY				MITIGATION			
		HUMAN IMPACT	PROPERTY IMPACT	SPATIAL	ECONOMIC IMPACT	PREPAREDNESS	TRAINING EXERCISE	LOGISTICS	
<i>Likelihood this will occur</i>	<i>Possibility of death or injury</i>	<i>Physical losses and damages</i>	<i>Amount of Geographic Area Affected</i>	<i>Interruption of services</i>	<i>Specialized Plans</i>	<i>Multi-year Training and Exercise Planning</i>	<i>Equipment Teams Support</i>	<i>Relative threat*</i>	
SCORE	1 = 10+ 2 = 6-10 yrs 3 = 1-5 yrs	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	1 = Up to 25% 2 = 25-50% 3 = 50 or more	0 = N/A 1 = Low 2 = Moderate 3 = High	1 = Specific Haz Plan /Test 2 = Addressed in other plans 3 = No spec plan for haz	1 = Yearly TEP 2 = TEP every other yr 3 = Rarely trained/exercised	1 = Highly Spec Teams/Equip 2 = Minimal Equip/Teams 3 = Low or none	0 - 100%
Agriculture	1	2	1	1	1	2	2	2	17%
Civil Disorder	2	2	2	1	2	1	1	1	32%
Critical Infrastructure Disruption	3	2	2	2	2	2	3	2	71%
Cyber Security	3	3	2	1	3	2	1	3	71%
Disease Pandemic	3	3	0	3	3	1	1	1	57%
Drought / Water Shortage	3	1	1	3	2	2	3	1	62%
Earthquakes	1	1	1	1	1	2	3	1	16%
Extreme Heat	3	2	0	3	1	1	2	1	48%
Financial Collapse	1	2	1	3	3	2	3	3	27%
Fires / Wildfires	3	2	2	1	2	1	1	1	48%
Floods	3	2	3	2	2	1	2	1	62%
Haz Mat	3	3	1	1	1	1	1	1	43%
Mass / Planned Events	3	2	1	1	1	1	1	1	38%
Mass Migration / Repat	1	1	0	1	1	1	1	1	10%
Severe Weather	3	2	2	3	1	2	1	1	57%
Sinkholes	3	1	1	1	1	1	3	1	43%
Terrorism	2	3	3	1	3	1	1	1	41%
Tornadoes	3	3	3	1	2	2	1	1	62%
Transportation	3	3	1	1	1	1	1	1	43%
Tropical Cyclones	3	3	3	3	3	1	1	2	76%
Violent Acts (Non-Terror)	3	3	1	1	1	1	1	1	43%
Winter Storms	2	1	1	3	1	1	1	1	29%

*Threat increases with percentage.

LOW	0%-30%	MEDIUM	31%-60%	HIGH	61% +
-----	--------	--------	---------	------	-------

Vulnerability

The LMS Working Group has included a multi-layered approach to assessing the vulnerability of the participating jurisdictions to future disasters. The various vulnerability assessments build on the identification of hazards in the community and the risk that the hazards pose to the community.

Local planners can use the hazard identification and risk estimation process to prioritize the facilities and neighborhoods that most need to be assessed for their specific vulnerability, for example by beginning with the jurisdictions exhibiting the highest overall relative risk. Then, for these jurisdictions, the individual facilities, systems and neighborhoods of Seminole County are assessed specifically for the extent of their vulnerability to damage or disruption by the hazard events identified for the corresponding jurisdiction, and the specific impact to the community if this occurred.

Assessing Vulnerabilities

Repetitive Loss Properties

The Flood Mitigation Assistance (FMA) Grant Program was created as part of the National Flood Insurance Reform Act (NFIRA) of 1994 with the goal of reducing or eliminating claims under the National Flood Insurance Program.

Consistent with Biggert-Waters Flood Insurance Reform Act of 2012 (Public Law 112-141), the FMA Grant Program changed in FY 2013 to allow more federal funds for properties with repetitive flood claims and severe repetitive loss properties, and the Repetitive Flood Claims and Severe Repetitive Loss Grant Programs were eliminated.

The primary objective of the Repetitive Loss Properties Strategy is to eliminate or reduce the damage to property and the disruption of life caused by repeated flooding of the same properties. A specific target group of repetitive loss properties is identified and serviced separately from other NFIP policies by the Special Direct Facility (SDF). The target group includes every NFIP-insured property that, since 1978 and regardless of any change(s) of ownership during that period, has experienced:

- Insured property with at least 2 flood claims where the repairs equaled or exceeded 25% of the market value of the structure at the time of the flood event.
- Insured property with flood history of 4 or more separate claims of \$5,000 each with cumulative total exceeding \$20,000 or at least 2 claim payments where the cumulative amount of 2 claims exceeds the market value of the structure.

Although the Flood Mitigation Assistance Grant Program is federally funded, the program is administered through a partnership with the Florida Division of Emergency Management (FDEM), Native American Tribal governments, and the Federal Emergency Management Agency. FDEM has the authority and responsibility for developing and maintaining a State Mitigation Plan, assisting local jurisdictions and Native American Tribal governments in developing and maintaining Flood

Seminole County Local Mitigation Strategy (LMS)

Mitigation Plans, reviewing Flood Mitigation Assistance Program sub-applications, recommending cost effective sub-applications to FEMA and providing pass-through grant funds to awarded Flood Mitigation Assistance Program projects from eligible sub-applicants.

FDEM is also responsible for ensuring that projects funded by the Flood Mitigation Assistance Program are completed and that all performance and financial reporting requirements are met.

	Seminole County	Altamonte Springs	Casselberry	Lake Mary	Longwood	Oviedo	Sanford	Winter Springs
# of Properties by Type								
Residential	38	2	0	0	0	1	5	3
Commercial	2	4	0	0	0	0	3	0
Institutional	0	0	0	0	0	0	0	0
Total # of Repetitive Loss Properties	40	6	0	0	0	1	8	3
# of repetitive Loss Properties in a Special Flood Hazard Area	33	5	0	0	0	0	5	1

As of 9/11/2019, FEMA Region IV Floodplain Management and Insurance Branch

The actual database of repetitive loss properties will not be provided in this LMS plan because of the specific address and personal information associated with the information. However, specific requests for information may be requested from any of the appropriate jurisdictions directly, or through the NFIP at FEMA.

Through the various outreach methods in each jurisdiction that has repetitive loss properties, an effort is being made to eliminate or reduce the risks of future flooding to those properties through various mitigation techniques. Each jurisdiction sends a notice to each owner of a property in a repetitive loss area, soliciting interest and participation in various potential mitigation grant programs, and to keep them informed of flood risk and insurance information.

A Floodplain Management Plan is also maintained by the Office of Emergency Management to further plan for the mitigation and reduction of flood risks in Seminole County and its municipalities.

Seminole County Local Mitigation Strategy (LMS)

Land Use Trends and Potential Loss

The LMS Working Group recognizes that the way in which land is utilized, especially land within known hazard-prone areas, is a key measure of community vulnerability because some land uses, such as for residential or industrial development, can be more susceptible to disaster-related damages than others. For the Seminole County mitigation strategy, this analysis is done on a jurisdiction-specific basis because individual jurisdictions have the most significant planning and legal control over land use policy.

Within the jurisdictions that have completed this analysis, two reports contain information on land use trends within the jurisdiction:

- Current Land Uses and the Potential for New Development, which identifies the estimated amount of land still available for new development, as well as summarizing the relative extent of current land uses.
- Future Land Uses and General Development Trends, which summarizes the jurisdiction's rate of development of vacant lands or redevelopment of existing properties, and, if the jurisdiction has an adopted land use plan, the desired relative extent of planned land uses.

All jurisdictions in Seminole County continue to grow either slightly or rapidly, and all are participants in the National Flood Insurance Program. Pressure for development into wetland areas continues to be an ongoing issue in the county. Increasing populations in the past several years have caused an increase in development within Seminole County and its jurisdictions which can increase the communities' vulnerability to flooding and transportation incidents. An additional fire station was built in Oviedo, and increasing traffic concerns arise from higher congestion on roadways. These increasing traffic concerns also lead to a higher vulnerability of transportation incidents, with more people on roadways and other transportation systems.

The LMS Working Group recognizes that its efforts, particularly to identify the areas of the participating jurisdictions at risk from various hazards, is a key factor in guiding the careful use of land to minimize future vulnerabilities to disaster. When needed and desired by a specific jurisdiction, modifications to the plans, ordinances, codes and similar policies can be proposed as mitigation initiatives for incorporation into this plan. During the update of this plan, the LMS Planning Team considered the increasing population, and by extension increased development, when writing the new goals and objectives. The Goals and Objectives of this plan drive the mitigation initiatives that become the long term projects of the local mitigation strategy.

Critical Facilities and Infrastructure

Seminole County has conducted an inventory of existing buildings, infrastructure, and critical facilities located within the hazard areas boundaries. For purpose of this LMS these include emergency service facilities, medical facilities, government facilities, schools, emergency/evacuation shelters, fire and police stations, emergency operation center, facilities used by special needs populations, and any other facilities identified by the Office of Emergency Management. This critical facilities list aligns with the critical infrastructure sectors outlines by the Department of Homeland Security and is updated annually.

The identified potentially at-risk critical facilities and structures for Seminole County are listed in the

Seminole County Local Mitigation Strategy (LMS)

Critical Facility and Structure List maintained by Seminole County's Office of Emergency Management. The Seminole County Comprehensive Emergency Management Plan contains additional information in regard to vulnerable existing buildings, infrastructure, and critical facilities. All listed critical facilities will remain open during disaster operations of all hazards, and prioritization of power restoration is identified on the list. The Critical Facility and Structure List contains confidential information so therefore is not published with this plan.

Mitigation Goals

The LMS Working Group has established a number of goals and objectives to guide its work in the development of this plan. The goals and objectives help to focus the efforts of the group in the mitigation planning effort to achieve an end result that matches the unique needs, capabilities and desires of the participating jurisdictions.

The goals are established for both the entire planning area and all of the participating jurisdictions. During the plan update process, a list of suggested goals and objectives selected from the previous LMS document was circulated to members of the LMS Working Group. The goals selected by the LMS Working Group are related to the broad mitigation needs and capabilities of the communities involved, rather than addressing a specific hazard type or category. Therefore, the Seminole County mitigation goals and objectives, by definition, are multi-hazard in scope and can be described as statements of the desired mitigation-related capabilities which will be present in each participating jurisdiction in the future, as the goals are achieved.

Community priorities are reflected in the goals and objectives set by the Local Mitigation Strategy Working Group. Community members from each jurisdiction make up the planning team which came together to review and update this plan, communicating each jurisdiction's priorities for the plan moving forward. Priority changes that affect the goals and objectives come as a result of changes in administration, funding availability, identified hazards, and recent historical occurrences. For example, the objectives under each of the plan's new goal were made to be SMART (Specific, Measurable, Attainable, Realistic, and Time-sensitive) objectives so the progress of the Working Group can be more accurately measured.

Mitigation Actions

The goals established by the LMS Working Group are considered to be broad, general guidance that define the long-term direction of the planning. Each goal statement has one or more objectives that provide a specific framework for actions to be taken by the LMS Working Group and its participants. The objectives define actions or results to be accomplished by the LMS Working Group, and are a reflection of the priorities of the group and other stakeholders. These objectives were written by the LMS Planning Team during the planning process.

The goals selected by the LMS Working Group are intended to create a specific framework for guiding the development of proposed mitigation initiatives for incorporation into the plan. Whenever feasible, the planning participants have associated each proposed mitigation initiative with the goal the initiative is intended to achieve. Proposing mitigation initiatives consistent with the overarching goals is a principal mechanism for the LMS Working Group participants to achieve the stated goals of the mitigation planning program.

Seminole County Local Mitigation Strategy Goals and Objectives

Goal 1 – Local government shall make every reasonable effort to identify, develop, implement, and reduce hazard vulnerability through effective mitigation programs.

1.1 – Annually use historic and scientific data to identify hazards, risk areas and vulnerabilities in the community and make necessary updates to the Local Mitigation Strategy and/ or annexes of the LMS.

1.2 – Proposed mitigation policy changes will be reviewed with the Local Mitigation Strategy Working Group on an as needed basis using historic and scientific data provided by the Seminole County Office of Emergency Management.

1.3 – Effectiveness of completed mitigation initiatives will be measured through the review of after action/ improvement items and public comments gathered during and immediately after a disaster within 90 days of the After Action Report completion.

Goal 2 – All sectors of the community will work together to create a disaster resilient community.

2.1 – Annually review and implement interagency agreements, as needed, to improve multi-jurisdictional/ multi-agency coordination.

2.2 – Quarterly invite public and private sector organizations to LMS Working Group meetings to promote hazard mitigation programming throughout the community.

2.3 – Conduct outreach programs including mitigation at least once annually with businesses, institutions, and community groups.

2.4 – Encourage local elected governing bodies to promulgate the local mitigation plan and support community mitigation programming through annual presentations to all jurisdictions' governing bodies.

2.5 – Ensure participation of each jurisdiction in training and exercise through an annual review of training and exercise documentation.

2.6 – Quarterly review and provide at least one comment on any relevant open statewide or national mitigation planning efforts.

2.7 – Review Disaster Housing Plan during even years and provide mitigation initiatives to the Local Mitigation Strategy Working Group to affect short-term and long-term housing after a disaster.

Goal 3 – Reduce the vulnerability of critical infrastructures and public facilities from the effects of all hazards.

3.1 – Annually identify possible critical infrastructure or facilities which could be retrofitted or relocated using mitigation funding.

3.2 – Evaluate utility, telecommunications, and information technology systems through annual meetings with agency partners to determine potential mitigation opportunities. Retrofit and relocation projects may be submitted to strengthen systems.

3.3 – Annually assess evacuation and access routes to identify potential relocation, retrofit or modification opportunities to ensure safe passage before, during and after disaster events.

3.4 – Annually assess opportunity for shelter retrofit funding for current or future evacuation shelters and apply for funding as applicable.

3.5 – Conduct annual assessment of health and safety needs in the community and propose mitigation or other initiatives based on assessment findings.

3.6 – Annually look for opportunities to construct or retrofit transportation facilities to minimize the potential for disruption during a disaster.

3.7 – Annually invite private sector organizations who own or operate key community resources to LMS Working Group meetings to encourage hazard mitigation programs.

3.8 – Include schools, libraries, museums and other community institutions in vulnerability assessment during 5 year LMS plan update.

Goal 4 – Strengthen continuity planning for local government, businesses and community partners to avoid significant disruptions of services.

4.1 – All jurisdictions will develop and maintain a Continuity of Operations Plan (COOP), within 5 years of LMS plan approval, which includes physical and cyber protective measures for vital local government records and documents from the impacts of disasters.

4.2 – Include continuity of operations planning guidance in a minimum of one presentation annually given to businesses and community partners.

4.3 – Assess buildings and facilities used for the routine operations of government on an annual basis to identify opportunities for relocation or retrofit to withstand the impacts of disasters.

Seminole County Local Mitigation Strategy (LMS)

Goal 5 - Develop policies and regulation to support effective hazard mitigation programming throughout the community.

5.1 – Develop and enforce land use policies, plans and regulations to discourage or prohibit inappropriate location of structures or infrastructure components in the special flood hazard area or wildland urban interface. A review of the enforcement of these policies will be conducted annually during the Floodplain Management Plan annual review.

5.2 – Address identified vulnerabilities in building and land development codes on an annual basis through development of new codes and enforcement of current ordinances for new development in participating jurisdictions.

5.3 – All jurisdictions should participate fully in the Building Code Effectiveness Rating Schedule, Fire Suppression Rating Schedule, National Flood Insurance Program, and the associated Community Rating System within a year of plan adoption.

5.4 – Update current ordinances within five years of plan adoption to include rule for the building of new local government facilities to be outside of designated special flood hazard areas and wildland urban interface to withstand impact of natural hazards.

5.5 – Conduct an assessment of potential mitigation or improvement measures during post-disaster reconstruction of local government facilities to reduce the vulnerability to all hazards.

5.6 – Annually conduct outreach to include encouraging the development and enforcement of energy conservation, green development, and resource sustainability best practices.

5.7 – Local Mitigation Strategy goals and objectives should be added to Comprehensive Plans of all participating jurisdictions within two years of plan adoption.

5.8 – Annually maintain, monitor and enhance mitigation tactics to ensure medical facilities (assisted living facilities, nursing homes, and similar) have proper power and HVAC plans in place, and those plans can be implemented after a disaster.

Goal 6 – Encourage economic vitality of the community by promoting business continuity education, disaster planning, and diversifying employment opportunities.

6.1 – Review needs of key employers in the community through annual business liaison meetings.

6.2 – Establish programs, facilities or resources to support business resumption activities within a year of plan adoption.

6.3 – Develop and implement economic development programs within two years of LMS plan approval to encourage diversification of employment base in the community to reduce the losses from the decline of a specific industry.

6.4 – Implement programs within a year of plan adoption to address public awareness and expectations of community condition and functioning in the aftermath of a disaster.

Seminole County Local Mitigation Strategy (LMS)

Addressing Known Risks and Vulnerabilities

In addition to developing proposed mitigation initiatives to achieve the established goals and objectives, an important emphasis of the LMS Working Group is to also include proposed mitigation initiatives in its plan that will address known vulnerabilities of important facilities and neighborhoods to the impacts of future natural, technological or human-caused disasters. By reducing known vulnerabilities to future disasters, it is important in the plan to document those initiatives that are intended to address identified vulnerabilities of facilities, systems and neighborhoods, as well as to strengthen the mitigation-related policy framework for the entire county.

There are a number of initiatives that are not directly associated with specific facilities or neighborhoods that have been assessed for their vulnerabilities, but address other mitigation-related concerns, such as storm water drainage —trouble spots in the county. While they may not affect an entire neighborhood or critical roadway, they can create unsafe conditions or damage properties.

National Flood Insurance Program (NFIP) Compliance

All jurisdictions are active participants in the NFIP. In an effort to ensure continued compliance with the NFIP, each participating community will:

- Continue to enforce their adopted Floodplain Management Ordinance requirements, which include regulating all new development and substantial improvements in Special Flood Hazard Areas (SFHA).
- Continue to maintain all records pertaining to floodplain development, which shall be available for public inspection
- Continue to notify the public when there are proposed changes to the floodplain ordinance or Flood Insurance Rate Maps.
- Maintain the map and Letter of Map Change repositories.
- Continue to promote Flood Insurance for all properties.
- Continue their Community Rating System outreach programs.

Community Name	Policies In-Force	Insurance In-Force	Written Premium In- Force
Altamonte Springs	566	\$133,686,600	\$302,498
Casselberry	333	\$77,648,200	\$228,708
Lake Mary	260	\$77,583,000	\$113,822
Longwood	201	\$56,809,300	\$145,679
Oviedo	717	\$218,567,100	\$303,026
Sanford	576	\$149,026,600	\$324,937
Winter Springs	675	\$195,243,100	\$315,558
Seminole County	4,188	\$1,220,944,000	\$2,114,036

As of 09/11/2019, FEMA NFIP Insurance Report

Seminole County Local Mitigation Strategy (LMS)

Community Rating System

The Community Rating System (CRS) is a voluntary program for NFIP-participating communities. The goals of the CRS are to reduce flood losses, to facilitate accurate insurance rating, and to promote the awareness of flood insurance. The CRS has been developed to provide incentives for communities to go beyond the minimum floodplain management requirements to reduce the losses from flooding. The incentives are in the form of premium discounts.

Community Number	Community Name	CRS Entry Date	Current Effective Date	Current Class	% Discount for SFHA	% Discount for Non-SFHA	Status
120290	Altamonte Springs	10/1/1994	5/1/2014	7	15	5	C
120416	Lake Mary	10/1/2009	10/1/2018	6	20	10	C
120292	Longwood	10/1/1996	10/1/2010	10	0	0	R
120293	Oviedo	10/1/2008	10/1/2013	6	20	10	C
120294	Sanford	10/1/2016	10/1/2016	7	15	5	C
120289	Seminole County	10/1/1991	5/1/2011	6	20	10	C
120295	Winter Springs	10/1/1993	5/1/2013	6	20	10	C

April 2019 NFIP Flood Insurance Manual

Status: C= Current, R= Rescinded

It must be emphasized that in many cases, detailed information regarding the areas potentially impacted by a specific hazard, as well as its potential health and safety, property, environmental and economic impacts of that hazard may not have been available. Further, it has not been the intent of the LMS Working Group, nor have funding resources been available, to conduct extensive new studies to obtain such information solely for the purposes of the development of this mitigation plan. Therefore, it has often been necessary to rely on the informed judgment of knowledgeable local officials to identify hazards and derive estimates of the risk each poses to the community.

Implementation

Prioritization of Actions

The LMS Working Group is responsible for identifying projects and activities that the Seminole County and its municipalities want to implement that will support the tasks identified in the Goals and Objectives section. Projects will be submitted to the LMS by eligible applicants. Project submissions must complete a CBA and HMGP scoring form in order to be added to the priority list (see Project List Appendix). To accomplish this responsibility, the LMS Working Group will do the following:

- Establish a schedule for the participants to submit proposed mitigation initiatives to be considered for incorporation into the next edition of the Seminole County Local Mitigation Strategy.
- Ensure the use of risk assessment methodology by all participating agencies and organizations in Seminole County for the identification, characterization and prioritization of proposed mitigation initiatives.

Seminole County Local Mitigation Strategy (LMS)

- Distribute the guidance, training or information incorporated into LMS as needed to facilitate complete and accurate submittals by the participants.
- Review each proposed mitigation initiative received for completeness, adherence to the prescribed methodology, the validity of the characterization information and data used by the participant, and the likelihood that the proposal will actually mitigate the hazard(s) or vulnerability(ies) of concern.
- Prepare a cost/benefit analysis of the proposed mitigation initiatives.
- Compare proposed mitigation initiatives with others already incorporated into the plan or being submitted during the current planning period to ensure an absence of conflict or redundancy in purpose.
- If needed, return the proposed mitigation initiatives to the submitting agency or organization for additional information or analysis to be resubmitted.
- Prepare a recommendation for action by the LMS Working Group to incorporate the proposed mitigation initiative into the Seminole County Local Mitigation Strategy and to consent to listing the proposed initiative on the project list.
- On request of the agency or organization attempting to implement an approved mitigation initiative, the LMS Working Group will certify to any identified party that the proposed mitigation initiative has been approved for incorporation into the strategy.
- The priority of implementation is based on the score given to the project by analysis from the LMS Working Group.

Changes in prioritization of the project rankings could change for several reasons. Environmental conditions, such as a pending drought, would warrant more aggressive or rapid implementation of proposed mitigation initiatives associated with this hazard, even if their overall priority score was less than those addressing flood. In this way, adjustments in the implementation of the plan can be made. Conditions that could warrant a change in the implementation schedule of the mitigation initiatives could include but are not limited to:

- Declared Disasters
- Funding Availability
- New or Revised Policy Development
- Plan Revision Cycles
- Legal or Fiscal Restraints
- Life Safety Priorities

Mitigation Project Priority List

The detailed project priority list can be found in LMS Project Priority List Appendix of this plan. This Appendix (Excel Spreadsheet) also includes the completed and deleted project lists.

Responsible for Mitigation Actions

Once incorporated into the Seminole County Local Mitigation Strategy, the agency or organization proposing the initiative becomes responsible for its implementation. This may mean developing a budget for the effort, or making application to state and federal agencies for financial support for implementation. This is the approach utilized by the LMS Working Group because only the jurisdiction or organization itself has the authority or responsibility to implement its proposed mitigation initiatives. The current status of implementation of mitigation initiatives incorporated into the plan is discussed in the next section.

In this plan implementation process, the LMS Working Group continues to monitor the implementation status of initiatives, to assign priorities for implementation, and to take other such actions to support and coordinate implementation of initiatives by the involved organizations. In reality, it is the implementation of proposed initiatives, along with other actions by the organizations participating in the planning to maintain, refine and expand the technical analyses used in the planning, that constitutes the process to implement the mitigation plan.

Cost-Benefit Analysis

When a project is submitted for the LMS for inclusion in the Project List with the intention of seeking funds from various grant programs, a cost/benefit analysis worksheet will be submitted with the proposed project for consideration by the LMS Working Group. This worksheet can be found in the Project List Appendix of this plan.

Actions Completed

A mitigation project that has been funded and completed will be added to the Completed Project List. The LMS Completed Project List is maintained and housed within the Office of Emergency Management. This list can be found in the LMS Project Priority List Appendix, Completed List Tab. The LMS project list can change frequently as funding, various local, state and federal requirements, etc. change and/or are updated. For deleted or deferred mitigation projects a list is maintained with each project listed including an explanation as to why the project was deleted or deferred. This list can be found in the LMS Project Priority List Appendix, Deleted List Tab.

Strategy Maintenance

LMS Monitoring and Evaluation

The LMS Plan will be housed in the Seminole County Office of Emergency Management. The LMS Working Group meets on a quarterly basis at a minimum, as well as after times of natural disaster events, and any other time deemed appropriate by the Working Group Chairperson, to update and revise the LMS. The criteria used to evaluate the LMS document and activities should include, but not be limited to the following:

- Federal and/or State Requirements
- Changes in development trends and land use that could affect infrastructure
- Storms or other natural events that have altered Seminole County's hazard areas
- Completion of existing mitigation projects and introduction of new goals
- Changes in policy, procedure or code
- Changes in building codes and practices
- Review of legislative actions that could affect funding of mitigation efforts
- Changes in Flood Insurance Rate Maps, National Flood Insurance Program, etc.

On an annual basis, the LMS Working Group will review the objectives for their completion status.

The plan is periodically reviewed and adopted by the participating jurisdictions' governing bodies to ensure that the mitigation actions taken by their organizations are consistent with each community's larger vision and goals, as well as their overall unique needs and circumstances. The adoption process includes instructing the jurisdictions' agencies and organizations to continue to refine, expand and implement the plan.

LMS Updates

Every five years, the LMS plan applies for formal review to FEMA. A FEMA approved local mitigation plan is what allows participating communities to be eligible for various Federal and state grant programs.

Data collected during the implementation of the plan's objectives will be used to make updates every year, as needed. Damage assessment reports will be collected from disasters to determine what types of mitigation efforts may be necessary. Lessons learned from previous disasters and Improvement Items found from After Action Reports (AAR) may also contribute to the LMS update.

Citizen input will be requested at various times throughout the year. These activities include the annual Severe Weather Awareness Week, Prepare Seminole! campaign, and at various community outreach activities. The Local Mitigation Strategy Basic Plan is posted to the Seminole County Office of Emergency Management mitigation webpage. Any citizen input will be brought up at quarterly LMS meetings to be held at the Seminole County Emergency Operations Center. Each year, a list of meetings times and dates will be posted to the website.

All notes and mitigation efforts will be put together to develop a draft LMS for update. The Seminole County LMS Working Group will establish a more aggressive meeting schedule in preparation for the updated/revise LMS to be resubmitted for approval for each 5-year FEMA

Seminole County Local Mitigation Strategy (LMS)

formal review. Once the document is ready for review, LMS committee members will conduct a public meeting to solicit additional input before the LMS plan, any supporting documentation, and the criteria checklist will be first submitted to the Florida Division of Emergency Management for review, and then forwarded to FEMA for review and approval. It will be anticipated the review process could take several months.

Following adoption or approval of the plan by all parties involved, the respective agencies and organizations will continue to implement the plan, to expand its scope, continue its analyses, and take other such continuing action to maintain the planning process. This includes action by the LMS Working Group to routinely incorporate proposed mitigation initiatives into the plan, without the necessity to also continuously solicit the formal approval of the plan by the jurisdictions' governing bodies. This process is administered by the Office of Emergency Management.

Implementation through Existing Plans and Programs

One of the methods to most effectively implement the LMS is to propose and implement initiatives that will further the goals and objectives in the LMS. Implemented initiatives will serve to mitigate existing issues. Other current plans, when reviewed and updated will be compared to the initiatives and objectives of the LMS to ensure that all planning activities work toward the common goal. Some identified planning mechanisms utilized in this review process include (but have not been limited to) floodplain ordinances, Comprehensive Plans of each of the participating jurisdictions, the Seminole County Land Development Code, and the Comprehensive Emergency Management Plan.

Seminole County's Office of Emergency Management has oversight of the process for incorporating the LMS into other local government planning mechanisms. Some plans, such as the Comprehensive Emergency Management Plan (CEMP) and Continuity of Operations Plan (COOP), have prescribed processes that provide the opportunity for integration of LMS goals and objectives at scheduled intervals. During these planning cycles, Emergency Management reviews the LMS for consistency and identifies opportunities to link the LMS to the revised plans. As an example, information collected for the LMS risk assessment will be used to update the CEMP.

As part of the planning integration process, Emergency Management staff also continuously seeks plan-development opportunities that are not part of existing planning cycles, but are relevant to the goals and objectives of the LMS. The process for linking the LMS to planning projects includes identifying mitigation-related elements in the plans under development, and ensuring policies and initiatives in the LMS are considered and addressed. Strategic planning is an example of this, as the process includes looking at both short and long-term needs, and addressing gaps and initiatives through policy and budget. During the 2015-2020 period, several objectives and mitigation actions have been implemented into planning mechanisms. The multi-jurisdictional Floodplain Management Plan, which includes participation from Seminole County and all seven municipalities, was updated to include plans for additional repetitive loss properties and to reduce future flood risk countywide. The Seminole County Continuity of Operations and Continuity of Government plans were updated to decrease the vulnerability of all county departments through backup systems, buildings, and chain of command. The City of Altamonte Springs implemented an emergency ordinance similar to Seminole County's.

Seminole County Local Mitigation Strategy (LMS)

Public education and outreach is a large portion of the Local Mitigation Strategy. The LMS is incorporated in the Prepare Seminole! Campaign which is a community action program to help all citizens, businesses, and other organizations prepare and mitigate damages. This campaign was launched in 2005 after tornadoes affected the Central Florida area. The public outreach initiative uses LMS goals and objectives to encourage mitigation efforts.

The LMS goals are used to help strengthen vulnerable critical facilities by using other grants, funding opportunities, and policy. The State Homeland Security Grant has been used to strengthen interoperable communication systems that are used during disasters. In addition, these grants have strengthened capabilities of the Emergency Operations Center to provide redundant communications with other EOCs in the region and the State of Florida EOC in Tallahassee, Florida.

The Development Services Department uses strict building codes to prevent loss from fires, natural disasters, as well as man-made events. In the City of Altamonte Springs, fire sprinkler codes were adopted to prevent the loss of homes and buildings from fires. Strict planning and building codes are used to minimize the vulnerability of newly constructed buildings throughout Seminole County.

Particular highlights of the LMS Working Group's efforts to implement the mitigation plan through other plans and programs include updates to the Comprehensive Emergency Management Plan (using the hazards/risk assessment), comprehensive future land use plans of Seminole County and each of the participating municipalities. One of the Objectives of this Local Mitigation Strategy is to add the LMS Goals and Objectives to each jurisdiction's Comprehensive Plan. These examples demonstrate that each participating jurisdiction is committed to incorporating mitigation principles and concepts into their normal operations and activities via their existing planning and programming processes.

Authorities and References

FDEM. (2018). *Local Mitigation Strategy Update Manual* Retrieved 2019, from <https://www.floridadisaster.org/contentassets/4627af4c1dbc4c4293fc8f7382468b22/lms-update-manual-full.pdf>

VAISALA. (2019). *Vaisala 2018 Annual Lightning Report* Retrieved 2019 from https://www.vaisala.com/sites/default/files/documents/2018%20Annual%20Lightning%20Report_1.pdf

Wilhite, D. a. (1985). *National Drought Mitigation Center*. Retrieved 2019, from Types of Drought: <https://drought.unl.edu/Education/DroughtIn-depth/TypesofDrought.aspx>

This page is intentionally left blank.

RESOLUTION
of the
SEMINOLE COUNTY BOARD OF COUNTY COMMISSIONERS:

PROVIDING FOR ADOPTION OF THE 2020-2025 SEMINOLE COUNTY LOCAL MITIGATION STRATEGY; PROVIDING FOR DIRECTION TO IMPLEMENT THIS STRATEGY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Seminole County, Florida is charged with the duty of protecting the health, safety, and welfare of its citizens; and

WHEREAS, areas of Seminole County, Florida are vulnerable to a wide range of natural, man-made, and technological threats with potential human and economic costs; and

WHEREAS, the Board of County Commissioners of Seminole County, Florida realizes the importance of reducing or eliminating these vulnerabilities for the overall good and welfare of the community, and

WHEREAS, Seminole County has been an active participant in the Seminole County Resiliency Working Group, which has established a comprehensive, coordinated planning process involving the County and its municipalities, as well as other public and private sector organizations, to eliminate or decrease these vulnerabilities, and

WHEREAS, on May 9, 2000, the initial Local Mitigation Strategy, which identified and prioritized hazardous and susceptible structures, and developed a program that reduced the County's vulnerability to disasters, was adopted by the Board of County Commissioners of Seminole County, Florida; and

WHEREAS, since that time, the Federal Government has implemented new and updated Code of Federal Regulation (CFR) standards which further enhance the minimum standards previously required; and

WHEREAS, Seminole County representatives and staff have reviewed the information provided by or for other participating jurisdictions and organizations, including the projects and programs they have proposed for incorporation into the Seminole County Local Mitigation Strategy update for 2020; and

WHEREAS, these proposed projects and programs have been incorporated into the current edition of the Seminole County Local Mitigation Strategy that has been prepared and issued for consideration and implementation by the County and municipalities of Seminole County; and

WHEREAS, adoption of the Seminole County Local Mitigation Strategy by the County will provide for continued grant funding for these local mitigation initiatives of Seminole County and its municipalities, as approved through the Federal Emergency Management Agency (FEMA),

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Seminole County, Florida that:

Section 1. Seminole County hereby accepts and formally adopts the 2020-2025 Seminole County Local Mitigation Strategy.

Section 2. Seminole County accepts and endorses the mitigation goals and objectives established by the Seminole County Resiliency Working Group for the County-wide plan.

Section 3. Seminole County finds that the proposed mitigation projects and programs included in the strategy by other jurisdictions and organizations are acceptable and will not adversely affect Seminole County or its neighborhoods.

Section 4. Staff of Seminole County are requested and instructed to pursue available funding opportunities for implementation of the proposals designated in the Seminole County Local Mitigation Strategy.

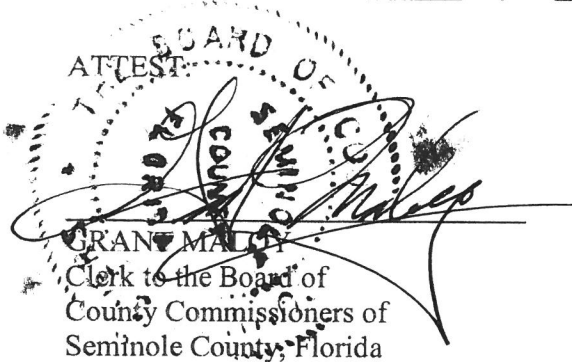
Section 5. The agencies and organizations within Seminole County will, upon receipt of such funding or other necessary resources, seek to implement the proposals contained in Seminole County's individual section of the strategy.

Section 6. Seminole County shall continue to participate in the updating and expansion of the Seminole County Local Mitigation Strategy in the years ahead.

Section 7. Seminole County shall further seek to encourage the businesses, industries, and community groups operating within Seminole County to also participate in the updating and expansion of the Seminole County Local Mitigation Strategy in the years ahead.

This Resolution will become effective upon adoption by the Board of County Commissioners.

ADOPTED this 25 day of February, 2020.

ATTEST:

GRAN MALTY
Clerk to the Board of
County Commissioners of
Seminole County, Florida

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

By:  7-26 2020
JAY ZEMBOWER, Chairman

DWM/lpk
1/23/20
T:\Users\lkennedy\My Documents\Resolutions\Local Mitigation Strategy.doc



CONSENT AGENDA ITEM 303

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Donation of Fishing Poles for Fish Winter Springs

SUMMARY

Fish Winter Springs is an annual fishing camp hosted by the City for children to experience the leisure and fun of fishing. At the camp, poles and bait are available for children to use and City staff is available to assist with casting, baiting and taking pictures.

After the camp participants are given their fishing poles to keep. Fish Florida is a sponsor of this event and historically has donated the fishing poles and reels for the camp. The Zebco 202 poles/reels retail for approximately \$20 each (100 poles) for a total donation of \$2,000.

RECOMMENDATION

Staff recommends the City Commission to receive a donation of 100 fishing poles/reels, an estimated total value of \$2,000, from Fish Florida to be used for the City's Fish Winter Springs camp.



CONSENT AGENDA ITEM 304

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Fine Influent Static Screens for Wastewater Treatment Plants

SUMMARY

As part of the priority repairs at the City's two wastewater treatment plants, upgraded screening at each plant is needed to achieve a more efficient process. The existing screens are old, need repair and are not fine enough to remove all the material (e.g., plastic, wood, metal, etc.) before water flows into the plants for treatment. The new screens will be very fine assuring all debris is removed and set up to be easy to clean.

Three (3) quotes were obtained from Kusters Water, JWC Environmental, and Parkson Corporation for four (4) fine influent static screens. The lowest cost for these services is \$134,670 (Kusters Water), and has been appropriated in the FY2020 capital budget in the Utility Enterprise Fund.

RECOMMENDATION

Staff recommends the City Commission award a contract to Kusters Water in the amount of \$134,670 plus a 5% contingency (total authorization of \$141,403.50) for the purchase of four (4) fine influent static screens to be installed at the City's wastewater treatment plants. This purchase will be funded from the FY20 Utility Enterprise Fund. Additionally, authorization for the City Manager and City Attorney is requested to prepare and execute any and all applicable contract documents consistent with this Agenda item.



WINTER SPRINGS, SCREEN REPLACEMENT Proposal Analysis

PROJECT NO: (Not Assigned)	CONTRACTOR NAME: VEOLIA WATER NORTH AMERICA - SOUTH, LLC		
PROJECT TITLE: Winter Springs Screen Replacement Static Screen Replacement			
PROJECT LOCATION: Winter Springs, FL	CLIENT: Winter Springs		
COMPANY NAME	Kusters Water 101 Zima Park Drive Spartanburg, SC 29304 864-208-9036 Michael Ronn Michael.Ronn@kusterswater.com 864-641-5691 Cell	JWC Enviromental 2889 Norland Ave Burnaby, BC Canada 863-665-8500 Matt Curls curlsm@barneypumps.com 863-557-6298 Cell	The Mack Company 17088 Gulf Pine Circle Wellington, FL 33414 Barry Gregoire bgregoire.mackcompany-fl.com Parkson
EQUIPMENT REPRESENTING	Kusters Water	JWC Environmental	Parkson
TECHNOLOGY	Static Screen	Static Screen	Static Screen
FAMILIAR WITH SITE CONDITIONS	Sent Drawings	Sent Drawings	Sent Drawings
Design Criteria Included	Yes	Yes	Yes
ACKNOWLEDGED ADDENDA	N/A	N/A	N/A
Proposal Form Signed	N/A	N/A	N/A
Freight Included	FOB Jobsite	FOB Shipping Point	FOB Shipping Point
Spare Parts (None Req. Per Spec.)	None Per Spec	None Per Spec	None Per Spec
Engineering Drawings	Yes	Yes	Yes
VENDOR ID			
Payment Terms	Winter Springs	Winter Springs	Winter Springs
Terms & Conditions	Winter Springs	Winter Springs	Winter Springs
Proposal Expiration (90D Per Spec)	Unknown	Unknown	Unknown
Process Clarifications	No	No	No
Breakdown			
Static Screen- 2 ea 72"	\$94,625.00		\$69,944.00
Static Screen- 2 ea 120"	Included		\$89,976.00
Static Screen- 4 ea 120"		\$105,724.00	
Overflow Trough 2 ea.	Included		Included
Screenings chute	See below	See below	Not Included
Pivoting Screen Option	\$9,150.00		Included
Field Service Check-out (2T, 1D)	Included	\$4,000.00	Included
Freight	FOB Jobsite Freight Allowed	\$8,000.00	FOB Factory Freight Allowed
Subtotal	\$103,775.00	\$117,724.00	\$159,920.00
		NON COMPLIANT	
Tax	Excluded	Excluded	Excluded
Enclosure	Not Included	\$11,752.00	Not Included
Screenings Solids chute	\$30,895.00	\$22,252.00	Not Included
TOTAL INCLUDING SOLIDS CHUTE	\$134,670.00	\$139,976.00	\$159,920 w/o chute



CITY OF WINTER SPRINGS, FLORIDA
PUBLIC WORKS & UTILITIES

1126 EAST STATE ROAD 434
WINTER SPRINGS, FLORIDA 32708
T: (407) 327-1800 | F: (407) 324-4753
www.winterspringsfl.org

February 17, 2020

Kusters Water
101 Zima Park Drive
Spartanburg, SC 29301

Attention: Michael Ronn

Re: Request for Quote for Static Screens, Priority Repairs

Dear Mr. Ronn:

The City of Winter Springs, Florida, owner of two wastewater treatment plants, through its contracted wastewater treatment plant operator, Veolia Water North America – South, LLC, requests that Kusters Water provide a quote for four (4) static screens in accordance with the attached drawings and specifications.

The City requests that Kusters Water provide a quote based on the attached Purchase Agreement for Equipment and Manufacturer's Services, including the Scope of Work attached thereto, which more fully explains the services requested in addition to fabrication and delivery of the requested screens.

As stated in the scope of work, the City requests that Kusters Water provide manufacturer's data with their quotation demonstrating that the screens proposed in their quotation will be considered an approved equal.

Please submit your quote, manufacturer's data, any exclusions or clarifications, and a confirmation of availability to meet the Project Schedule attached to the Purchase Agreement to both Lena Rivera, City of Winter Springs Public Works Director, and Darby Clay, Director of Capital Program Management for Veolia North America at the following email addresses: LRivera@winterspringsfl.org and Darby.Clay@Veolia.com. Any questions or clarifications regarding the scope of work and specifications shall also be directed to both Ms. Rivera and Mr. Clay.

Sincerely,
City of Winter Springs

Lena Rivera, PE
Public Works and Utilities Director

Cc: D. Clay

PURCHASE AGREEMENT FOR EQUIPMENT AND MANUFACTURER'S SERVICES

1. **AGREEMENT:** Except as provided in Paragraph 22 below, this purchase order, including these terms, conditions, the Scope of Work and specifications attached hereto and incorporated herein by reference, constitute the sole and entire agreement between the parties hereto (hereinafter "Agreement" or "Purchase Order"). Seller's acceptance of this Agreement is limited to the terms and conditions hereof, including the Scope of Work, and written confirmation, commencing performance, or making deliveries hereunder constitutes such acceptance, notwithstanding Seller's proposal or terms additional to or different from those set forth in this Agreement. The Seller's quotation is incorporated in and made a part of this Agreement only to the extent of specifying the nature and description of the goods and services ordered and then only to the extent that such items are consistent with the other terms of this Agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any of the terms or conditions hereof. The Buyer is the City of Winter Springs, Florida, (hereinafter referred to as the "City" or "Buyer").
2. **TIME IS OF THE ESSENCE:** Failure to perform services or deliver goods of the quality and quantity and within the time limit(s) specified by this Purchase Order shall, at the option of the City, relieve it of any obligation to accept and pay for such goods or services, including any undelivered shipments of goods. Upon failure to deliver as specified, the City may buy like goods or services elsewhere and charge the Seller with any increased cost or other loss incurred thereon, pursuant to applicable law, unless defective shipment of goods, or performance of defective services, as applicable, is agreed to by the City in writing. Any failure by the City to exercise its option with respect to any shipment of goods or performance of services shall not be deemed to constitute a waiver with respect to subsequent shipments of goods or performance of services. This provision is not in lieu of, and the City does not waive any remedies provided by law.
3. **WARRANTY:** With respect to services, Seller warrants unto the City that Seller has the competence and abilities to complete the services set forth herein. Seller will perform the services with due and reasonable diligence consistent with sound professional practices. With respect to goods, Seller warrants to City (a) that the goods shall be of the quality specified or of the test grade of their respective kinds if no quality is specified; shall conform to the specifications, drawings, samples and other descriptions contained herein, and to representations made by Seller or its representatives; be fit for City's particular purpose; and (b) that at the time the goods are accepted by the City, the goods shall have been produced, sold, delivered, and furnished in compliance with all applicable Federal and State laws, including but not limited to the Consumer Product Safety Act, the Federal Occupational Safety and Health Act, the Fair Employment Practices Act and the Equal Pay Act, and all applicable municipal ordinances, regulations, rules, labor agreements, and working conditions to which the goods are subject, (c) that the goods furnished hereunder are free of any claims or liens of whatever nature whether rightful or otherwise of any person, corporation, partnership or association.
4. **MODIFICATIONS:** Except as provided in Paragraph 22, this Agreement can be modified or rescinded only in writing and if signed by both parties, or their duly authorized agents.
5. **WAIVER:** The failure of the City to enforce any provision of this Agreement or exercise any right or privilege granted to the City hereunder shall not constitute or be construed as a waiver of any such provision or right and the same shall continue in full force.
6. **CITY OPTIONS:** City reserves the right to change specifications and delivery dates. Any difference in price required by such changes shall be equitably adjusted and the Agreement shall be modified in

writing accordingly. However, City reserves the right to delay shipment of the goods for up to thirty (30) days at no additional cost. City further reserves the right to terminate all or part of the work to be performed pursuant to this Agreement. In such event, City shall be liable only for materials or work done within the authorization of this Agreement. In no event shall City be liable for incidental or consequential damages by reason of such termination. Seller understands and agrees that if Seller makes any commitments or production arrangements in excess of the amounts set forth herein or in advance of the time necessary to meet City's delivery schedule, it does so at its own risk, and City shall have no liability to Seller or any other party relating to same. Goods shipped in advance of the time required in this Agreement may, at City's option, be returned to Seller at Seller's expense.

7. INDEMNIFICATION: Seller agrees to protect, indemnify, save and hold harmless City, its elected and appointed officials, officers, attorneys, and employees, from and against all losses, costs and expenses and from and against all claims, demands, suits and actions for damages, losses, costs, attorney's fees, expenses and from and against all liability awards, judgements, and decrees of whatsoever nature for any and all damages to property of the City or others of whatsoever nature and for any and all injury to any person (including death) arising out of or resulting from negligence of Seller, breach of this Purchase Order in the performance of services or the manufacture of goods, from any defect in materials or workmanship, from the failure of the goods to perform to its full capacity as specified in the Purchase Order, specifications of other data, or from the breach of any express or implied warranty. This indemnification includes claims made by the employees of the Seller against the City and the Seller hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes, or comparable worker's compensation state law. The obligations contained in this provision shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. This provision shall survive the termination of this Agreement.

8. PATENT INDEMNIFICATION: Seller represents and warrants that it has the right to use any and all intellectual property, either by licensure or ownership that is supplied, indirectly or directly, under this Purchase Order. Further, the Seller agrees that the City is relying on this representation and warranty to issue this Purchase Order. Seller agrees to hold harmless and to defend City against any claims of patent or copyright infringement occasioned by the manufacturer, sale or use of material supplied under this Purchase Order and to indemnify City, and its elected and appointed officials, officers, attorneys, and employees, against any damages occasioned by such claims whether justified or unjustified.

9. INSPECTION: City shall have a reasonable time after delivery or performance within which to inspect the goods or services. Goods rejected will, at Seller's expense, be returned to Seller or otherwise disposed of as Seller shall reasonably request. The cost of inspection of goods or services rightfully rejected shall be charged to the Seller. If reasonable inspection disclosed that part of the goods received or services performed are defective or nonconforming, City shall have the right to cancel any unshipped portion of the order or unperformed portion of the services. Payment for the goods or services on this Purchase Order prior to inspection shall not constitute acceptance thereof, and is without prejudice to any and all claims that City may have against Seller. The making or failure to make any inspection of, or payment for acceptance of, the goods or services, shall in no way impair City's right to reject nonconforming goods or services, recover damages or exercise any other remedy to which City may be entitled; notwithstanding City's knowledge of the nonconformity, its substantiality or the ease of its discovery.

10. TAXES: The City government is a non-profit operation and not subject to tax.

11. **CONTINGENCIES:** Performance of any obligation under this Agreement may be suspended by either party without liability, to the extent that an act of God, war, riot, fire, explosion, accident, flood, sabotage, inability to obtain fuel or power, governmental laws, regulations, or orders, or any other cause beyond the reasonable control of such party, or labor trouble, strike, lockout or injunction (whether or not such labor event is within the reasonable control of such party) delays, prevents, restricts or limits the performance of this Agreement or the consumption, sale, use or end use of goods or services. The affected party shall invoke this provision by promptly notifying the other party in writing of the nature and estimated duration of the suspension period. At City's option, either the Agreement period shall be extended by the term of any such suspension, or the total Agreement quantity hereunder shall be reduced by the quantity not delivered or performed during the term of such suspension, and, in either event, the Agreement shall otherwise remain unaffected. In such event that Seller's performance is suspended for more than sixty (60) days during the term hereof, City may, at its option, terminate this Agreement upon written notice to the Seller.

12. **PRICE PROTECTION:** Seller warrants that the price(s) set forth herein are equal to the lowest net price, and the terms and conditions of sale as favorable as the price(s), terms and conditions afforded by the Seller to any other customer for goods or services of compatible grade or quality during the terms hereof. Should City be able to purchase goods or services of the same or comparable quality from another source at a lower delivered cost than in effect hereunder, and City gives Seller written notice hereto, City may purchase such goods or services from such other sources at such lower delivered cost unless within fifteen days of receipt by Seller of said notice, Seller meets such lower delivered cost for such quantity of goods or services. Any quantity of goods or services so purchased from another source by City shall be deducted from the total quantity offered on this Agreement, but the Agreement shall otherwise remain unaffected.

13. **PACKAGING AND CARTAGE:** No charge will be allowed for packing, boxing or cartage unless agreed upon at the time of purchase, but damage to any goods not packed to insure proper protection to same will be charged to Seller. City's order number and quantity shipped will be marked or tagged on each package. City's count will be accepted as final and conclusive on any shipment not accompanied by itemized packing slip. Delay in or non-receipt of packing lists, statements or invoices in the number of copies specified or errors or omissions of any of these will be just cause for withholding payment.

14. **HAZARD:** Seller shall notify City of any inherent hazard and applicable precautions and protective measures and provide any additional relevant information, including but not limited to Material Data Safety Sheets, for the goods being purchased herein.

15. **QUANTITY:** The quantities of goods or duration of services as indicated on the face hereof, must not be exceeded without prior written authorization from City. Excess quantities may be returned to Seller at Seller's expense.

16. **ASSIGNMENT:** No right or interest in this Agreement shall be assigned by Seller without the prior written permission of the City and no delegation of any obligation owed by either City or Seller shall be made without the prior written permission of either party. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes.

17. **CHOICE OF LAW; VENUE:** The validity, interpretation, and performance of this Agreement shall be governed and construed in accordance with the laws of the State of Florida. In the event of any dispute under this Purchase Order, venue shall be in Seminole County, Florida for any state action and Orlando, Florida, for any federal action.

18. **PUBLIC RECORDS; RIGHT TO AUDIT RECORDS:** Written documents prepared by either the Seller or City in furtherance of this Agreement shall constitute a public record. Any such instrument maintained by Seller hereunder shall be delivered to the City upon request. The City shall also be entitled to audit the books and records of the Seller to the extent that such books and records relate to the performance of this Agreement. Such books and records shall be maintained by the Seller for a period of three (3) years from the date of final payment under this Agreement unless a shorter period is otherwise authorized in writing by the City.

19. **FISCAL YEAR FUNDING APPROPRIATION:** (a) Specified Period. Unless otherwise provided by law, a purchase order for supplies or services may be entered into for any period of time deemed to be in the best interest of the City, provided the term of the purchase order and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the initial fiscal period of the purchase order. Payment and performance obligations for succeeding fiscal periods shall be subject to the annual appropriation by City Council. (b) Cancellation Due to Unavailability of Funds in Succeeding Fiscal Periods. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year period, the purchase order shall be cancelled and the contractor shall be entitled to reimbursement for the reasonable value of any work performed to the date of cancellation.

20. **FAILURE TO EXECUTE PURCHASE ORDER:** Failure of the successful bidder to accept the Purchase Order as specified may be cause for cancellation of the award. In the event that the order is cancelled, the award may then be made to the second lowest responsive and responsible bidder, and such bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the bid award was made, or all bids may be rejected and made void by the City.

21. **INDEPENDENT CONTRACTOR.** The Seller shall perform the obligations of this Purchase Order as an independent contractor and under no circumstances shall it be considered as agent or employee of the City.

22. **OTHER RELATED AGREEMENTS.** In conjunction with, or prior to issuing this Purchase Order, the City may require the Seller to execute a full written agreement that is approved by the City Manager or City Council and executed by the City Manager or Mayor ("Master Agreement"). The Master Agreement shall take precedence over the terms and conditions set forth in this Purchase Order to the extent there are any conflicting terms and conditions. Otherwise, the Master Agreement and this Purchase Order shall be deemed supplemental to each other.

23. **SOVEREIGN IMMUNITY.** Nothing contained in this Purchase Order shall be construed as a waiver of the City's right to sovereign immunity under section 768.28, Florida Statutes, or other limitations imposed on the City's potential liability under state or federal law. The provisions of §768.28, Florida Statutes, and any other limitations or restrictions in the City's liability shall be deemed incorporated herein by this reference.

24. **INSURANCE.** During the term of this Agreement, Seller shall be responsible for providing the types of insurance and limits of liability as set forth below.

a. The Seller shall maintain comprehensive general liability insurance in the minimum amount of \$1,000,000 as the combined single limit for each occurrence and in the aggregate to protect the Seller from claims of property damages and personal injury which may arise from any Services performed

under this Agreement whether such Services are performed by the Seller or by anyone directly employed by or contracting with the Seller.

b. The Seller shall maintain comprehensive automobile liability insurance in the minimum amount of \$1,000,000 combined single limit bodily injury and minimum \$50,000 property damage as the combined single limit for each occurrence to protect the Seller from claims for damages for bodily injury, including wrongful death, as well as from claims from property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the Seller or by anyone directly or indirectly employed by the Seller.

c. The Seller shall maintain, during the life of this Agreement, adequate Workers' Compensation Insurance and Employers' Liability Insurance in at least such amounts as are required by law for all of its employees performing Work for the City pursuant to this Agreement.

Current, valid insurance policies meeting the requirements herein identified shall be maintained during the term of this Agreement. Renewal certificates shall be sent to the City thirty (30) days prior to any expiration date. There shall also be a thirty (30) day advance written notification to the City in the event of cancellation or modification of any stipulated insurance coverage. The City shall be an additional named insured on stipulated insurance policies included in this Section 24.a and 24.b herein, as its interest may appear, from time to time.

The insurance required by this Agreement shall include the liability and coverage provided herein, or as required by law, whichever requirements afford greater coverage. All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded will not be canceled, materially changed or renewal refused until at least thirty (30) days' prior written notice has been given to the City, and the Seller by certified mail, return receipt requested. All such insurance shall remain in effect until final payment. In the event that the Seller shall fail to comply with the foregoing requirement, the City is authorized, but in no event shall be obligated, to purchase such insurance, and the City may bill the Seller. The Seller shall immediately forward funds to the City in full payment for said insurance. It is expressly agreed that neither the provision of the insurance referred to in this Agreement nor the City's acceptance of the terms, conditions or amounts of any insurance policy shall be deemed a warranty or representation as to adequacy of such coverage. All insurance coverage shall be with insurer(s) rated as A+ by Best's Rating Guide (or equivalent rating and rating service as reasonably determined by the City Manager) and licensed or approved by the State of Florida to engage in the business of writing of insurance. The Seller shall cause its insurance carriers, prior to the effective date of this agreement to furnish insurance certificates specifying the types and amounts of coverage in effect pursuant hereto, the expiration dates of such policies, and a statement that no insurance under such policies will be canceled without thirty (30) days' prior written notice to the City in compliance with other provisions of this Agreement.

25. **ANTI-CORRUPTON.** Seller declares that to its knowledge, its legal representatives, directors, employees, agents, and anyone performing services for or on behalf of City pursuant to this Agreement do not and will not directly or indirectly offer, give, agree to give, authorize, solicit, or accept the giving of money or anything else of value or grant any advantage or gift to any person, company or undertaking whatsoever including any government official or employee, political party official, candidate for political office, person holding a legislative, administrative or judicial position of any kind for or on behalf of any country, public agency or state owned company, official of a public international organization, for the purpose of corruptly influencing such person in their official capacity, or for the purpose of rewarding or inducing the improper performance of a relevant function or activity by any

person in order to obtain or retain any business for City or to gain any advantage in the conduct of business for City.

26. **DEBARMENT.** Seller further undertakes to ensure that neither Seller nor any of its legal representatives, directors, employees, agents, subcontractors and anyone performing services for or on behalf of City under this Agreement has been, or is listed by any government agency as being debarred, suspended, proposed for suspension or debarment, or otherwise ineligible for participation in government procurement programs and/or bidding following invitations to bid advertised by the World Bank or any other international development bank.

27. **ATTORNEY'S FEES.** Should either party bring an action to enforce any of the terms of this Agreement, each party shall bear its own costs and expenses of such action including, but not limited to, reasonable attorney's fees, whether at settlement, trial or on appeal.

28. **COMPENSATION AND PROMPT PAYMENT.** Payment shall be due and payable as provided by the Florida Local Government Prompt Payment Act s.218.70 et. seq., Florida Statutes. For the performance and full completion of the goods and services specified herein and in the attached Scope of Work, the City and Seller agree that the Seller shall be paid a lump sum total of \$_____, inclusive of all goods and services, materials, and expenses directly related to the services. There shall be no other compensation due Seller for the services provided under this Agreement, unless specifically agreed to by the City in writing. The lump sum shall be paid in monthly installments based on a percent complete of work complete to date. Payment requests shall be made to the City by submitting a proper invoice detailing the services performed and the payment requested. Payment will not be made for tasks not performed or for portions of any tasks not performed.

29. **NOTICES.** Any Notice given as provided herein shall be deemed received as follows: if delivered by personal service, on the date so delivered; if delivered to an overnight courier service, on the business day immediately following delivery to such service; and if mailed, on the third business day after mailing. Any notices required to be given by the terms of this Agreement shall be delivered by hand or mailed, postage prepaid to:

For Seller:

For City:
City of Winter Springs
Utilities/Public Works Department
Attention: Utilities/Public Works Director
1126 E. State Road 434
Winter Springs, Florida 32708
(407) 327-5989

IN WITNESS WHEREOF, the parties hereto caused this Agreement to be executed by their duly authorized representatives as of the date first written above.

CITY:
CITY OF WINTER SPRINGS

SELLER:

By: _____

By: _____

Print Name/Title: _____

Print Name/Title: _____

ATTEST:

By: _____
City Clerk

ATTACHMENT A

Scope of Work

GENERAL

- A. Veolia Water North America- South, LLC (Veolia) has entered into a contract with the City of Winter Springs (City) to provide Contract Operations for the City's wastewater treatment facilities. Veolia is currently in the process of assisting the City with repairs/upgrades of the City's WWTP equipment/facilities. The detailed scope of work for this procurement is defined herein.
- B. The City of Winter Springs WWTP facilities (East and West Plants) are operated by Veolia North America under contract to the City of Winter Springs. These facilities each have a rated capacity of approximately 2.0 million gallons per day (mgd) and treat wastewater generated in the sewer service area of the City. Generally, the overall scope of this procurement is to provide upgraded screening at each plant to achieve a much more efficient process.
- C. The City solicits proposals for Seller to furnish four (4) Hycor Hydroscreens (or approved equal) for the City of Winter Springs on their East and West Waste Water Treatment Plants. The equipment shall be supplied by a single vendor, and shall be stored, maintained during storage, and delivered to the project site based on the schedule in Section 5.B. Manufacturer's representative field services must also be furnished.
 - i. The City requests that sufficient information is provided with the quotation to ascertain that the equipment proposed in the quote will meet the project specifications including performance, construction materials, and options.
 - ii. The City draws specific attention to the East WRF screens which will each include the "Overflow Trough" that will be included on each of the 72" screens to provide for a "high flow bypass" back to the surge basin.
- D. The City of Winter Springs is hiring one or more contractors to install the equipment furnished under this Agreement (hereinafter collectively referred to as the "Contractor"). Veolia's role is to assist the City of Winter Springs to develop and pre-purchase the specified equipment to reduce the duration of the installation contract associated with the Future Priority Repairs. The Bidder shall interface directly with Veolia regarding delivery, unloading, and storage, and directly with the Contractor regarding installation and field services.
- E. Where references are made to "Engineer", this shall refer to CPH, the engineering firm retained by the City of Winter Springs for design of the Priority Repairs project.
- F. Manufacturer to administer and make sure all employees working on the project providing services have read, understand and signed a copy of the "Jobsite Safety Rules". This is a requirement to be allowed to work at the treatment plant. Manufacturer to make available all completed safety forms and will keep a log of all employees' and subcontractors who have complete the form.
- G. The Manufacturer will be required to ensure that its employees and any sub-contractors are equipped with the appropriate Personal Protective Equipment (PPE) as specified in the site

specific training. The minimum PPE per employee required for contracted work activities shall be a Hard Hat, Safety Glasses with side shields and steel toed protective footwear. Personal Protective Equipment must comply with the most recent version of the ANSI standard associated with the equipment being utilized.

2. DEFINITIONS

- A. For the purpose of this Agreement, the term “Bidder”, “Seller” “Contractor” “Subcontractor”, “Vendor” and “Supplier” shall mean the same.
- B. For the purpose of this Agreement, the term “Company”, “Buyer”, “Veolia Water”, “Veolia Water North America”, “VWNA” or “Operator” shall mean Veolia Water North America - South, LLC.
- C. For the purpose of this Invitation to Bid, the term “Customer” or “Owner” shall mean the “City of Winter Springs, Florida”
- D. For the purpose of this Agreement, the term “PO” or “Purchase Order”, and “Contract” or “Subcontract” shall mean the same.

3. SCOPE OF SERVICES

- A. The scope of services involves the furnishing of four (4) static screens with type 304 stainless steel components and all other equipment, parts and services as specified in the technical specifications contained in Appendix C.

4. SCHEDULE

- A. Shop drawings for the equipment shall be submitted to Veolia no later than four (4) weeks after Notice to Proceed (NTP) is given to the successful Bidder.
- B. Equipment purchased under this Agreement shall be stored and maintained by the Manufacturer in accordance with the requirements of Appendix C, Section 01600. Equipment shall be delivered to the project site when requested by Veolia. It is estimated that the equipment will be called for delivery per the following schedule:

• Seller delivers quotation	February 21, 2020
• Owner review/Finalize Pricing	February 26, 2020
• Negotiate Terms with Seller	March 4, 2020
• Owner approval of Purchase Agreement	March 9, 2020
• Submit/Review/Fab/Deliver Equipment	May 19, 2020

- C. The above schedule may change based on the actual construction schedule provided by the Contractor. Manufacturer’s field services shall be provided when requested by the Contractor and as specified in Section 7.
- D. If the above schedule for Submit/Review/Fabricate/Deliver Equipment cannot be met, provide the best schedule that can be provided with the quotation to include the number of calendar days required for:
 - i. After receipt of Purchase order: Calendar days to Submit shop drawings.
 - ii. After receipt of approval of shop drawings: Calendar days to Fabricate and Deliver Equipment to the site.

5. SUBMITTALS
 - A. Submittals for equipment purchased under this Agreement shall be in accordance with Appendix C, SECTION 01300, SHOP DRAWINGS, SUBMITTALS AND SAMPLES. Time is of the essence in this procurement. Every effort shall be made by the supplier to meet the above schedule including expediting the submission of required submittals. No samples will be required.
6. STORAGE, HANDLING AND DELIVERY
 - A. The City of Winter Springs intends to issue a separate bid package (or packages) for installation of the equipment purchased under this AGREEMENT. Storage, handling and delivery of the equipment purchased under this AGREEMENT shall be in accordance with Appendix C, SECTION 01600, MATERIALS AND EQUIPMENT. **EQUIPMENT SHALL BE QUOTED AS FOB JOBSITE.**
7. MANUFACTURER'S SERVICES
 - A. Manufacturer's services shall be provided in accordance with Appendix C, SECTION 01430. The manufacturer shall include with this quotation:
 - i. One trip for the screen at the East WWTP. This trip will include 1- 8 Hr day to include verification of proper installation, startup of the equipment and training of operations staff.
 - ii. One trip for the screens at the West WWTP. This trip will include 1- 8 Hr day to include verification of proper installation of the two screens at that facility.
 - iii. Provide completed certificates as listed in Appendix A.
8. WARRANTY
 - A. Equipment provided under this AGREEMENT shall be furnished with a factory warranty against defects for a period as defined in Appendix C, SECTION 01600, MATERIALS AND EQUIPMENT.
 - B. The manufacturer shall provide a certificate of warranty for a period of one year. The warranty period will begin for each piece of equipment on the date of "Substantial Completion/Beneficial Occupancy" once the equipment is placed into service and the City begins utilizing the equipment for intended purpose. The manufacturer's certificate of warranty shall document this date.
9. RELEASE OF LIENS

The Unconditional Final Waiver and Release of Liens and Claims Form contained in Appendix B shall accompany Seller's final invoice.
10. Appendices to Scope of Work, attached hereto and incorporated by reference:

Appendix A	Certificates of Installation, Start-Up and Training
Appendix B	Unconditional Final Waiver and Release of Liens
Appendix C	Technical Document Attachments

APPENDIX A – SCOPE OF WORK

CERTIFICATES OF INSTALLATION, START-UP AND TRAINING

1.1 CERTIFICATES OF INSTALLATION, START-UP AND TRAINING

- A. During the field service technician’s Start-up trip the following forms shall be completely filled out and given to a BUYER Representative. (for each piece of equipment)
 - 1. Equipment Manufacturer’s Certificate of Proper Installation
 - 2. Equipment Manufacturer’s Certificate of Start-up and Testing
 - 3. Equipment Manufacturer’s Certificate of Training

EQUIPMENT MANUFACTURER'S CERTIFICATE
OF PROPER INSTALLATION

Project Name: **City of Winter Springs**
Priority Repairs- Screen Procurement

Project No. TBD

Purchase Order No. _____

EQUIPMENT SPECIFICATION SECTION _____

EQUIPMENT TAG AND DESCRIPTION _____

I _____, authorized representative of
(Print Name)

(Print Manufacture's Name)

hereby CERTIFY that _____

(Print equipment name and model with serial number)

installed for the subject project [has] [have] been installed, aligned and lubricated in a satisfactory manner and is ready for operation.

CERTIFIED BY: _____ DATE: _____
(Signature of Manufacturer's Representative)

COMMENTS: _____

EQUIPMENT MANUFACTURER'S CERTIFICATE
OF START-UP AND TESTING

Project Name: **City of Winter Springs**
Priority Repairs- Screen Procurement

Project No. TBD

Purchase Order No. _____

EQUIPMENT SPECIFICATION SECTION _____

EQUIPMENT TAG AND DESCRIPTION

I _____, authorized representative of
(Print Name)

(Print Manufacturer's Name)

hereby CERTIFY that _____
(Print equipment name and model with serial number)

installed for the subject project [has] [have] been installed, inspected, lubricated, mechanical, electrical and controls checked-out, wet tested and placed into initial operation in a satisfactory manner and is ready to be placed into continuous operation. An attached punch list is provided for any final minor equipment and/or installation related issues.

CERTIFIED BY: _____ DATE: _____
(Signature of Manufacturer's Representative)

[I] [We] the undersigned, acknowledge that the start-up and testing by the manufacturer's representative has been performed for the referenced equipment.

VEOLIA CPM	_____	DATE: _____
VEOLIA Operations Rep.	_____	DATE: _____
Owner's Representative	_____	DATE: _____

EQUIPMENT MANUFACTURER'S CERTIFICATE OF TRAINING

Project Name: **City of Winter Springs**
Priority Repairs- Screen Procurement

Project No. TBD

Purchase Order No. _____

EQUIPMENT SPECIFICATION SECTION _____

EQUIPMENT TAG AND DESCRIPTION

I _____, authorized representative of
(Print Name)

(Print Manufacturer's Name)

hereby CERTIFY that _____
(Print equipment name and model with serial number)

installed for the subject project [has] [have] been installed in a satisfactory manner, [has] [have] been satisfactory tested, [is] [are] ready for operation, and the assigned operating personnel have been suitably instructed in the operation, lubrication and care of the unit[s] on Date: _____ Time: _____.

CERTIFIED BY: _____ DATE: _____
(Signature of Manufacturer's Representative)

ACKNOWLEDGMENT OF MANUFACTURER'S INSTRUCTION/TRAINING

[I] [We] the undersigned, acknowledge that the plant operating personnel have received classroom and hands on instruction and training on the operation, lubrication and maintenance of the subject equipment and that operating personnel are prepared to assume normal operational responsibility for the equipment:

(Attach a separate training sign-in sheet with the name(s), company represented, title and phone numbers of all participants in the training)

VEOLIA CPM _____ DATE: _____

VEOLIA Operations Rep. _____ DATE: _____

APPENDIX B – SCOPE OF WORK

UNCONDITIONAL FINAL WAIVER AND RELEASE OF LIENS AND CLAIMS UPON FINAL PAYMENT

STATE OF _____

COUNTY OF _____

The undersigned representative of _____ ("Contractor"), has, under an agreement with **City of Winter Springs**, furnished certain materials, equipment, services, and labor for the project known as the **"Priority Repairs- Screen Procurement"** (the "Project").

Effective upon receipt of the sum of \$_____, Contractor waives and releases any and all claims, demands, actions, causes of action or other rights against Veolia, the City of Winter Springs and the real property on which the Project is erected, at law, in contract, tort, equity or otherwise, and any and all liens or claims of liens or any right against any labor and/or material bond Contractor has, may have had or may have in the future arising out of Contractor's performance of work on the Project.

The Contractor further represents that all of its obligations, legal, equitable, or otherwise, relating to or arising out of its work on the Project have been, or shall be within 10 days after the date of final payment by the City of Winter Springs and/or Veolia, fully satisfied, including, but not limited to obligations relating to:

- Employees, laborers, materialmen, and Contractors employed by the Contractor;
- Labor, materials, equipment and supplies furnished by others to the Contractor; and
- Sales and use taxes, social security taxes, income tax withholding, unemployment insurance, privilege taxes, license fees, and any other taxes and obligations imposed by governmental authorities.

This Waiver and Release is freely and voluntarily given and the Contractor acknowledges and represents that it has fully reviewed the terms and conditions of this Waiver and Release, that it is fully informed with respect to the legal effect of this Waiver and Release, and that it has voluntarily chosen to accept the terms and conditions of this Waiver and Release in return for the payment recited above. The Contractor understands, agrees and acknowledges that, upon payment, this document waives rights unconditionally and is fully enforceable to extinguish all claims of the Contractor as of the date of execution of this document by the Contractor. The Contractor understands that the failure to complete correctly any of the blank spaces in this document shall not invalidate the document so long as the subject matter of this Waiver and Release may reasonably be determined.

FOR SUPPLIER:

By: _____

Typed Name: _____

Title: _____

Date signed: _____

AFFIDAVIT

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of (___) physical presence or (___) online notarization, this ____ day of _____, 2020, by _____, the _____ of _____, a _____, on behalf of the corporation, who is personally known to me or produced _____ as identification.

(NOTARY SEAL)

(Notary Public Signature)

(Print Name)

Notary Public, State of _____

Commission No.: _____

My Commission Expires: _____

APPENDIX C – SCOPE OF WORK
TECHNICAL DOCUMENT ATTACHMENTS

1. SECTION 01300 (SUBMITTALS)
2. SECTION 01430 (MANUFACTURER’S SERVICES)
3. SECTION 01600 (MATERIALS AND EQUIPMENT)
4. SECTION 01730 (OPERATION AND MAINTENANCE DATA)
5. TECHNICAL SPECIFICATIONS MODEL HS72DF
6. TECHNICAL SPECIFICATIONS MODEL HS120DF
7. PROJECT DRAWINGS
 - a. C-3
 - b. C-8
 - c. C-12
 - d. C-16
 - e. C-20

SECTION 01300
SHOP DRAWINGS, SUBMITTALS AND SAMPLES

1. GENERAL

1.1 Scope of Work

A. The Vendor/Supplier shall submit to The City of Winter Springs and CPH for review and approval, such Shop Drawings, Test Reports, and Product Data on materials and equipment (hereinafter in this Section called Product Data), and material samples (hereinafter in this Section called Samples) as are required for the proper supply of equipment, including but not limited to those Shop Drawings, Product Data, and Samples for materials and equipment specified elsewhere in the Specifications and in the Contract Drawings.

B. Shop Drawings

1. Shop Drawings are original drawings, prepared by the supplier, or distributor, which illustrate some portion of the work; showing general assembly, layout setting, or erection details. Refer to Article 1.4 herein.
2. Shop drawings shall be prepared by a qualified detailer.

C. Product Data

1. Product data are manufacturer's standard schematic drawings and manufacturer's catalog sheets, brochures, diagrams, schedules, performance charts, illustrations, and other standard descriptive data.
2. Standard drawings shall be modified to delete information which is not applicable to the project and supplemented to provide additional information applicable to the project.
3. Catalog sheets, brochures, etc., shall be clearly marked to identify pertinent materials, products, or models.

D. Samples are physical examples to illustrate materials, equipment, or workmanship and to establish standards by which work is to be evaluated.

E. All Vendor/Suppliers providing equipment and products specified herein shall also submit their operation and maintenance manuals and data for this Project on CD/DVD/BD's in Microsoft Word (latest version), or searchable PDF formats. All

graphic files shall be in JPEG for pictures or illustrations and DWG or DXF formats for all drawings.

1.2 Manufacturer/Supplier Responsibility

- A. The Vendor/Supplier’s responsibility for errors and omissions in submittals is not relieved by the Engineer’s review of the submittals.
- B. All submittals shall be accompanied with a transmittal letter containing the following information:
 - 1. Date.
 - 2. Project Title.
 - 3. Vendor/Supplier information including primary contact person.
 - 4. The number of each Shop Drawing, Project Data, and Sample submitted.
 - 5. Notification of Deviations from Contract Documents
 - a. The Vendor/Supplier shall indicate in **“bold type”** at the top of the cover sheet of the submittal of shop drawing if there is a deviation from the Contract Drawings, Specifications, or referenced specifications or codes.
 - b. ***The Vendor/Supplier shall also list any deviations from the Contract Drawings, Specifications, or referenced specifications or codes*** and identify in **“blue”** ink prominently on the applicable Shop Drawings.
 - 6. Specification Section Number and if applicable, the Contract Drawing Number(s).
- C. All drawings, schematics, manufacturer’s product data, certifications and other shop drawing submittals required by a system specification shall be submitted at **“one time”** as a package to facilitate interface checking.
- D. ***The Vendor/Supplier shall submit a minimum of two paper/hard copies and an electronic PDF copy of descriptive literature or product data information and Shop Drawings to The City of Winter Springs and CPH. If vendor wishes to have hard copies of the approved shop drawings then additional hard copies over and above the two required for the City and CPH shall be provided.***
- E. Submittals shall, at a minimum, shall include the following information:

Owner's Name:	City of Winter Springs, Florida		
Project Name:	City of Winter Springs: WRF Rehabilitation Project		
CPH Project Number:	W04185		
Shop Drawing No.:	_____		
Specification Section:	_____	Contract Drawing No.:	_____
<p>With respect to this shop drawing or sample, I have determined and verified all quantities, dimensions, specified performance criteria, installation requirements, materials, catalog numbers, and similar product data with respect thereto and reviewed or coordinated this shop drawing or sample with other shop drawings and samples and with the requirements of the work, the Contract Documents and the existing Field Conditions.</p> <p>_____ No variation from contract documents _____ Variation from contract documents as shown</p>			
Manufacturer's name:	_____		
Manufacturer's address:	_____		
Contact person:	_____		
By:	_____	Date:	_____
	Authorized Signature		

F. Submittals shall be clearly legible and note only the items to be reviewed. If a submittal lists several options or models, the Vendor/Supplier shall specifically indicate what they are proposing to furnish. If the item is not identified, the shop drawing will be “rejected”.

1.3 Engineer’s Review of Shop Drawings

- A. The Engineer's review of Shop Drawings, Product Data, and Samples as submitted by the Manufacturer/Supplier will be used to determine if the item(s) generally conforms to the information in the Contract Documents and is compatible with the design concept. The Engineer's review, and exceptions, if any, **will not** constitute an approval of means, methods, techniques, sequences, procedures of construction, safety precautions, dimensions, connections, quantities, and details of the material, equipment, device, or item shown.
- B. **The review and approval of a separate item will not constitute approval of the assembly in which the item functions.**
- C. According to the requirements of the particular local regulatory agency having jurisdiction or the requirements of the Owner or utility company, there may be a

required review of the shop drawings by the local regulatory agency, or the Owner, or utility company in addition to the review by the Engineer.

- D. When reviewed by the Engineer, each of the Shop Drawings will be identified as having received such review being so stamped and dated. Shop Drawings will be stamped with one of the following:

Stamp	Description
Approved	The submittal is approved as submitted and in accordance with the Contract Documents.
Approved as Noted	The Vendor/Supplier shall incorporate the Engineer's comments into the submittal before release to the manufacturer. The Vendor/Supplier shall send a letter to the Engineer acknowledging the comments and their incorporation into the Shop Drawing.
Revise and Resubmit	The Vendor/Supplier shall resubmit the shop drawing to the Engineer. The resubmittal shall incorporate the Engineer's comments highlighted on the shop drawing.
Reject	The Vendor/Supplier shall resubmit the shop drawing with materials or equipment meeting the specifications for review by the Engineer.

- E. Resubmittals will be handled in the same manner as first submittals. On resubmittals the Vendor/Supplier shall direct specific attention, in writing or on resubmitted shop drawings, to revisions other than the corrections requested by the Engineer on previous submissions. ***The Vendor/Supplier shall address and make any corrections required by the Engineer.***
- F. If the submittal is “not satisfactory”, the marked up submittal will either be returned to the vendor as a PDF if only two copies of the submittals were provided, or if more than two copies were provided then one (1) set of prints will be retained by the Engineer and one (1) set of prints will be retained by the City, the remaining documents and prints will be returned to the Vendor/Supplier for appropriate action.

1.4 Shop Drawings

- A. When used in the Contract Documents, the term "shop drawing" shall be considered to mean plans for materials and equipment which become an integral part of the Project.
- B. ***Shop drawings shall be complete and detailed*** and shall consist of fabrication, erection and installation, layout, setting and schedule drawings, manufacturer's scale drawings, wiring and control diagrams, catalog cuts, catalogs, pamphlets, descriptive literature, mix design, performance and test data, and all other drawings and descriptive data pertaining to materials, equipment, piping, duct and conduit systems, and methods of construction as may be required to show that the materials,

equipment or systems, and the positions thereof conform to the Contract requirements. As used herein, the term "manufactured" applies to standard units

usually mass-produced; and "fabricated" means items specifically assembled or made out of selected materials to meet individual design requirements.

- C. **Shop drawings shall establish the actual detail of all manufactured or fabricated items**, indicate proper relation of adjoining work, amplify design details of mechanical and electrical equipment in proper relation to physical spaces in the structure, and incorporate minor changes of design or construction to suit the actual conditions. Shop drawings shall be drawn to scale and shall be completely dimensioned.
- D. If shop drawings cover more than one piece of equipment or components, the shop drawings shall show the entire assembly and the relationship and connections between all components.
- E. Manufacturer's data shall include all standard published information describing the products, systems, methods and performance. Include the manufacturer's name, address, telephone number, e-mail address and standards to which the products comply. Manufacturer's catalog sheets, brochures, diagrams, illustrations, and other standard descriptive data shall be clearly marked to identify pertinent materials, products, or models. **Delete information which is not applicable to the Work by striking or cross-hatching.**
- F. Shop drawings, including manufacturer's literature, catalog cuts, or other printed material shall be entitled with the name of the project on each sheet and shall otherwise be identified by listing the particular Division, Section, Article, or reference of the work pertaining thereto. Differing items **shall not** be submitted on the same sheet.
- G. Product data on materials and equipment shall include, without limitation, materials and equipment lists, catalog data sheets, catalog cuts, performance curves, diagrams, verification of conformance with applicable standards or codes, materials of construction, and similar descriptive material. Materials and equipment lists shall give, for each item thereon, the name and location of the supplier or manufacturer, trade name, catalog reference, size, finish, and all other pertinent product data.
- H. For all mechanical and electrical equipment furnished, the Vendor/Supplier shall provide a list including the equipment name, address, e-mail address, and telephone numbers of the representative and service company so that service and/or spare parts can be readily obtained.
- I. If drawings show variations from the Contract requirements because of standard shop practice or for other reasons, the Vendor/Supplier shall describe such variations in their letter of transmittal.

- J. Shop drawings shall include specific information related to the installation proposed for this Project. Special shop drawings shall be submitted when necessary to show all details and requirements for anchorage, interface with other equipment, special fabricated products, and other information not shown on the standard manufacturer's submitted data.
- K. Certifications or test reports that may be required for submission in accordance with the technical specifications, shall contain the name (or signature), address, telephone number and e-mail address of the person(s) responsible for the certification or test who shall be authorized to make such certifications.

1.5 Samples

- A. The Vendor/Supplier shall furnish, for the approval of the Engineer, samples required by the Contract Documents or as requested by the Engineer to illustrate materials, equipment or workmanship and to establish standards by which the work is to be evaluated. Samples shall be delivered to the Engineer as specified or directed. The Vendor/Supplier shall prepay all shipping charges on samples.
- B. Samples shall be of sufficient size and quantity to clearly illustrate:
 - 1. Functional characteristics of the product, with integrally related parts and attachment devices.
 - 2. Full range of color, texture, and pattern.
 - 3. A minimum of three (3) samples of each item shall be submitted.
- C. Each sample shall have a label indicating:
 - 1. Name of Project.
 - 2. Name of Vendor/Supplier.
 - 3. Material or equipment represented.
 - 4. Place of origin.
 - 5. Name of producer/supplier and brand (if any).
 - 6. Submittal, specification and/or Contract Drawing numbers.
- D. Samples of finished materials shall have additional marking that will identify them under the finished schedules.
- E. The Vendor/Supplier shall prepare a transmittal letter and a description sheet for each shipment of samples. The description sheet shall contain the information

required in Articles 1.5(B) and 1.5(C) above. They shall enclose a copy of the letter and description sheet with the shipment and send a copy of the letter and description sheet to the Engineer.

1.6 Operation and Maintenance Manuals

A. Submittal Requirements

1. The Vendor/Supplier shall submit a “preliminary draft” and “final” O&M Manuals in accordance with Article 1.7, Section 01730, Operation and Maintenance Data”.
2. The form of the Operation and Maintenance Manual submittals shall be in accordance with Article 1.3, Section 01730, Operation and Maintenance Data”.
3. The content of the Operation and Maintenance Manuals shall be in accordance with Articles 1.3 - 1.6, Section 01730, Operation and Maintenance Data”.
4. Operation and Maintenance Manuals specified herein are in addition to any operation, maintenance, or installation instructions by the Vendor/Supplier to install, test, and start-up equipment.
5. Manuals shall be provided for each piece of equipment including individual components and subsystems of complete assemblies. The section of the manual on operation shall describe the function of each component and its relationship to the system of which it is a part. Where several models, options, or styles are described, the manual shall identify the items actually provided for the project.
6. Vendor/Supplier shall provide an excel data table with the O&M Manuals, that will include, at a minimum, product information, such as Make, Model Number, Serial Number, and other such information as required by the City of Winter Springs in order to develop an asset management list for the equipment incorporated into the facility.
7. Instruction of the Owner’s personnel shall be in accordance with Article 1.8, Section 01730, Operation and Maintenance Data”.
8. ***In addition to standard O&M Manuals hard copies, all Vendor/Suppliers providing equipment and products specified herein shall also submit their operation and maintenance manuals and data for this Project on CD/DVD/BD’s in Microsoft Word (latest version) format. All graphic files shall be in JPEG, all drawings shall be DWG or DXF formats. All O&M Manual files shall also be submitted electronically on CD/DVD/BD’s in searchable PDF format.***

B. The Vendor/Supplier is directed to thoroughly review Section 01730, “Operation and Maintenance Data”, for additional detailed information with respect to O&M Manuals.

2. PRODUCTS - NOT USED

3. EXECUTION - NOT USED

END OF SECTION

SECTION 01430 MANUFACTURER'S SERVICES

1. GENERAL

1.1 Description

A. Work Specified Herein

1. Mechanical start-up services.
2. Process start-up services.
3. Training services.

1.2 Definitions

A. The following definitions shall apply wherever used herein and elsewhere in the Specifications:

1. Factory Serviceman: A person trained by the manufacturer of the equipment and experienced in the installation, maintenance, start-up and operation of the specified equipment.
2. Factory Process Specialist: A person trained and experienced in adjusting and optimizing the operation of the specified equipment to assure proper operation of the equipment as a part of the system in which it is installed.
3. Factory Trained Specialist: A person trained, experienced in the operation and maintenance of the specified equipment, and capable of training the Owner's personnel in the operation and maintenance of the equipment and systems.
4. Eight-Hour Working Day: A minimum of eight hours of on-site work, exclusive of travel time to and from the project location. Consecutive days include the five (5) working days in a week, exclusive of Saturday and Sunday.

1.3 Submittals

- ##### A. At the time of submittal of shop drawings and product data, ***the Vendor/Supplier shall submit the names and qualifications of the manufacturer's personnel who will perform manufacturer's services*** as specified here and elsewhere. Failure to provide this information with the shop drawings will lead to "rejection" of that shop drawing submittal.

2. PRODUCTS - NOT USED

3. EXECUTION

3.1 General

- A. All manufacturers' services shall be performed in the presence of Veolia and a representative of the Owner.
- B. The Vendor/Supplier shall be responsible for scheduling and coordinating the manufacturer's site visits with Veolia so that the ***Owner is given a minimum of ten (10) calendar days written notice prior to the site visit and shall be given a minimum of three (3) calendar days written notice of cancellation of a site visit.*** The time of written notification of the Owner shall mean from the date of receipt of the notification by the Owner, not the date that the Manufacturer/Supplier issued the written notification.
- C. Mechanical start-up services shall be performed following complete installation of the equipment item or system.
- D. Process start-up services shall be performed at the time the equipment item or system is required by the treatment process.
- E. Initial training services shall be performed at the time of process start-up and be in accordance with Section 01730, "Operation and Maintenance Data".

3.2 Mechanical Start-Up Services

- A. Mechanical start-up services shall consist of checking the installed equipment electrically and mechanically to insure it has been installed correctly, wired correctly, properly lubricated, and is ready to operate.
- B. Mechanical start-up services shall be performed by a Factory Serviceman and shall consist of a minimum of the number of consecutive eight (8) hour working days specified in the individual equipment Specifications.
- C. The Vendor/Supplier shall notify and coordinate with Veolia for any required equipment, supplies, and services, including power, water, wastewater, sludge, air, compressed gases, etc., and the availability of subcontractors and skilled tradesmen as necessary for mechanical start-up services.
- D. Mechanical start-up will not be considered complete until all installation and material difficulties have been corrected. Upon completion of the mechanical start-up services, the manufacturer shall submit to the Engineer Certificates of Installation, Start-Up and Training.
- E. As part of the above certification, the manufacturer shall submit to the City written interim operation and maintenance activities required to ensure that the

equipment will remain in operating condition between the mechanical start-up service and process start-up. This information is in addition to information submitted for preparation of an operation and maintenance manual for the City.

3.3 Process Start-Up Services

- A. Process start-up services shall consist of start-up of the equipment at the time required by the treatment process and final adjustment, calibration, etc., required to optimize operation of the equipment. Process start-up shall also consist of the additional services specified in the individual equipment specifications.
- B. Process start-up services shall be performed by a Factory Process Specialist and shall consist of a minimum of the number of consecutive eight (8) hour working days specified in the individual equipment specifications.
- C. The Vendor/Supplier shall notify and coordinate with Veolia for arranging for or providing all required equipment, supplies, and services, including power, water, wastewater, air, compressed gases, etc., and the availability of subcontractors and skilled tradesmen as necessary for process start-up services.
- D. Upon completion of the process start-up services, the manufacturer shall submit to Veolia/City of Winter Springs Certificates of Installation, Start-Up and that the equipment is operating properly.

3.4 Training Services

- A. Training services shall, at a minimum, consist of the following:
 - 1. Initial instruction of the Owner's personnel in the operation and maintenance of the equipment consisting of the number of **consecutive eight (8) hour working days of "classroom" and "hands-on" training** specified in the individual equipment specifications.
- B. Training shall be performed by a Factory Trained Specialist from the manufacturer. **Training materials shall be supplied to Veolia for forwarding on to the Owner at least seven (7) calendar days prior to the date of the training by the Factory Trained Specialist.**
- C. All training shall be performed at the Owner's facilities, unless otherwise specified.
- D. **Each manufacturer's training service will be video recorded by Veolia, in color 1080p HD, for the purpose of O&M training and will be distributed to the City of Winter Springs.**

END OF SECTION

SECTION 01600
MATERIALS AND EQUIPMENT

1. GENERAL

1.1 Description

A. Scope of Work

1. In general, the material and equipment incorporated into the Work shall meet the requirements of the General Conditions as well as the following minimum requirements:
 - a. Conform to applicable specifications and standards.
 - b. Comply with size, make, type and quality specified, or as specifically approved in writing by the Engineer.
 - c. Manufactured and fabricated products
 - 1) Design, fabricate and assemble in accordance with the best engineering and shop practices.
 - 2) Manufacture like parts of duplicate units to standard sizes and gauges, to be interchangeable.
 - 3) Any two (2) or more items of the same kind, type or classification, and being used for identical types of service, shall be manufactured by the same manufacturer.
 - 4) Products shall be suitable for service conditions intended supplied with all accessories, trim, finish, safety guards, and other devices needed.
 - 5) Equipment capacities, sizes and dimensions shown or specified shall be adhered to unless variations are specifically approved in writing.
 - 6) Only new, unused, and undamaged materials and equipment shall be incorporated into the Work.
 - d. Do not use material or equipment for any purpose other than that for which it is designed or specified.

1.2 Approval and Samples of Materials and Equipment

- A. Only “new” materials and equipment shall be incorporated in the Work, unless otherwise noted by the Contract. All materials and equipment furnished by the**

Manufacturer/Supplier shall be subject to the inspection and approval of Engineer.

1.3 Manufacturer's Instructions for Installation

- A. If the products being supplied require any special handling or installation techniques or procedures, the Vendor/Supplier shall provide this information with the Shop Drawing submittal package. Five (5) copies of the printed instructions shall be provided so that Veolia/City of Winter Springs can distribute copies of such instructions to all parties involved in the installation, as well as maintain one (1) set of complete instructions at the job site during installation and until Project completion.

1.4 Transportation and Handling

- A. The Vendor/Supplier shall be responsible to coordinate with Veolia/City of Winter Springs for the deliveries of products in accordance with construction progress schedules.
- B. Coordinate delivery to ensure the minimum holding time for items that are flammable, hazardous, easily damaged, sensitive to deterioration, or subject to theft.
- C. It is the responsibility of the Vendor/Supplier to deliver products in an undamaged condition, in the manufacturer's original containers or packaging, with identifying labels intact and legible, and instructions for handling, storage, unpacking, protecting, and installing readily available.
- D. Immediately on delivery, Veolia/City of Winter Springs will inspect the shipments to assure compliance with the requirements of Contract Documents and approved submittals, and that products are properly protected and undamaged.
- E. Structural members and metal fabrications shall be handled to prevent overstress and damage of any kind. Any damaged or misformed members that cannot be satisfactorily repaired at the site, without compromising the integrity of the item, shall be returned to the manufacturer for correction or replacement at no additional cost to the Owner.

1.5 Storage and Protection

- A. Veolia/City of Winter Springs will provide storage area(s) for all mechanical equipment, valves, electrical and instrumentation equipment, as required per the manufacturers recommendation for storage.
- B. Products will be stored at the job site in accordance with the supplied manufacturer's instructions and recommendations, with seals and labels intact and legible. Should products require maintenance while in storage as indicated by the manufacturer, a log will be kept on the maintenance activities.

1.6 Warranty

- A. Vendor/Supplier shall provide a standard one (1) year manufactures warranty for all equipment being provided.

1.7 Spare Parts and Special Tools

- A. The Vendor/Supplier shall, unless otherwise stated in the Contract Documents, furnish with each type, kind or size of equipment, one complete set of suitably marked **high grade special tools and appliances which may be needed to adjust, operate, maintain or repair the equipment**. Such tools and appliances shall be furnished in approved thermoplastic cases, properly labeled and equipped with good pad lock and duplicate keys.
- B. Spare parts shall be furnished as specified in the individual technical specifications. **The Vendor/Supplier shall develop and provide to Veolia/City of Winter Springs with the Shop Drawing submittal a complete list of spare parts for the Project**, that shall be used as the official check off sheet for spare parts verification.
- C. Recommended Spare Parts shall include those parts which, based on its maintenance guidelines, routine operation, and past experience, the Vendor/Supplier believes may require replacement in the first 24 months of plant operation or are required to be replaced on a regular basis as noted in the Operations and Maintenance Manual.
- D. In addition, **the Vendor/Supplier shall furnish an inventory table listing all spare parts for the project**. The table shall include, but not limited to, the following:
 - 1. Name of the spare part.
 - 2. The equipment or system that the spare part is associated with.
 - 3. The SKU or stock number associated with each spare part.
 - 4. The name, address, telephone number, and e-mail address of the supplier.
 - 5. The delivered cost of each item.
- E. **Each piece of equipment shall be provided with a permanent, corrosion-resistant nameplate**, securely fastened in place and clearly inscribed with the manufacturer's name, product name, year of manufacture, model and serial numbers, weight and principal rate data. Locate on an accessible but inconspicuous surface.

1.8 Services of the Manufacturer's Representative

- A. The Contract prices for equipment shall include the cost of furnishing a competent and experienced representative who shall represent the manufacturer and shall assist Veolia/City of Winter Springs, when required, to install, adjust, test, certify and

place into operation, the equipment.

B. The Vendor/Supplier shall review and conform to all of the requirements of Section 01430, "Manufacturer's Services".

2. **PRODUCTS - NOT USED**

3. **EXECUTION - NOT USED**

END OF SECTION

SECTION 01730
OPERATION AND MAINTENANCE DATA

1. GENERAL

1.1 Description

A. Scope of Work

1. Compile product data and related information appropriate for the Owner's operation and maintenance of products furnished under Contract. Prepare operating and maintenance data as specified in this Section and as referenced in other pertinent sections of Specifications.
2. Provide instruction to the Owner's personnel on the maintenance of products and in the operation of the supplied equipment and systems.
3. **In addition to two hard copies of the standard O&M Manuals, all manufacturers supplying equipment and products specified herein shall also submit their operation and maintenance manuals and data for this Project on CD/DVD/BD's, in searchable PDF format. All graphic files shall be in BMP or JPEG files and all drawings shall be DWG or DXF**

1.2 Quality Assurance

A. Preparation of the data shall be performed by personnel who are:

1. **Trained and experienced** in the operation and maintenance of the described products.
2. Familiar with the requirements of the Specification Section(s).
3. **Skilled as technical writers** to the extent required to communicate the essential data associated with the referenced equipment and products.
4. Skilled as draftsmen competent to prepare the required drawings.

1.3 Form of Submittals

A. Prepare **ALL** data in the form of an instructional manual (hard copy - paper) and in electronic format (PDF), for use by the Owner's personnel.

B. Data Format

1. Size: 8 ½ x 11"

-
2. Paper Weight / Color: 24-pound minimum, bright white paper (**99+ on the paper brightness scale**)
 3. Text: Manufacturer’s printed data, or neatly typewritten.
 4. Drawings
 - a. Provide a reinforced punched binder tab; bind in with text.
 - b. Reduce larger drawings to 11" x 17" and fold them to an 8 ½ " x 11" size.
 5. Provide a fly-leaf for each separate product, or each piece of operating equipment:
 - a. Provide a typed description of the projects and major component parts of the equipment.
 - b. Provide summary data sheets for each separate product or each piece of operating equipment.
 - c. Provide identified and indexed tabs.
 6. Provide an electronic copy of the complete O&M Manual from each manufacturer/supplier in searchable PDF format (on CD/DVD/BD).
 7. Cover and Spine
 - a. Identify each volume with the following printed title, based on the facility for which the O&M materials are being provided, on the binder cover and spine:

CITY OF WINTER SPRINGS

WRF REHABILITATION PROJECT (2020)

"OPERATION AND MAINTENANCE MANUAL"

[Owner’s Logo] [Engineer’s Logo] [Contractor’s Logo]

[Date of Completion]

Volume No.

- b. Also identify on the binder cover, the following:
 - 1) Identity of separate structure as applicable.
 - 2) Identification of general subject matter covered in the Manual.
 - 3) Identification of the Consulting Engineer (CPH, Inc.) for the project and their corporate logo.

C. Binders

1. **Commercial quality, three D-ring View-type binders with durable and cleanable white plastic covers.** Binders shall be of the presentation type with clear vinyl covers on front, back and spine. The Binders shall include two sheet lifters and two, horizontal inside pockets.
2. Maximum D-ring width: **2.5 inches**
3. When multiple binders are used, correlate the data into related consistent groupings.

1.4 Content of Manual

- A. Each volume of the Operation and Maintenance manual shall include, but is not limited, to the following:
 1. **A neatly computer-generated Table of Contents for each volume**, arranged in a systematic order by division, as listed within the product specifications. Each binder shall have a **complete Table of Contents for all volumes**.
 2. Equipment Data sheets shall be provided for all project equipment and shall be developed in the format required by the Engineer. **A copy of the equipment data sheets shall be provided in searchable PDF format (on CD/DVD/BD).**
 3. Contractor, name of responsible principal, address, telephone number and e-mail address.
 4. A list of each project item required to be included, indexed to content of the volume.
 5. List the following:
 - a. Each product item required to be included, indexed to the content of the volume.

- b. Identification of the area of responsibility of each product.
 - c. Local source of supply for parts and replacement equipment including company name, contact person, address, telephone number and e-mail address.
6. Identify each product item by product name and other identifying symbols as set forth in Contract Documents.

B. Product Design

1. Provide hydraulic and engineering design criteria for each product as it pertains to a particular unit operation or process (submit PDF format also).
2. Provide a “detailed” description of each normal product operation as it pertains to a particular unit operation or process (submit PDF format also).

C. Product Data

1. Include only those sheets which are pertinent to the specific product. Hydraulic and engineering design criteria, information and procedures required for normal control, process control and performance evaluations, emergency operation, start-up and shut down operations, listing of spare parts required, maintenance and repair instructions, safety and personnel requirements and a detailed "troubleshooting" problem guide shall be included in the manual. References to related products, manufacturer and equipment histories, product catalogs, etc. shall not be included within the content of the Operation and Maintenance Manual.
2. Annotate each sheet to:
 - a. Clearly identify the specific product or part installed.
 - b. Clearly identify the data applicable to installation.
 - c. Delete references to inapplicable information.
3. Provide operation and maintenance information as herein specified to include, but not limited to, a periodic maintenance table illustrating daily, weekly, monthly requirements.
4. “Record” and “approved” shop drawings as submitted and approved, by the Engineer, with all corrections made for each product. Include “As-Built” data and modifications with shop drawings for each product. This data shall also be provided in PDF format (on CD/DVD/BD).

D. Drawings

-
1. Supplement the product data with drawings as necessary to clearly illustrate:
 - a. Relations of the component parts of equipment and systems.
 - b. Product assembly and disassembly for maintenance and repair procedures.
 - c. Control and flow diagrams.
 - d. Representation of the manufacturer's recommended spare parts and their associated SKU or part numbers and current cost.
 2. Coordinate the drawings with information in Project Record Documents to assure the correct illustration of the completed installation.
 3. Do not use Project Record Documents as maintenance drawings.
- E. A written text, as required to supplement product data for the particular installation including, but not limited to, the following:
1. Organize in a consistent format under separate headings for different procedures.
 2. Provide a logical sequence of instruction of each procedure.
- F. A copy of each warranty, bond and service contract issued. Provide an information sheet for the Owner's personnel, presenting:
1. The proper step-by-step procedures in the event of product failure.
 2. Safety instructions for facility personnel in the handling of failed equipment.
 3. Instances which might affect the validity of the warranties or bonds.
- G. List of all serial numbers of the equipment furnished.
- H. **Tabulation of the motor nameplate horsepower, nameplate current, field-measured current, overload relay setting, and catalog number for polyphase motors.**
- I. List of fuses, lamps, seals and other expendable equipment and devices. Specify the size, type and ordering description. List the name, address, e-mail address and telephone number of the vendor.
- J. A complete valve tag list including the name and function of the pipe in which the valve is mounted and I/O list (including all tags, if applicable).

1.5 Manual for Materials and Finishes

- A. Submit four (4) copies of the complete Operation and Maintenance Manual in final form per Article 1.7 of this specification section.
- B. Content for architectural products, applied materials and finishes
 - 1. Manufacturers' data, giving full information on products:
 - a. Catalog number, size, and composition.
 - b. Color and texture designations.
 - c. Information required for reordering special manufacturing products (Include SKU or product numbers).
 - 2. Instructions for care and maintenance:
 - a. Manufacturers' recommendation for types of cleaning agents and methods.
 - b. Cautions against cleaning agents and methods which are or may be detrimental to the product.
 - c. Recommended schedule for cleaning and maintenance.
- C. Content for moisture protection and weather-exposed products
 - 1. Manufacturers' data, giving full information on products:
 - a. Applicable standards.
 - b. Chemical composition.
 - c. Details of installation.
 - 2. Instructions for inspection, maintenance and repair of products.
- D. Additional requirements for maintenance data can be found in the respective Sections of the Specifications.

1.6 Manual for Equipment and Systems

- A. Submit four (4) copies of the complete Operation and Maintenance Manual in final form per Article 1.7 of this specification section.

-
- B. Provide a Table of Contents (TOC) for each item of equipment and/or system.
 - 1. List in its entirety, all sections pertinent to equipment operation and maintenance.
 - 2. Provide a fly-leaf for each individual section identified by corresponding section number.

 - C. Content for each unit of equipment and system (as appropriate)
 - 1. Description of unit and component parts:
 - a. Provide general mechanical and process descriptions, function, normal operating characteristics, and limiting conditions.
 - b. Performance curves, engineering data and tests as it pertains to the performance requirements as listed in the respective specification sections.
 - c. Complete nomenclature and commercial number of replaceable parts.
 - d. Summary of information listed on equipment and motor data plates.

 - 2. Operating procedures:
 - a. Start-up, break-in, routine and normal operating instructions.
 - b. Regulation, control, stopping, shut-down and emergency instructions.
 - c. Summer and winter operating instructions.
 - d. Special operating instructions in the event of equipment failure or emergency situations to insure uninterrupted facility operation. Provide step-by-step instructions to initiate process alternatives.

 - 3. Maintenance Procedures:
 - a. Provide instructions for maintenance procedures during routine operations.
 - b. Provide a thorough, detailed and complete "Troubleshooting" guide for all facility equipment and operational systems.
 - c. Detailed procedures for disassembly, repair and reassembly.
 - d. Detailed procedures for alignment, adjusting and checking.

 - 4. Servicing and lubrication schedules required, to insure maximum product performance to include a detailed summary of all required lubricants.

5. The manufacturer's printed operating and maintenance instructions.
6. A description of the sequence of operation by the control manufacturer.
7. The original manufacturer's parts list, illustrations, assembly drawings and diagrams required for maintenance. Also include the following in the submittal:
 - a. Predicted life of parts subject to wear.
 - b. Items recommended to be stocked as spare parts with manufacturers part or SKU number and the current cost for each item.
8. List of the original manufacturer's spare parts, manufacturer's current prices and recommended quantities to be maintained in storage.
9. Other data, as required, under the respective specification sections.
10. "Approved" record shop drawings with all corrections made, and a copy of the warranty statement, checkout memo, demonstration test procedures and demonstration test certification.

D. Content for each electric and electronic system (as appropriate)

1. Description of the system and component parts:
 - a. Function, normal operating characteristics, and limiting conditions.
 - b. Performance curves, engineering data and tests.
 - c. Complete nomenclature and commercial number of replaceable parts.
2. Circuit directories and Panelboards:
 - a. Electrical service.
 - b. Controls.
 - c. Communications.
3. Operating procedures:
 - a. Start-up, routine, normal, shut-down and emergency operating instructions (at a minimum).
 - b. Sequences required.

-
- c. Special operating instructions.
- 4. Maintenance Procedures:
 - a. Provide instructions for maintenance procedures during routine operations.
 - b. Provide a thorough, detailed and complete "Troubleshooting" guide for all facility equipment and systems.
 - c. Detailed procedures for disassembly, repair and reassembly.
 - d. Detailed procedures for alignment, adjusting and checking.
 - 5. The manufacturer's printed Operation and Maintenance instructions.
 - 6. List of original manufacturers' spare parts, SKU/Part numbers, manufacturers' current prices, and recommended quantities to be maintained in storage.
 - 7. Other data, as required, under the respective Specification Sections.
 - 8. "Approved" record shop drawings with all corrections made, and a copy of the warranty statement, checkout memo, demonstration test procedures and demonstration test certification.
- E. Prepare and include additional data when the need for such data becomes apparent during instruction of the Owner's personnel.
 - F. Additional requirements for Operation and Maintenance Data
 - 1. Additional requirements for maintenance data can be found in the respective Sections of the Specifications.

1.7 Submittal Schedule

- A. Submit two (2) copies of a "preliminary draft" of proposed formats and outlines of contents of the Operation and Maintenance Manuals to the Engineer within ninety (90) days after the issuance of a Purchase Order.
- B. Submit two (2) copies of the completed data in "Preliminary Form" no later than sixty (60) days following the Engineer's review of the last shop drawing of a product and/or other submittal specified under Section 01300, "Shop Drawings, Submittals and Samples", but no later than the delivery of equipment. One (1) copy will be returned with comments to be incorporated into the final O&M Manual copies and the other copies will be retained by the Engineer.

- C. Submit four (4) copies of the “approved” Operation and Maintenance Manuals, in “Final Form” (hard copy and electronic formats), directly to the offices of the Engineer (CPH, Inc.) within ten (10) days after the reviewed copy or last item of the reviewed copy is returned.
- D. Provide four (4) copies of addenda to the Operation and Maintenance Manuals as applicable and certificates, as specified, within thirty (30) days after final inspection, if any.

1.8 Instruction of Owner’s Personnel

- A. Prior to the demonstration tests, fully instruct the Owner's designated Operations and Maintenance personnel in operation, adjustment and maintenance of products, equipment and systems.
- B. Coordinate training schedules with Veolia/City of Winter Springs in order to provide a minimum ten (10) calendar day notification, in writing, for the instruction of the Owner’s personnel on products, equipment and systems.
- C. Operation and Maintenance Manuals shall constitute the basis of instruction. Review the contents of the O&M Manuals with the Owner's Operations and Maintenance personnel in full detail to explain all aspects of operations and maintenance.
- D. The Instructors shall be fully qualified personnel of the manufacturer of the equipment as outlined within the individual equipment specification sections.
- E. The instructors shall provide for and prepare lesson scopes and handouts for up to Six (6) individuals designated by the Owner, plus up to two personnel of CPH, that outline the items to be covered. Separate sessions for operation and maintenance instruction shall be provided consecutively. Handouts shall be submitted to Veolia/City of Winter Springs with at least fourteen (14) calendar day's notice prior to the training sessions for review and approval.

2. PRODUCTS - NOT USED

3. EXECUTION - NOT USED

END OF SECTION

**TECHNICAL SPECIFICATIONS
HYCOR® HYDROSCREEN UNIT
HS120DF**

1.0 GENERAL

- 1.1 There will be furnished two (2) Model HS120DF Hydroscreen unit(s), as manufactured by Parkson Corporation, Vernon Hills, IL.
- 1.2 The Hydroscreen unit will consist of a screen cabinet with inlet and outlet connections, headbox drain, influent distribution chamber, weir, influent flow baffle, and curved screen panel.
- 1.3 PERFORMANCE The screen panel will have a maximum capacity of 1736 GPM at a suspended solids concentration of 250 mg/l.

2.0 CONSTRUCTION AND MATERIALS

- 2.1 SCREEN CABINET The screen cabinet will be of 10 gauge type 304 stainless steel. The cabinet will have two (2) 10.75-inch-diameter plain-end influent connections secured to the back panel at the cabinet influent distribution chamber by means of full-strength welds. Additionally, the cabinet will have a 16.00-inch-diameter plain-end effluent connection secured to the back panel at the cabinet discharge by means of a full-strength weld. Both the influent and effluent connections will be constructed of 10 gauge type 304 stainless steel. The cabinet side walls will extend past the cabinet bottom, each ending in a flange provided with mounting holes. The screen cabinet will be fitted with two (2) observation ports, one in each cabinet side wall, and each observation port having a non-metallic grommet secured around its circumference.
 - 2.1.1 INFLUENT DISTRIBUTION CHAMBER. The screen cabinet will be equipped with an internal influent distribution chamber. The chamber will receive the incoming flow and evenly distribute it to the weir.
 - 2.1.2 WEIR. At the top of the influent distribution chamber, the incoming flow will spill over the weir. The weir will have a 3.00-inch-radius crown, an 11-inch-minimum screen approach apron, and will be the full width of the screen cabinet.
- 2.2 SCREEN PANEL The screen panel will be constructed of type 304 stainless steel, and will consist of a screen element, panel pivot, and drip lip.
 - 2.2.1 SCREEN ELEMENT. The screen element will be a single concave curved panel with a radius of 80.38 inches at the screen surface, and extending over an arc of approximately 38.5 degrees, positioned in the screen cabinet to properly process the flow. The screen panel will be 120 inches wide and approximately 54.25 inches long as measured along the radius. Transverse screen segments will be formed to have a triangular cross section (wedgewire) and to have 360 degree attachment loops on 3.94-inch centers securing each segment to longitudinal .313-inch-diameter support rods. The transverse screen segments will be

formed to contain a double arc between each longitudinal support rod, each arc being 1.25-inch radius and 61 degrees. Each arc will be separated by a .625-inch tangent; the screen panel will be oriented so that the arcs lie in the direction of the flow. The screen opening will be 0.060-inch. The coined transverse screen segments will have a face width of 0.086-inch and a maximum depth of 0.125-inch. No rivets, bolts, or other mechanical fastening will be used to attach the transverse screen segments to the longitudinal support rods.

2.2.2 PANEL PIVOT. The wedgewire screen panel will be pivot mounted to allow it to be rotated about the horizontal axis, facilitating inspection of the tapered side of the wedgewire screen.

2.2.3 DRIP LIP. A 12 gauge type 304 stainless steel contoured drip lip will be furnished along the bottom edge of the screen panel to control excess water from running off the screen panel. The drip lip will be contoured so as to direct free water into the screen cabinet for discharge.

3.0 SPARE PARTS

No spare parts will be provided.

4.0 FACTORY ASSEMBLY AND INSPECTION

The equipment will be thoroughly inspected by the manufacturer prior to shipment to ensure proper interface and adjustment of all parts.

5.0 OPTIONS

5.1 FLANGE The influent and effluent pipe connections will be equipped with type 316 stainless steel face rings and type 304 stainless steel backup type flanges. The bolt hole location and bolt hole size will conform to the ANSI 150 LB pattern.

**TECHNICAL SPECIFICATIONS
HYCOR® HYDROSCREEN UNIT
MODEL HS72DF**

1.0 GENERAL

- 1.1 There will be furnished two (2) Model HS72DF Hydroscreen unit(s), as manufactured by Parkson Corporation, Vernon Hills, IL.
- 1.2 The Hydroscreen unit will consist of a screen cabinet with inlet and outlet connections, headbox drain, influent distribution chamber, weir, influent flow baffle, and curved screen.
- 1.3 PERFORMANCE The screen panel will have a maximum capacity of 1042 GPM at a suspended solids concentration of 250 mg/l.

2.0 CONSTRUCTION AND MATERIALS

- 2.1 SCREEN CABINET The screen cabinet will be of 12 gauge type 304 stainless steel. The cabinet will have a 10.75-inch-diameter plain-end influent connection secured to the back panel at the cabinet influent distribution chamber by means of a full-strength weld. Additionally, the cabinet will have a 12.75-inch-diameter plain-end effluent connection secured to the back panel at the cabinet discharge by means of a full-strength weld. Both the influent and effluent connections will be constructed of 10 gauge type 304 stainless steel. The cabinet side walls will extend past the cabinet bottom, each ending in a flange provided with mounting holes. The screen cabinet will be fitted with two (2) observation ports, one in each cabinet side wall, and each observation port having a non-metallic grommet secured around its circumference.
 - 2.1.1 INFLUENT DISTRIBUTION CHAMBER. The screen cabinet will be equipped with an internal influent distribution chamber. The chamber will receive the incoming flow and evenly distribute it to the weir.
 - 2.1.2 WEIR. At the top of the influent distribution chamber, the incoming flow will spill over the weir. The weir will have a 3.00-inch-radius crown, an 11-inch-minimum screen approach apron, and will be the full width of the screen cabinet.
 - 2.1.3 FLOW DISTRIBUTION BAFFLE. To properly direct the incoming flow to the screen panel, a hinged flow distribution baffle extending the full length of the weir will be furnished. The flow distribution baffle will be constructed of 16 gauge type 304 stainless steel, and be accurately positioned and located so that the contoured baffle lip is parallel with the weir screen approach apron.
- 2.2 SCREEN PANEL The screen panel will be constructed of type 304 stainless steel, and will consist of a screen element, panel pivot, and drip lip.
 - 2.2.1 SCREEN ELEMENT. The screen element will be a single concave curved panel with a radius of 80.38 inches at the screen surface, and

extending over an arc of approximately 38.5 degrees, positioned in the screen cabinet to properly process the flow. The screen panel will be 72 inches wide and approximately 54.25 inches long as measured along the radius. Transverse screen segments will be formed to have a triangular cross section (wedgewire) and to have 360 degree attachment loops on 3.94-inch centers securing each segment to longitudinal .313-inch-diameter support rods. The transverse screen segments will be formed to contain a double arc between each longitudinal support rod, each arc being 1.25-inch radius and 61 degrees. Each arc will be separated by a .625-inch tangent; the screen panel will be oriented so that the arcs lie in the direction of the flow. The screen opening will be 0.060-inch. The coined transverse screen segments will have a face width of 0.109 inch and a maximum depth of 0.156 inch. No rivets, bolts, or other mechanical fastening will be used to attach the transverse screen segments to the longitudinal support rods.

- 2.2.2 PANEL PIVOT. The wedgewire screen panel will be pivot mounted to allow it to be rotated about the horizontal axis, facilitating inspection of the tapered side of the wedgewire screen.
- 2.2.3 DRIP LIP. A 12 gauge type 304 stainless steel contoured drip lip will be furnished along the bottom edge of the screen panel to control excess water from running off the screen panel. The drip lip will be contoured so as to direct free water into the screen cabinet for discharge.

3.0 SPARE PARTS

No spare parts will be provided.

4.0 FACTORY ASSEMBLY AND INSPECTION

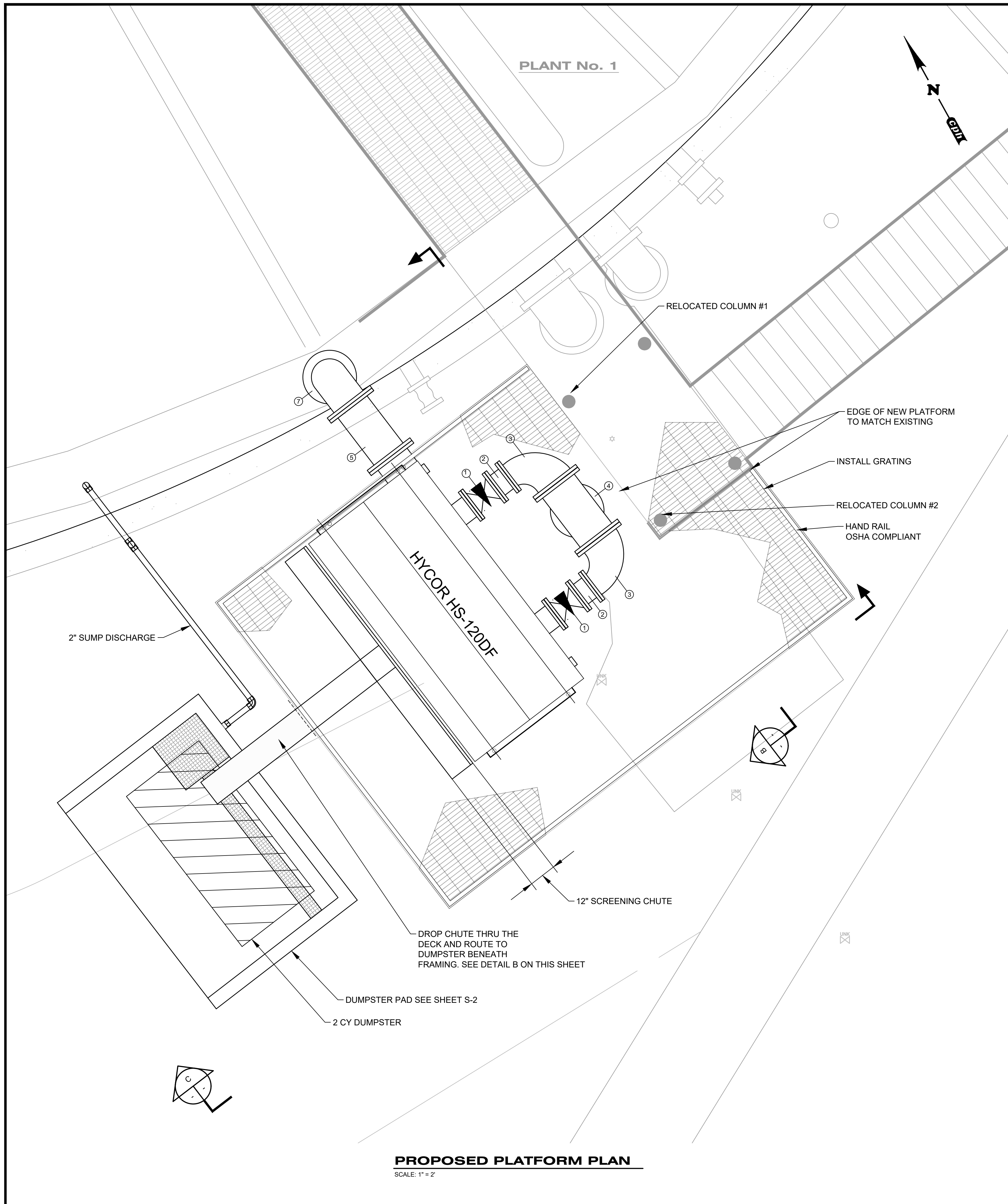
The equipment will be thoroughly inspected by the manufacturer prior to shipment to ensure proper interface and adjustment of all parts.

5.0 OPTIONS

- 5.1 FLANGE The influent effluent and overflow/by-pass pipe connections will be equipped with type 316 stainless steel face rings and type 304 stainless steel backup type flanges. The bolt hole location and bolt hole size will conform to the 150 lb. class.

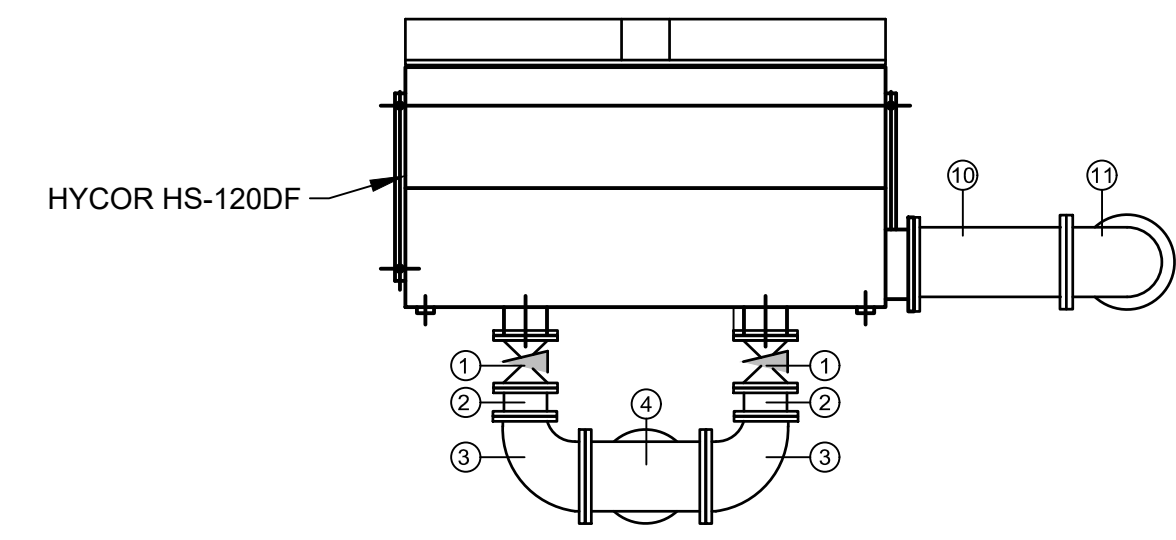
5.2 OVERFLOW/BY-PASS

The Hydroscreen unit will be equipped with type 304 stainless steel overflow weir and outlet flange. The overflow weir and trough will be installed on the upper rear wall of the screen with the elevation of the overflow weir set 3.1 inches above the main flow weir.



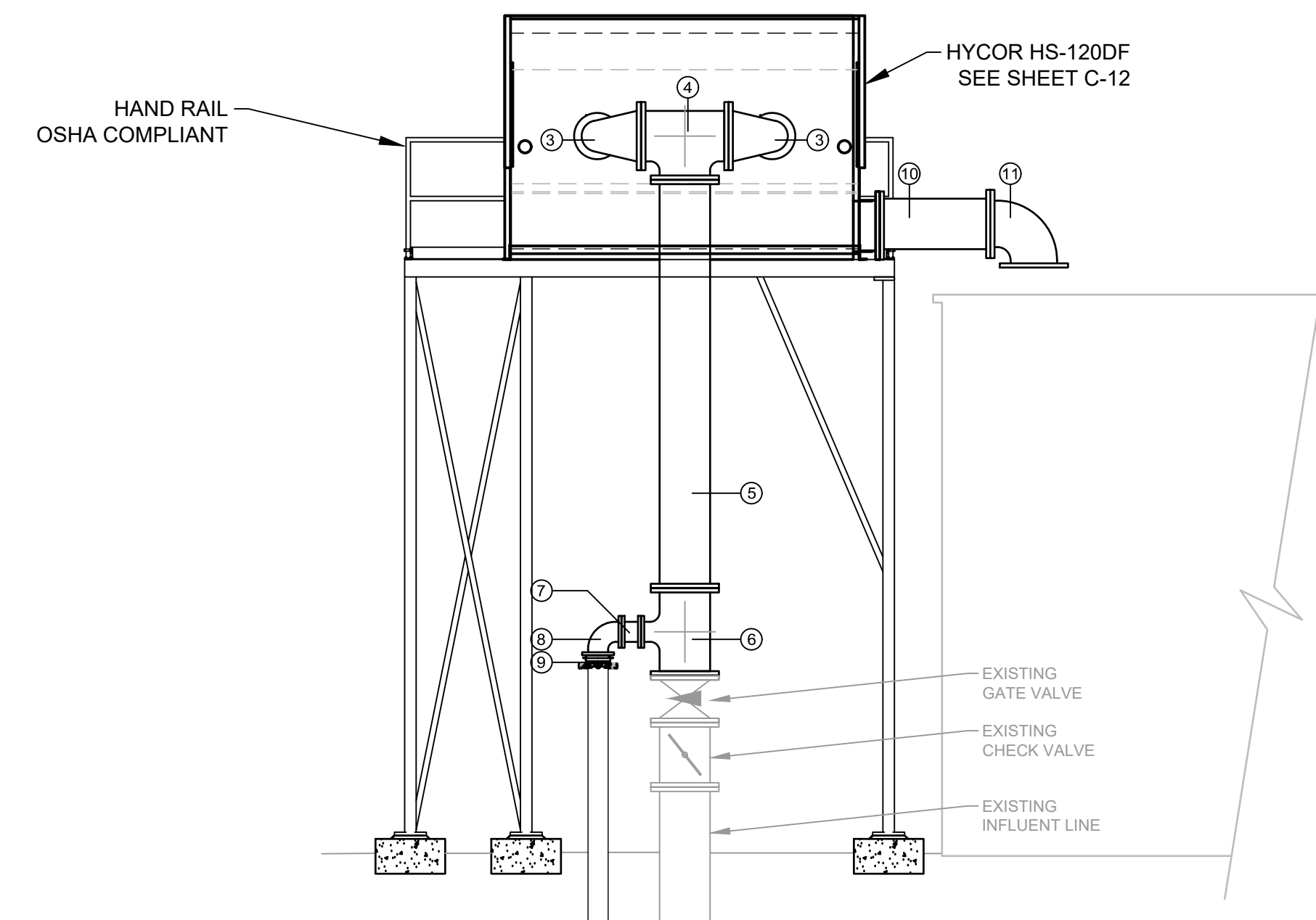
PIPE AND FITTING LEGEND:

- ① 10" PLUG VALVE FLG
- ② 10" SPOOL FLG
- ③ 16" x 10" RED. 90° FLG
- ④ 16" TEE FLG
- ⑤ 16" SPOOL FLG
- ⑥ 16" x 6" TEE FLG
- ⑦ 6" SPOOL FLG
- ⑧ 6" 90° FLG
- ⑨ 6" MEGA FLG
- ⑩ 16" SPOOL FLG
- ⑪ 16" 90° FLG



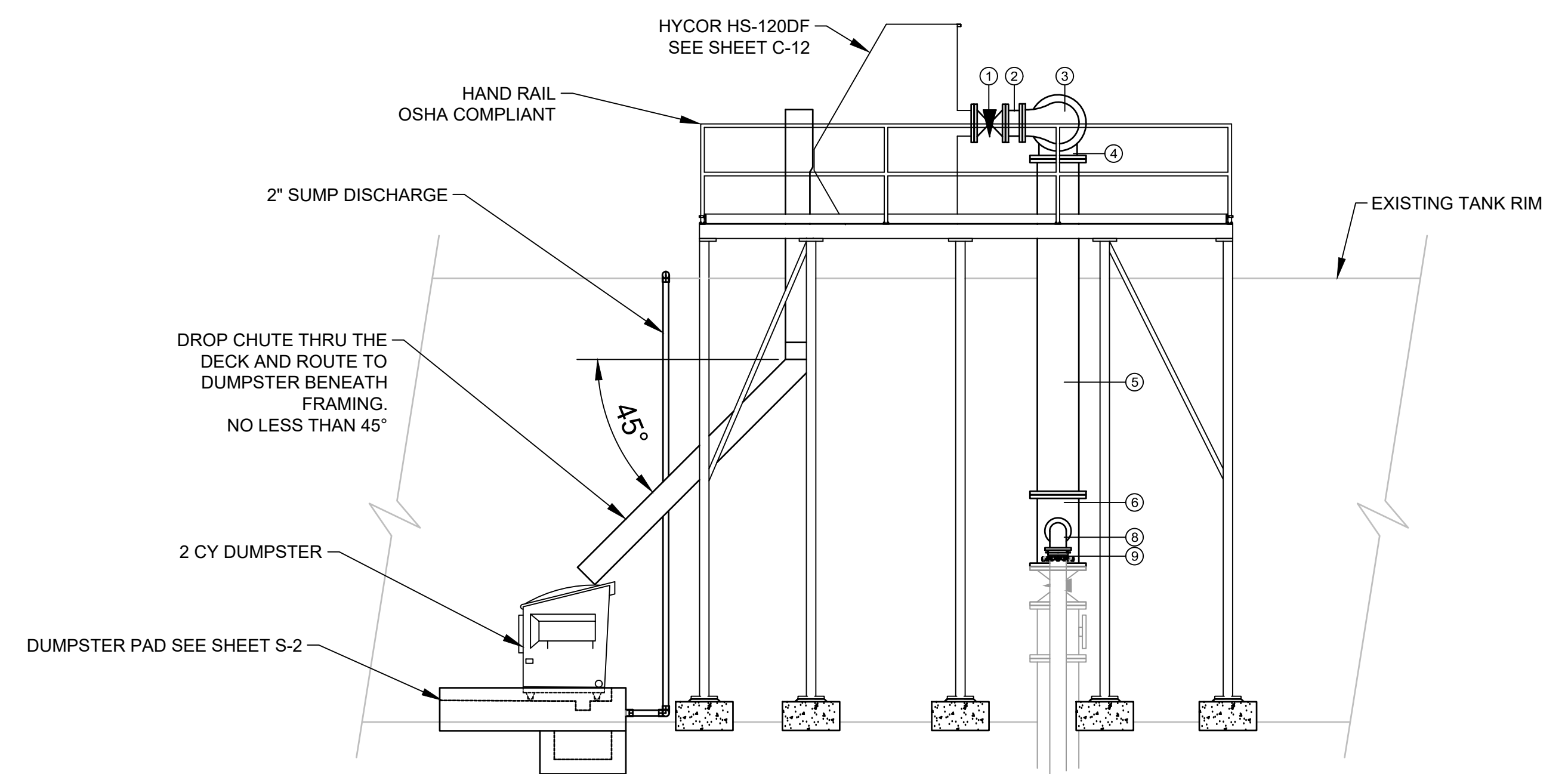
STATIC HYDRO SCREEN SECTION (AERIAL)

SCALE: 1" = 4'



STATIC HYDRO SCREEN SECTION

SCALE: 1" = 4'



STATIC HYDRO SCREEN SECTION

SCALE: 1" = 4'

75% SUBMITTAL

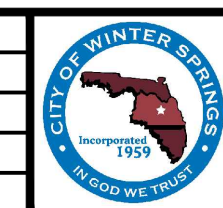
No.	Date	Revision	No.	Date	Revision

cph A Full Service A & E Firm
 1117 East Robinson Street
 Orlando, FL 32801
 Ph: 407.425.0452
 www.cphcorp.com © 2020

Plans Prepared By:
 CPH, Inc.
 State of Florida Licenses:
 Engineer No. 3215
 Surveyor No. LB7143
 Architect No. AA2600926
 Landscape No. LC000298

DAVID E. MAHLER, P.E.
 FLORIDA LICENSE # 50841

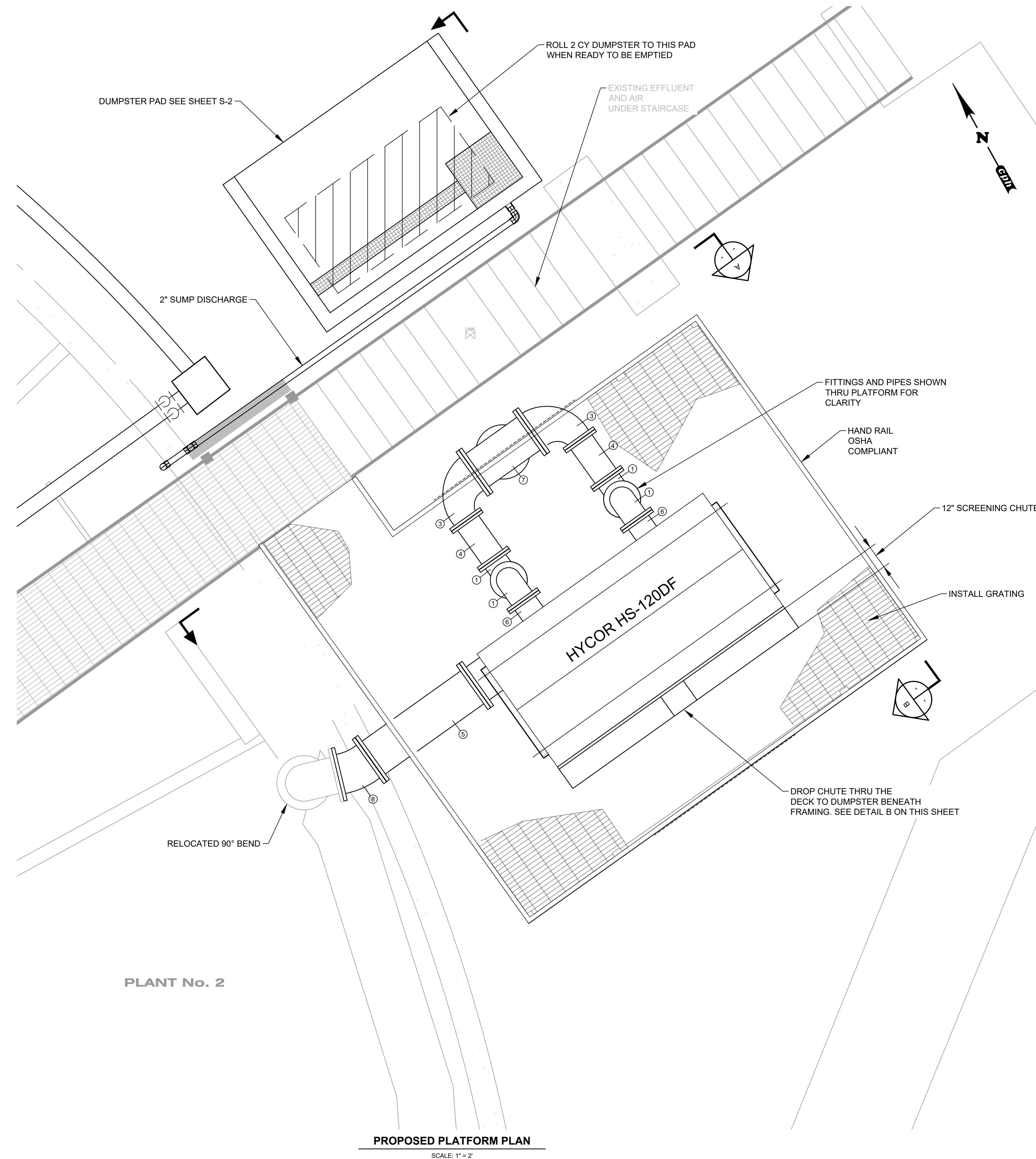
Designed by: TMZ
 Drawn by:
 Checked by: DEM
 Date: 1-24-2020
 Job No. W04185



CITY OF WINTER SPRINGS
 EAST AND WEST
 WATER RECLAMATION FACILITIES
 PRIORITY REPAIRS FROM THE VEOLIA SCOPE OF WORK
 Seminole County, Florida

WEST WRF PLANT No. 1
 MECHANICAL IMPROVEMENTS PLAN,
 SECTIONS AND DETAILS

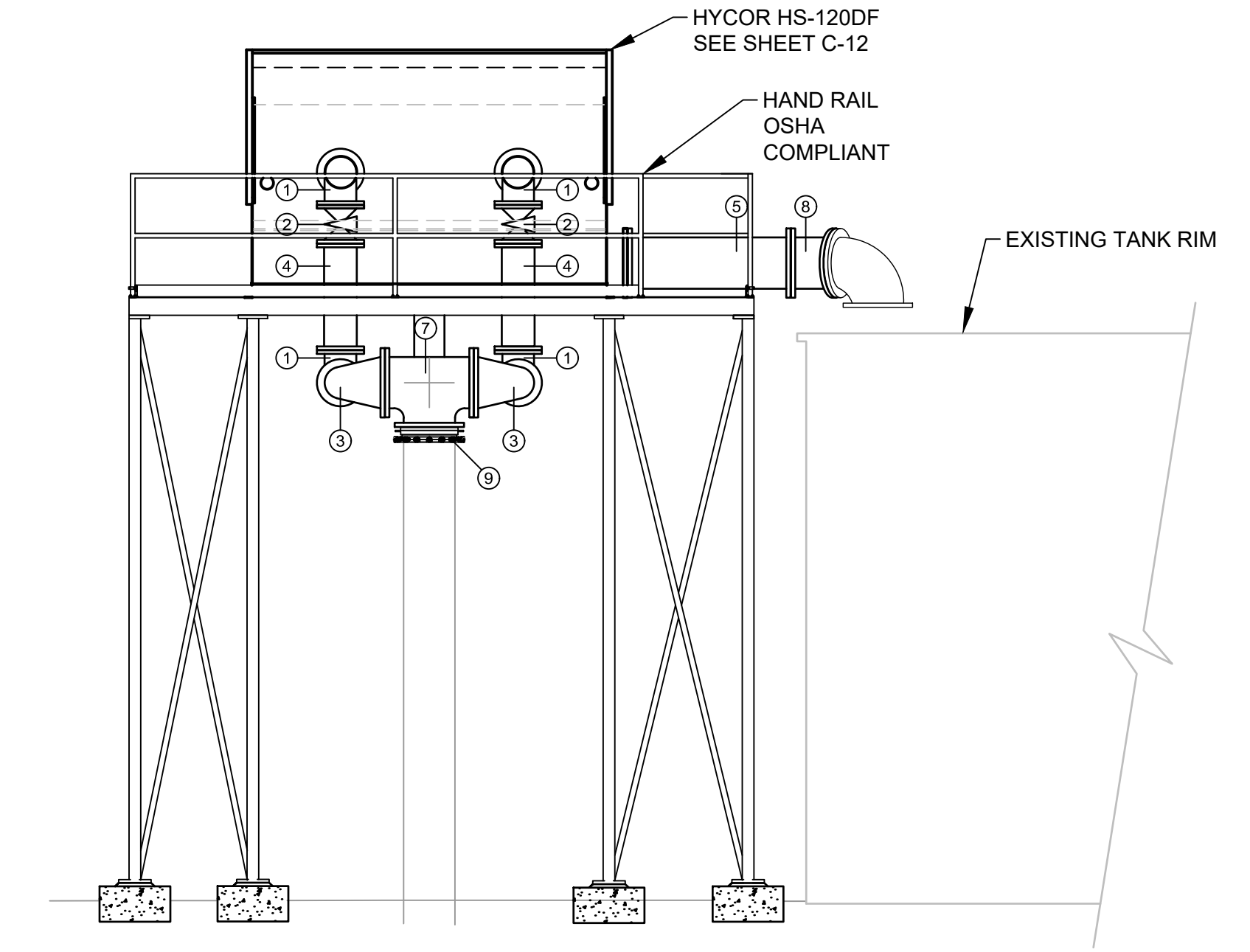
Sheet No.
C-3



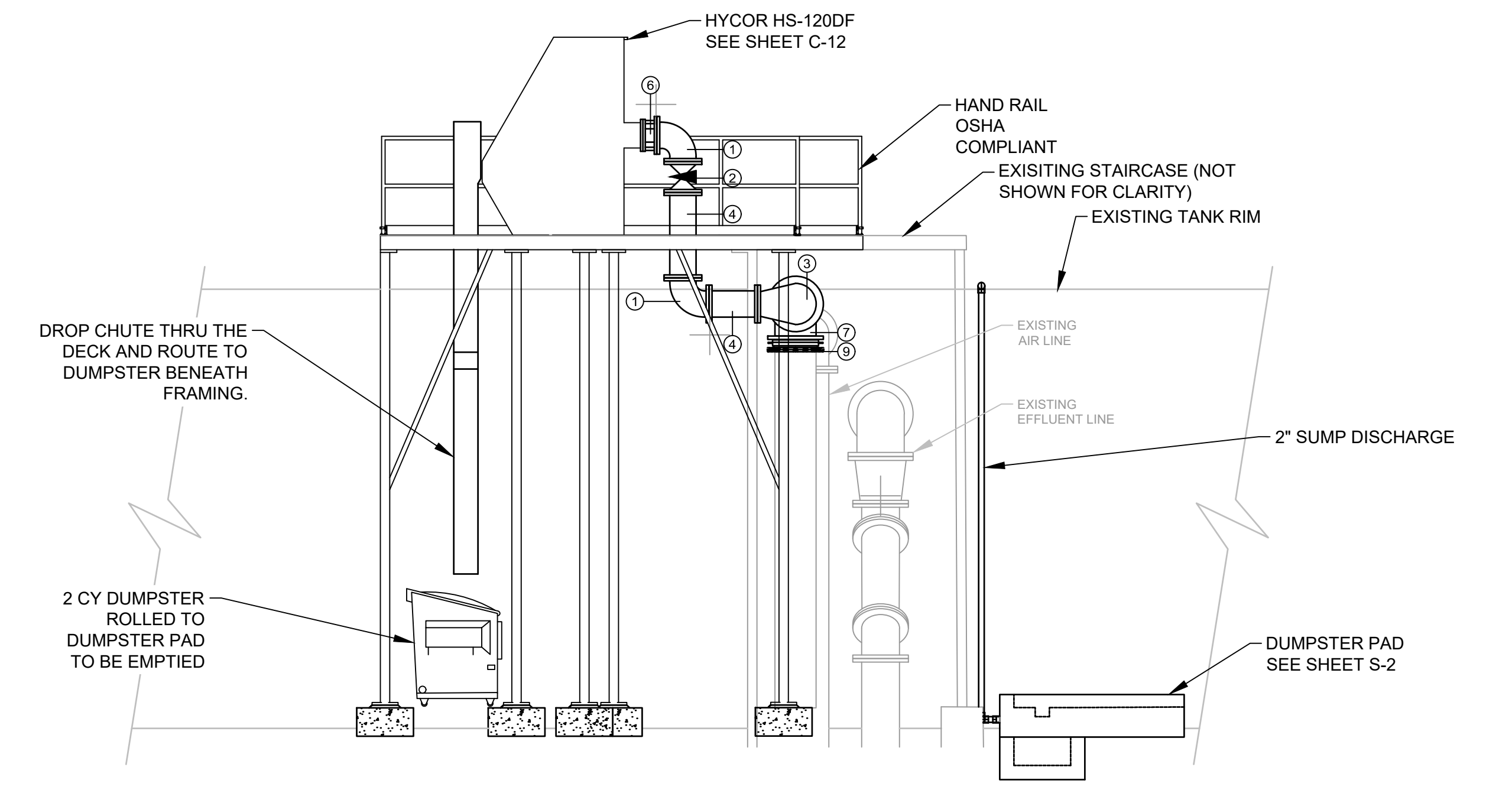
PROPOSED PLATFORM PLAN
SCALE: 1" = 2'

PIPE AND FITTING LEGEND:

- ① 10" 90° BEND, FLG
- ② 10" GATE VALVE, FLG
- ③ 16" x 10" 90° BEND, FLG
- ④ 10" DIP SPOOL PIECE (LENGTH AS REQUIRED)
- ⑤ 16" DIP SPOOL PIECE (LENGTH AS REQUIRED)
- ⑥ 10" FLANGED COUPLING ADAPTER
- ⑦ 16" TEE, FLG
- ⑧ 16" 11.25° BEND, FLG
- ⑨ 16" MEGA FLG



STATIC HYDRO SCREEN SECTION
SCALE: 1" = 4'



STATIC HYDRO SCREEN SECTION
SCALE: 1" = 4'

75% SUBMITTAL

No.	Date	Revision	No.	Date	Revision

cph A Full Service A & E Firm
1117 East Robinson Street
Orlando, FL 32801
Ph: 407.425.0452
© 2020
www.cphcorp.com

Plans Prepared By:
CPH, Inc.
State of Florida Licenses:
Engineer No. 3215
Surveyor No. LB7143
Architect No. AA2600926
Landscape No. LC000298

DAVID E. MAHLER, P.E.
FLORIDA LICENSE # 50041

Designed by: TMZ
Drawn by: GCM
Checked by: DEM
Date: 1-24-2020
Job No. W04185

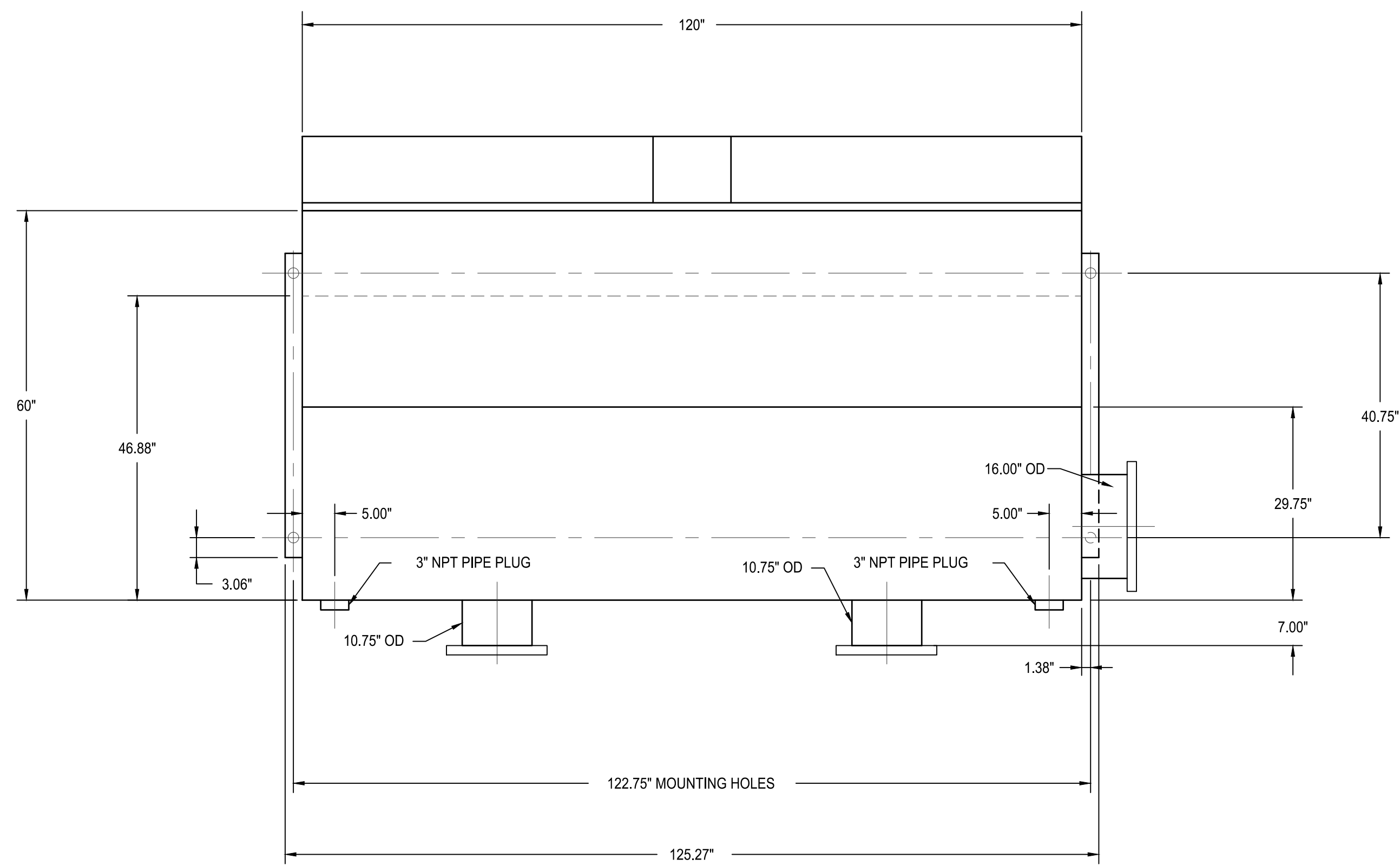


CITY OF WINTER SPRINGS
EAST AND WEST
WATER RECLAMATION FACILITIES
PRIORITY REPAIRS FROM THE VEOLIA SCOPE OF WORK
Seminole County, Florida

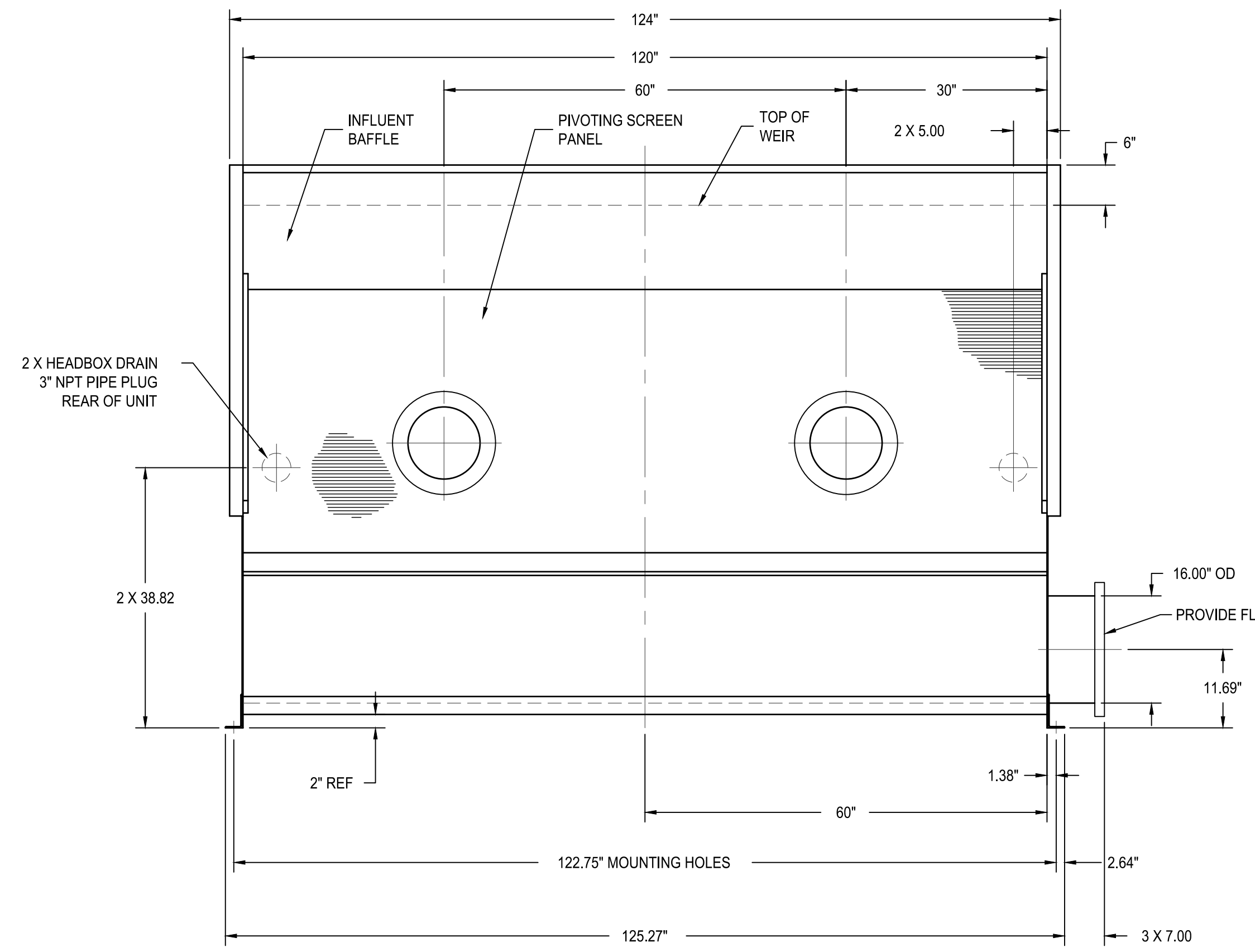
WEST WRF PLANT No. 2
MECHANICAL IMPROVEMENTS PLAN,
AND SECTIONS

Sheet No.
C-8

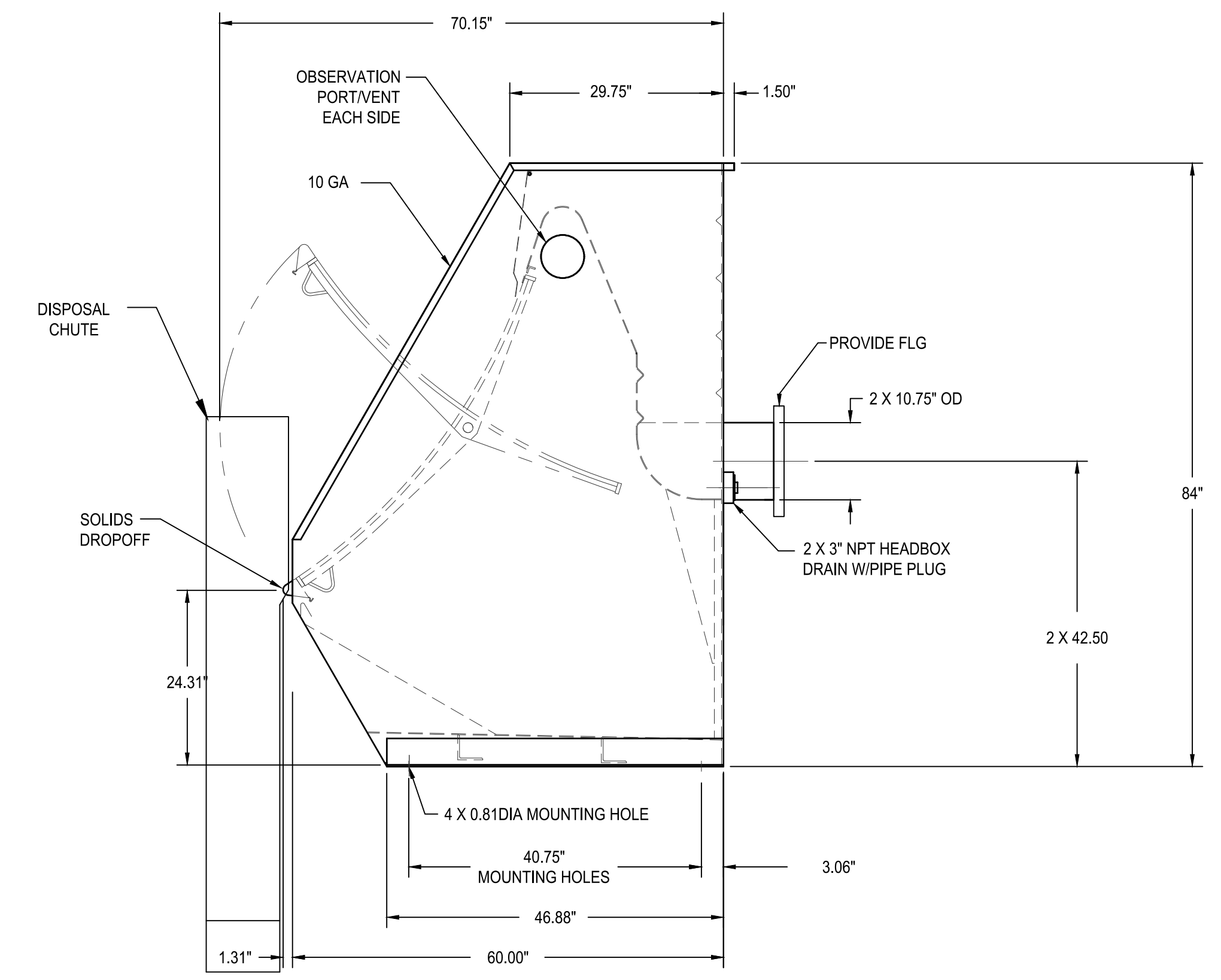
u:\moodys\winter springs rehab - standard\West Plant 2 - Improvements Plan.dwg 2/7/2020 2:04 PM Moody, Matthew



TOP VIEW
SCALE: 3/4" = 1"



BACK VIEW
SCALE: 3/4" = 1"



SIDE VIEW
SCALE: 3/4" = 1"

75% SUBMITTAL

No.	Date	Revision	No.	Date	Revision

cph A Full Service A & E Firm
1117 East Robinson Street
Orlando, FL 32801
Ph: 407.425.0452
© 2020

Plans Prepared By:
CPH, Inc.
State of Florida Licenses:
Engineer No. 3215
Surveyor No. LB7143
Architect No. AA2600926
Landscape No. LC000298

Designed by: TMZ
Drawn by:
Checked by: DEM
Date: 1-24-2020
Job No. W04185

CITY OF WINTER SPRINGS
EAST AND WEST
WATER RECLAMATION FACILITIES
PRIORITY REPAIRS FROM THE VEOLIA SCOPE OF WORK
Seminole County, Florida

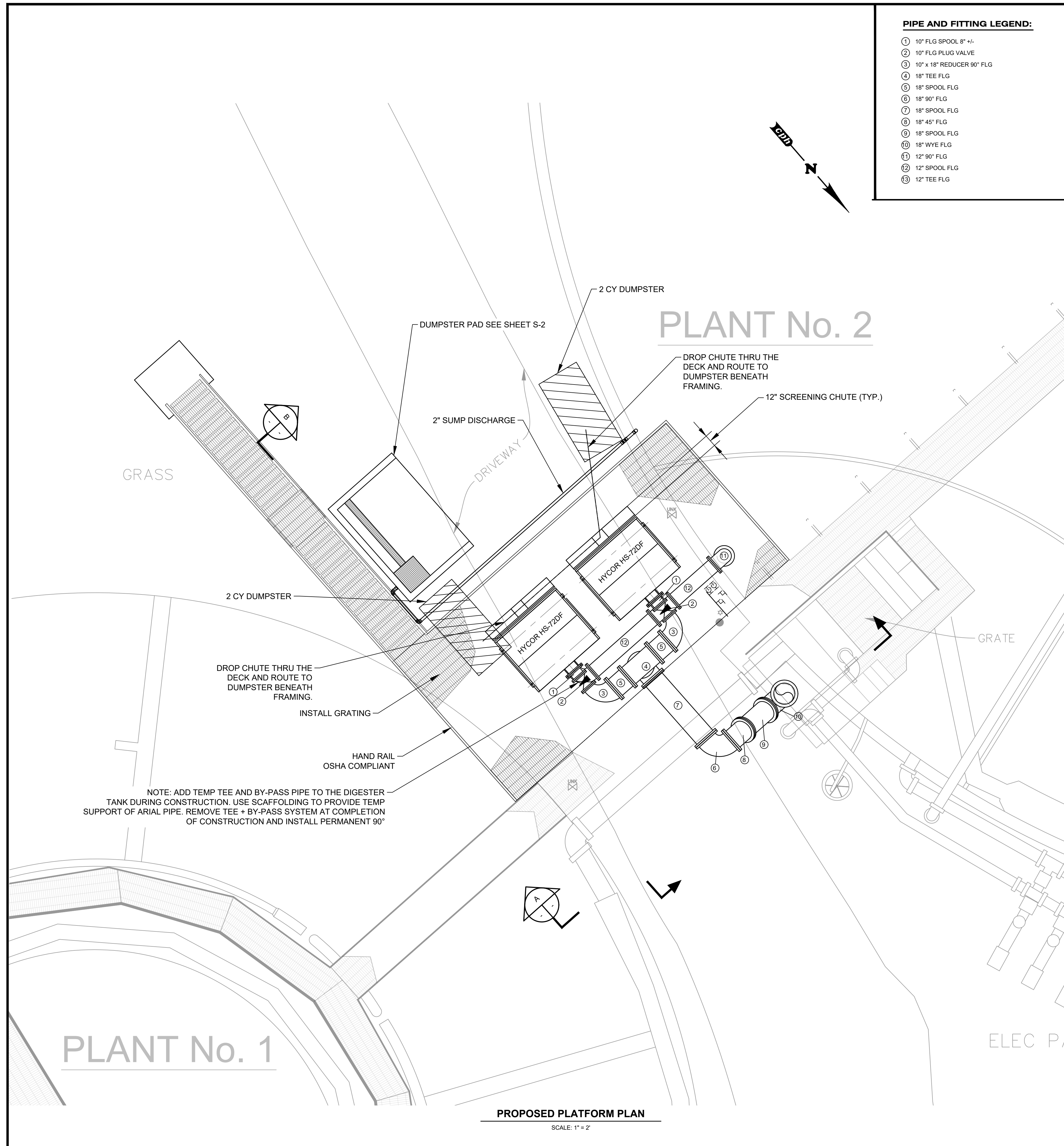
WEST WRF
HYDRO SCREEN UNIT HS-120DF
PLAN AND ELEVATIONS

Sheet No.
C-12

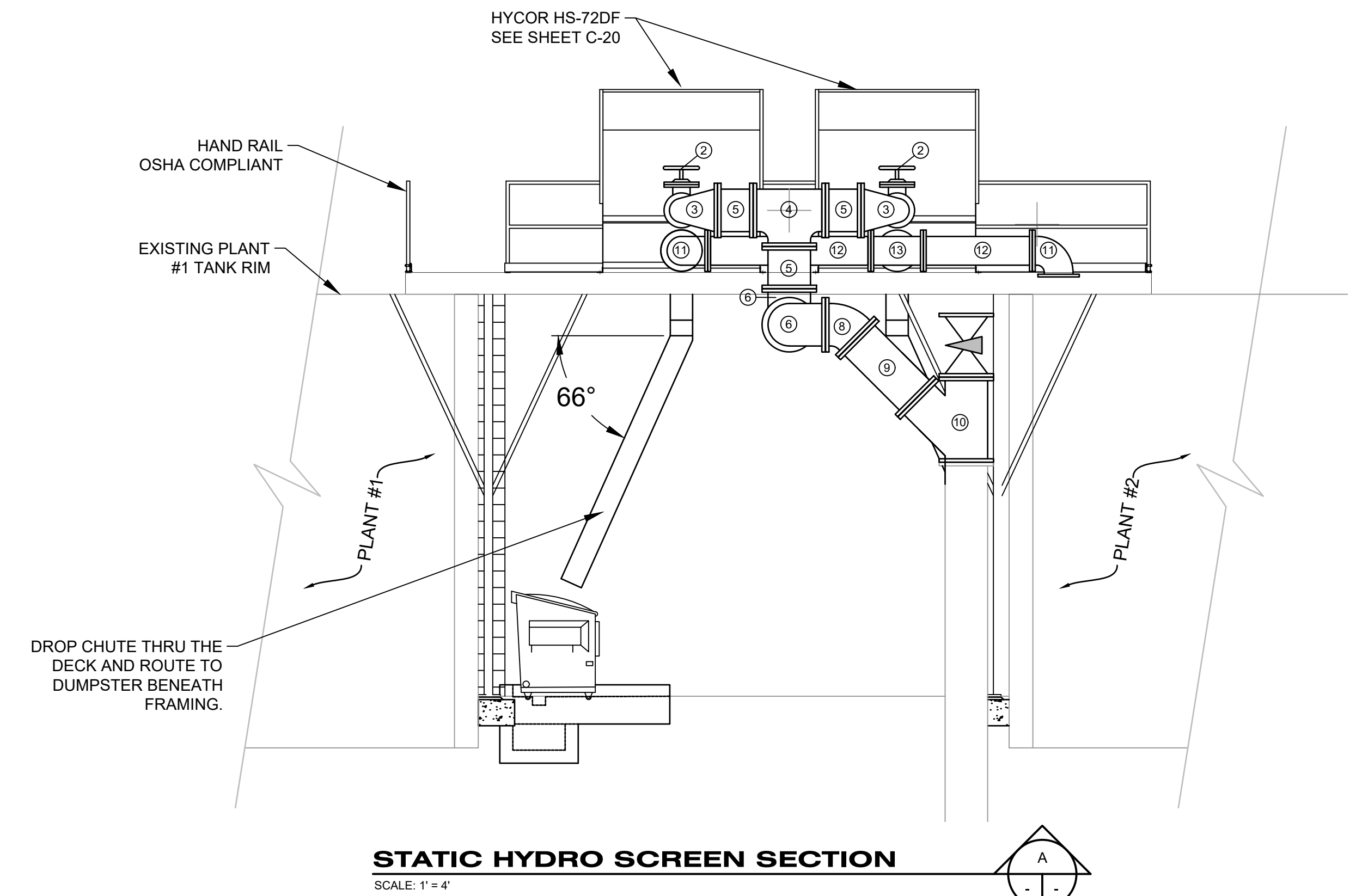
u:\moodys\winter springs rehab - standard\West Plant - Hydro Screen HS120DF.dwg 2/7/2020 11:58 AM Moody, Matthew

PIPE AND FITTING LEGEND:

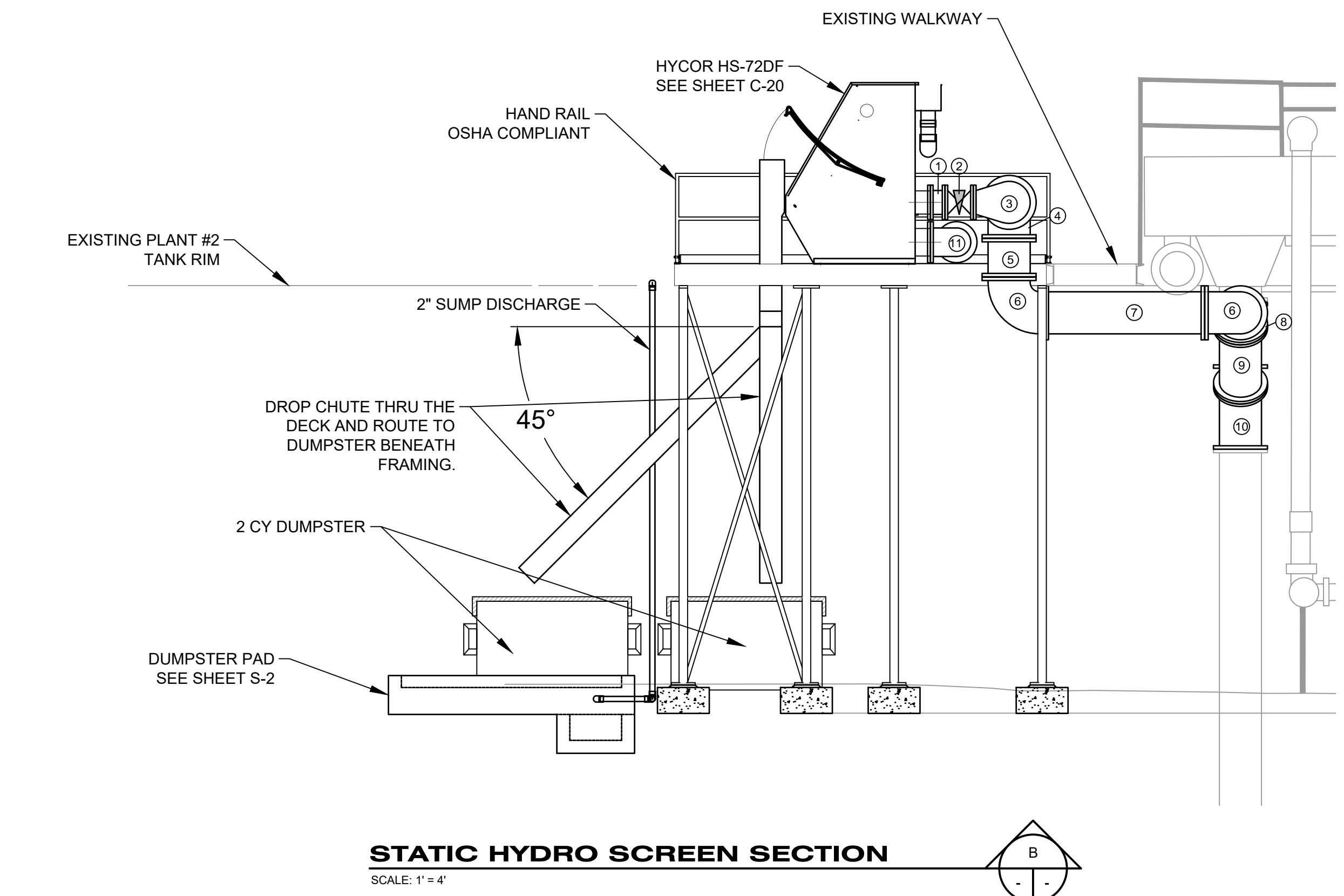
- ① 10" FLG SPOOL 8' +/-
- ② 10" FLG PLUG VALVE
- ③ 10" x 18" REDUCER 90° FLG
- ④ 18" TEE FLG
- ⑤ 18" SPOOL FLG
- ⑥ 18" 90° FLG
- ⑦ 18" SPOOL FLG
- ⑧ 18" 45° FLG
- ⑨ 18" SPOOL FLG
- ⑩ 18" WYE FLG
- ⑪ 12" 90° FLG
- ⑫ 12" SPOOL FLG
- ⑬ 12" TEE FLG



PROPOSED PLATFORM PLAN
SCALE: 1" = 2'



STATIC HYDRO SCREEN SECTION
SCALE: 1" = 4'



STATIC HYDRO SCREEN SECTION
SCALE: 1" = 4'

75% SUBMITTAL

No.	Date	Revision	No.	Date	Revision

cph A Full Service A & E Firm
 1117 East Robinson Street
 Orlando, FL 32801
 Ph: 407.425.0452
 www.cphcorp.com © 2020

Plans Prepared by:
 CPH, Inc.
 State of Florida Licenses:
 Engineer No. 3215
 Surveyor No. LB7143
 Architect No. AA2600926
 Landscape No. LC000298

Designed by: TMZ
 Drawn by:
 Checked by: DEM
 Date: 1-24-2020
 Job No. W04185

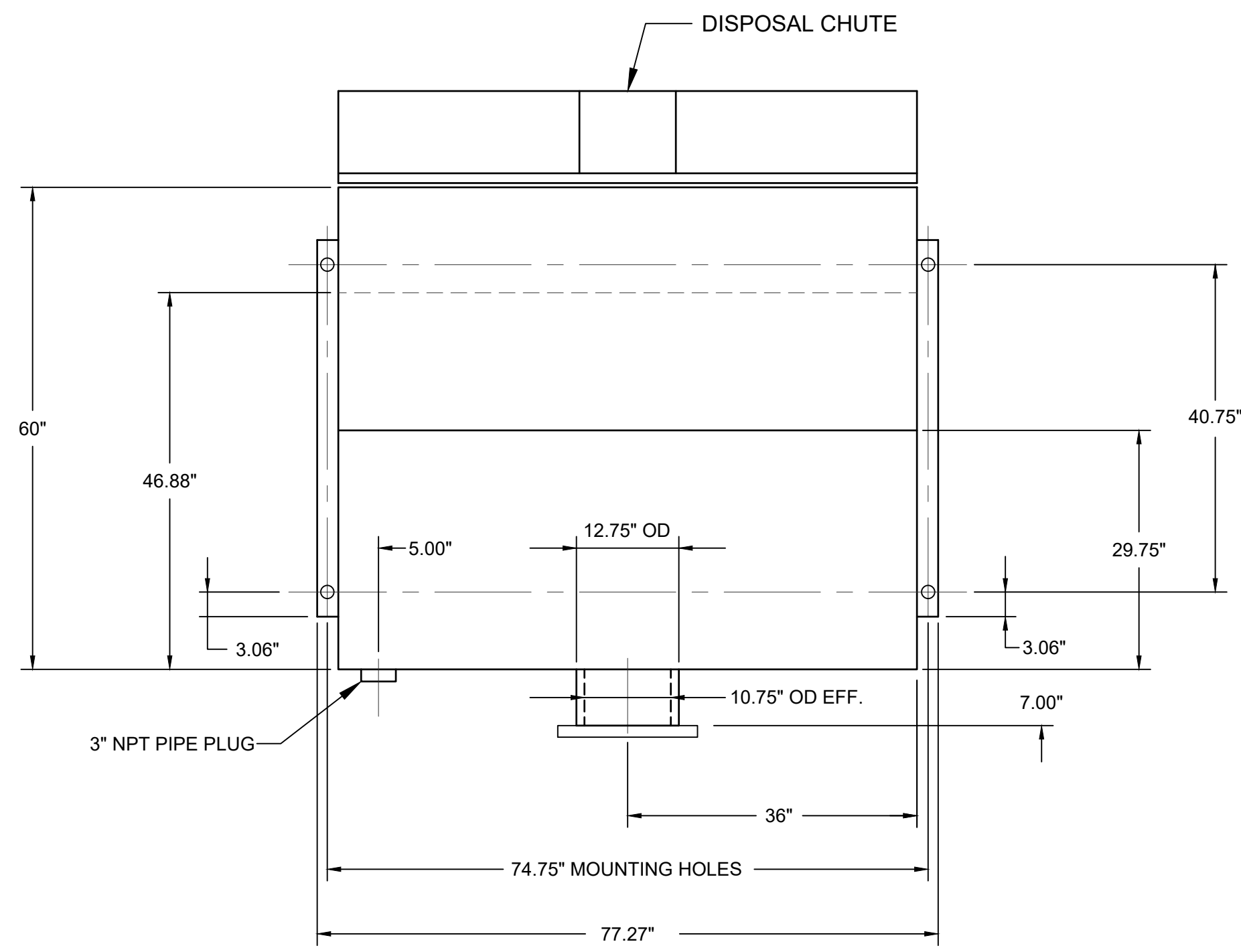


CITY OF WINTER SPRINGS
 EAST AND WEST
 WATER RECLAMATION FACILITIES
 PRIORITY REPAIRS FROM THE VEOLIA SCOPE OF WORK
 Seminole County, Florida

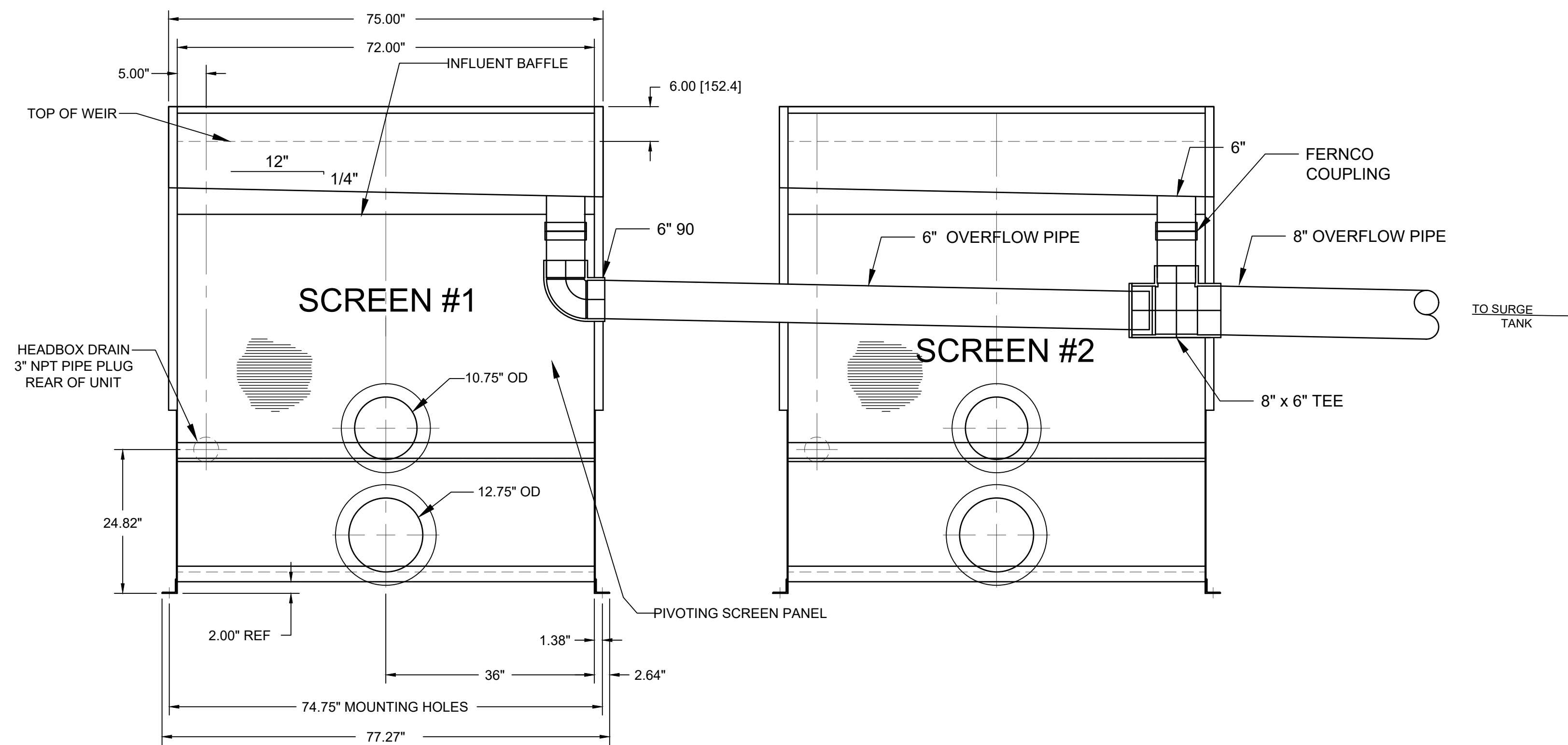
EAST WRF PLANT No. 2
 MECHANICAL IMPROVEMENTS PLAN
 AND SECTIONS

Sheet No.
C-16

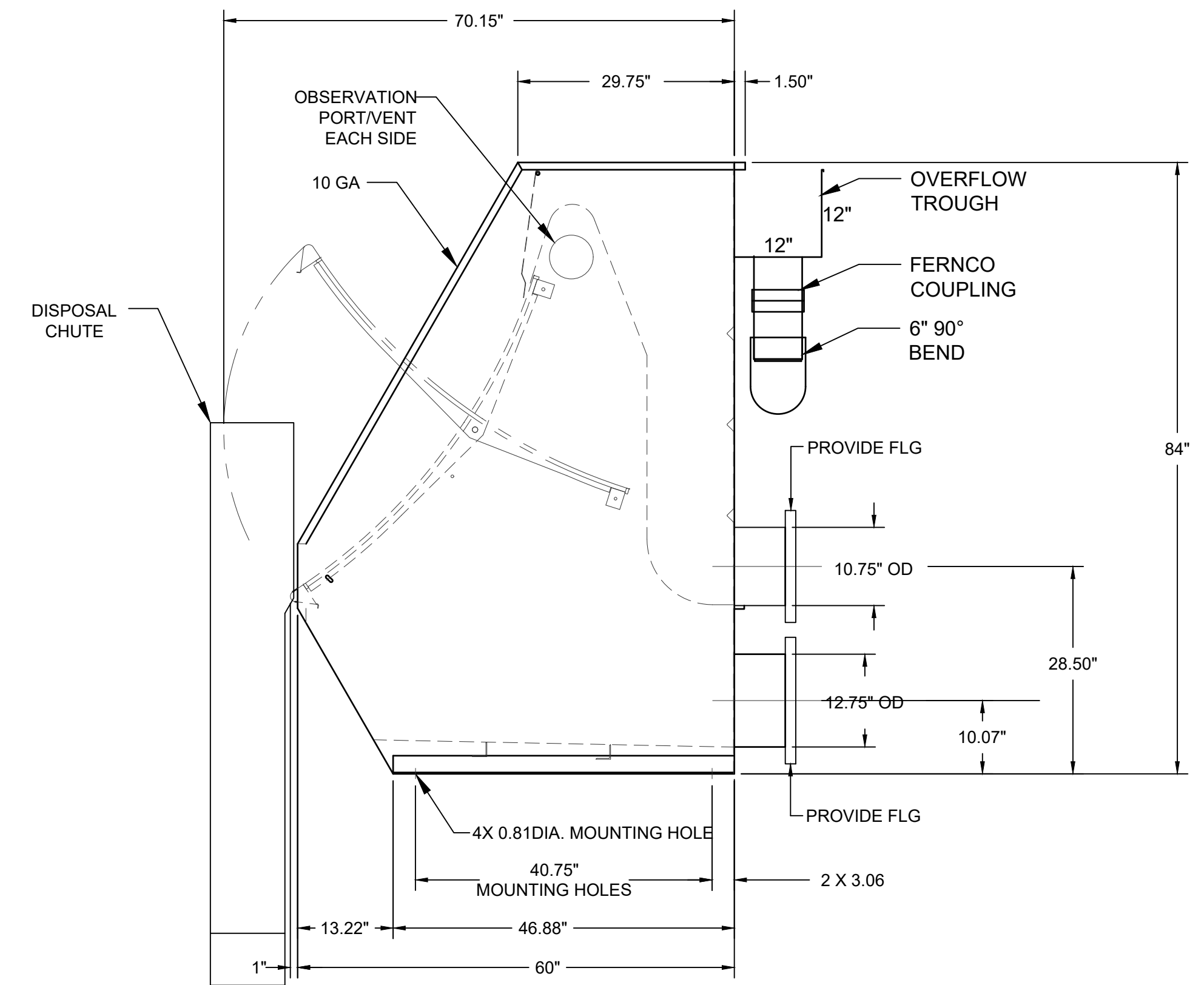
u:\mood\winter springs rehab - standard\East Plant 2 - Improvements Plan.dwg 2/7/2020 2:15 PM Moody, Matthew



TOP VIEW
SCALE: 1/2" = 1'-0"



BACK VIEW
SCALE: 1/2" = 1'-0"



SIDE VIEW
SCALE: 1/2" = 1'-0"

75% SUBMITTAL

No.	Date	Revision	No.	Date	Revision

cph A Full Service A & E Firm
 1117 East Robinson Street
 Orlando, FL 32801
 Ph: 407.425.0452
 © 2020

Plans Prepared By:
 CPH, Inc.
 State of Florida Licenses:
 Engineer No. 3215
 Surveyor No. LB7143
 Architect No. AA2600926
 Landscape No. LC000298

DAVID E. MAHLER, P.E.
 FLORIDA LICENSE # 50841

Designed by: TMZ
 Drawn by:
 Checked by: DEM
 Date: 1-24-2020
 Job No. W04185



CITY OF WINTER SPRINGS
 EAST AND WEST
 WATER RECLAMATION FACILITIES
 PRIORITY REPAIRS FROM THE VEOLIA SCOPE OF WORK
 Seminole County, Florida

EAST WRF
 HYDROSCREEN UNIT HS72DF
 PLAN AND ELEVATIONS

Sheet No.
C-20



mailing address
P.O. Box 6128
Spartanburg, SC 29304

physical address
101 Zima Park Drive
Spartanburg, SC 29301

KustersWater.com

EQUIPMENT PROPOSAL

DATE: March 4, 2020

QUOTE NO.: KW/103220/MR/jw/Rev.1

TO: Ms. Lena Rivera
Mr. Darby Clay

PROJECT: Winter Springs, FL

SECTION: Static Screens

ENGINEER: CPH, Inc.

ADDENDUMS REC'D: 0

BID DATE: February 21, 2020

REPRESENTATIVE: Brandon Lang
Carter and VerPlanck

Dear Sir or Madam:

We are pleased to provide our proposal for equipment in accordance with the above referenced bid specifications.

ITEM - A

72" Static Screen:

Two (2) Kusters Water *ProTechtor*[®] Static Screens, Model HTWS-72 in 304L stainless steel with flanged connections.

Design Parameters:

Peak Flow: 1042 gpm. each
Screen Width: 72 in.
Influent TSS: 250 mg/l

DEPENDABLE, COST-EFFECTIVE SOLUTIONS FOR WATER AND WASTEWATER TREATMENT:

HEADWORKS | BIOLOGICAL | CLARIFICATION | THICKENING | BIOSOLIDS

To include the following:

- Screen housing and headbox – 10 ga., 304L stainless steel
- Observation port located in each side of the screen housing
- Flow control baffle – 16 ga., 304L stainless steel
- 25-35-45 degree screen panel, 0.060" opening "wavy-wire" v-wire panel – 304L stainless steel.
- Discharge lip - 304L stainless steel
- 3" npt headbox drain
- 12" flanged inlet connection
- 14" flanged effluent connection
- Stainless steel overflow weir located 3.1" above the main flow weir complete with overflow trough and 6" plain ended pipe drain connection
- Fasteners – 304 stainless steel
- Surface Preparation and Finish – As specified

Site Service:

Site services of (2) trips and (2) days total for installation inspection, startup and operator training.

ITEM - B

120" Static Screen:

Two (2) Kusters Water *ProTechtor*[®] Static Screens, Model HTWS-120 in 304L stainless steel with flanged connections.

Design Parameters:

Peak Flow:	1736 gpm. each
Screen Width:	120 in.
Influent TSS:	250 mg/l

To include the following:

- Screen housing and headbox – 10 ga., 304L stainless steel
- Observation port located in each side of the screen housing
- Flow control baffle – 16 ga., 304L stainless steel
- 25-35-45 degree screen panel, 0.060" opening "wavy-wire" v-wire panel – 304L stainless steel.
- Discharge lip - 304L stainless steel
- 3" npt headbox drain
- 14" flanged inlet connection
- 16" flanged side effluent connection
- Fasteners – 304 stainless steel
- Surface Preparation and Finish – As specified

Site Service:

Site services of (2) trips and (2) days total for installation inspection, startup and operator training.

TOTAL PRICE FOR ITEMS A and B: \$ 94,625.00

Items not listed above will be provided by others

ADDER OPTION #1:

Pivoting screen panel for each screen as described above

TOTAL PRICE FOR ADDER OPTION #1: \$ 9,150.00

Items not listed above will be provided by others

ADDER OPTION #2:

Drop chutes for Two (2) HTWS-72 and Two (2) HTWS-120 screens as described above.

TOTAL PRICE FOR ADDER OPTION #2: \$ 30,895.00

Items not listed above will be provided by others

Comments and Clarifications

- 1.) Kusters Water is furnishing its standard equipment as outlined in this proposal. The equipment proposed meets the full intent of the specifications, drawings and /or addenda.

Exclusions:

- Taxes
- Offloading
- Installation
- Erection or testing
- Supervision of erection
- Engineering re-design
- Civil Design
- Buildings
- Dumpsters
- Concrete, grout, or sealants
- Thru-wall fittings
- Hand railings except as noted
- Stairways and Ladders
- Interconnecting walkways
- Lights or light posts
- Field verification of dimensions
- Any piping not proposed above
- Valves except as noted
- Sandblasting or touch-up painting
- Field / Finish painting
- Disconnect switches and junction boxes
- Electrical wiring or conduit
- Electrical connections
- Electrical installation and wiring
- Controls except as noted
- Special shipping procedures
- Storage at our shop or jobsite
- Oil and grease
- Spare parts except as noted
- Tank surveying
- Field verification of elevations
- Pipe couplings/connections except as noted
- Screenings discharge chutes

Absence of an exclusion herein will not be construed as meaning that the item is included, and Kusters Water will not issue credits, or accept deducts, for the provision of the items noted above.

Terms:

- NET 30 Days
- 10% at submittal approval
- 85% upon delivery to site
- 5% upon start-up and training completion or 120 days from delivery, whichever occurs first
- 1-1/2% interest charges per month for late amounts due

Submittals:

- 3 – 4 weeks from acceptance of order.

Delivery:

- 6 – 7 weeks from receipt of signed approvals.

Warranty:

- 36 months from date of shipment, for all *ProTechtor*[®] products.

Validity:

- Our price is firm for acceptance within 30 days of bid date.

Purchase Orders:

- All purchase orders are to be issued, and mailed to:

Zima Corporation,
Kusters Water Division
P.O. 6128
Spartanburg, SC 29304

Please provide a copy of your tax exempt or direct pay certificate, project contact, and a copy of the project payment bond with your purchase order.

Notes:

All spares and site service for start-up and operator training is available from our Spartanburg National Service Center.

Liquidated Damages:

- Zima Corporation will not consider the addition of liquidated damages to our contract unless it has been specifically identified and negotiated prior to the bid. Zima Corporation equipment supply contract will not be tied to the General Contractor's overall contract, and our delivery commitments shall be as stated in this proposal.

Bonding:

- Bonding or bonding expenses are not included in this proposal and will not be considered unless specifically identified and authorized by Zima Corporation prior to the bid.

Insurance:

- Pricing includes general liability policy with 1 million per occurrence, 2 million aggregate, and 4 million umbrella. If higher limit(s) is required, all costs will be paid by the Buyer in addition to the quoted equipment price.

Freight:

- All prices are quoted F.O.B. destination, with freight allowed to the Jobsite. Buyer will be responsible for equipment off-loading. All claims for damage or loss in shipment shall be initiated by the Buyer. Buyer requests for selective shipments, early shipments, or separate shipment may directly affect the freight allowance. Any additional costs incurred due to this request by the Buyer will be an additional cost to the purchase price and invoiced accordingly.

Sincerely,



Michael T. Ronn
Executive Director of Sales and Marketing
Kusters Water
a Division of Zima Corporation
O. 864-208-9036
C. 864-641-5691
michael.ronn@kusterswater.com
www.kusterswater.com

Cc: Brandon Lang
813-287-0709

ZIMA CORPORATION (ZC)
CONDITIONS OF SALE

1. CONTRACT

All terms and conditions of this CONTRACT are fully set forth herein and no agent, employee, representative or other party is authorized to bind the Seller by any agreement or warranty not expressed herein. If any terms and conditions of subsequent orders are in addition to or inconsistent with the terms and conditions herein expressed, such terms will not be binding upon the Seller unless they are expressly accepted in writing by the Seller.

2. QUOTATIONS

- (a) Prices indicated on our quotations are valid 30 days, unless indicated otherwise. All Federal, State and local taxes, including any tariffs, are the responsibility of the Buyer.
- (b) Our quotations are not legally binding until we have received and executed a Purchase Order and issued a written ZC Order Confirmation.
- (c) Surety bonds, or bonding expenses, are not included by ZC and will not be considered unless specifically identified and authorized by ZC. If bonding is required, all costs will be paid by the Buyer in addition to the quoted equipment price.
- (d) Pricing includes general liability policy with \$1 million per occurrence, \$ 2 million aggregate, and \$ 4 million umbrella. If higher limit(s) is required, all costs will be paid by the Buyer in addition to the quoted equipment price.

3. DELIVERY

- (a) Delivery periods and dates quoted are approximate, unless otherwise stated in the Purchase Order and ZC Order Confirmation.
- (b) Shipping Terms: All equipment will be shipped at the risk of the Buyer FOB shipping point or Ex Works, as indicated in the ZC Proposal. Incidental costs for unloading, delivery, and installation of equipment in the Buyer's plant shall be paid by the Buyer. Seller is not responsible for any loss after shipment, including delays of carrier, damage to equipment in transit, or otherwise, regardless of delivery terms, so long as the carrier has receipted for the goods in good order.
- (c) Storage, delay charges and similar costs incurred because Buyer does not immediately accept delivery are Buyer's responsibility.
- (d) Seller may postpone delivery (1) in case Buyer fails to pay as agreed; (2) if Buyer fails to provide necessary technical information; (3) if Buyer fails to abide by the terms of our Order Confirmation; (4) on account of delay in receipt of necessary materials, parts or equipment; or (5) in case of force majeure, including strikes, lockouts, fire, adverse weather, state of war, etc.

4. SECURITY

- (a) Seller reserves a purchase money security interest and vendor's lien on all goods until the purchase price is paid in full, and Buyer may not sell, pledge or mortgage the goods until payment has been made in full. Buyer authorizes Seller to record a copy or signed original of this Contract as a financing statement pursuant to SC Code 36-9-402, and Buyer agrees to sign any other document reasonably requested by Seller to perfect or to continue perfection of the security interest granted herein.
- (b) Credit approval - shipment, delivery, and performance of work shall always be subject to the approval of the Seller's Credit Department. If the Buyer should fail to pay according to terms; or if in the opinion of the Seller, the financial condition of the Buyer at any time should become impaired, the Seller reserves the right, without prejudice to any claims for damage or otherwise, to withhold shipment or suspend performance of its obligations hereunder, until receipt of payment upon terms and conditions satisfactory with Seller.

5. DAMAGES

Zima Corporation will not consider the addition of incidental, consequential or liquidated damages to our contract unless it has been specifically identified and negotiated prior to the bid.

6. EXTENT OF SELLER'S WARRANTY

- (a) Subject to Subparagraphs (b) and (d), below, all equipment shall be covered by ZC's standard warranty as identified in the ZC proposal and written order confirmation. Our obligation under this warranty is strictly limited to repair or replacement, without charge F.O.B. our works, of any defective parts. WE MAKE NO WARRANTY WHATSOEVER FOR equipment or materials supplied that are not of our manufacture, which shall carry only the supplier's warranty. Replacement parts supplied under this provision will be credited only upon receipt F.O.B. our works of the defective parts.
- (b) Improper use, installation, modification or alteration of the equipment by the Buyer will void the above warranty.
- (c) WE WILL NOT BE RESPONSIBLE FOR INDIRECT OR RESULTING DAMAGES SUCH AS PRODUCTION LOSSES, LOSS OF PROFITS, TRADING LOSSES, LOSS OF GOOD WILL OR REPUTATION SUFFERED BY THE BUYER, THIRD PARTIES, NOR FOR PUNITIVE DAMAGES.
- (d) ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE EXCLUDED.

7. PAYMENT

- (a) Payment terms are set forth in the Quotation/Order Confirmation and are not contingent upon testing or performance of equipment. Each shipment will be invoiced as shipped and each invoice settled per terms specified. All payments shall be made in United States funds, free of expense to the Seller for collection charges. If in the opinion of the Seller, shipments are delayed unreasonably by the Buyer, the Seller shall have the right to render an invoice for equipment ready for shipment.
- (b) All payments not received on the due date shall bear interest at 1.5% per month; in the event of suit for collection against the Buyer, Seller shall be entitled to recover attorney's fees, court costs and other expenses.

8. CANCELLATION

No purchase order may be canceled after acceptance of our Order Confirmation except in the discretion of the Seller, in which case the Buyer shall be required to pay for all costs and expenses

incurred by the Seller in the performance of the work through the date of cancellation, plus a fee of no less than fifteen percent (15%).

9. ERECTION

- (a) Unless specifically included in our Order Confirmation charges for erectors and erection supervisors are not part of the equipment price.
- (b) At the Buyer's request, we will assist the Buyer in arranging for an erection supervisor at our normal rates.

10. NO ALTERATION OF SAFETY DEVICES

Buyer understands and agrees that no safety devices or equipment, or safety labels or warnings are to be altered or removed from the equipment without first obtaining our written permission to do so. Should any such devices, equipment, labels or warnings be altered or removed, Buyer shall be solely responsible for any injuries, damage or loss resulting therefrom, and agrees to indemnify and save Seller harmless of and from all claims, demands, suits, and or losses, including attorney's fees, resulting from such removal or alteration.

11. LAW

This contract is governed by the substantive laws of the State of South Carolina, excluding, however, its principles governing the conflicts of laws.

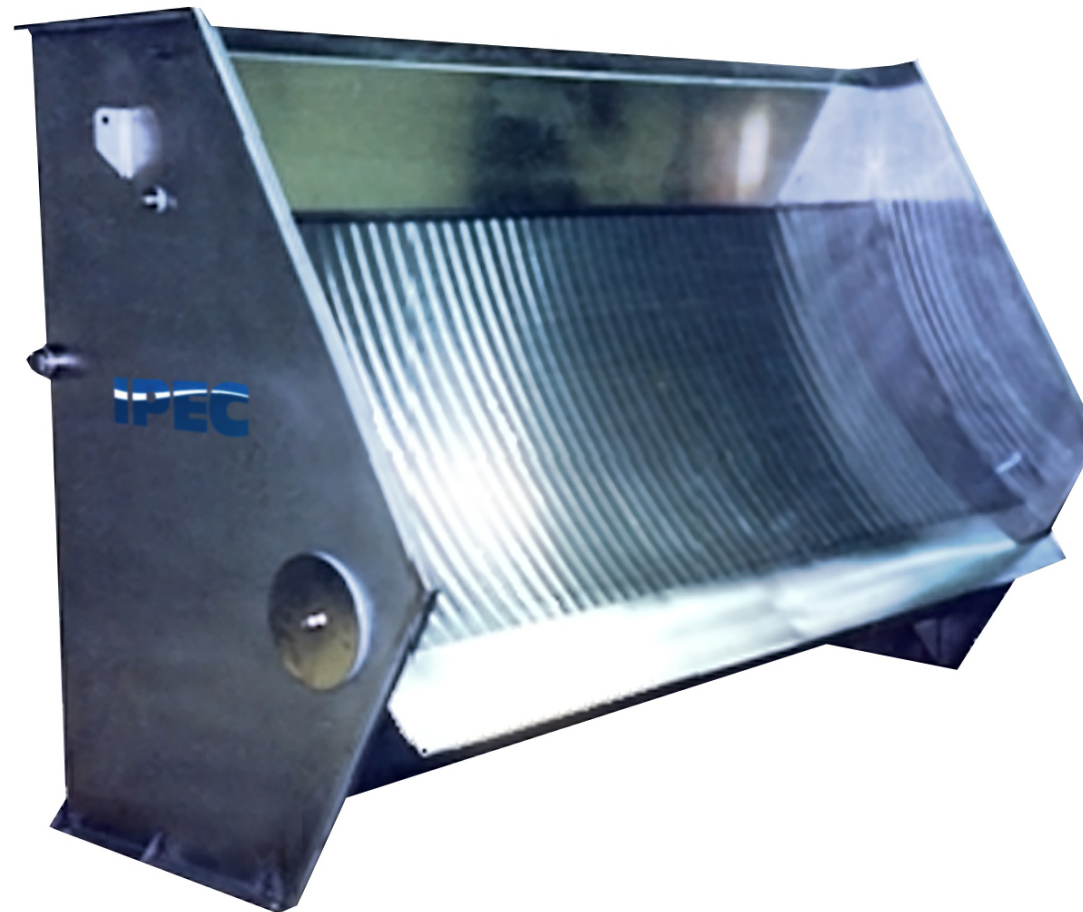
12. DISPUTES

All disputes will be settled exclusively by arbitration at Spartanburg, South Carolina in accordance with the Commercial Arbitration rules of the American Arbitration Association and the Federal Arbitration Act; the parties expressly agree that the South Carolina Arbitration Act and notice provisions thereof shall not apply to this Contract.

13. RESPONSIBILITIES OF THE BUYER

The Buyer is to furnish and install the following in addition to any items previously mentioned herein: (1) Buyer is to provide suitable foundations or building floor strength to maintain machinery in level position (2) all necessary labor for erection of the equipment (erection supervision will be supplied at Customer expense) (3) permits, pollution controls, and other approvals such as may be required by insurance or Governmental Agencies (4) necessary guards for the exposed moving parts of the machine in accordance with the laws of the state in which the machine is to be located (5) the necessary piping, including material and labor for gas, air, hydraulic, water and steam feed and drain lines (6) exhaust ductwork with suitable dampers from exhaust outlets to out-of-doors (7) all electric power wiring including material and labor from and to the starters, motors, and control elements, plus disconnect switches as required (8) all starters and controls not specifically included (9) provisions for dyestuff and chemical preparation including tanks, piping, pumps, instrumentation, structural platforms, hoist or elevator, etc. (10) all necessary utilities such as forklift trucks, welding equipment, elevators, and cranes where necessary for the installation of the equipment, (11) all drawings furnished by us will remain our property.

SHL 12054 Sidehill Screen for City of Winter Springs, FL



Quoted by  **JWC Environmental**[®] |  **IPEC**[™] for Barney's Pumps – Matt Curls under Proposal No. 20200216
Trust Monster Quality™ FOR SALES AND SERVICE CALL 1.800.663.8409 WWW.IPEC.COM



FOR SALES AND SERVICE CALL 1.800.663.8409
WWW.JWCE.COM

Project: City of Winter Springs, FL

JWCE-IPEC – 2889 Norland Avenue – Burnaby, BC V5B 3A9 – Canada – Tel: (604)291-7150 – Fax: (604)291-7190

Table of Contents

Cover Page

Table of Contents

Proposal – 20200216 c/w T&C's	Page 1
Drawing – SHL 120301 (generic drawing only)	Page 6
Drawing – SHL 120351 with Options (generic drawing only)	Page 7
Description – SHL	Page 8
Brochure - SHL	Page 10
Specification - SHL	Page 12
Reference List - SHL	Page 13

Revised: February 26, 2020



JWC
Environmental[®]
 Trust Monster Quality™



FOR SALES AND SERVICE CALL 1.800.663.8409
 WWW.JWCE.COM

JWC Environmental Canada ULC

Proposal No. 20200216

To: City of Winter Springs, FL
 c/o Barney's Pumps
 2965 Barney's Pumps Place
 Lakeland, FL 33812

Voice: 863-557-6298 (cell)
Fax:
Email: curlsm@barneypumps.com
Project: Static Screens for Wastewater
 Plants
Date: February 26, 2020

WE ARE PLEASED TO QUOTE AS FOLLOWS:

Four (4) only **JWCE - IPEC Model SHL 12054 Side Hill Screen**, in all 304 stainless steel construction, described as follows:

- 120" wide by 54" long wedgewire screening element;
- **0.060"** screen slot openings;
- screen housing constructed from 3/16" plate;
- headbox constructed from 3/16" plate;
- damper constructed from 12 gauge plate;
- screen deck with 5% adjustable angle;
- **14" piped inlet**, with 150 lb 304 stainless steel back up flange;
- **20" piped outlet**, Bottom Discharge Only with 150 lb 304 stainless steel back up flange;
 c/w
- epoxy coating (except screen deck)

Option 1: Four (4) only **solids chute**, in all 304 stainless steel.

Option 2: Four (4) only **enclosure (covers)**, in all 304 stainless steel.

Option 3: Site visit - One trip, 2 days for inspection, start-up, and operator training.

Option 4: Estimated Prepaid Freight from Burnaby, BC to Winter Springs, FL (32708)

Manual: Two copies of the Installation, Operation and Maintenance Manual.

Service: To screen 1,736 (each screen) peak pumped domestic municipal effluent with 250 mg/L TSS.

The quoted screen will meet the stated flow, provided maximum solids loading does not exceed 450 mg/L.

NOTE: Estimated inlet velocity of 3 feet per second is required.

SHL 12054 x 4, NET Price (\$26,431 ea) Incoterms EX Works:	US\$ 105,724
Option 1: Solids Chute x 4, NET Price (\$5,563 ea), Incoterms EX Works:	US\$ 22,252
Option 2: Enclosure (cover) x 4 NET Price (\$2,938 ea), Incoterms EX Works:	US\$ 11,752
Option 3: Site Visit, NET Budget Price, Incoterms EX Works:	US\$ 4,000
Option 4: Estimated Prepaid Freight, NET Budget Price, Incoterms EX Works:	US\$ 8,000
Total FOB Jobsite :	US\$ 151,728.00

Shipping & Handling Estimate: (Will be prepaid and billed at cost plus handling charges)

Taxes: All orders will be billed the applicable sales tax, based on the "ship to address", unless a valid tax exemption certificate is provided prior to shipment.

Terms: 10% upon drawing approval, 80% net 30 days of delivery, 10% upon successful start-up, OAC.

Shipment: Municipal Orders
Shipment would be 10-12 weeks after return of Approved Submittal documents. Typically documents for approval are generated and supplied within 3-4 weeks after receipt of P.O. and agreement on Terms and Conditions.

Validity: 30 days from quotation date.

WARRANTY

JWCE - IPEC warrants that the goods sold are fit for the particular purpose of use for which they were offered, and that they conform with, and will perform in accordance with the Purchaser's specifications.

JWCE - IPEC also warrants the goods against any defects in material, workmanship and design for the entire warranty period.

JWCE - IPEC warrants, for a period of 12 months from the delivery of equipment, that any component that is defective shall be replaced. Change out of said components shall be for the Purchaser's account.

All warranty claims must be submitted to JWCE - IPEC in writing, either by mail, fax or email.

Notes:

1. Please fax or mail a purchase order for the total amount and we can process your order.
Please include the following:
Billing Address, Ship to Address, and sales tax exemption certificate.
2. Please reference our quote number on your purchase order.
3. Availability of parts are subject to change at any time.
4. 20% restocking fee on all returns.
5. Sales tax is not included in price.
6. JWCE-IPEC standard one year warranty included.

Thank-You for your Business!

Bonnie Wong – Inside Sales
JWC Environmental Canada - IPEC

**JWC ENVIRONMENTAL/IPEC
TERMS AND CONDITIONS OF SALE**

Unless otherwise specifically agreed to in writing by the buyer ("Buyer") of the products and or related services purchased hereunder (the "Products") and JWC Environmental (the "Seller"), the sale of the Products is made only upon the following terms and conditions. Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Seller rejects all additional, conditional and different terms in Buyer's form or documents.

PAYMENT TERMS

Subject to any contrary terms set forth in our price quotation, order acceptance or invoice the full net amount of each invoice is due and payable in cash within 30 days from the date of the invoice. If any payment is not received within such 30-day period, Buyer shall pay Seller the lesser of 1 ½% per month or the maximum legal rate on all amounts not received by the due date of the invoice, from the 31st day after the date of invoice until said invoice and charges are paid in full. Unless Sellers documents provide otherwise, freight, storage, insurance and all taxes, duties or other governmental charges related to the Products shall be paid by the Buyer. If Seller is required to pay any such charges, Buyer shall immediately reimburse Seller for said charges. In all cases, regardless of partial payment, title to the Products shall remain the Sellers until payment for the Products has been made in full. All orders are subject to credit approval by Seller. All offers by Seller and/or acceptance of Buyer's order shall be nullified by any failure of Buyer to obtain credit approval. Furthermore, Buyer shall not assert any claim against Seller due to Buyer's inability to obtain credit approval. Irrevocable Letter of Credit from Buyer in form and term acceptable to Seller is required for Product orders delivered outside the United States of America.

DELIVERY

Unless otherwise provided in our price quotation, delivery of the Products shall be made F.O.B. place of manufacture. Any shipment, delivery, installation or service dates quoted by the Seller are estimated and the Seller shall be obligated only to use reasonable efforts to meet such dates. The Seller shall in no event be liable for any delays in delivery or failure to give notice of delay or for any other failure to perform hereunder due to causes beyond the reasonable control of the Seller. Such causes shall include, but not be limited to, acts of God, the elements, acts or omissions of manufacturers or suppliers of the Products or parts thereof, acts or omissions of Buyer or civil and military authorities, fires, labor disputes or any other inability to obtain the Products, parts thereof, or necessary power, labor, materials or supplies. The Seller will be entitled to refuse to make, or to delay, any shipments of the Products if Buyer shall fail to pay when due any amount owed by it to the Seller, whether under this or any other contract between the Seller and Buyer. Any claims for shortages must be made to the Company in writing within five calendar days from the delivery date and disposition of the claim is solely subject to Sellers determination.

PRICES

Prices of the Seller's Products are subject to change without notice. Quotations are conditioned upon acceptance within 30 days unless otherwise stated and are subject to correction for errors and/or omissions. Prices include charges for regular packaging but, unless expressly stated, do not include charges for special requirements of government or other purchaser. **Prices are subject to adjustment** should Buyer place an order past the validity period of the quotation or **delay delivery of Products beyond the quoted lead time for any reason.**

RETURNS

No Products may be returned for cash. No Product may be returned for credit after delivery to Buyer without Buyer first receiving written permission from the Seller. Buyer must make a request for return of Product in writing to Seller at its place of business in Costa Mesa, California. A return material authorization number must be issued by the Seller to the Buyer before a Product may be returned. Permission to return Product to Seller by Buyer is solely and exclusively the Sellers. Product must be returned to Seller at Buyers expense, including packaging, insurance, transportation and any governmental fees. Any credit for Product returned to Seller shall be subject to the inspection of and acceptance of the Product by the Seller and is at the sole discretion of the Seller.

LIMITED WARRANTY

Subject to the terms and conditions hereof, the Seller warrants until one year after commissioning (written notification to Seller by Buyer required) of the Product or until 18 months after delivery of such Product to Buyer, whichever is earlier, that each Product will be free of defects in material and workmanship. If (a) the Seller receives written notification of such defect during the warranty period and the defective Products use is discontinued promptly upon discovery of alleged defect, and (b) if the owner ("Owner") forwards the Product to the Seller's nearest service/repair facility, transportation and related insurance charges

prepaid. The Seller will cause any Products whose defect is covered under this warranty to either be replaced or be repaired at no cost to the Owner. The foregoing warranty does not cover repairs required due to repair or alteration other than by the Seller's personnel, accident, neglect, misuse, transportation or causes other than ordinary use and maintenance in accordance with the Seller's instructions and specifications. In addition, the foregoing warranty does not cover any Products, or components thereof, which are not directly manufactured by the Seller. To the extent a warranty for repair or replacement of such Products or components not manufactured directly by the Seller is available to Buyer under agreements of the Seller with its vendors; the Seller will make such warranties available to Buyer. Costs of transportation of any covered defective item to and from the nearest service/repair center and related insurance will be paid or reimbursed by Buyer. Any replaced Products will become the property of the Seller. Any replacement Products will be warranted only for any remaining term of the original limited warranty period and not beyond that term.

DISCLAIMER OF WARRANTIES AND LIMITATIONS OF LIABILITIES

THE SELLER'S FOREGOING LIMITED WARRANTY IS THE EXCLUSIVE AND ONLY WARRANTY WITH RESPECT TO THE PRODUCTS AND SHALL BE IN LIEU OF ALL OTHER WARRANTIES (OTHER THAN THE WARRANTY OF TITLE), EXPRESS, STATUTORY OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY STATEMENTS MADE BY EMPLOYEES, AGENTS OF THE SELLER OR OTHERS REGARDING THE PRODUCTS. THE OBLIGATIONS OF THE SELLER UNDER THE FOREGOING WARRANTY SHALL BE FULLY SATISFIED BY THE REPAIR OR THE REPLACEMENT OF THE DEFECTIVE PRODUCT OR PART, AS PROVIDED ABOVE. IN NO EVENT SHALL THE SELLER BE LIABLE FOR LOST PROFITS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE TOTAL LIABILITY OF THE SELLER TO BUYER AND OTHERS ARISING FROM ANY CAUSE WHATSOEVER IN CONNECTION WITH BUYER'S PURCHASE, USE AND DISPOSITION OF ANY PRODUCT COVERED HEREBY SHALL, UNDER NO CIRCUMSTANCES, EXCEED THE PURCHASE PRICE PAID FOR THE PRODUCT BY BUYER. NO ACTION, REGARDLESS OF FORM, ARISING FROM THIS AGREEMENT OR BASED UPON BUYER'S PURCHASE, USE OR DISPOSITION OF THE PRODUCTS MAY BE BROUGHT BY EITHER PARTY MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION ACCRUES, EXCEPT THAT ANY CAUSE OF ACTION FOR THE NONPAYMENT OF THE PURCHASE PRICE MAY BE BROUGHT AT ANY TIME.

The remedies provided to Buyer pursuant to the limited warranty, disclaimer of warranties and limitations of liabilities, described herein are the sole and exclusive remedies.

Unless specifically agreed to in writing by the Seller, no charges may be made to the Seller by Buyer or any third party employed by buyer for removing, installing or modifying any Product.

The Seller and its representatives may furnish, at no additional expense, data and engineering services relating to the application, installation, maintenance or use of the Products by Buyer. The Seller will not be responsible for, and does not assume any liability whatsoever for, damages of any kind sustained either directly or indirectly by any person through the adoption or use of such data or engineering services in whole or in part.

CONFIDENTIAL INFORMATION

Except with the Seller's prior written consent, Buyer shall not use, duplicate or disclose any confidential proprietary information delivered or disclosed by the Seller to Buyer for any purpose other than for operation or maintenance of the Products.

CANCELLATION AND DEFAULT

Absolutely no credit will be allowed for any change or cancellation of an order for Products by Buyer after fabrication of the Products to fill Buyer's order has been commenced. If Buyer shall default in paying for any Products purchased hereunder, Buyer shall be responsible for all reasonable costs and expenses, including (without limitation) attorney's fees incurred by the Seller in collecting any sums owed by Buyer. All rights and remedies to the Seller hereunder or under applicable laws are cumulative and none of them shall be exclusive of any other right to remedy. No failure by the Seller to enforce any right or remedy hereunder shall be deemed to be a waiver of such right or remedy, unless a written waiver is signed by an authorized management employee of the Seller and the Seller's waiver of a breach of this agreement by Buyer shall not be deemed to be a waiver of any other breach of the same or any other provision.

APPLICABLE LAW, RESOLUTION OF DISPUTES AND SEVERABILITY

This agreement is entered into in Costa Mesa, California. This agreement and performance by the parties hereunder shall be construed in accordance with, and governed by, the laws of the State of California. Any claim or dispute arising from or based upon this agreement or the Products which form its subject matter shall be resolved by binding arbitration before the American

Arbitration Association in Los Angeles, California, pursuant to the Commercial Arbitration Rules, excepting only that each of the parties shall be entitled to take no more than two depositions, and serve no more than 30 interrogatories, 10 requests for admissions and 20 individual requests for production of documents, such discovery to be served pursuant to the California Code of Civil Procedure. Any award made by the arbitrator may be entered as a final judgment, in any court having jurisdiction to do so. If any provision of this agreement shall be held by a court of competent jurisdiction or an arbitrator to be unenforceable to any extent, that provision shall be enforced to the full extent permitted by law and the remaining provisions shall remain in full force and effect.

ASSIGNMENT

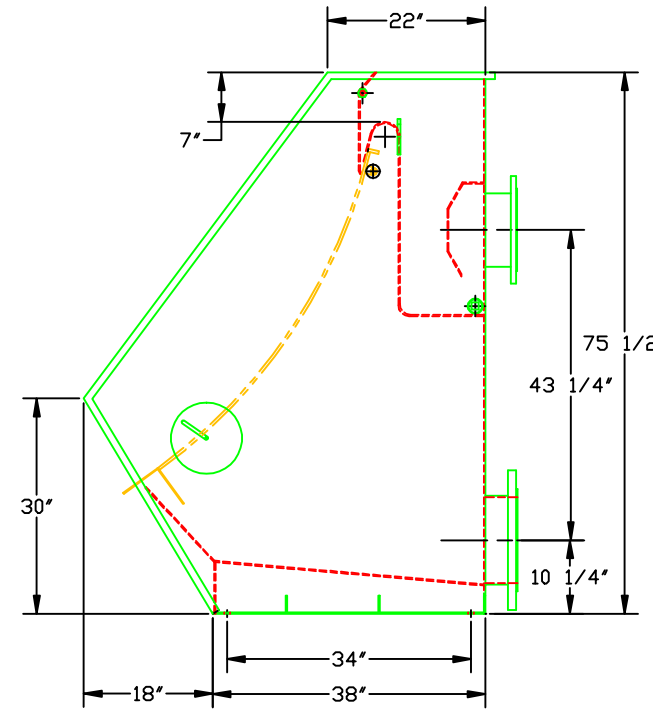
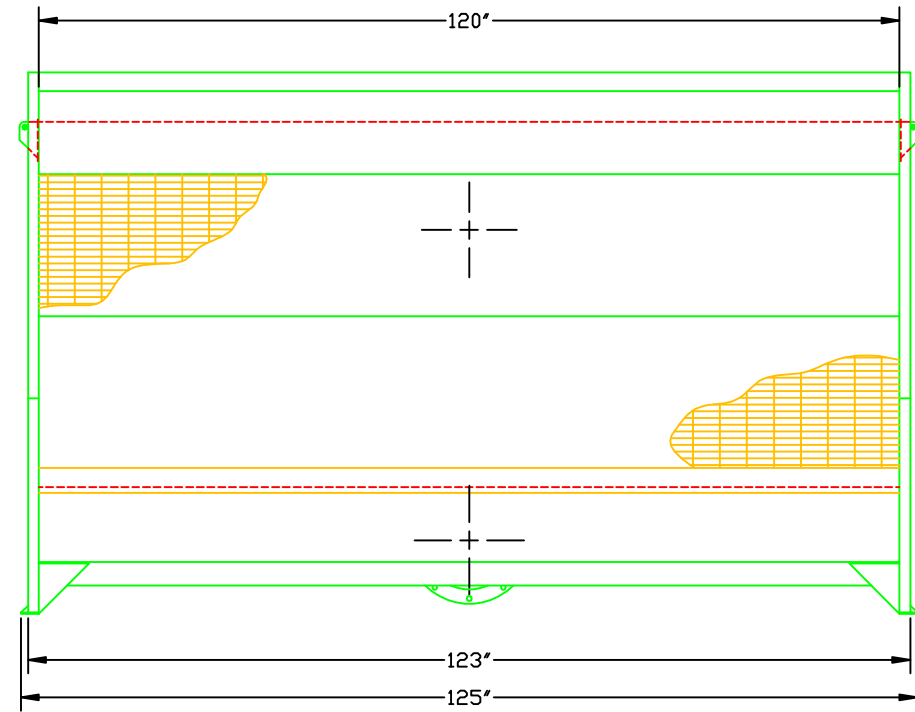
This agreement shall be binding upon the parties and their respective successors and assigns. However, except for rights expressly provided to subsequent Owners of the Products under "Limited Warranty" above, any assignment of this agreement or any rights hereunder by Buyer shall be void without the Company's written consent first obtained. Any exercise of rights by an Owner other than Buyer shall be subject to all of the limitations on liability and other related terms and conditions set forth in this agreement.

EXCLUSIVE TERMS AND CONDITIONS

The terms and conditions of this agreement may be changed or modified only by an instrument in writing signed by an authorized management employee of the Seller. This instrument, together with any amendment or supplement hereto specifically agreed to in writing by an authorized management employee of the Seller, contains the entire and the only agreement between the parties with respect to the sale of the Products covered hereby and supersedes any alleged related representation, promise or condition not specifically incorporated herein.

SELLER'S PRODUCTS ARE OFFERED FOR SALE AND SOLD ONLY ON THE TERMS AND CONDITIONS CONTAINED HEREIN. NOTWITHSTANDING ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS CONTAINED IN BUYER'S SEPARATE PURCHASE ORDERS OR OTHER ORAL OR WRITTEN COMMUNICATIONS, BUYER'S ORDER IS OR SHALL BE ACCEPTED BY THE COMPANY ONLY ON THE CONDITION THAT BUYER ACCEPTS AND CONSENTS TO THE TERMS AND CONDITIONS CONTAINED HEREIN. **IN THE ABSENCE OF BUYER'S ACCEPTANCE OF THE TERMS AND CONDITIONS CONTAINED HEREIN, THE SELLER'S COMMENCEMENT OF PERFORMANCE AND/OR DELIVERY OF THE PRODUCTS, OR THE SELLER'S STATEMENT OF ACKNOWLEDGMENT OF THE RECEIPT OF BUYER'S PURCHASE ORDER, SHALL BE FOR BUYER'S CONVENIENCE ONLY AND SHALL NOT BE DEEMED OR CONSTRUED TO BE ACCEPTANCE OF BUYER'S DIFFERING TERMS OR CONDITIONS, OR ANY OF THEM.** ANY DIFFERENT OR ADDITIONAL TERMS ARE HEREBY REJECTED UNLESS SPECIFICALLY AGREED UPON IN WRITING BY AN AUTHORIZED MANAGEMENT EMPLOYEE OF THE SELLER. IF A CONTRACT IS NOT EARLIER FORMED BY MUTUAL AGREEMENT IN WRITING, BUYER'S ACCEPTANCE OF ANY PRODUCTS COVERED HEREBY SHALL BE DEEMED ACCEPTANCE OF ALL OF THE TERMS AND CONDITIONS STATED HEREIN. **THE SELLER'S FAILURE TO OBJECT TO PROVISIONS INCONSISTENT HERewith CONTAINED IN ANY COMMUNICATION FROM BUYER SHALL NOT BE DEEMED A WAIVER OF THE PROVISIONS CONTAINED HEREIN.**

F360JWCE0107



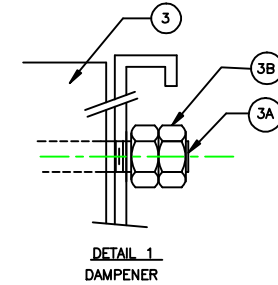
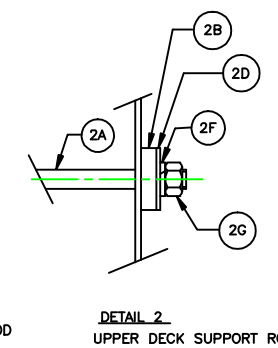
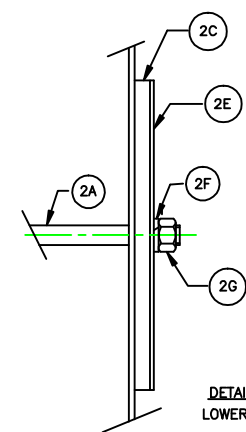
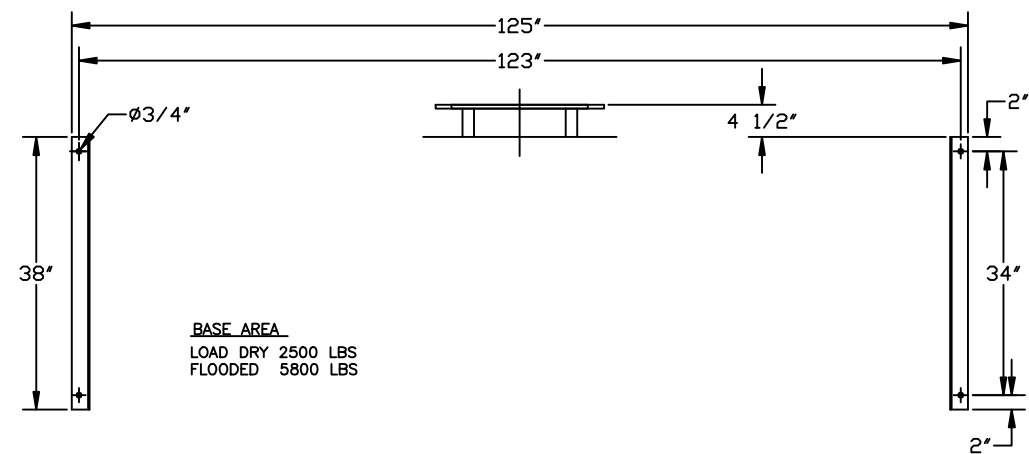
ITEM	QTY	DESCRIPTION
1		FRAME: MAT'L: # 3/16" 304 STAINLESS STEEL FITTINGS: INFLUENT: Ø10" C/W 304 SS FLANGE EFFLUENT: Ø12" C/W 304 SS FLANGE DRAIN: Ø3" FNPT C/W PLUG
2		SCREEN: CONST: XXX MAT'L: 304 S.S. SLOT: 0.000" ATTACHMENTS: UPPER GASKET 1/2"x2" } UHMW LOWER GASKET 1/2"x10" } POLYETHYLENE ROD: 5/8" X 125" UPPER WASHER 1/8"x2" } 304 S.S. LOWER WASHER 1/8"x10" } LW 5/8" SS HEXNUT 5/8" SS
3		DAMPENER: MAT'L: 304 S.S. 12 GA. ATTACHMENTS: ROD 1/2" X 124 SS HEXNUT 1/2" SS

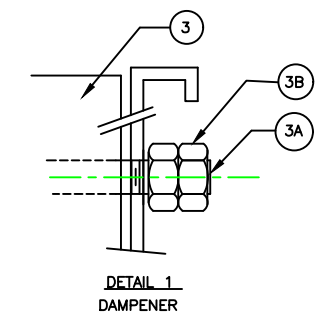
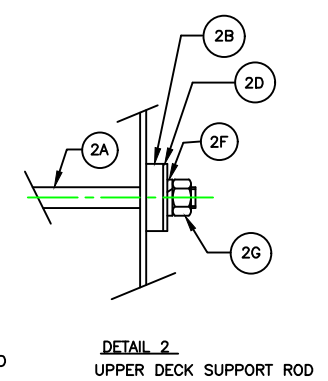
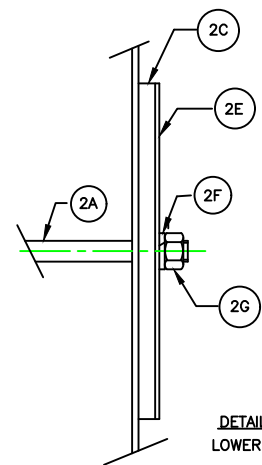
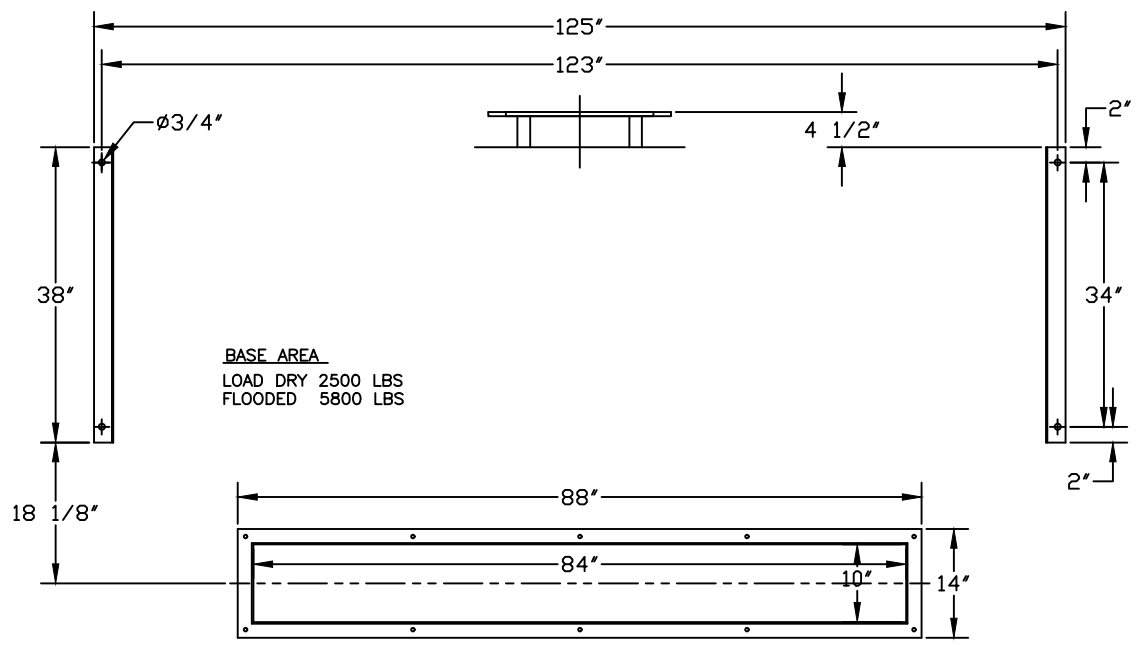
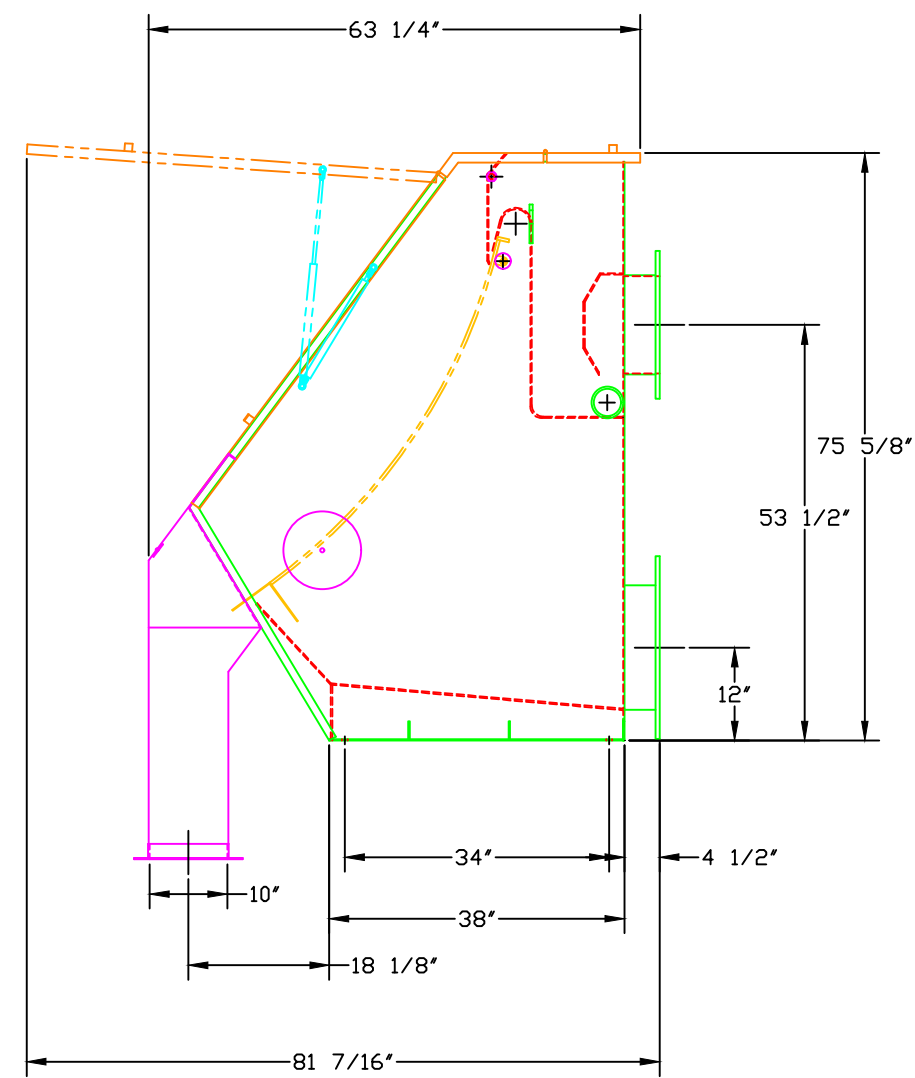
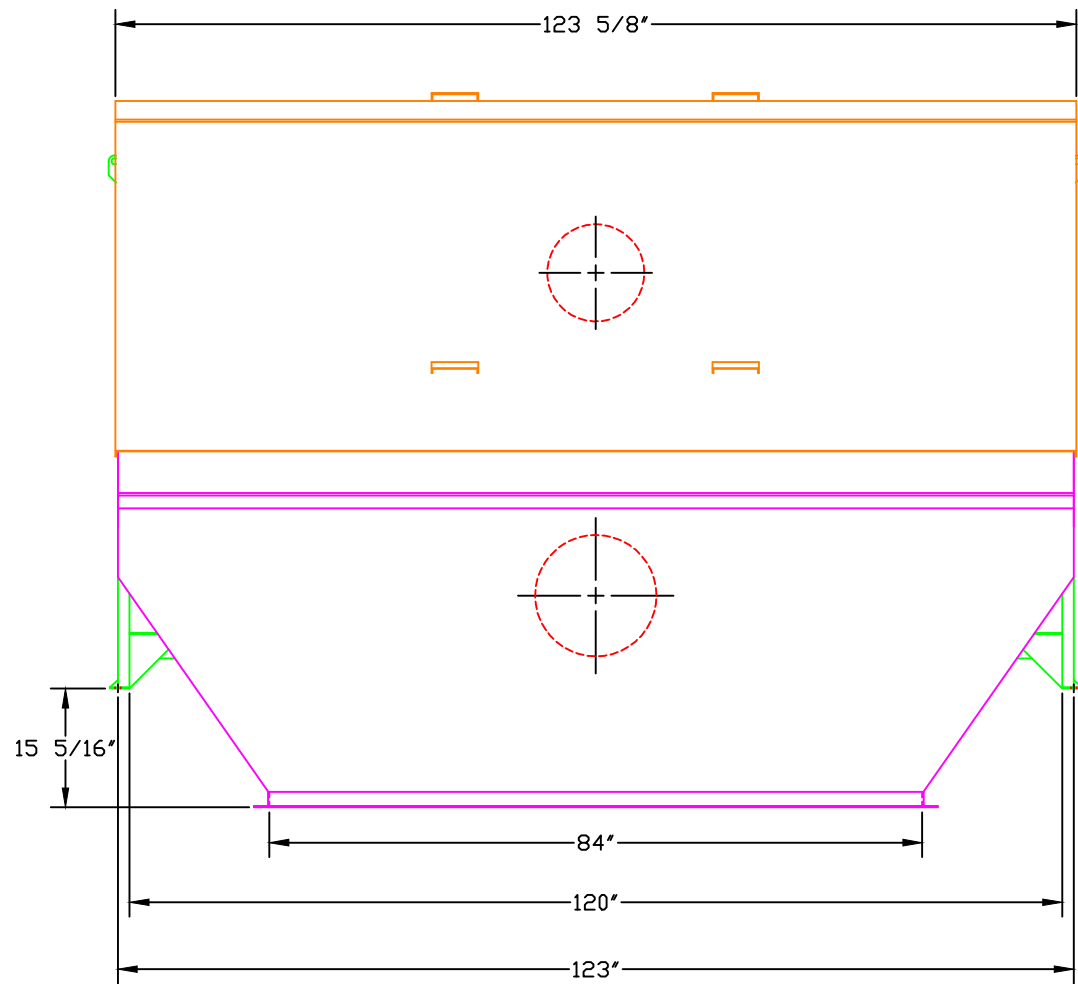
NOT FOR CONSTRUCTION

SYM.	DESCRIPTION	DATE	BY

REVISIONS		
CUSTOMER: ***	TITLE: SHL 120 GENERAL ARRANGEMENT	IPEC IPEC CONSULTANTS 2889 NORLAND AVE BURNABY BC CANADA V5B 3A9 1 800 663 8409

QUOTE NO: ***	PROJECT: ***	SCALE: ****
DRAWN: A.R.C.	CHK'D: A.R.I.	DWG. NO: SHL120301
DATE: MARCH 26, 2014	DATE: MARCH 26, 2014	REV. 0





ITEM	QTY	DESCRIPTION
1		FRAME: MAT'L: # 3/16" 304 STAINLESS STEEL FITTINGS: INFLUENT: Ø12" C/W 304 SS FLANGE EFFLUENT: Ø16" C/W 304 SS FLANGE DRAIN: Ø3" FNPT C/W PLUG
2	2 2 2 2 4 4	SCREEN: CONST: 93 WIRE / 1/4" RND @ 2 1/2" C/C MAT'L: 304 S.S. SLOT: 0.060" ATTACHMENTS: UPPER GASKET 1/2"x2" } UHMW LOWER GASKET 1/2"x10" } POLYETHYLENE ROD: 5/8" X 125" } UPPER WASHER 1/8"x2" } 304 S.S. LOWER WASHER 1/8"x10" } LW 5/8" SS HEXNUT 5/8" SS
3	1 4	DAMPENER: MAT'L: 304 S.S. 12 GA. ATTACHMENTS: ROD 1/2" X 124 SS HEXNUT 1/2" SS
4		COVER: CONST.: 10 GA. / 12 GA. DOORS MAT'L: 304 S.S. ATTACHMENTS: 2" PIANO HINGE 304 SS GAS - 7 GAS SPRINGS
5		CHUTE: MAT'L: 304 S.S. 11 GA. FITTINGS: SOLIDS 10" X 84" FLANGED DISCHARGE

NOTE

NOT FOR CONSTRUCTION

SYM.	DESCRIPTION	DATE	BY

REVISIONS		
CUSTOMER: ***	TITLE: SHL 120 GENERAL ARRANGEMENT	JWCC JWC ENVIRONMENTAL CANADA ULC 2889 NORLAND AVE BURNABY BC CANADA V5B 3A9 1 800 663 8409

QUOTE NO: ***	PROJECT: ***	SCALE: ****
DRAWN: A.R.C.	CHK'D: A.R.I.	DWG. NO: SHL120351
DATE: FEB. 07, 2018	DATE: FEB. 07, 2018	REV. 0

1.0 GENERAL

There will be furnished one (1) only Model SHL 12054 Sidehill Screen, as manufactured by JWCE Canada. The sidehill screen will consist of screen housing with integral headbox, inlet, outlet and drain fittings, a hinged screen panel and flow distribution panel. The sidehill screen will be a free standing unit designed and constructed to withstand all static and hydraulic forces.

2.0 CONSTRUCTION AND MATERIALS

2.1 Screen Housing

The screen housing will be constructed of minimum 3/16 inch type 304 stainless steel. The housing side panels will be flanged at the base, fully gusseted and pre-drilled for anchoring connectors.

The housing will have a headbox to receive influent and to distribute flow evenly across the full width of the screen deck. The crest of the headbox will be well rounded, leading to a minimum 6 inch approach spillway.

The housing will have a 14 inch diameter influent connection; a 20 inch diameter effluent (filtrates) connection **BOTTOM DISCHARGE ONLY** and a 3 inch FNPT drain connection. The influent and effluent connections will be stub ends with stainless steel backup flanges, drilled to 150# ANSI standard. The influent and effluent pipes will be constructed of a minimum 11 gauge type 304 stainless steel.

The housing side panels will include mounting holes for the screen deck and flow distribution baffle.

All welding will use shielded arc, inert gas, MIG or TIG methods. Welds will be built up to provide equal or greater thickness than the connected metal plate. All welds will be continuous on both sides. Butt welds will be full penetration (bevel preparation). All weld protrusions shall be ground. After welding, the frame will be cleaned to a uniform finish, including removal of weld discoloration.

2.2 Screen Deck

The screen element will be a curved panel, positioned in the frame, to provide a decreasing deck slope in the direction of flow. The slope of the screen at the spillway is 70° and progressively decreases to 45° at the discharge.

The screen deck will be provided with hinged mounting so that the deck slope can be modified to a maximum variation of 5°.

The screen element will be 120 inches wide by 54 inches long and manufactured from type 304 stainless steel with 0.060" slot size. The panel will be of resistance welded wedgewire design. The wedgewire support rods will be 1/4 inch round bars. The profile of the wedgewire will be chamfered and positioned to maximize self-cleaning capability and throughput.

The deck will have an 8 inch long discharge ramp to carry captured solids away from the deck and housing. The deck will be reinforced to allow the screen to be adjusted and cleaned without sagging or bending.

Prepared for : City of Winter Springs, FL c/o Barney's Pumps – Matt Curls
Project Name: Static Screen for Wastewater Plants

Proposal No.: 20200216
Revised: February 26, 2020

The deck will have a 6 inch drip lip mounted at the bottom end of the deck to control the excess water from running off the screen panel and direct free water into the drainage area.

2.3 Screen Distribution Baffle

The sidehill will have a diverter baffle, positioned at the screen/weir interface, to even flow onto the screen surface. The baffle will be constructed of minimum 12 gauge type 304 stainless steel and will be mounted onto the housing using 1/2 inch type 304 stainless steel round bars with threaded ends and 1/2 inch jam nuts.

2.4 Surface Finish

2.4.1 Surface Treatment of Stainless Steel Components

Welds shall be acid passivated with pickling paste by brushing on all welds and overlapping into heat affected zones. Paste shall be left on for 1 to 2 hours before water flush and neutralization with soda ash solution.

All surface blemishes and weld tacks shall be blended smooth and the complete surface shall be glass bead polished to a uniform finish. After polishing the surface shall be rinsed then passivated using citric acid solution. Solution shall be sprayed onto screens and left for 30 minutes before water flushing the complete surface.

After drying, all surfaces shall be coated with a thin film for superior corrosion resistance.

2.4.2 OEM Components

The motor, gear reducer and all unit-mounted electrical devices will have the manufacturer's standard finish.

3.0 FACTORY ASSEMBLY, TESTING AND INSPECTION

The unit will be factory operated and inspected prior to shipment. The Engineer and/or Owner may, at their option and own expense, witness the factory test.

4.0 INSTALLATION

The equipment shall be installed per JWCE Canada's recommendation. All electrical connections shall be made as specified herein, identified on the drawing.

5.0 MANUALS

Two (2) copies of the operation and maintenance manual.

6.0 OPTIONS



SHS SERIES

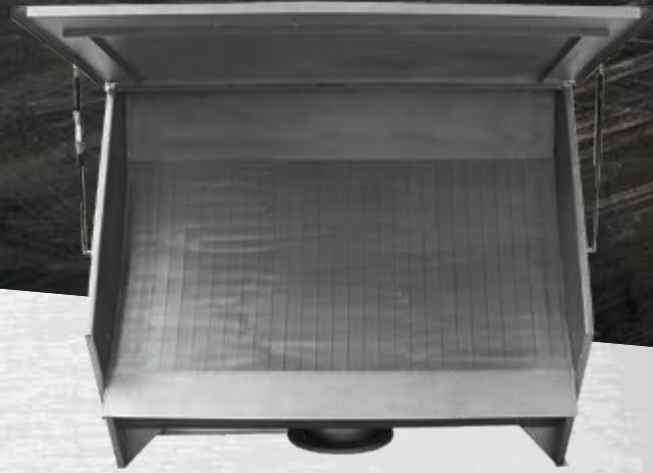
Sidehill Static Screens

The simplicity of Sidehill Screens make them an excellent choice for static dewatering screen applications. With no motors or moving parts the Sidehill Screen lets gravity do the work as effluent flows down the screening media.

The SHS Series Static Sidehill Screen elements are wedgewire with slots ranging from 0.010 to 0.125 inches (250 to 3200 microns) oriented horizontally across the direction of flow. The screen decks are positioned at a steeply sloped angle providing an effective stripping of liquid and allowing the solids to slide. These are typically used when the solids are easily separated from the liquid and where the separated solids slide easily.

METHOD OF OPERATION

Wastewater or slurry enters a headbox where hydraulic turbulence keeps solids in suspension. The wastewater overflows a distribution weir onto a steeply sloped ramp orienting the flow tangentially onto the screen surface. The liquid passes through the openings in the wedgewire to a drainage pan. The solids slide down the surface of the screen to the discharge lip.



Features

Simple, But Proven Design

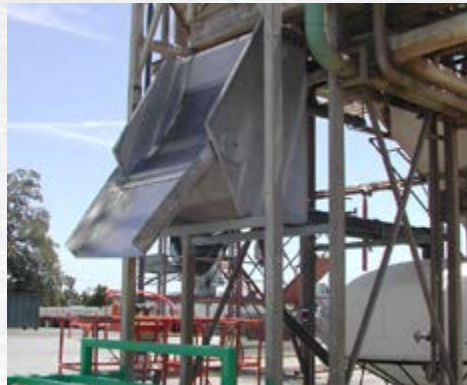
- Efficiently separates solids from liquids
- Slot Feed design prevents plugging

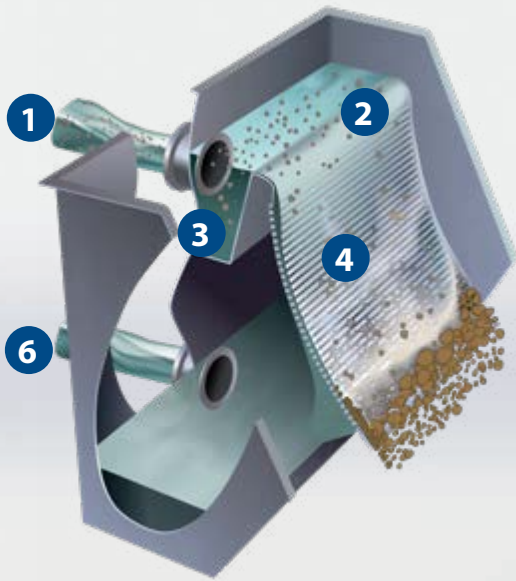
Economical

- Easy installation
- No moving parts to wear out

Applications

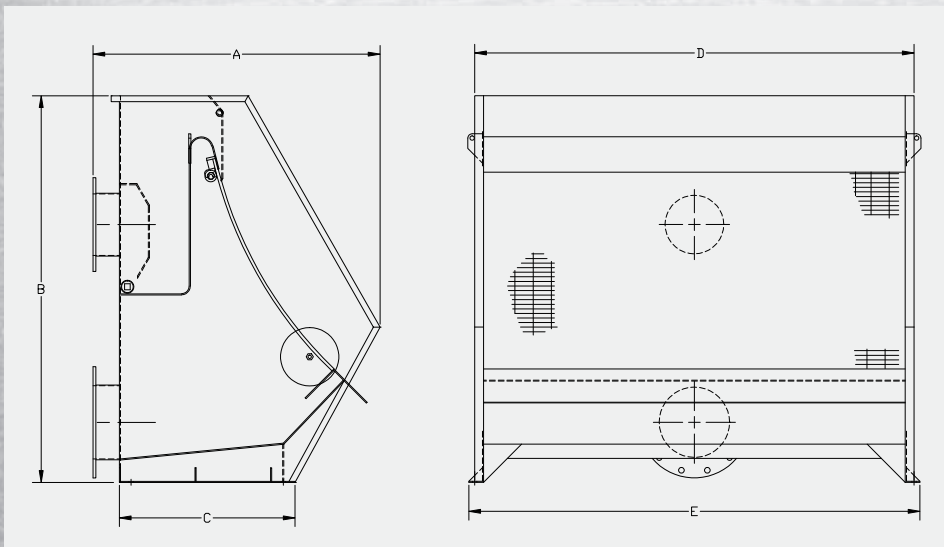
- Municipal Primary Sewage
- Poultry Feather
- Meat - Stock Water / Pen Wash Down
- Vegetable & Fruit
- Brewery - Spent Grains / Bottle Wash
- Mineral - Coal Wash / Lime Particulate
- Forestry - White Water / Chip Wash Water
- Pulp Thickening / Rejects





Static Sidehill Screen Operation

1. Wastewater
2. Flow distribution baffle
3. Headbox
4. Sidehill wedgewire screen
5. Separated solids
6. Filtrate



Standard Construction

- 304 stainless steel construction
- Housing in 3/16" thick plate
- Wedgewire screen
- Deck with an adjustment range of 5%

Options

- 316 stainless steel or alloy 20 construction
- Enclosure (Cover)
- Solids discharge chute
- Rear oscillating or front traveling spray bar

SHS Model	Standard Dimensions - inches (mm)					Approximate Net Weight - lbs (kg)
	A	B	C	D	E	
SHS12	49 (1245)	66 (1676)	30 (762)	15 (381)	17 (432)	400 (181)
SHS18	49 (1245)	66 (1676)	30 (762)	21 (533)	23 (584)	550 (250)
SHS24	49 (1245)	66 (1676)	30 (762)	27 (686)	29 (737)	780 (354)
SHS36	49 (1245)	66 (1676)	30 (762)	39 (991)	41 (1041)	950 (431)
SHS48	49 (1245)	66 (1676)	30 (762)	51 (1295)	53 (1346)	1050 (476)
SHS60	49 (1245)	66 (1676)	30 (762)	63 (1600)	65 (1651)	1250 (567)
SHS72	49 (1245)	66 (1676)	30 (762)	75 (1905)	77 (1956)	1420 (644)
SHS84	49 (1245)	66 (1676)	30 (762)	87 (2210)	89 (2261)	1600 (726)
SHS96	49 (1245)	66 (1676)	30 (762)	99 (2515)	101 (2565)	1675 (760)
SHS120	49 (1245)	66 (1676)	30 (762)	123 (3124)	125 (3175)	2500 (1134)

This chart is only to be used as a guide. For specific sizing inquiries please contact JWC Environmental.

MODEL CODE

Models
 SHB Single housing containing multiple decks
 SHL 54" long extended screen deck
 SHS 42" long standard screen deck
 SHM 38" or shorter, mini screen deck
 SHP Pressure fed

SHX XX XX

Screen Width
 Inches 12" to 120"
 (305-3480 mm)

Screen Length
 3 different length available



Headquarters
 2850 S. Red Hill Ave., Suite 125
 Santa Ana, CA 92705 USA
 toll free: **800.331.2277**
 phone: **949.833.3888**
 fax: **949.833.8858**
 email: **jwce@jwce.com**

Industrial Wastewater US Office
 PO Box 3147
 Cumming, GA 30028 USA
 phone: **770.534.3681**
 email: **sales@jwce.com**

Industrial Wastewater Canada Factory
 2889 Norland Ave.
 Burnaby, BC V5B 3A9 Canada
 toll free: **800.663.8409**
 phone: **604.291.7150**
 email: **sales@jwce.com**



www.jwce.com

1.0 GENERAL

Length	125 inches
Width	60-1/2 inches
Height	75-1/2 inches
Weights	2,500 pounds – shipping (skid) 4,440 pounds - operating 6,613 pounds – flooded

2.0 COMPONENTS AND CONSTRUCTION

2.1 Screen

- drip Lip / Ramp: 10 gauge plate;
- dimensions: 120" wide x 54" long;
- slot size: 0.060"
- screen Profile: 70" radius;
- material: type 304 stainless steel.

2.2 Housing/ Interiors

- enclosure: 3/16" plate;
- headbox: 3/16" plate;
- inlet 14" SCH 10 pipe c/w 150 stainless steel ANSI backup flange;
- outlet: 20 SCH 10 pipe BOTTOM DISCHARGE ONLY c/w 150 stainless steel ANSI backup flange;
- flow baffles: 14 gauge plate;
- material: type 304 stainless steel.

2.3 Mounting Hardware

- screen: two 5/8" diameter x 38-1/2" long rods c/w 5/8" NC nuts and lock washers;
- baffle: 1/2" diameter x 37-1/2" long rods c/w 1/2" NC nuts;
- seals UHMW polyurethane sealing washer, 1/8" plate backup washer;
- material: type 304 stainless steel.

3.0 OPTIONAL EQUIPMENT

3.1 Solids Chute

- material: type 304 stainless steel;
- 11 gauge;
- length: 80-3/4".

3.2 Covers

- material: type 304 stainless steel;
- 12 gauge.

2019 SHS REFERENCE LIST



YEAR	JOB #	UNIT	QTY	SLOT	FLOW	CURRENT USER	CONTACT	EMAIL	PHONE #	CITY	STATE/PROV	COUNTRY
2017	16940	SHS 3642	1	0.1	700 USGPM	Lilliput Farms WWTP	Ray Young	dry@treatmentality.net		Houston	TX	USA
2017	16918	SHS 9642	1	0.025	900 USGPM	S&C Resale Company	Timothy Stern	Timothy.Stern@jbssa.com	(641) 485-9539	Louisville	KY	USA
2015	16733	SHS 4842	1	0.1	800 USGPM	Dunn Heat Exchangers	Ray Young	dry@treatmentality.net		Houston	TX	USA
2014	16666	SHS 9642	1	0.02	650 USGPM	Rousselot, Inc	Justin Donahoe	justin.donahoe@rousselot.com	(563) 690- 1148	Dubuque	IA	USA
2013	16637	SHS 3642	1	0.15	300 USGPM	Goldcorp	Carlos Eduardo Hernandez	CarlosE.Hernandez@goldcorp.com		Wemindji	QC	CA
2011	16409C	SHS 3642	1	0.08	176 USGPM	Mountaire Farms of Delaware	Scott Evans	sevans@mountaire.com	(302) 604-1600		DE	USA
2011	16401	SHS 1242	1	0.125	92 GPM	Fiera Foods Company	Zan Lyon	zan@fierafoods.com	(416) 746-1010 ext 354	Toronto	ON	CA
2010	16349	SHS 1238	1	0.04	40 GPM	Fiera Foods Company	Zan Lyon	zan@fierafoods.com	(416) 746-1010 ext 354	Toronto	ON	CA
2008	16199	SHS 4842	1	0.125	750 USGPM	Shoshone City WWTP	John Peyman	maintenance@shoshonecity.com		Shoshone	ID	USA
2006	15954	SHS 1838	1	0.03	120 GPM	Fiera Foods Company	Zan Lyon	zan@fierafoods.com	(416) 746-1010 ext 354	Toronto	ON	CA

JWC ENVIRONMENTAL CANADA ULC
 2889 Norland Avenue, Burnaby, BC CA V5B 3A9 Tel: (604) 291-7150 Toll Free: (800) 663-8409 Fax: (604) 291-7190
 Email: info@jwce.com Web Site: www.jwce.com

Updated: January, 2019



Quotation

NUMBER:	B03800914	DATE:	February 7, 2020
TO:	City of Winter Springs Attn : Lena Rivera, PE	REF.:	Winter Springs, FL Request for Quote for Static Screens, Priority Repairs

Parkson Corporation is pleased to provide this quotation for the following:

ITEM 1 EQUIPMENT

1.A East WWTP: Two (2) Hydroscreen® static screen units model HS72DF

Basis of Design:

Application:	Raw sewage screening
Capacity:	1,042 GPM

Equipment Description

1. The Hydroscreen is a static side-hill screen utilizing a bi-wave wedgewire screening element.
2. Cabinet of 10 gauge type 304 stainless steel construction with integral flow distribution headbox:
 - a. Influent connection to be a 10.75" O. D. pipe stub with type 304 stainless steel loose flanged connection.
 - b. Effluent connection to be a 12.75" O. D. pipe stub with type 304 stainless steel loose flanged connection.
 - c. Drain connection to be a 3" NPT half coupling.
 - d. Gasketed and sealed observation ports.
3. Weir located at the top of the influent distribution chamber.
4. Flow distribution baffle of 16 gauge type 304 stainless steel construction.
5. Bi-wave screen panel of type 304 stainless steel construction with a .060" clear spacing, with contoured drip lip.
6. Drip lip fabricated of 14 gauge type 304 stainless steel.
7. Overflow trough fabricated of type 304 stainless steel, with 6.63" O. D. pipe stub with type 304 stainless steel loose flanged connection.

1.B West WWTP: Two (2) Hydroscreen® static screen units model HS120DF

Basis of Design:

Application:	Raw sewage screening
Capacity:	1,736 GPM

Equipment Description

1. The Hydroscreen is a static side-hill screen utilizing a bi-wave wedgewire screening element.

2. Cabinet of 10 gauge type 304 stainless steel construction with integral flow distribution headbox:
 - a. Influent connection to be two (2) 10.75" O. D. pipe stubs with type 304 stainless steel loose flanged connections.
 - b. Effluent connection to be a 16.00" O. D. side-mounted pipe stub with type 304 stainless steel loose flanged connection.
 - c. Drain connection to be a 3" NPT half coupling.
 - d. Gasketed and sealed observation ports.
3. Weir located at the top of the influent distribution chamber.
4. Flow distribution baffle of 16 gauge type 304 stainless steel construction.
5. Bi-wave screen panel of type 304 stainless steel construction with a .060" clear spacing, with contoured drip lip.
6. Drip lip fabricated of 14 gauge type 304 stainless steel.

CLARIFICATION: Screenings drop chutes are excluded by Parkson, to be provided by the installing contractor.

ITEM 2 SERVICES

2.A Drawings and Installation, Operation and Maintenance (IO&M) Manuals:

- | | |
|------------------------|--------------------------------|
| 1. Approval Drawings: | 2 prints included, if required |
| 2. Certified Drawings: | 2 prints included |
| 3. IO&M Manuals: | 2 included |

2.B Start-Up Assistance:

Parkson will furnish a factory representative for a total of two (2) days during two (2) separate trips to the jobsite to assist in installation inspection, start-up supervision, and operator training.

2.C Mechanical Warranty:

Per Section XVI of the Standard Conditions of Sale, with the period to be one (1) year from the date of Substantial Completion/Beneficial Occupancy..

PURCHASE PRICE:

Price for item 1.A as listed above including startup assistance \$69,944.

Price for item 1.B as listed above including startup assistance \$89,976.

F.O.B. shipping point, freight allowed, taxes excluded.

VALIDITY:

Purchase Price is valid for thirty (30) days from Quotation date, for shipment of Equipment within the timetable stated below.

PAYMENT TERMS:

100% net 30 days after shipment.

TIMETABLE GUIDELINE:

Within ten (10) business days of receiving a written Purchase Order in Parkson's office, if necessary, Parkson will submit a written Request for Additional Information requesting items including, but not limited to, full-scale drawings, specification sections, amendments and other documents necessary for Parkson to begin work on this Project. No work can be done on this Project until all Additional Information is received by Parkson, thus beginning the Submittal Phase. If you do not receive such a Request for Additional Information within the stated ten (10) business days, then the Submittal Phase will begin on the eleventh (11th) business day following receipt of the written Purchase Order in Parkson's office. The Shipment Phase is thereafter contingent upon your final approval of all submitted Approval Drawings. Once said final approval is received in Parkson's offices, the Shipment Phase will begin.

Submittal Phase: Approval drawings if required will be submitted five (5) weeks from receipt of all requested Additional Information if necessary, or if not necessary, from the eleventh (11th) business day following receipt of a written Purchase Order in Parkson's office.

Shipment Phase: Fourteen (14) weeks following receipt of final approval of all submitted Approval Drawings in Parkson's office.

If the Submittal Phase is waived, the Shipment Phase will begin on receipt of all requested Additional Information if necessary, or if not necessary, on the eleventh (11th) business day following receipt of a written Purchase Order in Parkson's offices.

Dates are subject to confirmation upon receipt of written Purchase Order.

TERMS AND CONDITIONS:

This Quotation is governed by and subject to Parkson's Standard Conditions of Sale, which are incorporated by reference and accessible at: <http://www.parkson.com/files/documents/Sales-conditions.pdf>.

BUYER/OWNER RESPONSIBILITY:

- Screenings drop chutes.
- Concrete or steel support structure.
- Anchor bolts.
- Spare parts.
- Overflow piping.
- Drain piping.
- Piping and pipe supports.
- Plug valves.
- Lubricants.
- Dumpster.
- Influent and effluent connections: Unit is provided with loose flanged connections. Piping should be supported independent of the unit.
- Unloading, uncrating, installation and installation supervision. Installation will, at minimum, require a forklift and possibly a crane/hoist.
- Interconnecting piping.

- Piping connections, platforms, gratings, stairs and railings.
- Determining the compatibility of equipment materials of construction and process conditions (air and water) is the responsibility of the owner and/or consulting engineer. Note that even relatively low levels of H₂S and/or Chlorides can cause corrosion of 304SS and thus it is important for the owner and/or consulting engineer to pay particular attention to materials suitability for the specific water/wastewater in which the equipment will be operated. Higher grades of stainless steel like 316 are options.
- Any other auxiliary equipment or service not detailed above.

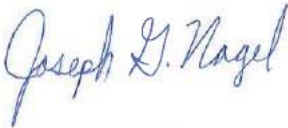
Please return one signed copy of this Quotation, or your Purchase Order, to Parkson Corporation at the address below. Refer to this Quotation, date, and related correspondence.

Issued By:

Accepted By: (Herein called the Buyer)

PARKSON CORPORATION

562 Bunker Court
Vernon Hills, IL 60061



Name: Joseph G. Nagel
Title: Municipal Sales
Date: February 7, 2020

Name
Title:
Date:



CONSENT AGENDA ITEM 305

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Police Program Formalization and Procedure

SUMMARY

Historically, the Police Department has offered three vital programs in service to the youth of our community. Namely, Shop With a Cop, Youth Outreach and Police Explorers. The Shop With a Cop program affords under-privileged and at-risk youth to shop with a Winter Springs' police officer at the holiday season. The Youth Outreach Program provides backpacks and school supplies to Winter Springs' students. The Police Explorers Program provides an opportunity for young people interested in becoming law enforcement officers to have hands-on experience and training with Winter Springs' Police Officers and to engage in the City's community events.

These programs foster positive relationships between the officers, the youth of our community and their families and these Resolutions serve to formally recognize and establish these programs as official programs of City of Winter Springs. Additionally, because both in-kind and monetary donations are received just prior and up to the start of program events, requiring such donations to be accepted at public meetings lacks practicality; especially since Commission meeting frequency may not reasonably accommodate the program's scheduling requirements. This is particularly problematic during holidays. Through these resolutions, the Commission would authorize the City Manager to accept such donations on behalf of the City without prior acceptance at a City Commission meeting and to prepare and execute any and all necessary administrative policies and procedures to operate and implement the programs. Receipt of in-kind and monetary donations would still be reported to the Commission, at a minimum, through the mid-year and final budget amendments.

RECOMMENDATION

Staff recommends the City Commission approve Resolutions 2020-03, 2020-04 and 2020-05.

RESOLUTION NO. 2020-03

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, ESTABLISHING THE CITY OF WINTER SPRINGS SHOP WITH A COP PROGRAM; DECLARING A PUBLIC PURPOSE FOR THE PROGRAM; ESTABLISHING A PROCEDURE FOR ACCEPTING DONATIONS FOR THE PROGRAM; PROVIDING FOR REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City is granted the authority, under Section 2(b), Article VIII, of the State Constitution, to exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the City of Winter Springs Police Department has historically hosted the Shop With A Cop Program to select under-privileged and at-risk youth to, just prior to the holiday season, shop with a Winter Springs police officer at one of the local area stores to purchase gifts for themselves and members of their family; and

WHEREAS, the City Commission of the City of Winter Springs desires to formally recognize and establish the Shop With A Cop Program to be offered by the Winter Springs Police Department; and

WHEREAS, the City Commission of the City of Winter Springs finds that the services being offered through the Shop With A Cop Program and through this resolution serve a paramount public purpose and are in the best interests of the public health, safety, welfare, convenience, and morals of the citizens of Winter Springs; and

WHEREAS, the City Commission of the City of Winter Springs finds that this Resolution is in the best interests of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The foregoing recitals are deemed true and correct and are hereby fully incorporated herein by this reference.

Section 2. **Establishment of the City of Winter Springs Shop With A Cop Program.** The City Commission hereby formally recognizes and establishes the City of Winter Springs Shop With A Cop Program, which will allow selected under-privileged and at-risk youth to, just prior

to the holiday season, shop with a Winter Springs police officer at one of the local area stores to purchase gifts for themselves and members of their family. The City Manager and Police Chief are hereby authorized to prepare and execute any and all necessary administrative policies and procedures to operate and implement the Program.

Section 3. **City Commission Declaration of Public Purpose.** The City Commission finds and declares that the services offered through the City of Winter Springs Shop With A Cop Program serve an important public purpose and include fun, safe, and wholesome programs and services for under-privileged and at-risk youth in the City and their families. These services enable Winter Springs families to joyfully celebrate the holiday season. In addition, the services provided by the City of Winter Springs Shop With A Cop Program allow the Winter Springs Police Department to foster positive relationships between youth and officers and their families.

Section 4. **Acceptance of Donations to the Shop With A Cop Program.** The City Commission recognizes that, historically, in-kind and monetary donations to the City have been presented to the City Commission for acceptance. However, because donations are often received just prior and up to the start of Program events, the City Commission recognizes that requiring donations to be accepted at public meetings, which may not be scheduled frequently, especially during the holidays, would not be practical. Therefore, the City Commission hereby authorizes the City Manager to accept donations made to the City of Winter Springs Shop With A Cop Program without prior acceptance by the City Commission.

Section 5. **Repeal of Prior Inconsistent Resolutions.** All prior inconsistent resolutions adopted by the City Commission, or parts of prior resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 6. **Severability.** If any section, subsection, sentence, clause, phrase, word, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 7. **Effective date.** This Resolution shall take effect upon adoption.

DONE AND ADOPTED in regular session of the City Commission of the City of Winter Springs, Florida, this ____ day of March, 2020.

CHARLES LACEY, Mayor

ATTEST:

CHRISTIAN GOWAN, Interim City Clerk

Approved as to legal form and sufficiency for
the City of Winter Springs only:

ANTHONY A. GARGANESE, City Attorney

RESOLUTION NO. 2020-04

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, ESTABLISHING THE CITY OF WINTER SPRINGS YOUTH OUTREACH PROGRAM; DECLARING A PUBLIC PURPOSE FOR THE PROGRAM; ESTABLISHING A PROCEDURE FOR ACCEPTING DONATIONS FOR THE PROGRAM; PROVIDING FOR REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City is granted the authority, under Section 2(b), Article VIII, of the State Constitution, to exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the City of Winter Springs Police Department has historically hosted the Youth Outreach Program to provide backpacks and school supplies to children and their families in Winter Springs; and

WHEREAS, the City Commission of the City of Winter Springs desires to formally recognize and establish the Youth Outreach Program to be offered by the Winter Springs Police Department; and

WHEREAS, the City Commission of the City of Winter Springs finds that the services being offered through the Youth Outreach Program and through this resolution serve a paramount public purpose and are in the best interests of the public health, safety, welfare, convenience, and morals of the citizens of Winter Springs; and

WHEREAS, the City Commission of the City of Winter Springs finds that this Resolution is in the best interests of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The foregoing recitals are deemed true and correct and are hereby fully incorporated herein by this reference.

Section 2. **Establishment of the City of Winter Springs Youth Outreach Program.** The City Commission hereby formally recognizes and establishes the City of Winter Springs Youth Outreach Program, which will provide school supplies and backpacks to children and their families living in Winter Springs. The City Manager and Police Chief are hereby authorized to prepare and

execute any and all necessary administrative policies and procedures to operate and implement the Program.

Section 3. **City Commission Declaration of Public Purpose.** The City Commission finds and declares that the services offered through the City of Winter Springs Youth Outreach Program serve the important public purpose of ensuring that Winter Springs youth and their families are school-ready and equipped to reach their fullest potential in their educational endeavors. In addition, the services provided by the City of Winter Springs Youth Outreach Program allow the Winter Springs Police Department to foster positive relationships between youth, their families, and officers.

Section 4. **Acceptance of Donations to the Youth Outreach Program.** The City Commission recognizes that, historically, in-kind and monetary donations to the City have been presented to the City Commission for acceptance. However, because donations are often received just prior and up to the start of Program events, the City Commission recognizes that requiring donations to be accepted at public City Commission meetings, which may not be scheduled frequently, would not be practical. Therefore, the City Commission hereby authorizes the City Manager to accept donations made to the City of Winter Springs Youth Outreach Program without prior acceptance by the City Commission.

Section 5. **Repeal of Prior Inconsistent Resolutions.** All prior inconsistent resolutions adopted by the City Commission, or parts of prior resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 6. **Severability.** If any section, subsection, sentence, clause, phrase, word, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 7. **Effective date.** This Resolution shall take effect upon adoption.

DONE AND ADOPTED in regular session of the City Commission of the City of Winter Springs, Florida, this ____ day of March, 2020.

CHARLES LACEY, Mayor

ATTEST:

CHRISTIAN GOWAN, Interim City Clerk

Approved as to legal form and sufficiency for

the City of Winter Springs only:

ANTHONY A. GARGANESE, City Attorney

RESOLUTION NO. 2020-05

RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, FLORIDA, ESTABLISHING THE CITY OF WINTER SPRINGS POLICE EXPLORERS PROGRAM; DECLARING A PUBLIC PURPOSE FOR THE PROGRAM; ESTABLISHING A PROCEDURE FOR ACCEPTING DONATIONS FOR THE PROGRAM; PROVIDING FOR REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City is granted the authority, under Section 2(b), Article VIII, of the State Constitution, to exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the City of Winter Springs Police Department has historically hosted the Police Explorers Program to provide an opportunity for youth, ages 14-21, interested in becoming law enforcement officers to have hands-on experience and training with Winter Springs Police Officers and to engage in community service events in Winter Springs; and

WHEREAS, the City Commission of the City of Winter Springs desires to formally recognize and establish the Police Explorers Program to be offered by the Winter Springs Police Department; and

WHEREAS, the City Commission of the City of Winter Springs finds that the services being offered through the Police Explorers Program and through this resolution serve a paramount public purpose and are in the best interests of the public health, safety, welfare, convenience, and morals of the citizens of Winter Springs; and

WHEREAS, the City Commission of the City of Winter Springs finds that this Resolution is in the best interests of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The foregoing recitals are deemed true and correct and are hereby fully incorporated herein by this reference.

Section 2. **Establishment of the City of Winter Springs Police Explorers Program.** The City Commission hereby formally recognizes and establishes the City of Winter Springs Police Explorers Program, which will provide opportunities for youth, ages 14 through 21, interested in

law enforcement to have hands-on experience and training with Winter Springs Police Officers. The City Manager and Police Chief are hereby authorized to prepare and execute any and all necessary administrative policies and procedures to operate and implement the Program.

Section 3. **City Commission Declaration of Public Purpose.** The City Commission finds and declares that the services offered through the City of Winter Springs Police Explorers Program serve the important public purpose of ensuring that Winter Springs youth expressing an interest in law enforcement be encouraged and supported by providing opportunities for ride-alongs, participating in the Explorer Academy, and participating in community service events. In addition, the services provided by the City of Winter Springs Police Explorers Program allow the Winter Springs Police Department to foster positive relationships between youth, their families, and officers.

Section 4. **Acceptance of Donations to the Police Explorers Program.** The City Commission recognizes that, historically, in-kind and monetary donations to the City have been presented to the City Commission for acceptance. However, because donations are often received just prior and up to the start of Program events, the City Commission recognizes that requiring donations to be accepted at public City Commission meetings, which may not be scheduled frequently, would not be practical. Therefore, the City Commission hereby authorizes the City Manager to accept donations made to the City of Winter Springs Police Explorers Program without prior acceptance by the City Commission.

Section 5. **Repeal of Prior Inconsistent Resolutions.** All prior inconsistent resolutions adopted by the City Commission, or parts of prior resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 6. **Severability.** If any section, subsection, sentence, clause, phrase, word, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 7. **Effective date.** This Resolution shall take effect upon adoption.

DONE AND ADOPTED in regular session of the City Commission of the City of Winter Springs, Florida, this ____ day of March, 2020.

CHARLES LACEY, Mayor

ATTEST:

CHRISTIAN GOWAN, Interim City Clerk

Approved as to legal form and sufficiency for
the City of Winter Springs only:

ANTHONY A. GARGANESE, City Attorney



CONSENT AGENDA ITEM 306

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

Advisory Selection Committee Recommendation for RFQ #07-19 LR "Professional Engineering Services for Water Plants and Distribution System Improvements"

SUMMARY

Request for Qualifications (RFQ) #07-19 LR was advertised from December 20, 2019 - January 31, 2020 for professional engineering services for water plants and distribution system improvements. The RFQ outlined the services requested, submittal requirements, and evaluation criteria (Attachment 1). Five (5) submittals were received from the following firms:

- Besh, Inc.
- Carollo Engineers, Inc.
- Kimley-Horn
- McKim and Creed, Inc.
- Reiss Engineering, Inc.

A Selection Committee comprised of City and Veolia staff evaluated the submittals based on the following criteria:

- Experience of the firm and proposed project team with taste and odor as well as hydrogen sulfide issues.
- Ability to provide cost effective planning services and solutions.
- Ability to provide the necessary resources and effective project management to meet project time requirements.
- Experience in providing a well-coordinated project with City Management, Utility Operators, and others.

Based on the Selection Committee's review of the written RFQ responses, the following three (3) firms were short-listed and selected for interviews with the Selection Committee:

- Carollo Engineers, Inc.
- Kimley-Horn
- Reiss Engineering, Inc.

The short-listed firms were interviewed on February 28, 2020. Based on the interviews and written RFQ responses, the Selection Committee is recommending two (2) firms be awarded engineering continuing services agreements for water plants and distribution system improvements:

- Carollo Engineers, Inc.
- Kimley-Horn

The recommended term of the agreement is three (3) years, with the option to extend the term for an additional (3) years based on satisfactory performance. The agreement will be the City's standard continuing services agreement prepared by the City Attorney, subject to any updates and modifications as determined by the City Attorney. Both firms will enter into the same agreement. Work will be accomplished under the agreements on a "task basis," similar to the way in which work has been assigned in the past to continuing services consultants. A written task order will be prepared for each project assignment and submitted for City Commission approval (as applicable).

No funding is required to execute the engineering services contracts with the selected firms. Funding for the project assignments performed under these agreements will follow the City's normal budgeting and approval process.

RECOMMENDATION

The City's Advisory Selection Committee for RFQ 07-19 LR recommends the City Commission authorize City Manager and City Attorney to enter into engineering continuing services agreements for Water Plants and Distribution System Improvements with Carollo Engineers, Inc. and Kimley-Horn.



City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS

RFQ #07-19 LR

for

**Professional Engineering Services for
Water Plants and Distribution System Improvements**

City of Winter Springs, Florida
1126 East SR 434
Winter Springs, FL 32708
407-327-1800

City of Winter Springs, FL
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

TABLE OF CONTENTS

I.	INTRODUCTION	2
II.	SERVICES REQUESTED	5
III.	EVALUATION CRITERIA	6
IV.	SUBMITTAL REQUIREMENTS	7
V.	REFERENCE DOCUMENTS	8
VI.	REQUIRED FORMS	9

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

I. INTRODUCTION

The City of Winter Springs, Florida invites the submittal of a Letter of Response from professional engineering consultants for Professional Engineering Services for Water Plants and Distribution System Improvements. This Request for Qualifications (RFQ) has been issued to provide firms with information to prepare and submit a detailed response, which must satisfy all requirements and criteria established in this RFQ to qualify for consideration. Qualified firms who are interested in providing these services may download the RFQ from http://www.winterspringsfl.org/EN/web/gov/bids_purchasing.htm and DemandStar.

By responding to this RFQ, Respondent certifies, represents, and warrants that all information contained in Respondent's RFQ submittal is accurate and truthful and that the City will rely on said information during the RFQ process. Further, the Respondent represents and warrants to the City that they have read, understand, and agree to abide by all the terms and conditions set forth in the RFQ Package and all subsequently issued addendums. Respondent further understands and agrees that misleading, fraudulent, untruthful, and deceitful information, whether presented to the City in writing or verbally, shall be grounds for immediate disqualification. Additionally, Respondent agrees that the City shall have the sole discretion to rank Respondents to this RFQ. The final ranking of the qualifications of all Respondents by the City does not guarantee that any of the highest ranked Respondents will be selected to perform the services required by this RFQ. The City may elect, at its sole discretion, to initiate negotiations to enter into one or more written agreements with selected Respondents pursuant to this RFQ. Said agreements shall be approved separately by, and at the sole discretion of, the City Commission of Winter Springs, and shall depend on numerous factors such as any successful Respondent offering fair, competitive and reasonable prices for their services and the Respondent's ability to accept the terms and conditions required by the City. Further, Respondent agrees that the City has the right to reject, for any reason and without penalty, any and all submittal packages prior to and after the rankings are made by the City, and that the City has the right, for any reason and without penalty, to terminate any contract negotiations commenced under this RFQ with any Respondent at any time. In addition, the City reserves the right to both waive any minor informality in responses and to determine, in its sole discretion, whether or not a particular informality is minor. Respondent shall bear all costs associated with preparing, responding, interviewing or presenting in connection with this RFQ. The City of Winter Springs will not be liable or pay for any such cost.

During the RFQ process, Respondent consents to the City of Winter Springs conducting credit and corporate background checks on the Respondent. Further, the Respondent hereby consents and authorizes the City to contact any and all previous clients, and references, of Respondent to inquire about the Respondent's past or current performance on any other project that the City deems to be relevant to the services requested under this RFQ.

Firms shall not contact any City officials or staff members regarding this RFQ except as provided under this RFQ related to the pre-submittal tour and written comments or questions regarding the meaning or intent of the RFQ shall be submitted to the City Controller, Holly Queen, CPA at hqueen@winterspringsfl.org. ANY INDIRECT OR DIRECT COMMUNICATIONS AND LOBBYING REGARDING THIS RFQ MADE TO MEMBERS OF THE CITY COMMISSION, MEMBERS OF THE SELECTION COMMITTEE, OR ANY OTHER CITY OFFICIAL ARE STRICTLY PROHIBITED AND SHALL CONSTITUTE GROUNDS FOR IMMEDIATE DISQUALIFICATION. Only questions answered by formal written addenda issued by the City will be binding. Oral and other interpretations or clarifications will be without legal effect and may not be relied upon by Respondents in submitting their response.

Note: Respondents shall familiarize themselves with the provisions of the Florida Public Records Law, especially section 119.071, Florida Statutes. Unless deemed exempt or confidential by law, all information submitted by Respondents to the City will become a public record subject to the provisions of the Florida Public Records Law.

A pre-submittal tour of the City's water plants will be held on **Wednesday, January 8, 2020, at 9:00 AM**. The tour will start at WTP #1 located on 851 Northern Way, Winter Springs, FL 32708. This will be the only time available for interested firms to tour the facilities and to ask any questions in person regarding the RFQ. Attendance at the pre-submittal tour is **MANDATORY** for ALL firms interested in pursuing this work. Each Respondent is limited to three (3) participants per tour. All attendees shall be required to sign-in and provide their own transportation to/from the facilities and provide their own safety equipment appropriate for touring the facilities. All other questions regarding this RFQ shall be submitted in writing to the City Controller, Holly Queen, CPA at hqueen@winterspringsfl.org.

Submittal responses shall include four (4) originals in a sealed package marked "RFQ #07-19 LR-PROFESSIONAL ENGINEERING SERVICES FOR WATER PLANTS AND DISTRIBUTION SYSTEM IMPROVEMENTS" and 1 CD/DVD containing all documents in Adobe PDF electronic format. Submittals must be received in City Hall's Utility Billing Department, 1126 East State Road 434, Winter Springs, Florida 32708, no later than **12:00 PM EST Friday, January 31, 2020**. All proposals received after the established deadline will not be accepted. The City will not be responsible for mail delays, late, or incorrect deliveries. The clock located in the lobby of City Hall will be the official authority for determining the time that packages are received and for determining late responses.

The City reserves the right to amend the RFQ. If it becomes necessary to revise any part of the RFQ, an addendum shall be provided to firms who are recorded with the City as having received a copy of this RFQ. In the event of addenda, firms shall include acknowledgment of all addenda as part of their submittal. Failure to acknowledge addenda may be grounds for disqualification of the submittal.

Respondents who are preparing a submittal are expected to examine this request including all relevant forms, terms, conditions, and instructions. All costs associated with preparation and submittal of qualifications shall be borne entirely by the Respondent. Submittals will become the property of the City and will become part of the public record, subsequent to award of the contract(s) or rejection of all submittals.

INDEMNIFICATION STATEMENT – By submitting a response document signed by an authorized agent of the Respondent, Respondent acknowledges and accepts the terms and conditions of the following Indemnification Statement in the event of contract award:

“For other and additional good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Respondent shall indemnify, hold harmless and defend the City of Winter Springs and its elected and appointed officers, agents, officials, attorneys, representatives and employees (hereinafter the “City”) against any and all liability, loss, cost, damages, expenses, injuries (including death), claim or actions, of whatever type, including but not limited to attorney's fees in any legal proceeding through trial and appeal, which the City may hereafter sustain, incur or be required to pay, arising out of, wholly or in part, or due to any act or omission of Respondent, its agent(s), vendors, Respondents, representatives, servants, or employees in the execution, performance or non-performance or failure to adequately perform Respondent's obligations pursuant to this RFQ and any subsequent contract.”

LIMITATION OF LIABILITY STATEMENT – By submitting a response document signed by an authorized agent of the Respondent, Respondent acknowledges and accepts the terms and conditions of the following Limited Liability Statement in the event of contract award:

“The City desires to enter into this contract only if in so doing the City can place a limit on the City's liability for any cause of action arising out of the contract, so that the City's liability for any breach never exceeds the sum of any contract amount that is owed by the City for services actually performed by the Respondent to the City's complete satisfaction. For other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Respondent expresses its willingness to enter into this contract with the knowledge that the Respondent's recovery from the City to any action or claim arising from the contract is limited to a maximum amount of the sum of any contract amount that is owed by the City for services actually performed by the Respondent to the City's complete satisfaction. Nothing contained in this paragraph or elsewhere in this contract is in any way intended either to be a waiver of the limitation placed upon the liability of the City as set forth in Section 768.28 Florida Statutes, or to extend the liability of the City beyond the limits established in said Section 768.28 Florida Statutes; and no claim or award against the City shall include attorney's fees, investigative costs, expert fees, suit costs or pre-judgment interest.”

Submittals will be evaluated and ranked by a selection committee composed of City staff and its O&M vendor. Oral presentations of the short-listed firms may be requested at the discretion of the selection committee. A final determination of the rankings and selected firm will be made by the City Commission at a date and time to be determined. The City reserves the right to withdraw or amend the RFQ; reject any or all submittals in whole or in part; to re-advertise for any or all of the services; to negotiate for additional services or materials; and/or to accept the proposals, which, in its judgment best serves the interest of the City.

Selection shall be made of the Respondent that demonstrates capability while most closely meeting the City's needs according to the requirements of this RFQ and the evaluation criteria and factors designated herein. Further, once the City Commission approves a ranking of the firms, the award will depend upon the successful Respondent negotiating acceptable terms under a Consulting Professional Services Agreement. **While not part of the ranking part of the RFQ process, Respondents are hereby notified that should a Respondent be selected to negotiate a contract with the City, the City will be paying significant attention to cost of services being offered.** If the City pursues competitive negotiations with your firm and the City cannot agree on fair, competitive, and reasonable rates, fees, and charges for services required by this RFQ, the City will cease negotiations with your firm. The City will then commence negotiations with the next ranked firm until the City has awarded a contract or rejected all the proposals at its sole discretion.

The submittal shall not exceed 25 pages in length, exclusive of a one-page cover letter, proposed staff resumes, and the standard forms. Resumes of proposed staff cannot exceed two (2) pages in length per staff member.

The targeted schedule for this solicitation is as follows:

RFQ Released for Advertisement	December 20, 2019
Mandatory Pre-Submittal Tour	January 8, 2020
Proposals Due	January 31, 2020
Oral Presentations	TBD

II. SERVICES REQUESTED

The Consulting Professional Services Agreement will be for an initial term of five (5) years with the option to extend by mutual agreement. However, the Consulting Professional Services Agreement shall be subject to termination for convenience by the City. Services provided to the City by the successful consultant will be on an individual task order basis. Task orders shall be assigned and approved at the City's sole discretion after the Consulting Professional Services Agreement is approved and executed by the parties. Generally, task orders shall be limited to a variety of professional and engineering services required by the City related to the City's water utility plants and distribution system. By way of example, such services may include, but are not limited to the following:

- 1) Water Treatment Plant No. 1** – The water treatment plant located in the east part of the City and its distribution system have been the source of taste and odor complaints by residents. A contributing factor is the hydrogen sulfide in the wells. The City is in the process of chemical testing utilizing hydrogen peroxide for treatment. In 2017, the City added an anionic ion exchange (IEX) system for the removal of total organic carbon and bromide to limit the formation of total trihalomethanes (TTHMs) after chlorination. This project would follow up on that initial study to determine the treatment process and equipment needed to remove the hydrogen sulfide. It is anticipated the plant will need new chemical feeds, additional treatment vessels, and other changes. There are also hydraulic improvements that could be made between the two groundwater storage tanks to improve the pumping out of the plant. The facility should have a vulnerability study performed and safety improvements made. The engineering work would include the analysis, design of improvements, bid services and construction observation. Because of the interest by the public, this project needs to be done as quickly as practical. Recommendations and references by the engineer to their experience in fast tracking projects are requested.
- 2) Water Wells at Water Treatment Plant No. 1** – The four water wells at Water Treatment Plant No. 1 are in need of inspection and rehabilitation. The engineer will make recommendations on necessary rehabilitation after the inspections and provide field oversight of the repairs. This effort will need to be coordinated with the operations staff to assure adequate flow from WTP No. 1 or the other two plants during that time period.

- 3) **Water Treatment Plant No. 2** – This is a pump and treat facility located in the northwest part of the City. The work at that facility will be phased in after the changes at WTP No. 1 have been successfully completed. The two wells at the plant will be inspected and rehabilitated based on the findings of the inspection. A test of chemical treatment of the hydrogen sulfide will be undertaken to provide potential options for treatment followed by design, bidding services and construction observation.
- 4) **Water Treatment Plant No. 3** – This is a pump and treat facility located in the southwest part of the City. The work at that facility will be phased in after the changes at WTP No. 1 have been successfully completed. The two wells at the plant will be inspected and rehabilitated based on the findings of the inspection. A test of chemical treatment of the hydrogen sulfide will be undertaken to provide potential options for treatment followed by design, bidding services and construction observation.
- 5) **Water Quality Evaluation** – The engineer will be expected to evaluate the current well and water sampling information to assess the compliance with lead, PFAS, TTHM and other emerging contaminants.
- 6) **Water Distribution System Modeling and Analysis** – The water distribution system has a current hydraulic model that has indicated problems with dead-end lines. The City may require updates to the model and construction of solutions to the dead-end lines.
- 7) **Other Tasks** – Other professional and engineering services assigned by the City related to the City's water treatment plants and water distribution system.

III. EVALUATION CRITERIA

All responses will be subject to a review and evaluation process under the terms, conditions and procedures set forth in the RFQ. It is the intent of the City that all Respondents responding to this RFQ who meet the minimum requirements contained in this RFQ shall be ranked, at the selection committee's and City Commission's sole and absolute discretion, in accordance with the evaluation criteria and factors established in the RFQ. The City will consider all responsive and responsible responses received in its evaluation and award process. Contracts will be awarded to a successful Respondent deemed the most qualified, and in the City's best interests as determined in the sole and absolute discretion of the City Commission of the City of Winter Springs. Respondents shall submit information for evaluation in the categories listed below. Submittals will be scored and weighted using the evaluation rating range table and cumulative point system (the maximum attainable score is 100 points) as follows:

- Experience of the firm and proposed project team with taste and odor as well as hydrogen sulfide issues. (40 points)
- Ability to provide cost effective planning services and solutions. This should include references of practical solutions to water system issues. (30 points)
- Ability to provide the necessary resources and effective project management to meet project time requirements. A proven track record of fast response to projects such as WTP No 1. This should include project references. (20 points)

- The City expects a collaborative approach to the project. Please provide your approach and experience in providing a well-coordinated project with City Management, Utility Operators, and others. (10 points)

The City may, at its discretion, seek clarification of any aspect of a Respondent's submittal.

IV. SUBMITTAL REQUIREMENTS

Letters of Response, at a minimum, shall include the following information:

1. Cover Letter containing the following information:
 - a. Project Name
 - b. Consultant's name and address
 - c. Proposed responsible office for consultant
 - d. Contact person, phone number, and e-mail address
 - e. List of subconsultants and their roles on the project
2. Experience of the firm and proposed project team (provide description of sample projects with Owner references)
3. Ability to provide cost effective services and solutions
4. Ability to provide the necessary resources and effective project management to meet project time requirements
5. Proposed key personnel and their proposed project roles
6. Resumes for proposed key personnel (**SEPARATE FROM THE 25 PAGE LIMITATION**).
7. Attached Forms (**SEPARATE FROM THE 25 PAGE LIMITATION**)
 - a. Disputes Disclosure Form (provided herein)
 - b. Drug-Free Work Place Form (provided herein)
 - c. Florida Statutes on Public Entity Crimes Form (provided herein)
 - d. Certification of Non-Segregated Facilities Form (provided herein)
 - e. Insurance Requirements Form (provided herein)
 - f. Conflict of Interest Statement (provided herein)
 - g. Vendor Certification Regarding Scrutinized Companies Lists (provided herein)

V. REFERENCE DOCUMENTS

The City has compiled reference documents for review and use by Respondents in preparing their responses to this RFQ. Such reference documents will be available via online sharefile. The reference documents include the following:

- Water Supply Plan, April 2017;
- Water Treatment Plant No. 1 Process Evaluation, December 2018; and
- Water Distribution System Map, August 2019.

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

DISPUTES DISCLOSURE FORM

Answer the following questions by answering "YES" or "NO". If you answer "YES", please explain in the space provided, please add a page(s) if additional space is needed.

1. Has your firm, or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulation or any other regulatory agency or professional association within the last five (5) years? _____

2. Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years? _____

3. Has your firm had filed against it or filed any requests for equitable adjustment, contract claims or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business? _____ If yes, the explanation must state the nature of the request for equitable adjustment, contract claim or litigation, a brief description of the case, the outcome or status of suit and the monetary amounts or extended contract time involved.

I hereby certify that the statements contained herein are true. I agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for disqualification of the submittal, immediate cancellation of any contract with the City that might arise from the representations contained herein, and forfeiture of rights for further consideration for work in the City of Winter Springs.

Firm: _____

Name / Title: _____

Authorized Signature / Date: _____

This Form Must Be Completed and Returned with your Submittal

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

DRUG-FREE WORK PLACE FORM

The undersigned, in accordance with Florida Statute 287.087 hereby certifies that the company named below does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are proposed a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Firm: _____

Name / Title: _____

Authorized Signature / Date: _____

This Form Must Be Completed and Returned with your Submittal

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

FLORIDA STATUTES ON PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the City of Winter Springs by:

on behalf of: _____

whose business address is: _____

Federal Employer Identification Number (FEIN) _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), F.S., means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand the "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), F.S., means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilt or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), F.S., means: A predecessor or successor of a person convicted of a public entity crime or an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), F.S., means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers,

directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any of its officers, director, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity were charged with and convicted of a public entity crime after July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity was charged with and convicted of a public entity crime after July 1, 1989.

_____ The entity submitting this sworn statement, or one of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity was charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I understand that the submission of this form to the City of Winter Springs is for the City of Winter Springs only. I also understand that I am required to inform the City of Winter Springs prior to entering into a contract in excess of \$25,000 of any change in the information contained in this form.

Signature Date

State of Florida, County of _____; On this ____ day of _____, 20____, before me, the undersigned Notary Public of the State of Florida, personally appeared:

(Name(s) of individuals who appeared before notary)

whose name(s) is/are Subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Sworn to and subscribed before me this
_____ day of _____ 20_____.

Notary Public
My Commission expires:

_____ Personally Known
_____ Produced Identification:
(Type) _____
_____ Did take an Oath
_____ Did Not take and Oath

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

CERTIFICATION OF NON-SEGREGATED FACILITIES FORM

By affixing his signature to this form, the consultant certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The consultant certifies further that he will not maintain or provide for his employees any segregated facilities at any location under his control where segregated facilities are maintained. The consultant agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation and housing facilities provided for employees which are segregated by explicit directive, or are in fact segregated on the basis of race, color, religious disability or national origin, because of habit, local custom, or otherwise. The consultant agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

By: _____ Date: _____

Print Name Title

Official Address: _____

This Form Must Be Completed and Returned with your Submittal

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

INSURANCE REQUIREMENTS FORM

1. The consultant shall be **required** to provide to the City, **prior** to signing a contract for or **commencing** any work, a Certificate of Insurance which verifies coverage in compliance with the requirements outlined below. Compliance of said certificate must be acknowledged by the Purchasing Coordinator prior to start of work. Any work initiated without completion of this requirement shall be unauthorized and the City of Winter Springs will not be responsible.
2. The City of Winter Springs reserves the right to require coverage and limits as considered to be in its best interests. Insurance requirements shall be on a case by case basis determined by the project, conditions and exposure.
3. Except for Professional Liability and Workers Compensation Policies, when required, **all policies are to be endorsed to include the City of Winter Springs as Additional Insured. In the cancellation clause the number "30" shall be inserted** into the blank space provided prior to the words "days prior notice...". All consultant policies are to be considered primary to City coverage and shall not contain co-insurance provisions.
4. In the event that the insurance coverage expires prior to the completion of services, a renewal certificate shall be issued 30 days prior to said expiration date.
5. **Subconsultants** retained by the primary consultant **are the responsibility of said primary consultant** in all respects.

6. Insurance requirements:

COVERAGE REQUIRED	MINIMUM POLICY LIMITS
Workers' Compensation	Statutory
Commercial General Liability including Contractual Liability, Products and Completed Operations, XCU and Owners and Contractors Protective	\$ 5,000,000 Occurrence
Comprehensive Auto Liability, CSL, <i>shall include "any auto"</i>	\$ 500,000 CSL
Professional	\$5,000,000 Claims-Made

(NOTE: All limits are per occurrence unless noted otherwise and must include Bodily Injury and Property Damage. Deductibles and self insured retentions must be approved by the City of Winter Springs, and all insurers must have an A.M. Best rating of at least A: VII.)

7. Bonding Required: None This Submittal
8. Consultant will be required to provide a certificate of insurance in compliance with the above, within four (4) days of notification of award with continuing coverage, without a break.
9. I hereby certify that the insurance and bonding requirements outlined above shall be met as required, if I am awarded a contact for the services specified herein.

Firm: _____

Name / Title: _____

Authorized Signature / Date: _____

This Form Must Be Completed and Returned with your Submittal

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

CONFLICT OF INTEREST STATEMENT

1. _____ of _____ deposes and states that
 Name of Affiant Name of Company
the above named entity is submitting qualifications to the City of Winter Springs for the project identified above.
2. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his own knowledge.
3. The Affiant states that only one submittal for the above project is being submitted and that the above named entity has no financial interest in other entities submitting qualifications for the same services.
4. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Agreement for this project.
5. Neither the entity nor its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participating in contract lettings by any local, state, or federal agency.
6. Neither the entity, nor its affiliates, nor any one associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for these services.
7. I certify that no member of the entity's ownership, management, or staff has a vested interest in any aspect of or department of the City of Winter Springs.
8. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with City of Winter Springs.
9. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Winter Springs in writing.

Signature of Affiant Date

Typed or Printed Name of Affiant Title

State of Florida, County of _____

On this _____ day of _____, 20____, before me, the undersigned Notary Public of the State of Florida, personally appeared

_____ and

(Name(s) of individuals who appeared before notary)

whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

WITNESS my hand
and official seal.

NOTARY PUBLIC, STATE OF FLORIDA NOTARY PUBLIC

SEAL OF OFFICE:

(Name of Notary Public: Print, Stamp, or Type as Commissioned.)

This Form Must Be Completed and Returned with your Submittal

City of Winter Springs, Florida
REQUEST FOR QUALIFICATIONS
RFQ #07-19 LR

Professional Engineering Services for Water Plants and Distribution System Improvements

**VENDOR CERTIFICATION REGARDING SCRUTINIZED
COMPANIES LISTS**

Respondent Vendor Name: _____

Vendor FEIN: _____

Vendor's Authorized Representative Name and Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Email Address: _____

Section 287.135, F.S. prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.475, F.S. or is engaged in a boycott of Israel. Section 287.135, F.S. also prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of \$1,000,000 or more, if the company is on either the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector Lists which are created pursuant to s. 215.473, F.S. As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I further certify that the company is not engaged in a boycott of Israel. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

Certified By: _____

Who is authorized to sign on behalf of the above referenced company.

Authorized Representative: Print Name and Title: _____

Signature: _____

Date: _____

This Form Must Be Completed and Returned with your Submittal



CITY COMMISSION

SPECIAL MEETING

MINUTES

MONDAY, MARCH 2, 2020 AT 6:30 PM

CITY HALL - COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Mayor Charles Lacey called the Special Meeting of Monday, March 2, 2020 of the City Commission to order at 6:30 p.m. in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

Roll Call:

Mayor Charles Lacey, present
Deputy Mayor Ted Johnson, present
Commissioner Jean Hovey, present
Commissioner Kevin Cannon, present
Commissioner TiAnna Hale, present via telephone
Commissioner Geoff Kendrick, present
City Manager Shawn Boyle, present
City Attorney Anthony A. Garganese, present
Interim City Clerk Christian Gowan, present

A moment of silence was held, followed by the Pledge of Allegiance.

The agenda was adopted without changes.

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA

200. Not Used

PUBLIC INPUT

Mayor Lacey opened "Public Input."

No one spoke

Mayor Lacey closed "Public Input."

CONSENT AGENDA

300. Not Used

PUBLIC HEARINGS AGENDA

400. Not Used

REGULAR AGENDA

500. Discussion on Draft Ordinance 2020-02 to Amend the City Code Chapter 20 Town Center District Code and S.R. 434 Corridor Overlay District

Mr. Christopher Schmidt, Director, Community Development Department reviewed the Draft Ordinance and highlighted proposed changes in the Town Center District Code and S.R. 434 Corridor Overlay District to include:

- Fifteen (15) foot rear setback from the property line for fire access
- Five (5) foot side setback minimum to 100-foot max
- Frontage buildout changed from 80% to 20% minimum
- Accessory building setbacks changed to fifteen (15) feet, in line with principal buildings.

Mr. Schmidt noted a twenty-seven (27) feet streetscape requirement with a minimum sidewalk width of six (6) feet and the remainder as greenspace. It was mentioned that adjacent properties would be responsible for ensuring greenspace on their own property if there was not sufficient right-of-way.

Discussion followed on terracing and then turned back to sidewalks with the majority of the Commission agreeing that the Ordinance should specify six (6) foot sidewalks rather than establishing a minimum width and require developers to come before the Commission if seeking a waiver.

PUBLIC INPUT

Mayor Lacey opened "Public Input".

No one spoke

Mayor Lacey closed "Public Input".

ADJOURNMENT

Mayor Lacey adjourned the Special Meeting at 6:55 p.m.

The Regular Meeting of the City Commission was reopened at 6:56 P.M.

Commissioner Hale was not present

Discussion followed on consistency of these standards throughout the City.

Attorney Garganese reiterated that the twenty-seven (27) foot streetscape concept would be carried forward for all of State Road 434, including within the Town Center and the thoroughfare along Tuskawilla Road.

Further discussion followed on the definition of internal streets and it was asked that this be included in the Ordinance.

ADJOURNMENT

Mayor Lacey adjourned the Special Meeting at 7:04 p.m.

RESPECTFULLY SUBMITTED:

CHRISTIAN GOWAN
INTERIM CITY CLERK

APPROVED:

MAYOR CHARLES LACEY

NOTE: These Minutes were approved at the _____, 2020 City Commission Regular Meeting.



CITY COMMISSION

REGULAR MEETING MINUTES

MONDAY, MARCH 9, 2020 AT 6:30 PM

CITY HALL - COMMISSION CHAMBERS
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

CALL TO ORDER

Mayor Charles Lacey called the Regular Meeting of Monday, March 9, 2020 of the City Commission to order at 6:30 p.m. in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

Roll Call:

Mayor Charles Lacey, present
Deputy Mayor Ted Johnson, present
Commissioner Jean Hovey, present
Commissioner Kevin Cannon, present
Commissioner TiAnna Hale, present
Commissioner Geoff Kendrick, absent
City Manager Shawn Boyle, present
City Attorney Anthony A. Garganese, present
Interim City Clerk Christian Gowan, present

A moment of silence was held, followed by the Pledge of Allegiance.

The agenda was adopted without changes.

AWARDS AND PRESENTATIONS

100. Not Used

INFORMATIONAL AGENDA

200. Current Community Development Projects Summary

Not discussed

201. Florida SeeSay Crime Tip Application

Not discussed

PUBLIC INPUT

Mayor Lacey opened "Public Input."

Mr. Rojelio Morales, 5293 Rocking Horse Place, Oviedo, Florida spoke about trying to get a food truck permit to operate within the City limits.

Ms. Gina Shafer, Winter Springs Village, Winter Springs, Florida spoke about pop-up hotels and the need for research on how to handle this issue. Ms. Shafer also commented on the requirement for six-foot wide sidewalks and was hopeful that there would be sufficient grass for pets.

Mayor Lacey closed "Public Input."

Manager Boyle informed the Commission that an Ordinance concerning food trucks within the City was being developed and would be brought back in about 60 days.

CONSENT AGENDA

300. Surplus Assets

No discussion.

301. Approval of Minutes from the Monday, February 24, 2020 City Commission Regular Meeting

No discussion.

"MOTION TO APPROVE CONSENT AGENDA." MOTION BY COMMISSIONER HOVEY. SECONDED BY COMMISSIONER CANNON. DISCUSSION.

VOTE:

DEPUTY MAYOR JOHNSON: AYE

COMMISSIONER CANNON: AYE

COMMISSIONER HALE: AYE

COMMISSIONER HOVEY: AYE

MOTION CARRIED.

PUBLIC HEARINGS AGENDA

400. Aesthetics Review – Venetian Square

Mr. Christopher Schmidt, Director, Community Development Director introduced the item.

Discussion followed on estimated timeframes and concerns about the parking lot.

Mayor Lacey opened the Public Hearing for Item 400

Mr. Eduardo Gamboa, 100 Sherry Avenue, Winter Springs, Florida – noted he lived close to the property and that parking was his main concern. Mr. Gamboa also asked if a trucking route could be established to stop trucks from going down a residential street.

Mr. Schmidt indicated the City could assist with signage.

Mayor Lacey closed the Public Hearing for Item 400

“MOTION TO APPROVE ITEM 400 WITH THE FOLLOWING CONDITION, THAT WITHIN 45 DAYS OF TODAY THE APPLICANT WILL SUBMIT TO THE CITY THE PARKING, TRUCK FLOW, AND LANDSCAPING PLANS, STAFF WILL REVIEW AND BRING BACK TO THE COMMISSION, THE GOAL BEING THAT BY THE TIME THE RENOVATIONS ARE DONE TO THE BUILDING, THE APPLICANT WILL HAVE THE PERMITS AND WILL BE EXPECTED, WITHIN 90 DAYS THEREAFTER, TO HAVE THE PARKING AND LANDSCAPING COMPLETED.” MOTION BY COMMISSIONER CANNON. SECONDED BY COMMISSIONER HALE. DISCUSSION.

VOTE:

COMMISSIONER CANNON: AYE

COMMISSIONER HALE: AYE

COMMISSIONER HOVEY: AYE

DEPUTY MAYOR JOHNSON: AYE

MOTION CARRIED.

REGULAR AGENDA

500. Resolution 2020-01 - Creation of Winter Springs Youth Council

Ms. Casey Howard, Director, IT and Administrative Services Department introduced and asked for further direction

Commissioners spoke in support of the Youth Council. Discussion followed on Sunshine Law concerns, possible school, age, or grade limits, and the need for training.

“MAKE A MOTION TO APPROVE.” MOTION BY COMMISSIONER CANON. SECONDED BY DEPUTY MAYOR JOHNSON. DISCUSSION

Mayor Lacey reiterated his concerns about the Sunshine Law and staffing of meetings.

VOTE:

COMMISSIONER HOVEY: AYE
DEPUTY MAYOR JOHNSON: AYE
COMMISSIONER HALE: AYE
COMMISSIONER CANNON: AYE
MOTION CARRIED.

501. FY 19-20 Asphalt Street Resurfacing

Ms. Lena Rivera, Director, Public Works and Utilities Department reviewed the street resurfacing plan for FY 19-20 and informed the Commission that work could begin the first week of April and would take about four (4) weeks to complete.

Commissioners suggested the following roads be looked at and added to the list for resurfacing:

- Vistawilla Drive, curve in front of Howell's Creek Reserve
- Winter Springs Boulevard (inside lane) eastbound before 417
- Leopard Trail where it meets Deer Run
- Dip at Edgemon and Shepard Road that should be looked at

“MOTION TO APPROVE THE PURCHASE ORDER OF ITEM 501.” MOTION BY COMMISSIONER HALE. SECONDED BY COMMISSIONER CANNON. DISCUSSION.

VOTE:

COMMISSIONER HALE: AYE
COMMISSIONER HOVEY: AYE
DEPUTY MAYOR JOHNSON: AYE
COMMISSIONER CANNON: AYE
MOTION CARRIED.

REPORTS

600. City Attorney Anthony A. Garganese, Esquire

- No report

601. City Manager Shawn Boyle

- No report
-

602. Interim City Clerk Christian Gowan

- No report

603. Seat Three Commissioner/Deputy Mayor Ted Johnson

- Thanked Winter Springs Police Department for hosting their Open House this past weekend.

604. Seat Four Commissioner TiAnna Hale

- Shared information with fellow Commissioners about a potential Code Enforcement Board appointee
- Mentioned her daughter joined the Police Explorers and was really enjoying
- Mentioned a conversation with the Soil and Water Conservation District and potentially putting wildlife cameras on the trail
 - Manager Boyle said that Staff could work with the County on this

605. Seat Five Commissioner Geoff Kendrick

- Not present

606. Mayor Charles Lacey

- No report

607. Seat One Commissioner Jean Hovey

- Noted she was glad to see improvements being made at Torcaso Park coming along and asked when the splash pads would be opening.
 - Mr. Chris Caldwell, Director, Parks and Recreation Department said the splash pads would open as part of the opening, anticipated for April 11, 2020.
- Praised the Winter Springs Police Department Facebook page and encouraged the Chief to get stickers for patrol cars.

608. Seat Two Commissioner Kevin Cannon

- In reference to pop-up hotels, noted ability to limit this use through development agreements.
- Noted that proposed greenspace requirements should alleviate concerns of pet owners

PUBLIC INPUT

Mayor Lacey opened "Public Input".

Mr. Eduardo Gamboa noted that trash on the Venetian Square property was being contained by temporary structures, sometimes travels, and was hopeful that the City could address this issue.

Ms. Gina Shafer, Winter Springs Village, Winter Springs, Florida thanked the Commission for creating the Youth Council, asked that Commission meetings be televised, and mentioned the need for street lights near the high school.

Mayor Lacey closed "Public Input".

ADJOURNMENT

Mayor Lacey adjourned the Regular Meeting at 7:41 p.m.

RESPECTFULLY SUBMITTED:

CHRISTIAN GOWAN
INTERIM CITY CLERK

APPROVED:

MAYOR CHARLES LACEY

NOTE: These Minutes were approved at the _____, 2020 City Commission Regular Meeting.



PUBLIC HEARING AGENDA ITEM 400

CITY COMMISSION AGENDA | APRIL 13, 2020
REGULAR MEETING

TITLE

First Reading of Ordinance 2020-02 amending Chapter 20 Zoning related Town Center District Code along with State Road 434 and Tuskawilla road corridors.

SUMMARY

During the City Commission workshop process, the City Commission directed the City Attorney and staff to prepare an Ordinance to update Chapter 20 with regards to setbacks, building frontage, buffer, and streetscape requirements in the Town Center Zoning District and the 434 Corridor/Tuskawilla Road corridor. Additionally, the City Commission directed the Ordinance to reduce multiple waiver requests in the Town Center Code and to consolidate the Town Center Code process with the regular development permit process under the City Code for purposes of standardizing development permit procedure and eliminating any unintended steps.

The City Commission has previously recognized that since the Town Center District Code's adoption in 2000, the Town Center has operated, in many respects, under its own set of rules and procedures especially regarding conditional use applications which may be filed requesting waivers from the various standard provisions of the Town Center Code. The City Commission has recently expressed an interest in standardizing the process by consolidating it with the general zoning regulations applicable to other zoning districts. The attached Ordinance was prepared at the City Commission's direction.

RECOMMENDATION

Staff recommends the City Commission conduct a Public Hearing for consideration of passing Ordinance 2020-02 on First Reading.

ORDINANCE NO. 2020-02

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS, SEMINOLE COUNTY, FLORIDA, AMENDING CHAPTER 20 ZONING RELATED TO STREETScape REQUIREMENTS ALONG THE STATE ROAD 434 AND TUSKAWILLA ROAD CORRIDORS; SPECIFICALLY AMENDING THE TOWN CENTER DISTRICT CODE, STATE ROAD 434 CORRIDOR OVERLAY DISTRICT AND SUPPLEMENTAL ZONING DISTRICT REQUIREMENTS; MODIFYING BUILDING SETBACKS, BUILDING STEP-BACKS AND BUILDING HEIGHT REQUIREMENTS WITHIN THE TOWN CENTER DISTRICT AND STATE ROAD 434 CORRIDOR OVERLAY DISTRICT; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, SEVERABILITY, INCORPORATION INTO THE CODE; AND AN EFFECTIVE DATE.

WHEREAS, the City is granted the authority, under § 2(b), Art. VIII of the State Constitution, to exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the City Commission previously adopted the Town Center District Code and the State Road 434 Corridor Overlay District which govern development of property along the State Road 434; and

WHEREAS, in consideration of recent citizen and developer input regarding the development of land along the State Road 434 corridor and Tuskawilla Road, the City Commission finds that modifications to the Town Center District Code, State Road 434 Corridor Overlay District and Supplemental Zoning District regulations are necessary to enhance aesthetics, public safety, property values and the pedestrian and natural environment related to building orientation, streetscape and travel along the State Road 434 and Tuskawilla Road corridors; and

WHEREAS, the City Commission hereby finds that State Road 434 and Tuskawilla are major roadway corridors that run through the heart of the jurisdictional limits of the City, and that each corridor has unique streetscape attributes that impact the overall appearance and quality of life of the Winter Springs community; and

WHEREAS, the City Commission also finds that creating and maintaining a sustainable streetscape along the State Road 434 and Tuskawilla corridors will play an important role in forming the visual image of Winter Springs being a sustainable city, and will be an important

effective strategy to mitigate against the occurrence of urban blight and deterioration, and alternatively, be an effective strategy to help the City provide an attractive, safe and healthy sustainable urban environment and achieve sustainable development and economic prosperity; and

WHEREAS, creating and maintaining a sustainable streetscape ensures that spaces are long-lasting and function as a part of the greater ecosystem employing technologies that manage stormwater runoff and reduce carbon footprint, improve pedestrian space, health and safety, improve aesthetics, reduce urban noise and light pollution, and overall help create a better place and image for present and future residents and businesses within the City of Winter Springs; and

WHEREAS, on _____, the City’s Land Planning Agency reviewed the proposed amendments to the Town Center District Code, State Road 434 Corridor Overlay District and Supplemental Zoning Regulations and has found the amendments consistent with the City’s Comprehensive Plan and recommends approval of the amendments; and

WHEREAS, the City Commission of the City of Winter Springs, Florida, hereby finds this ordinance to be in the best interests of the public health, safety, and welfare of the citizens of Winter Springs.

NOW, THEREFORE, THE CITY COMMISSION OF THE CITY OF WINTER SPRINGS HEREBY ORDAINS, AS FOLLOWS:

Section 1. **Recitals.** The foregoing recitals are hereby fully incorporated herein by reference as legislative findings of the City Commission of Winter Springs.

Section 2. **SR 434 and Tuskawilla Road Streetscape Corridor Requirements.** The City of Winter Springs Code of Ordinances, Chapter 20, Zoning, Article VII, SR 434 and Tuskawilla Road Streetscape Corridor Requirements is hereby created as set forth below (underlined type indicates additions and ~~strikeout~~ type indicates deletions):

CHAPTER 20 – ZONING

ARTICLE VII. S.R. 434 AND TUSKAWILLA ROAD STREETSCAPE REQUIREMENTS.

Sec. 20-600. – Intent.

State Road 434 and Tuskawilla Road are major roadway corridors that run through the heart of the jurisdictional limits of the City, and these roadways have unique streetscape attributes that impact the overall appearance and quality of life of the Winter Springs community. The intent of this Article is to create and maintain a sustainable streetscape strategy along the State Road 434 and Tuskawilla corridors that will play an important role in forming the visual image of Winter Springs being a sustainable city. It is further the intent of this sustainable streetscape

strategy to mitigate against the occurrence of urban blight and deterioration, and to employ streetscape strategies that more effectively manage stormwater runoff and reduce carbon footprint, improve pedestrian space, health and safety, improve aesthetics, enhance property values, reduce urban noise and light pollution, and overall help create a better place and image for present and future residents and businesses within the City of Winter Springs. It is not the intent of this section to mandate the dedication or conveyance of additional public right-of-way along said corridors from development in order to accomplish the required streetscape treatment. This section also does not apply to properties that were previously developed prior to the adoption of this article unless and until such properties seek to redevelop.

Sec. 20-605. – Streetscape Requirements.

(a) There shall be a minimum streetscape area of 27 feet in depth for properties located along the State Road 434 and Tuskawilla Road corridors.

(b) The total 27 feet of required streetscape area shall consist of three component parts which include: (i) 5-foot landscape area; (ii) 6-foot sidewalk; and (iii) 16-foot landscape and treescape area for planting canopy trees which will line the right-of-way and installing any authorized street furnishings.

(c) Depending on the existing depth of available right-of-way for streetscape, the 27 feet will either be entirely within the right-of-way or entirely on the subject property under development or a combination of both the available right-of-way and the subject property. For example, as illustrated in Section 20-610 of this article, there are three possible required streetscape scenarios:

1. If there is 27 feet of existing right-of-way, the streetscape is required to be located entirely within the right-of-way.
2. If there is no existing available right-of-way, the streetscape is required to be located entirely on the subject property.
3. If there is only 10 feet of available right-of-way, the streetscape is required to be located within the 10 feet of available right-of-way and within 17 feet of the subject property, etc.

For purposes of this subsection, the term “available” means that the authority with jurisdiction over the right-of-way has granted permission to construct, install and maintain the streetscape required by this article.

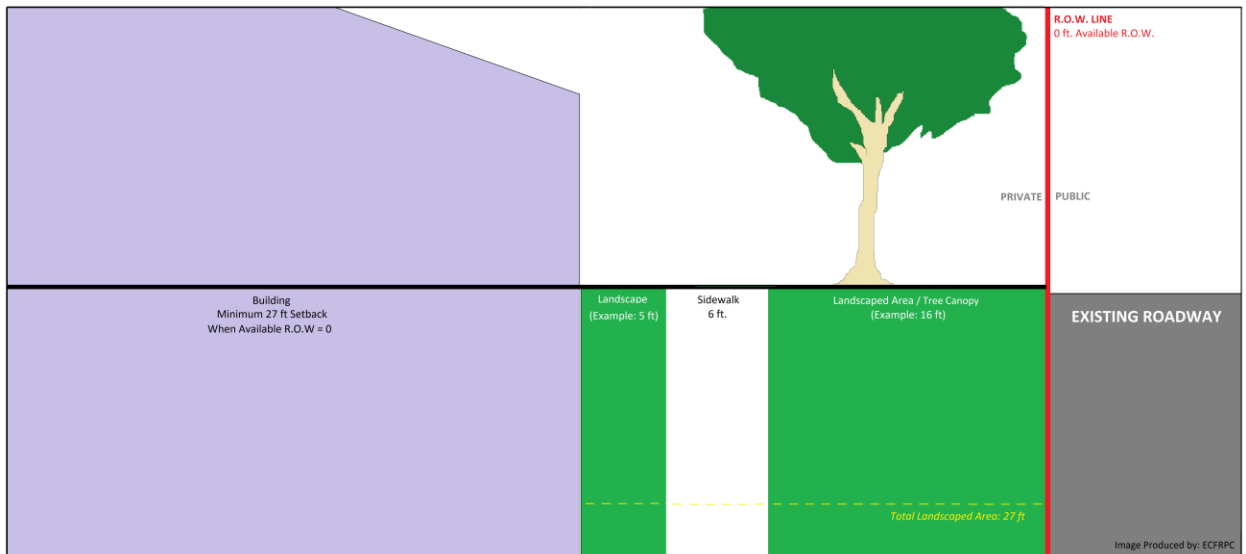
(d) Streetscape trees required to be planted under this article shall be canopy trees of the size and type authorized on the City’s approved species list for streetscape canopy trees. Trees shall be planted within the required 16 foot landscape area between the sidewalk and roadway with a minimum 15 foot separation between trees. Authorized street furnishing may also be installed

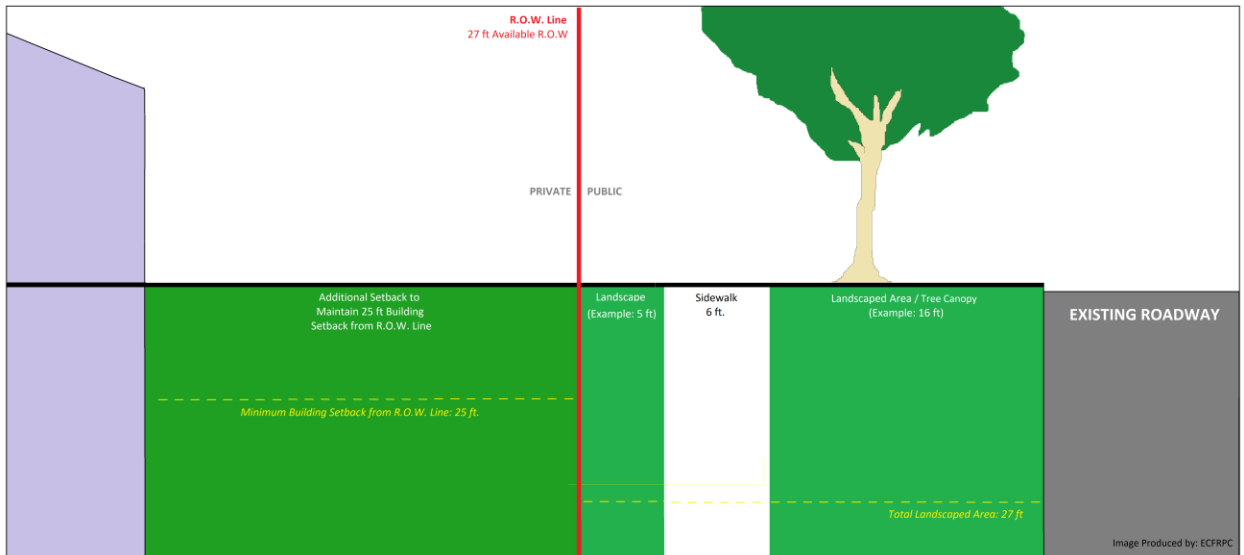
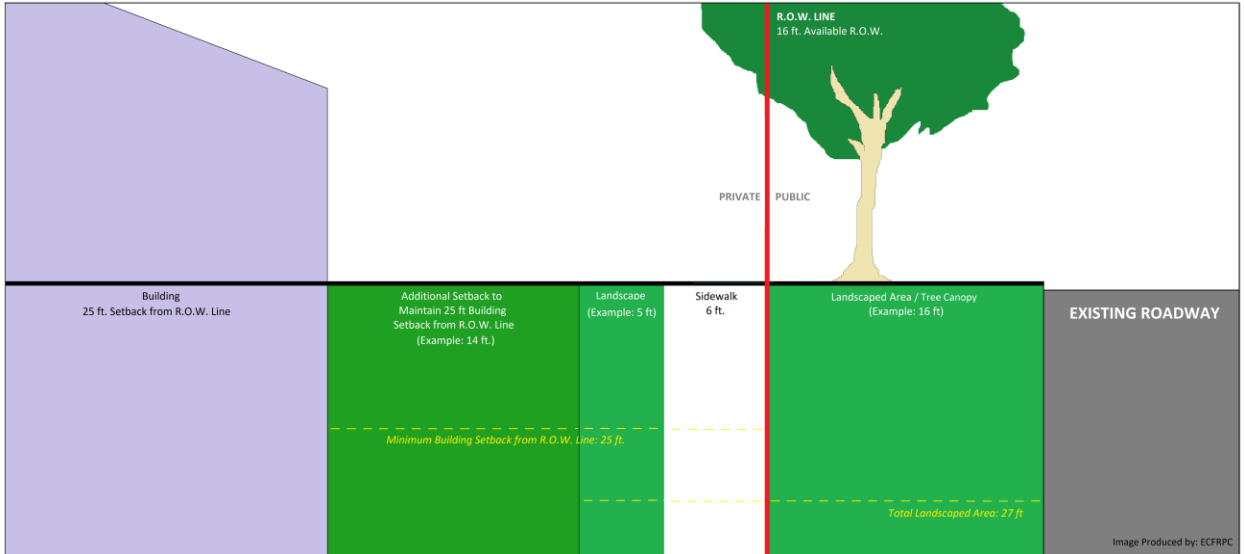
and maintained within the 16 foot landscape area such as benches, bus shelters, lighting, trash receptacles, bicycle racks, and public signage and art.

(e) Regardless of where the required streetscape is located, any building constructed on the subject property shall be required to be satisfy the required front setback from the right-of-way boundary. Buildings cannot be located within the required streetscape area so in instances when the subject development property is required to be used for streetscape in excess of 25 feet, the building front setback will be greater than 25 ft in order to accommodate the streetscape required by this article.

Sec. 20-610. Appropriate Streetscape Illustrations.

The following streetscape illustrations are examples of streetscapes that comply with the requirements of this article, and shall be used as a guide for determining compliance with this article:





CHAPTER 20 – ZONING

DIVISION 12. – TOWN CENTER DISTRICT CODE

Section 3. Town Center District Code Amendments. The City of Winter Springs Code of Ordinances, Chapter 20, Article III, Division 12, Town Center District Code, is hereby amended as set forth below (underlined type indicates additions and ~~strikeout~~ type indicates deletions, while asterisks (* * *) indicate a deletion from the Ordinance of text existing in Chapter 20, Article III, Division 12. It is intended that the text in Chapter 20, Article III, Division 12 denoted by the asterisks and set forth in this Ordinance shall remain unchanged from the language existing prior to adoption of this ordinance.

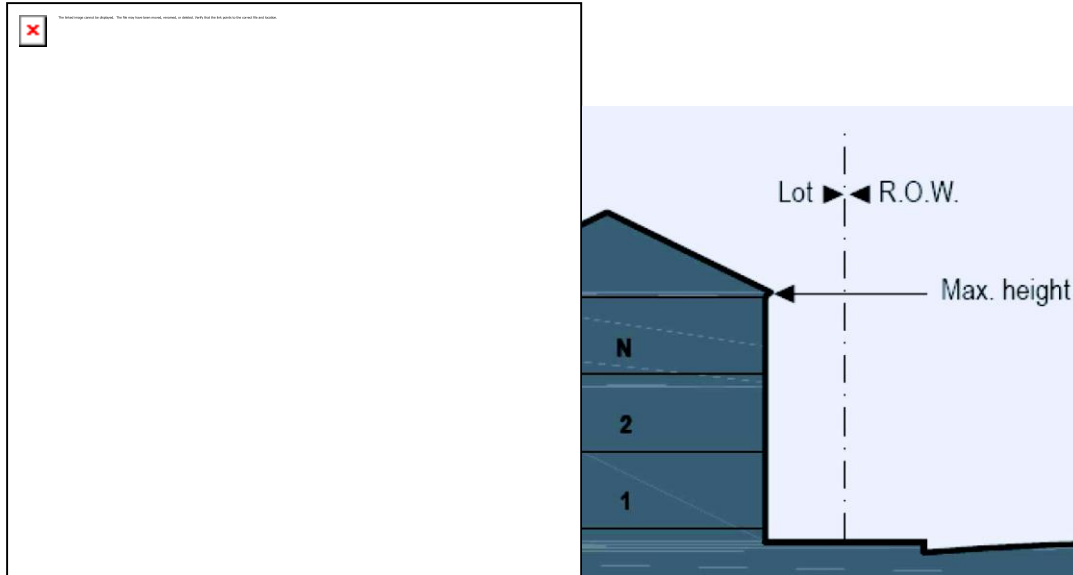
CHAPTER 20 – ZONING

DIVISION 12. – TOWN CENTER DISTRICT CODE

Sec. 20-324. - General provisions.

The following general provisions apply to all street types.

- (12) *Building height.* Proposed buildings greater than three (3) stories in height shall require conditional use review and permit. Cupolas, spires, domes, pinnacles, chimneys, penthouses and similar architectural features may be erected to a height greater than any limit prescribed in this Code provided, each feature does not exceed six hundred (600) square feet in area and does not extend more than thirty (30) feet above the designated height limit for each transect zone. Building height is measured as the vertical distance from the lowest point on the tallest side of the structure to the top of the cornice, eave or similar architectural feature. Subject to aesthetic review approval, buildings greater than three (3) stories must have a building step-back consisting of an architectural design element that is applied to each story above three (3) stories of the development. A step back requires that any portion of a building above three (3) stories is further pushed-in towards the center of the property for purposes of reducing the scale of the building and enhancing its aesthetic character while exposing and emphasizing the ground-level elements of a structure, increasing views of surroundings areas, and increasing solar and wind pass through.



Sec. 20-325 – Transect Standards.

(b) *Transect zone design standards.*

T5 (Urban Center Zone)

(1) *Description.* The T5 urban center zone comprises the core of the town center and is synonymous with the city’s urban central business district. It shall consist of a higher intensity mix of uses that include retail, offices, and residential. T5 areas typically have fairly small blocks with wide sidewalks regularly- spaced tree plantings, ~~and buildings set close to the street.~~

(2) *Dimensional requirements.* Applications are subject to standard administrative provisions in section 20-321 of this Code.

Lot Design Guidelines	
Lot orientation	
Lot width	18 ft. min., 180 ft. max.

Lot Design Guidelines	
Lot depth	30 ft. min., 160 ft. max.
Lot coverage	100% max.
Principle building setbacks (from property line)	
Front/principle plane	θ <u>25</u> ft.- <u>8-50</u> ft. max (from front property line). <u>The minimum required front setback shall be the average of the front setback of the two developed lots abutting each side of the property. When one or more of the abutting lots is vacant, the next developed lot on the same block shall be used. When there is only one abutting lot on the same block face, it shall be used in this calculation.</u>
Rear	\geq <u>15</u> ft. (from rear property line)
Side	θ <u>5</u> ft. min, <u>24-100</u> ft. max. (from side property line)
Frontage buildout	80-20% <u>20%</u> min. (at front setback)
Accessory building setbacks	
Front	20 ft. min. + building setback (from front property line)
Rear	\geq <u>15</u> ft. min. (from rear property line).
Side	θ <u>5</u> ft. min. (from side property line)
Building height	
Principle	2 stories min., 5 stories max. *
Accessory	2 stories min.
Private frontages	
Common yard	Prohibited

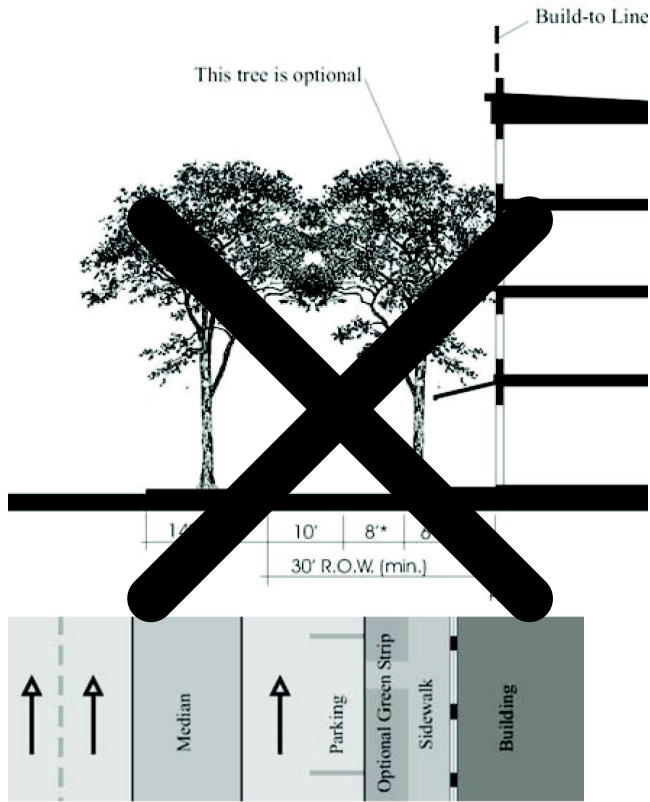
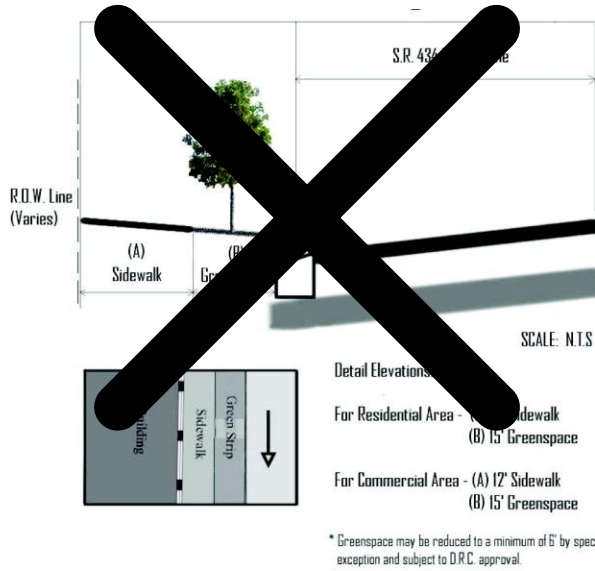
Lot Design Guidelines	
Porch and fence	Permitted
Terrace/light court	Permitted
Forecourt	Permitted
Stoop	Permitted
Shopfront, awning and balcony	Permitted
Gallery/arcade/colonnade	Permitted

(c) *Thoroughfare standards.*

(2) SR 434 Street Edge. The streetscape requirements set forth in Chapter 20, Article VII S.R. 434 and Tuskawilla Road Streetscape Requirements shall apply.

~~(Each are acceptable options. Proposed parking configurations will be evaluated and can consist of angled, parallel, or back in angle parking).~~

[THE FOLLOWING ILLUSTRATIONS ARE HEREBY REPEALED AND SHALL BE REMOVED FROM THE CITY CODE]



Section 4. SR 434 Amendments. The City of Winter Springs Code of Ordinances, Chapter 20, Article VI, Division 2, S.R. 434 Corridor Vision Plan is hereby amended as set forth below (underlined type indicates additions and ~~strikeout~~ type indicates deletions, while asterisks (* * *) indicate a deletion from the Ordinance of text existing in Chapter 20, Article VI, Division 2. It is intended that the text in Chapter 20, Article VI, Division 2 denoted by the asterisks and set forth in this Ordinance shall remain unchanged from the language existing prior to adoption of this ordinance.

DIVISION 2. - GENERAL DESIGN STANDARDS FOR NEW DEVELOPMENT AREA

Sec. 20-464. - Building height.

Proposed buildings greater than three (3) stories in height shall require conditional use review and permit. However, No building shall exceed five (5) stories in height. For the purpose of these design standards, building height shall be measured from ground level to the highest point of the coping of a flat roof or the mean height level between eaves and ridge for gable, hip or gambrel roofs. Cupolas, spires, domes, pinnacles, chimneys, penthouses and similar architectural features may be erected to a height greater than any limit prescribed in this Code provided, each feature does not exceed six hundred (600) square feet in area and does not extend more than thirty-feet above the designated height limit. Building height is measured as the vertical distance from the lowest point on the tallest side of the structure to the top of the cornice, eave or similar architectural feature. Subject to aesthetic review approval, buildings greater than three (3) stories must have a building step-back consisting of an architectural design element that is applied to each story above three (3) stories of the development. A step back requires that any portion of a building above three (3) stories is further pushed-in towards the center of the property for purposes of reducing the scale of the building and enhancing its aesthetic character while exposing and emphasizing the ground-level elements of a structure, increasing views of surroundings areas, and increasing solar and wind pass through.

Sec. 20-465. - Setbacks.

It is the intent of the City to create a sense of place along the S.R. 434 Overlay corridor. ~~It has been determined that a zero-foot setback allows flexibility in site and building design, and eliminates suburban sprawl. Buildings that are constructed to the property line are encouraged. No improvement shall be located on any property closer to any property line than the minimum setbacks set forth below:~~

Buildings	
S.R. 434	Minimum 0 <u>25</u> -feet, Maximum 100-feet
Collector Street	Minimum 0 <u>25</u> -feet, Maximum 50 <u>100</u> -feet
Internal Street/ <u>Alley</u>	Minimum 0 <u>5</u> -feet, Maximum 25-feet
Side	Minimum 10-feet
Rear	Minimum 10-feet

(b) The following improvements are specifically excluded from the setback restrictions:

- (1) Steps and walks;
- (2) Landscaping and landscape berms;
- (3) Planters three (3) feet in height or less; or
- (4) Other improvements such as balconies, stoops, and awnings may be permitted under applicable regulations of the city.

Sec. 20-466. ~~Reserved~~ Required Streetscape. The streetscape requirements set forth in Chapter 20, Article VII S.R. 434 and Tuskawilla Road Streetscape Requirements shall apply.

Section 5. Repeal of Prior Inconsistent Ordinances and Resolutions. All prior inconsistent ordinances and resolutions adopted by the City Commission, or parts of prior ordinances and resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 6. Incorporation Into Code. This Ordinance shall be incorporated into the Winter Springs City Code and any section or paragraph, number or letter, and any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical, and like errors may be corrected and additions, alterations, and omissions, not affecting the construction or meaning of this Ordinance and the City Code may be freely made.

Section 7. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 8. Effective Date. This Ordinance shall become effective immediately upon adoption by the City Commission of the City of Winter Springs, Florida, and pursuant to the City Charter.

ADOPTED by the City Commission of the City of Winter Springs, Florida, in a regular meeting assembled on the _____ day of _____, 2020.

CHARLES LACEY, Mayor

ATTEST:

CHRISTIAN GOWAN
Interim City Clerk

**APPROVED AS TO LEGAL FORM AND SUFFICIENCY
FOR THE CITY OF WINTER SPRINGS ONLY.**

ANTHONY A. GARGANESE
City Attorney

First Reading:
Legal Ad Published:
Effective Date:



**CITY OF WINTER SPRINGS
COMMUNITY DEVELOPMENT DEPARTMENT**

1126 East State Road 434

Winter Springs, Florida 32708

customerservice@winterspringsfl.org

APPROVED STREETSCAPE TREES LISTING

The City Manager or designee reserves the right to approve or deny a proposed tree selection from the approved streetscape tree listings, per City Code Chapter 20-605. – Streetscape Requirements.

APPROVED STREETSCAPE TREE TYPE

Canopy Trees		
Common Name	Botanical Name	Required Specs
Live Oak	Quercus Virginiana	4 inch caliper at dbh
Sycamore	Plantanus Occidentalis	3.5 inch caliper at dbh
Red Maple	Acer Rubrum	3 inch caliper at dbh
Southern Magnolia	Magnolia Grandiflora	3 inch caliper at dbh
Drake Elm	Ulmus Parvifolia Sempervirons "Drake"	3 inch caliper at dbh
Winged Elm	Ulmus Alata	3 inch caliper at dbh

Understory Trees		
Common Name	Botanical Name	Required Specs
Tree Ligustrum	Ligustrum Japonicum	8 ft. x 8ft. spread
Crape Myrtle	Lagerstoremia Indicia	12 ft. multi or standard
Redbud	Cercis Canadensis	12 ft. height
Tabebuia	Tabebuia Spp.	12 ft. height



REGULAR AGENDA ITEM 500

CITY COMMISSION AGENDA | APRIL 13, 2020

REGULAR MEETING

TITLE

2019 Comprehensive Annual Financial Report

SUMMARY

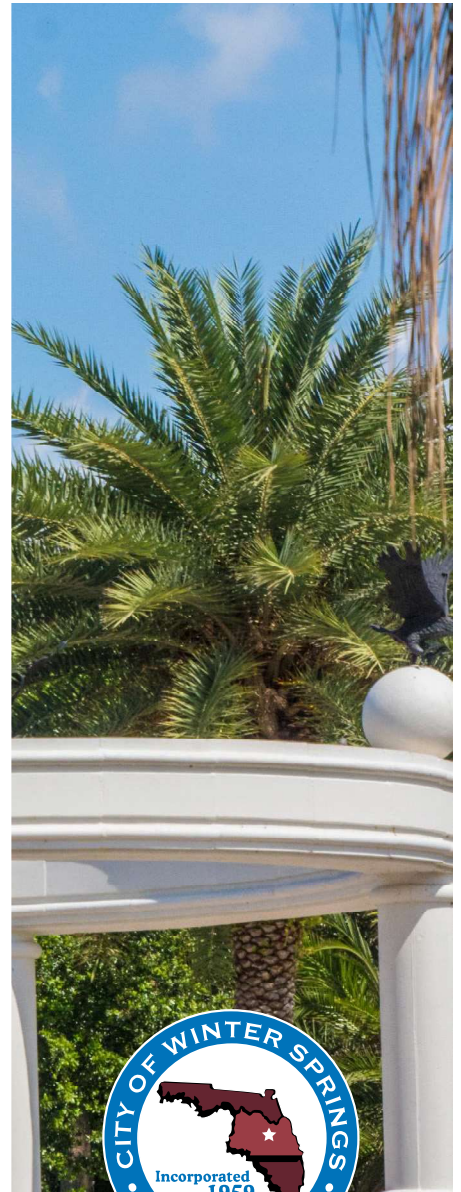
Please accept the Comprehensive Annual Financial Report for the Fiscal Year Ended September 30, 2019 as presented by the City's external auditors McDirmit Davis & Company, LLC.

The CAFR is prepared and presented to give the City Commission, citizens, and other users a greater understanding of the City's financial standing. Our 2019 financial statements received an unmodified opinion (best possible) by the auditors.

Additionally, the 2019 CAFR will be submitted to the Government Finance Officers Association (GFOA) for consideration for their Certificate of Achievement award as we believe it continues to conform to the program's stringent requirements. The City's CAFR has previously been awarded the GFOA's Certificate of Achievement award for the past 19 consecutive years.

RECOMMENDATION

Staff recommends the City Commission accept the Comprehensive Annual Financial Report (CAFR) as presented for the Fiscal Year Ended September 30, 2019.



CITY OF WINTER SPRINGS

2019

COMPREHENSIVE ANNUAL FINANCIAL

REPORT

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019

This page intentionally left blank.



City of Winter Springs, Florida

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For The Year Ended September 30, 2019



Prepared by:

Finance and Administrative Services Department

This page intentionally left blank.



INTRODUCTORY SECTION

This section contains the following subsections:

- Table of Contents
- Letter of Transmittal
- GFOA Certificate of Achievement
- List of Principal Officials
- Organizational Chart

This page intentionally left blank.



	Page
I. Introductory Section:	
Table of Contents	i-iii
Letter of Transmittal	iv-vi
GFOA Certificate of Achievement	vii
List of Principal Officials	viii
Organizational Chart	ix
II. Financial Section:	
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-15
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	16
Statement of Activities	17
Fund Financial Statements:	
Balance Sheet - Governmental Funds	18-19
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	20
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	21-22
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	23
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual:	
General Fund	24-25
Road Improvements Special Revenue Fund	26
Solid Waste/Recycling Special Revenue Fund	27
Statement of Net Position - Proprietary Funds	28-29
Statement of Revenues, Expenses and Changes in Fund Net Position - Proprietary Funds	30
Statement of Cash Flows - Proprietary Funds	31-32
Statement of Fiduciary Net Position - Fiduciary Funds	33
Statement of Changes in Fiduciary Net Position - Fiduciary Funds	34

	<u>Page</u>
II. Financial Section - Continued:	
Notes to Financial Statements	35-64
Required Supplementary Information	
Schedule of Changes in the City's Net OPEB Liability and Related Ratios - Plan	
Retiree Continuation Insurance Plan	65
Schedule of Changes in Net Pension Liability and Related Ratios	66
Schedule of Contributions	67-68
Schedule of Investment Returns	69
Combining and Individual Fund Statements and Schedules:	
Major Governmental Funds:	
Schedule of Revenues and Expenditures and Changes in Fund	
Balance - Budget and Actual:	
TLBD Debt Service Fund	70
Nonmajor Governmental Funds:	
Combining Balance Sheet - Nonmajor Governmental Funds	71-76
Combining Statement of Revenues, Expenditures and Changes	
In Fund Balances - Nonmajor Governmental Funds	77-82
Schedule of Revenues, Expenditures and Changes in Fund	
Balances - Budget and Actual:	
Special Revenue Funds	83-94
Debt Service Funds	95-98
Capital Projects Funds	99-102
III. Statistical Section:	
Financial Trends	
Net Position by Component	103
Changes in Net Position	104-105
Governmental Activities Tax Revenues by Source	106
Fund Balances of Governmental Funds	107
Changes in Fund Balances of Governmental Funds	108-109
Revenue Capacity	
Assessed Value and Estimated Actual Value of Taxable Property	110
Property Tax Rates, Direct and Overlapping Governments	111
Special Assessment Billings and Collections	112
Principal Property Taxpayers	113
Property Tax Levies and Collections	114

	Page
III. Statistical Section - Continued:	
Debt Capacity	
Legal Debt Margin	115
Ratio of Net General Obligation Bonded Debt to Assessed Value and Net General Obligation Bonded Debt Per Capita	116
Ratio of Outstanding Debt by Type	117
Direct and Overlapping Governmental Activities Debt	118
Pledged-Revenue Coverage	119-120
Demographic and Economic Information	
Demographic and Economic Statistics	121
Principal Employers	122
Operating Information	
Budgeted Full-time Equivalent City Government Employees by Function	123
Operating Indicators by Function	124
Capital Asset Statistics by Function	125
IV. Other Reports:	
Independent Auditor's Report on Internal Control over Financial Reporting And on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	126
Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance in Accordance With the Uniform Guidance	127-128
Schedule of Expenditures of Federal Awards	129
Notes to Schedule of Expenditures of Federal Awards	130
Schedule of Findings and Questioned Costs	131
Management Letter	132-133
Independent Auditor's Report on Compliance with the Requirements of Section 218.415, Florida Statutes	134



CITY OF WINTER SPRINGS, FLORIDA

1126 EAST STATE ROAD 434
WINTER SPRINGS, FLORIDA 32708-2799
Telephone (407) 327-1800

March 13th, 2020

To the Honorable Mayor, City Commission and Citizens of the City of Winter Springs, Florida:

It is with great pleasure that we present to you the City of Winter Springs, Florida Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2019. Florida Statutes, Chapter 166.241 and the rules of the Florida Auditor General, Chapter 10.550 require that all general-purpose local governments publish a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and that they be audited in accordance with Generally Accepted Auditing Standards (GAAS) by a firm of licensed Certified Public Accountants.

Management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the City of Winter Springs has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City of Winter Springs' financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefit, the City of Winter Springs' comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, to the best of our knowledge and belief, we assert that this financial report is complete and reliable in all material respects.

The City of Winter Springs' financial statements have been audited by McDimit, Davis & Company, a firm of licensed certified public accountants. The goal of the independent audit is to provide reasonable assurance that the financial statements of the City of Winter Springs for the fiscal year ended September 30, 2019 are free of material misstatement. The independent audit involved examination of evidence, on a test basis, supporting the amounts and disclosures in the financial statements; assessment of the accounting principles used and significant estimates made by management; and an evaluation of the overall financial statement presentation. Based upon the audit, the independent auditor concluded that reasonable basis existed to render an unmodified opinion that the City of Winter Springs' financial statements for the fiscal year ended September 30, 2019 are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

The City of Winter Springs' Management's Discussion and Analysis (MD&A) can be found immediately following the report of the independent auditors and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction with it.

Profile of the Government

The City of Winter Springs, incorporated in 1959, is located in Seminole County, which is a part of the greater Orlando metropolitan area in East Central Florida. The City currently has a land area of approximately 13.3 square miles and a population of approximately 37,000.

The City operates according to a Council/Manager form of government, with an appointed City Manager, five elected City Commissioners and a separately elected Mayor. The Mayor and Commission are elected for four-year terms. The governing body is responsible for, among other things, passing ordinances, adopting the budget, appointing committees, and hiring the City's Manager, Clerk and Attorney. The City Manager is responsible for carrying out the policies and ordinances of the governing body, for overseeing the day-to-day operations of the government and for hiring the directors of the various departments.

The City of Winter Springs provides a full range of services, including police protection; the construction and maintenance of highways, streets and other infrastructure; and recreational facilities, activities and cultural events. The City maintains both a Water and Sewer Utility Fund, a Stormwater Utility Fund, and a Development Services Fund, which function, in essence, as departments of the City of Winter Springs and therefore have been included as an integral part of the City of Winter Springs' financial statements.

The annual budget serves as the foundation for the City of Winter Springs' financial planning and control. All departments of the City of Winter Springs are required to submit requests for appropriation to the City Manager. The City Manager uses these requests as the starting point for developing a proposed budget. The City Manager then presents the proposed budget to the City Commission for review on or before July 1. The City Commission is required to hold public hearings on the proposed budget and to adopt a final budget no later than September 30, the close of the City's fiscal year. The appropriated budget is prepared by fund (e.g., General Fund), department (e.g., Police Department) and division (e.g., Criminal Investigation). The City Manager may make transfers of appropriations within a department. Transfers of appropriations between departments, however, require the special approval of the City Commission. Original and final amended budget-to-actual comparisons are provided in this report for each individual governmental fund. The General Fund, the Road Improvements Fund and the Solid Waste/Recycling Fund, are presented on pages 24-27 as part of the basic financial statements for the governmental funds. The TLBD Debt Service Fund budget-to-actual comparison is presented on page 70. The non-major governmental funds' budget comparisons are presented in the governmental fund subsection of this report which starts on page 83.

Factors Affecting Financial Condition

The information presented in the financial statements is best understood when it is considered from the broader perspective of the specific environment within which the City of Winter Springs operates.

Seminole County has adopted a one-cent local government infrastructure sales tax which will be in effect from January 1, 2015 through December 31, 2024. The intent of this legislation is to improve the infrastructure of the Seminole County public school system and other public infrastructure within the County and its municipalities. Per the interlocal agreement, 2.99% of net revenues are to be distributed to the City of Winter Springs. It is estimated that this distribution will be in excess of \$2.3M for the fiscal year 2019-2020.

Approximately 87% of the City's tax base is comprised of residential properties with a small amount of retail office and light industrial developments. Per the DR 422 (Certificate of Final Taxable Value) and relative to the 2018-2019 fiscal year (tax year 2018), the gross taxable value reflects an increase of 7% from the prior year. During fiscal year 2018-2019 (tax year 2018), through prudent fiscal management, the City was able to maintain the operating millage rate at 2.43 and was able to further reduce voted debt millage to 0.0500 mills. At the local level, revenues such as review and permit fees, investment income and state sales tax revenues continue to show signs of sustainable growth.

New construction in Winter Springs has been robust for the past several years. Single-family residential construction projects that were recently completed or are currently under construction include Southern Oaks, Northern Oaks, and Tuskawilla Crossings. The only multi-family project either under construction or completed in 2019 was The Blake Apartments in the Town Center. Upcoming projects include the proposed Winter Springs Town Center Townhomes (114 units), The Gatherings (plus 55 community-108 units) and The Hawthorne, located near the Cross Seminole Trail on SR 434. Commercial construction projects started or completed in 2019 include Starbucks and Octopus Carwash while Wendy's and Chase Bank are getting started on the permitting phase and should begin construction in 2020.

Seminole County Public School system is the 12th largest in the state and widely recognized as a Premier National School District. It boasts an above average graduation rate and is ranked #1 in STEM. Winter Springs is home to four elementary schools, one middle and one high school in the district. Winter Springs is also home to Choices in Learning Charter School, Willow School, The Primrose School, and Creative Inspiration Journey School which provide diverse educational options. Nearby Seminole State College and University of Central Florida offer our community an affordable and excellent higher education choice. The City also continues its partnership with the UCF Business Incubation Program to foster the development of early-stage businesses in Central Florida.

The City of Winter Springs continues to offer its citizens the highest quality services and community-minded events. Winter Springs has been host to the Central Florida Scottish Highland Games for eighteen consecutive years. The Oviedo-Winter Springs Chamber of Commerce offers a variety of art and music at the Town Center's ARTtoberFEST event. The City also hosts a number of community seasonal events including Spring Explore Outdoors, Celebration of Freedom, Hometown Harvest, a salute to our veterans in the Veteran's Day Ceremony, and Winter Wonderland Parade. The City's Sports Partnerships include traditional sports such as Babe Ruth Baseball/Softball, Florida Kraze Krush Soccer & Winter Springs Basketball and Football Leagues. Our very popular summer camp program offers affordable day camp options and spectacular field trips.

The Winter Springs Police Department also coordinates events in the community. In the summer months, the department hosts its annual Community Youth Outreach program. This program is designed to engage our youth, in an effort to promote positive interaction and bridge the gap with Law Enforcement. During the holiday season, children and families in need from Winter Springs are nominated to participate in our annual 'Shop with a Cop' festivities. Through the school supply drive the Winter Springs Police Department provides school supplies to over 200 children within our community.

The City has a "Perk up Parks" program which is a multi-million dollar Parks initiative with numerous park upgrades including a new and expanded "Field of Dreams" playground at Central Winds Park, another new and impressive playground, "Mount Trotwood" at Trotwood Park, and a new "Torcaso Cove" which is an ocean, water and pirate themed adventure at Torcaso Park. All playgrounds have top of the line rubber surfacing for safety and playful comfort. Together with the Winter Springs Senior Association, a number of activities and outings are offered to our seniors, such as yoga, ceramics and the ever-popular therapy pool. Highlighted here are some of what makes the City of Winter Springs a top choice for families.

Long-term financial planning. The City Commission updated and adopted a 5-year Capital Improvements Plan (CIP) in September 2017 for fiscal years 2018 through 2022. The CIP is a multi-year prioritized schedule of improvements that lists each capital improvement with the year of intended purchase/ commencement; annual expenditure; and method of financing. Each year the CIP is reviewed to ensure that all necessary capital improvements are incorporated into the budget process. It should be noted; however, that the CIP is not a static document but a flexible and dynamic one that may change to reflect changing priorities, opportunities, costs, or financing approach.

Relevant Financial Policies. In fiscal year 2019, the City implemented GASB Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. This statement requires additional note disclosures for certain debt issues. There was no effect on beginning balances of the City.

Major Initiatives. Continued improvements in customer service and information reporting are on-going, such as the implementation of the Parks reservation system and upgrades in several behind the scenes technological systems. Many upgrades and initiatives are still anticipated relative to urban beautification and our recreational facilities. There have also been and will continue to be city-wide safety improvements across parks, sidewalk replacements, and roadway improvements.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Winter Springs for its CAFR for the fiscal year ended September 30, 2018. This was the nineteenth consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, the government must publish an easily readable and efficiently-organized CAFR. This report must satisfy both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current CAFR continues to meet the Certificate of Achievement Program requirements and will be submitting it to the GFOA to determine its eligibility for another fiscal year.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Finance Department. We would like to express our appreciation to all members of the department who assisted and contributed to its preparation. Other City departments, although not extensively involved in year-end audit activities, contributed significantly by ensuring the accuracy and integrity of accounting information compiled throughout the year. Without their diligence, the work of the Finance Department would have been considerably more difficult. Appreciation must also be expressed to the City's auditors whose suggestions and attention to detail enhanced the quality of this report.

In closing, we would also like to express appreciation to the Mayor and the City Commission for their support and for maintaining high standards of professionalism in the management of the City of Winter Springs' finances.

Respectfully submitted,

Shawn D. Boyle

Shawn D. Boyle
City Manager

Kelly Balagia

Kelly Balagia
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Winter Springs
Florida**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2018

Christopher P. Morill

Executive Director/CEO

City of Winter Springs, Florida
List of Principal Officers

Mayor	Charles Lacey
Deputy Mayor / Commissioner	Kevin Cannon
Commissioner	Jean Hovey
Commissioner	Ted Johnson
Commissioner	TiAnna Hale
Commissioner	Geoff Kendrick

CITY MANAGER

Shawn Boyle

CITY CLERK

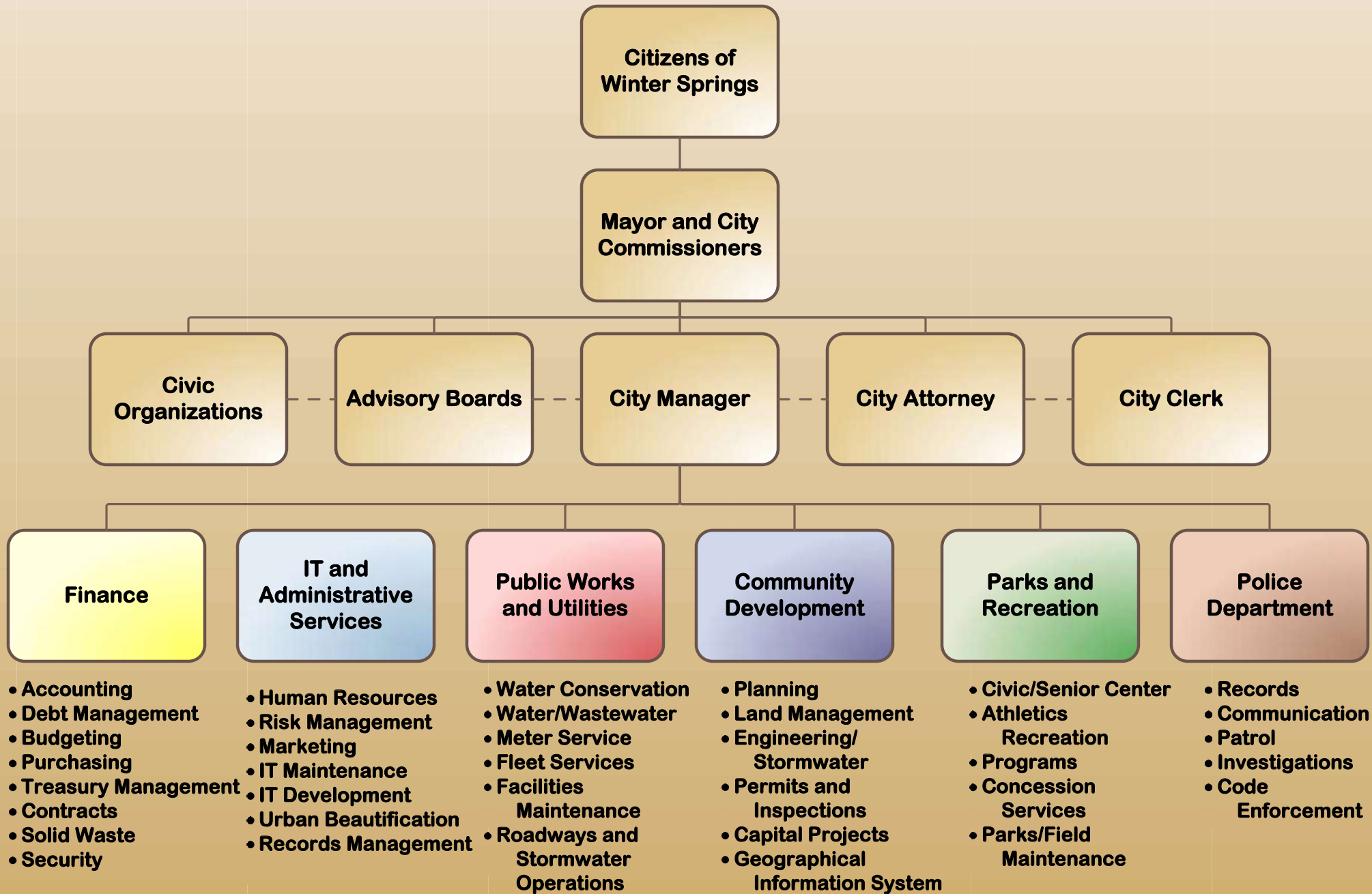
Andrea Lorenzo-Luaces

LEGAL COUNSEL

Anthony Garganese
Garganese, Weiss & D'Agresta,
P.A.

DEPARTMENT DIRECTORS

Community Development	Christopher Schmidt
Finance	Kelly Balagia
IT/Admin Services	Casey Howard
Parks and Recreation	Chris Caldwell
Police Chief	Chris Deisler
Utility/Public Works	Lena Rivera



This page intentionally left blank.



Financial Section

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Commissioners
City of Winter Springs, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the *City of Winter Springs, Florida*, (the "City") as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The City's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of The City, as of September 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund, road improvements special revenue fund, and solid waste/recycling special revenue fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information, pension and other postemployment benefits disclosures as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States

of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise The City's basic financial statements. The introductory section, combining and individual fund financial statements and schedules, statistical section, and the Schedule of Expenditures of Federal Awards, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining and individual nonmajor fund financial statements and schedules and the Schedule of Expenditures of Federal Awards is the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules and the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 13, 2020 on our consideration of The City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The City's internal control over financial reporting and compliance.

McDiarmid Davis

Orlando, Florida
March 13, 2020

As management of the City of Winter Springs we offer readers of the City of Winter Springs' financial statements this narrative overview and analysis of the financial activities of the City of Winter Springs for the fiscal year ended September 30, 2019. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal which can be found on pages iv - vi of this report.

Financial Highlights

- The assets and deferred outflows of the City of Winter Springs exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by \$120,928,799 (net position). Of this amount, \$26,831,165 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- As a result of the current year's activities, the government's total net position increased by \$11,309,586 or 10.32% from the prior year
- As of the close of the current fiscal year, the City of Winter Springs' governmental funds reported combined ending fund balances of \$36,603,635. Approximately 21% of this total amount, \$7,537,629, is available for spending at the government's discretion (unassigned fund balance).
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$8,410,820, or 54% of total general fund expenditures.
- As a result of current year's activities, the City of Winter Springs' total debt decreased by \$1,022,090 (2.9%).

Overview of the Financial Statements

The financial statements focus on both the City as a whole (government-wide) and on the major individual funds. Both perspectives (government-wide and major fund) allow the user to address relevant questions, broaden a basis for comparison (year-to-year or government-to-government) and enhance the City's accountability.

This discussion and analysis are intended to serve as an introduction to the City of Winter Springs' basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the City of Winter Springs' finances, in a manner similar to a private-sector business.

The *Statement of Net Position* presents information on all of the City of Winter Springs' assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City of Winter Springs is improving or declining.

The *Statement of Activities* presents information showing how the government's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City of Winter Springs that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City of Winter Springs include general government, public safety, physical environment and culture and recreation. The business-type activities of the City of Winter Springs include a Water and Sewer Utility, Stormwater Utility and Development Services.

The government-wide financial statements include only the City of Winter Springs itself (known as the *primary government*). The City of Winter Springs had no component units. The Water and Sewer Utility, the Stormwater utility, and Development Services function as departments of the City of Winter Springs, and therefore, have been included as an integral part of the primary government.

The government-wide financial statements can be found on pages 16-17 of this report.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Winter Springs, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Winter Springs can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City of Winter Springs maintains 24 individual governmental funds. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, Road Improvements Special Revenue Fund, Solid Waste/Recycling Special Revenue Fund, and TLBD Debt Service Fund all four of which are considered to be major funds. Data from the other 20 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The City of Winter Springs adopts an annual appropriated budget for all governmental funds. Budgetary comparison statements have been provided for the General Fund, Road Improvements Special Revenue Fund, and Solid Waste/Recycling Special Revenue Fund to demonstrate compliance with this budget on pages 24-27. Budgetary comparison schedules have been provided for the TLBD Debt Service Fund, and the nonmajor funds on pages 70 and 83-102.

The basic governmental fund financial statements can be found on pages 18-23 of this report.

Proprietary Funds

The City of Winter Springs maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City of Winter Springs uses enterprise funds to account for the Water and Sewer Utility, Stormwater Utility and Development Services department.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water and Sewer Utility, Stormwater Utility, and Development Services.

The basic proprietary fund financial statements can be found on pages 28-32 of this report.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 33-34 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 35-64 of this report.

Required Supplementary Information (RSI)

RSI can be found on pages 65-69 of this report.

Other Information

The budget schedules for the major debt service fund is on page 70 after the RSI. The combining statements referred to earlier in connection with nonmajor governmental funds are presented after this. Combining and individual fund statements and schedules can be found on pages 71-82 of this report.

Government-wide Financial Analysis

Statement of Net Position

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Winter Springs, assets and deferred outflows of resources exceeded liabilities and deferred outflows by \$120,928,799 at the close of the most recent fiscal year.

Of the City of Winter Springs' net position, \$76,395,605 or 63%, reflects its investment in capital assets (e.g., land, buildings, machinery and equipment); less any related outstanding debt used to acquire those assets. The City of Winter Springs uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

Although the City of Winter Springs' investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Net position subject to external restrictions as to how it may be used total \$17,702,029 (15%). The remaining balance of *unrestricted net position* (\$26,831,165 or 22%) may be used to meet the government's ongoing obligations to citizens and creditors.

At September 30, 2019, the City of Winter Springs is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. This was also the case at the close of the prior fiscal year.

THIS SECTION INTENTIONALLY LEFT BLANK

City of Winter Springs, Florida
Management's Discussion and Analysis

The following table reflects the condensed *Statement of Net Position* for the current and prior year. For more detail see the *Statement of Net Position* on page 16.

Statement of Net Position as of September 30

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Assets:						
Current and other assets	\$ 39,448,813	\$ 33,424,709	\$ 32,374,040	\$ 25,512,554	\$ 71,822,853	\$ 58,937,263
Restricted assets	78,774	81,770	742,089	727,859	820,863	809,629
Capital assets	58,397,153	58,159,769	37,650,254	39,054,457	96,047,407	97,214,226
Total assets	97,924,740	91,666,248	70,766,383	65,294,870	168,691,123	156,961,118
Deferred Outflows of Resources						
Deferred charge on refunding	\$ 10,218	\$ 14,337	\$ 164,735	\$ 255,642	\$ 174,953	\$ 269,979
Deferred outflow of pension and OPEB earnings	919,865	1,845,727	235,951	437,670	1,155,816	2,283,397
	930,083	1,860,064	400,686	693,312	1,330,769	2,553,376
Liabilities:						
Current liabilities	1,701,831	1,385,470	1,310,989	524,494	3,012,820	1,909,964
Long term liabilities	20,590,397	19,691,665	24,644,351	24,758,671	45,234,748	44,450,336
Other liabilities	75,884	78,480	662,169	646,255	738,053	724,735
Total liabilities	22,368,112	21,155,615	26,617,509	25,929,420	48,985,621	47,085,035
Deferred Inflows of Resources						
Deferred inflow of pension and OPEB earnings	\$ 80,728	\$ 2,290,256	\$ 26,744	\$ 519,990	\$ 107,472	\$ 2,810,246
Net Position:						
Net investment in capital assets	53,683,006	52,292,228	22,712,599	23,078,568	76,395,605	75,370,796
Restricted	17,089,058	14,736,524	612,971	514,889	17,702,029	15,251,413
Unrestricted	5,633,919	3,051,689	21,197,246	15,945,315	26,831,165	18,997,004
Total net position	\$ 76,405,983	\$ 70,080,441	\$ 44,522,816	\$ 39,538,772	\$ 120,928,799	\$ 109,619,213

THIS SECTION INTENTIONALLY LEFT BLANK

Statement of Changes in Net Position

The following table reflects the *Statement of Changes in Net Position* for the current and prior year. For more detailed information see the *Statement of Activities* on page 17.

As a result of the current year's activities, the government's total net position increased by \$11,309,586 or 10.32% from the prior year. The previous fiscal year, 2018, net position increased by \$5,660,767.

Governmental activities increased net position by \$6,325,542 in fiscal year 2019 compared to an increase of \$3,488,100 in 2018. The increase in net position for fiscal year 2019 is more than the prior year's increase primarily due to investment earnings, electric franchise fee revenue, recognition of FEMA reimbursement, and a substantial positive expenditure variance that we utilized for governmental funds transfer.

Business-type activities increased net position by \$4,984,044 in fiscal year 2019 compared to an increase of \$2,172,667 in 2018. The increase in net position in fiscal year 2019 is more than the prior fiscal year's increase primarily due to development fees, service availability fees, and timing of water consumption.

Following the *Changes in Net Position* table is a series of bar and pie charts that relay in pictorial form the revenues and expenses for each of the governmental and business-type activities as well as the revenue "source" for each.

Additional information regarding the changes in fund balance of the governmental and business-type activities can be found in the section entitled ***Financial Analysis of Government's Funds*** on page 11.

Note that the first graph depicts governmental program-specific revenues and expenses. For this graph the revenue does not include property taxes, utility taxes, business tax receipts, intergovernmental revenue, investment income or miscellaneous revenue. This chart is intended to show the amount of program expenses funded by *specific* program revenues.

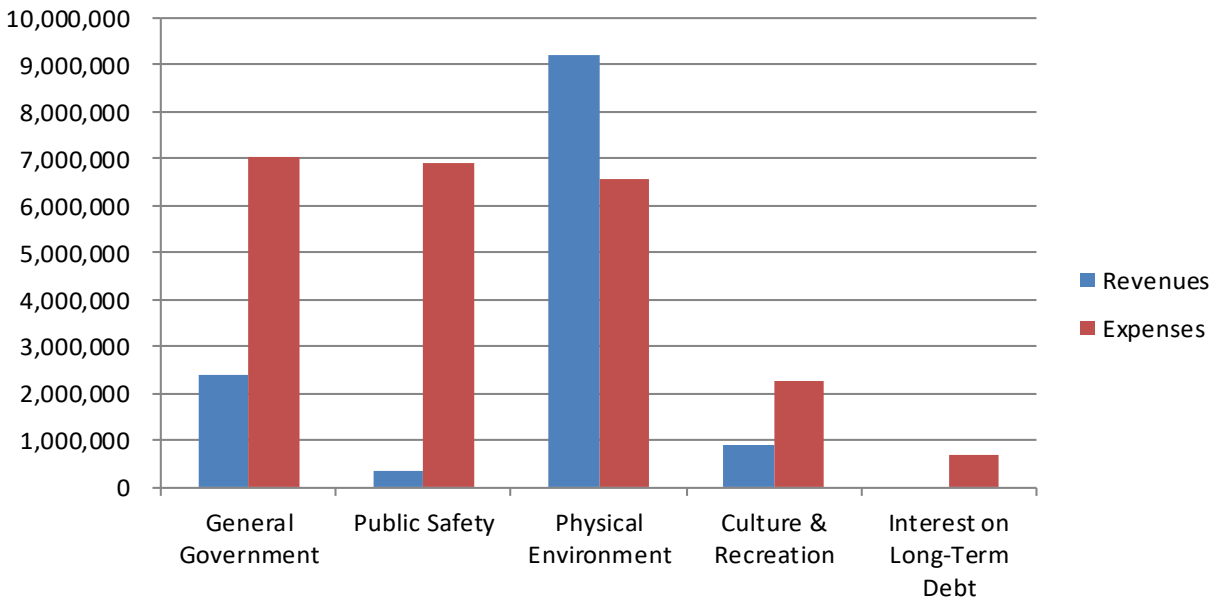
"THIS SECTION INTENTIONALLY LEFT BLANK"

City of Winter Springs, Florida
Management's Discussion and Analysis

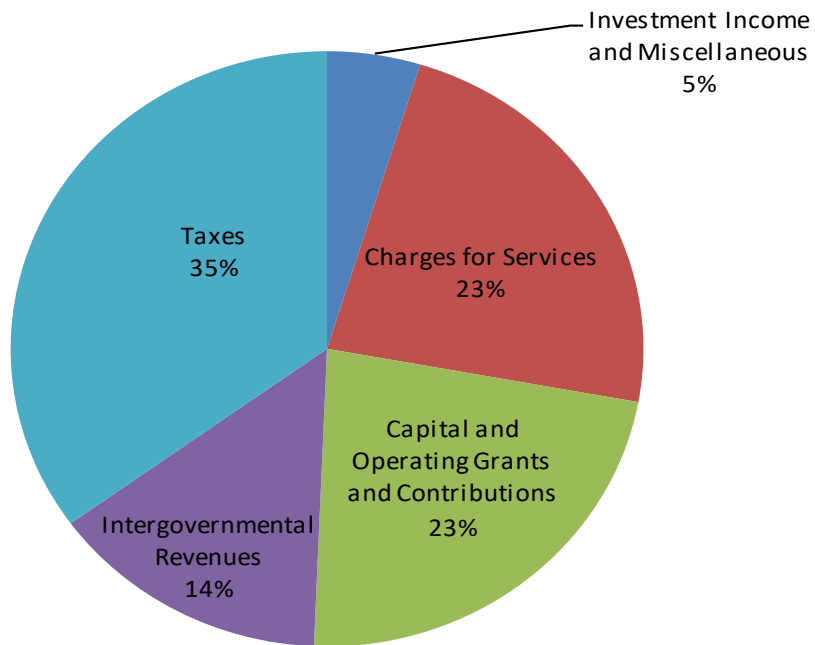
Changes in Net Position for the year ended September 30

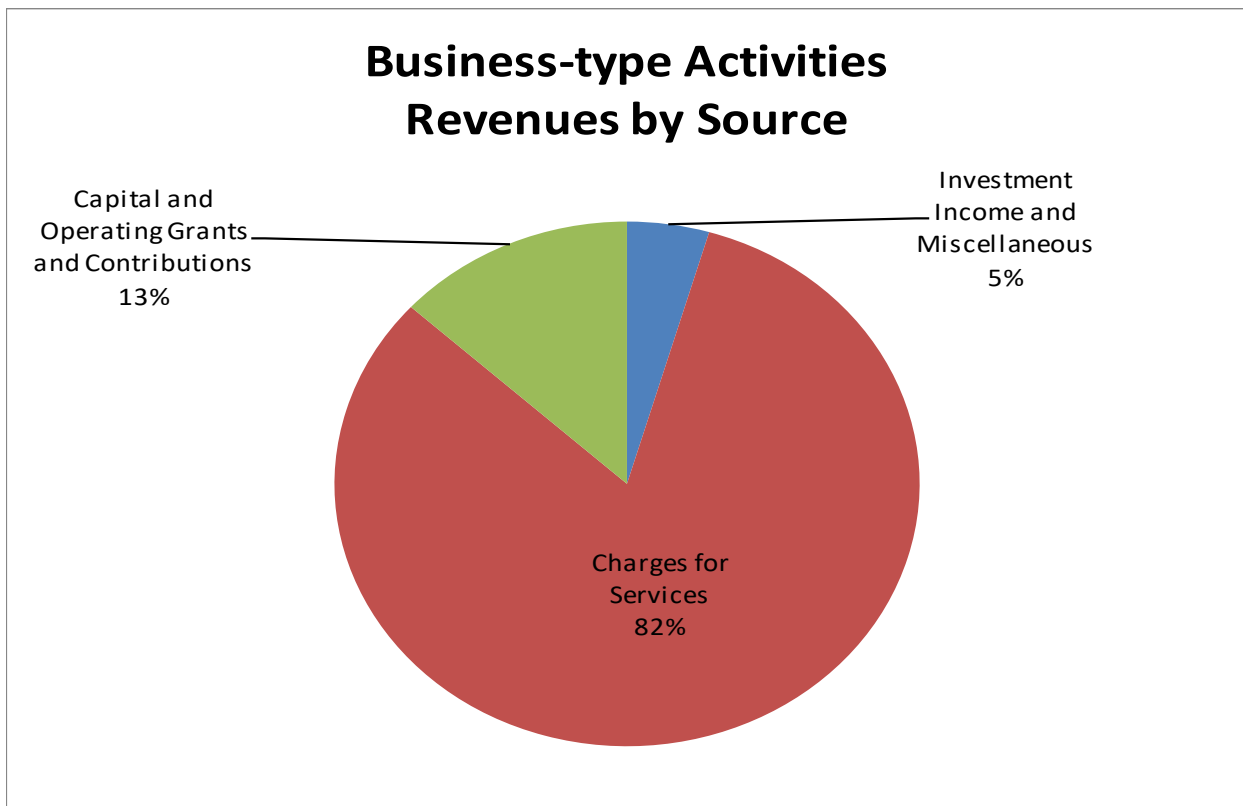
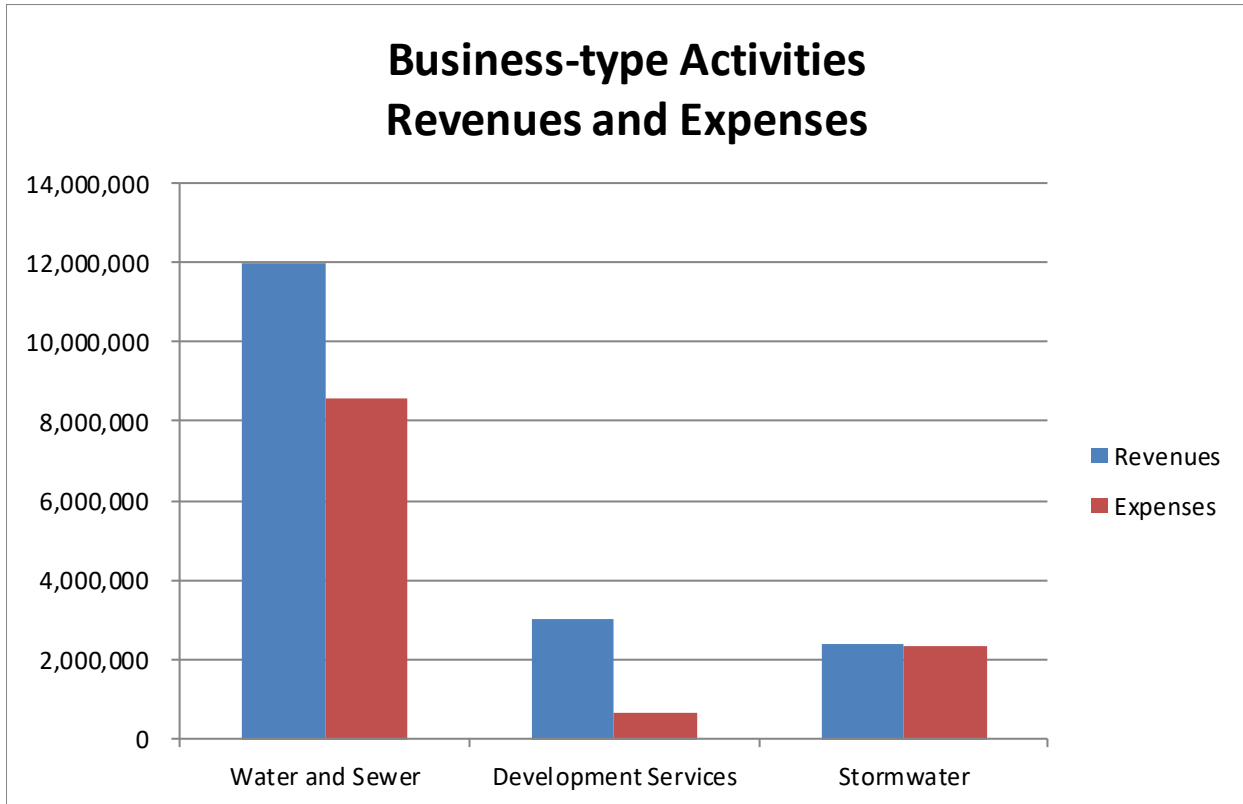
	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Revenues:						
Program Revenues:						
Charges for services	\$ 6,488,365	\$ 5,846,101	\$ 14,983,246	\$ 12,068,502	\$ 21,471,611	\$ 17,914,603
Operating grants and contributions	1,283,796	108,904	926,115	118,291	2,209,911	227,195
Capital grants and contributions	5,121,721	3,048,672	1,483,528	1,137,655	6,605,249	4,186,327
General Revenues:						
Property taxes	5,487,217	5,150,425	-	-	5,487,217	5,150,425
Utility taxes	4,212,706	4,003,425	-	-	4,212,706	4,003,425
Business tax receipts	122,362	125,834	-	-	122,362	125,834
Intergovernmental- unrestricted	4,036,045	3,966,625	-	-	4,036,045	3,966,625
Investment income and miscellaneous	1,337,741	1,211,105	825,339	323,463	2,163,080	1,534,568
Total revenues	28,089,953	23,461,091	18,218,228	13,647,911	46,308,181	37,109,002
Expenses:						
General government	7,052,183	6,232,860	-	-	7,052,183	6,232,860
Public safety	6,891,732	5,791,499	-	-	6,891,732	5,791,499
Physical environment	6,562,502	6,932,533	-	-	6,562,502	6,932,533
Culture and recreation	2,282,091	2,300,595	-	-	2,282,091	2,300,595
Interest and other fiscal charges on long-term debt	673,202	588,715	-	-	673,202	588,715
Water and sewer	-	-	8,568,757	7,984,753	8,568,757	7,984,753
Development services	-	-	647,180	574,476	647,180	574,476
Stormwater	-	-	2,320,948	1,042,804	2,320,948	1,042,804
Total expenses	23,461,710	21,846,202	11,536,885	9,602,033	34,998,595	31,448,235
Increase (Decrease) In Net Position Before Transfers	4,628,243	1,614,889	6,681,343	4,045,878	11,309,586	5,660,767
Transfers	1,697,299	1,873,211	(1,697,299)	(1,873,211)	-	-
Increase In Net Position	6,325,542	3,488,100	4,984,044	2,172,667	11,309,586	5,660,767
Net position, October 1	70,080,441	66,592,341	39,538,772	37,366,105	109,619,213	103,958,446
Net position, September 30	\$ 76,405,983	\$ 70,080,441	\$ 44,522,816	\$ 39,538,772	\$ 120,928,799	\$ 109,619,213

Governmental Program Specific Revenues and Expenses



Governmental Revenues by Source





Financial Analysis of the Government's Funds

As noted earlier, the City of Winter Springs uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the City of Winter Springs' *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the City of Winter Springs' financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of September 30, 2019, the City of Winter Springs' governmental funds reported combined ending fund balances of \$36,603,635, an increase of \$5,792,802 over the prior year. Approximately 21% or \$7,537,629 of this total amount constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is restricted, committed or assigned to indicate that it is not available for new spending because it has already been committed for such purposes as debt service, capital projects, inventories and prepaid costs.

The general fund is the chief operating fund of the City of Winter Springs. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$8,410,820, while total fund balance was \$8,698,111. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned and total fund balance represents 54% and 55% respectively, of total General Fund expenditures. The increase in fund balance of \$183,684 is primarily the result of increased revenue (electricity, and investment income).

The Road Improvements Fund balance increased \$2,200,297 due to the deferral of budgeted capital projects.

The Solid Waste Fund net position increased by \$786,512. This increase is primarily due to the recognition of FEMA reimbursements related to Hurricane Irma.

The TLBD Debt Service Fund net position decreased by \$30,420. This decrease is a result of additional non-recurring capital expenditures and accounts for 100% of the decrease.

Proprietary Funds

The City of Winter Springs' proprietary funds provide the same type of information found in the government-wide financial statements but in more detail.

Unrestricted net position of the Water and Sewer Utility Fund at the end of the year amounted to \$15,342,998 and total net position increased \$2,702,084 to \$31,643,606. The increase in net position in fiscal year 2019 is more than the prior fiscal year's increase primarily due to increased consumption and higher utility connectivity charges.

The Development Services Fund net position increased as a result of current year activities by \$2,295,228 to \$5,226,960 at the end of the fiscal year. The increase in net position is more than the prior fiscal year's increase due to robust development activity.

The Stormwater Utility Fund net position decreased as a result of current fiscal year activities by \$13,268 to \$7,652,250 at the end of the fiscal year. This decrease in net position is due to an increase in repair and maintenance costs.

General Fund Budgetary Highlights

Differences between the original General Fund budget and the final amended General Fund budget resulted in no change in appropriations from fund balance during the year.

The actual results of General Fund for the year show an appropriation to fund balance of \$183,684 compared to a final budgeted appropriation to fund balance of \$1,499. The favorable variance of \$182,185 is comprised of a favorable revenue and transfers variance of \$13,907 and a favorable expenditure variance as set forth in the Departmental cost centers below:

Executive & Legislative	\$	810
General Government		7,838
Finance & Admin Services		29,427
Information Services		27,651
Community Development		15,121
Public Safety		14,589
Public Works		33,978
Parks & Recreation		38,864
Total	\$	168,278

This favorable variance is represented by the following expenditure categories as both amounts and percentage of budget:

Payroll	\$	(22,121)	-0.1%
Other Operating		251,440	1.0%
Capital		(61,041)	-0.3%
Total	\$	168,278	2.50%

Although payroll reflects a slight negative variance it should be noted that this was due to payroll budget transfers and movement of employees between cost centers. Total payroll costs did not exceed that which was originally budgeted and was more than offset by favorable variances within the respective Departmental cost centers as reflected above.

The comparison of budgeted results to actual results for the General Fund is shown on pages 24-25.

Capital Asset and Debt Administration

Capital assets

The City of Winter Springs' investment in capital assets for its governmental and business-type activities as of September 30, 2019, amounts to \$96,047,407 (net of accumulated depreciation), for a decrease of \$1,166,819 over the prior year. This investment in capital assets includes land, buildings, improvements, machinery and equipment, intangibles, park facilities, roads, highways, and bridges. The total decrease in the City of Winter Springs' investment in capital assets for the current fiscal year was 1.20% (a 0.41% increase for governmental activities, and a 3.60% decrease for business-type activities).

THIS SECTION INTENTIONALLY LEFT BLANK

Major capital asset events during the current fiscal year included the following:

- The purchase of the following capital assets:
 - ProjectDox ePlan Solution Software at a cost of approximately \$27,110
 - New equipment for the Public Works / Utilities Department at a cost of approximately \$251,600
 - New vehicles for the Police Department at a cost of approximately \$305,655
 - Parks & Recreation software at a cost of approximately \$11,000

- The completion and capitalization of the following projects:
 - Central Winds Park practice field renovations at a cost of approximately \$27,400 (spent in prior years)
 - Central Winds Park gate entrance enhancements at a cost of approximately \$43,700 (spent in prior years)
 - Central Winds Park Field F enhancements at a cost of approximately \$9,700 (spent in prior years)
 - New generator for Police Department headquarters at a cost of approximately \$217,800
 - Trotwood Family Pavilion at a cost of approximately \$515,600 (approximately \$137,700 spent in prior years)
 - Remodeled kitchen at the Senior Center at a cost of approximately \$12,200
 - City Hall drive-up quick pay kiosk at a cost of approximately \$127,000 (approximately \$31,200 spent in prior years)
 - Winding Hollow playground renovations at a cost of approximately \$103,100 (approximately \$50,300 spent in prior years)
 - Road reconstruction and resurfacing totaling approximately \$670,900
 - City Hall front and rear sidewalk paving at a cost of approximately \$49,800
 - City Hall E-sign upgrades at a cost of approximately \$34,000 (approximately \$23,200 spent in prior years)
 - Pipe Relining at a cost of approximately \$43,700
 - Replacement and upgrades to bypass pumps for the Water & Sewer / Utility department at a cost of approximately \$299,200
 - Water system pipe relining at a cost of approximately \$20,000
 - Replacement and upgrades to the bulk chlorine tank at the East Wastewater Treatment Plant at a cost of approximately \$9,100
 - Iron pipe replacements and upgrades at Bear Creek / Northern Way at a cost of approximately \$42,600
 - Ground Storage Tank #1 & #2 upgrades at Water Treatment Plant #1 at a total cost of approximately \$143,800
 - Shade Structure at Water Treatment Plant #1 at a cost of approximately \$42,200 (spent in prior years)
 - Control Upgrades at Water Treatment Plant #1 at cost of approximately \$6,200
 - PLC replacements and upgrades at Water Treatment Plant #3 at a cost of approximately \$48,000
 - Central Winds Park playground renovations at a cost of approximately \$503,000
 - Electrical Panel Replacements at a total cost of approximately \$37,800 (approximately \$25,500 spent in prior years)
 - East /West Water Treatment Plant refurbishments at a total cost of approximately \$116,700 (spent in prior years)

- The capitalization of donated assets as a result of new residential and commercial building projects including:
 - The Blake Apartments additions to water/and system infrastructure at a value of approximately \$1,230,000

- Beginning and continued construction on the following projects:
 - Torcaso park site improvement, playground, basketball court, and field house upgrades at a total cost of approximately \$258,800 (approximately \$173,800 spent in prior years)
 - Trotwood playground upgrades at an approximate cost of \$161,400
 - 434 / Winding Hollow Blvd decel lane at a cost of approximately \$19,300
 - TLBD Entrance – Full-Scale Landscape at a cost of approximately \$33,400

Additional information on the City of Winter Springs' capital assets can be found in Note 6 on pages 47-48 of this report.

Capital Assets (Net of Depreciation) as of September 30

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Land	\$ 9,946,795	\$ 9,946,795	\$ 7,170,177	\$ 7,170,177	\$ 17,116,972	\$ 17,116,972
Buildings	8,000,031	7,697,935	1,499,724	1,590,093	9,499,755	9,288,028
Improvements Other Than Buildings	7,071,144	7,499,360	23,081,399	24,230,833	30,152,543	31,730,193
Machinery and Equipment	2,529,024	1,580,340	5,483,161	5,453,355	8,012,185	7,033,695
Intangibles	570,333	97,436	154,499	164,052	724,832	261,488
Infrastructure	28,808,753	29,656,284	-	-	28,808,753	29,656,284
Construction in Progress	1,471,073	1,681,619	261,294	445,947	1,732,367	2,127,566
Total	\$ 58,397,153	\$ 58,159,769	\$ 37,650,254	\$ 39,054,457	\$ 96,047,407	\$ 97,214,226

Long-term debt

At September 30, 2019, the City of Winter Springs had total debt outstanding of \$34,204,232, a decrease of \$1,022,090 from \$35,226,322 at September 30, 2018. Total *bonded* debt of the City at the end of the current fiscal year was \$7,293,161. This amount does not include accreted interest of \$14,377,477.

The City of Winter Springs' bonded debt represents bonds and notes secured solely by specified revenue sources.

There are no limitations placed on the amount of debt the City may issue either by the City's charter, code of ordinances or by the Florida State Statutes.

THIS SECTION INTENTIONALLY LEFT BLANK

Additional information on the City of Winter Springs' long-term debt can be found in Note 7 on pages 49-53 of this report.

Long Term Debt as of September 30

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Improvement Refunding Revenue Bonds, Series 1999	\$ 3,498,970	\$ 3,498,970	\$ -	\$ -	\$ 3,498,970	\$ 3,498,970
Water & Sewer Refunding Revenue Bonds, Series 2000	-	-	3,794,191	3,794,191	3,794,191	3,794,191
Revenue Refunding Note Series 2011	-	233,128	-	-	-	233,128
Special Assessment Revenue Notes, Series 2011	1,225,395	1,318,780	-	-	1,225,395	1,318,780
Improvement Refunding Revenue Note, Series 2014	-	831,000	-	-	-	831,000
Revenue Refunding Note Series 2016	-	-	2,715,000	4,241,000	2,715,000	4,241,000
Revenue Refunding Note Series 2018	-	-	1,924,000	1,924,000	1,924,000	1,924,000
State Revolving Fund Loan	-	-	6,669,199	6,272,340	6,669,199	6,272,340
Accreted Interest Payable	6,979,057	6,351,227	7,398,420	6,761,686	14,377,477	13,112,913
Total	\$ 11,703,422	\$ 12,233,105	\$ 22,500,810	\$ 22,993,217	\$ 34,204,232	\$ 35,226,322

The above information does not include the interfund loan balances related to the repayment of the general obligation note.

Economic Factors and Next Year's Budgets and Rates

Winter Springs is primarily a residential community in Seminole County servicing more than 37,000 residents. Located in Central Florida, it is just 15 miles north of the City of Orlando, one of Florida's largest metropolitan statistical areas.

Through conservative fiscal policies and aggressive budget oversight, the City Manager and City Commission maintained the operating millage rate at 2.4300 for both FY 2019 and FY 2020. The voted debt millage rate was lowered to .0500 for FY 2019 and eliminated for FY 2020. The gross property tax values in Winter Springs increased in FY 2019 by 7% and have increased an approximate 9.5% in FY 2020. In May 2014, a countywide precinct referendum resulted in an additional 1% local government infrastructure sales surtax, which will largely be utilized for transportation related to infrastructure improvements. The surtax is expected to result in \$2.0 million in additional revenues each year and expires in 2024.

The General Fund's FY 2019 adopted expenditure budget of \$18,577,900 (inclusive of transfers) marked an increase of 5.7% from the previous year. For FY 2020 the adopted expenditure budget is \$19,101,792 a slight increase of 2.8% from FY 2019. The total combined expenditure budget of FY 2020 \$51,470,066 (inclusive of transfers) is \$423,106 or .8% less than the adopted budget of FY 2019.

Requests for Information

This financial report is designed to provide a general overview of the City of Winter Springs' finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director, 1126 East State Road 434, Winter Springs, Florida, 32708. The Comprehensive Annual Financial Report is also available at the City of Winter Springs' website located at www.winterspringsfl.org.

Basic Financial Statements

This page intentionally left blank.



Government-Wide Financial Statements

City of Winter Springs, Florida
Statement of Net Position
September 30, 2019

	Governmental Activities	Business-type Activities	Total
Assets			
Cash and cash equivalents	\$ 2,593,603	\$ 2,241,207	\$ 4,834,810
Investments	34,475,481	28,957,788	63,433,269
Receivables, net	973,869	410,439	1,384,308
Due from other governments	-	744,968	744,968
Inventories, at cost	29,734	13,858	43,592
Prepaid costs	210,730	5,780	216,510
Restricted Assets:			
Cash and cash equivalents	78,774	742,089	820,863
Receivables, long-term	1,165,396	-	1,165,396
Capital Assets			
Capital assets not being depreciated	11,417,868	7,431,471	18,849,339
Capital assets being depreciated, net of accumulated depreciation	46,979,285	30,218,783	77,198,068
Total assets	97,924,740	70,766,383	168,691,123
Deferred Outflows of Resources			
Deferred charge on refunding	10,218	164,735	174,953
Deferred outflow of pension and OPEB	919,865	235,951	1,155,816
	930,083	400,686	1,330,769
Liabilities			
Accounts payable and accrued expenses	1,541,931	1,113,099	2,655,030
Due to other governments	139,987	-	139,987
Unearned revenue	-	125,895	125,895
Accrued interest payable	19,913	71,995	91,908
Liabilities payable from restricted assets	75,884	662,169	738,053
Noncurrent Liabilities:			
Due within one year	1,489,534	1,956,296	3,445,830
Due in more than one year	19,100,863	22,688,055	41,788,918
Total liabilities	22,368,112	26,617,509	48,985,621
Deferred Inflows of Resources			
Deferred inflows of pension and OPEB	80,728	26,744	107,472
	80,728	26,744	107,472
Net Position			
Net investment in capital assets	53,683,006	22,712,599	76,395,605
Restricted for:			
Capital projects	5,715,661	-	5,715,661
Debt service	80,837	-	80,837
Renewal and replacement	-	612,971	612,971
Physical environment	11,213,246	-	11,213,246
Public safety	79,314	-	79,314
Unrestricted	5,633,919	21,197,246	26,831,165
Total net position	\$ 76,405,983	\$ 44,522,816	\$ 120,928,799

City of Winter Springs, Florida
Statement of Activities
For The Year Ended September 30, 2019

Functions/Programs	Program Revenue				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
					Governmental Activities	Business-type Activities	
Primary Government							
Governmental activities:							
General government	\$ 7,052,183	\$ 2,403,678	\$ -	\$ -	\$ (4,648,505)	\$ -	\$ (4,648,505)
Public safety	6,891,732	180,025	9,347	159,132	(6,543,228)	-	(6,543,228)
Physical environment	6,562,502	3,583,105	1,274,449	4,369,849	2,664,901	-	2,664,901
Culture and recreation	2,282,091	321,557	-	592,740	(1,367,794)	-	(1,367,794)
Interest on long-term debt	673,202	-	-	-	(673,202)	-	(673,202)
Total governmental activities	23,461,710	6,488,365	1,283,796	5,121,721	(10,567,828)	-	(10,567,828)
Business-type activities:							
Water and sewer	8,568,757	10,801,918	24,222	1,149,338	-	3,406,721	3,406,721
Development services	647,180	3,030,937	-	-	-	2,383,757	2,383,757
Stormwater	2,320,948	1,150,391	901,893	334,190	-	65,526	65,526
Total business-type activities	11,536,885	14,983,246	926,115	1,483,528	-	5,856,004	5,856,004
Total primary government	\$ 34,998,595	\$ 21,471,611	\$ 2,209,911	\$ 6,605,249	(10,567,828)	5,856,004	(4,711,824)
General Revenues:							
Property taxes					5,487,217	-	5,487,217
Utility taxes					4,212,706	-	4,212,706
Business tax receipts					122,362	-	122,362
Intergovernmental-unrestricted					4,036,045	-	4,036,045
Investment income and miscellaneous					1,337,741	825,339	2,163,080
Transfers					1,697,299	(1,697,299)	-
Total general revenues and transfers					16,893,370	(871,960)	16,021,410
Change in net position					6,325,542	4,984,044	11,309,586
Net position, beginning of the year					70,080,441	39,538,772	109,619,213
Net position, ending					\$ 76,405,983	\$ 44,522,816	\$ 120,928,799

This page intentionally left blank.



Fund Financial Statements

City of Winter Springs, Florida
Balance Sheet
Governmental Funds
September 30, 2019

	General Fund	Special Revenue	
		Road Improvements Fund	Solid Waste/Recycling
Assets:			
Cash and cash equivalents	\$ 611,923	\$ 649,042	\$ 106,261
Investments	8,869,836	8,386,391	1,373,019
Receivables, net	57,491	13,268	903,110
Inventories, at cost	29,734	-	-
Prepays	209,340	-	-
Special assessments receivable	-	-	-
Advances to other funds	48,217	-	-
Restricted assets:			
Cash and cash equivalents	75,884	-	-
Total assets	\$ 9,902,425	\$ 9,048,701	\$ 2,382,390
Liabilities and Fund Balances:			
Accounts payable	\$ 229,550	\$ 5,143	\$ 217,303
Accrued liabilities	688,353	-	-
Retainage payable	70,540	-	-
Due to other funds	-	-	-
Due to other governments	139,987	-	-
Payable from restricted assets	75,884	-	-
Total liabilities	1,204,314	5,143	217,303
Deferred Inflows of Resources			
Unavailable revenue-county taxes	-	754	-
Unavailable revenue-special assessments	-	-	-
Total deferred inflows of resources	-	754	-
Fund Balances:			
Nonspendable	287,291	-	-
Restricted	-	9,042,804	-
Committed	-	-	951,065
Assigned	-	-	1,214,022
Unassigned	8,410,820	-	-
Total fund balances	8,698,111	9,042,804	2,165,087
Total liabilities, deferred inflows of resources and fund balances	\$ 9,902,425	\$ 9,048,701	\$ 2,382,390

<u>Debt Service</u>		
<u>TLBD Debt Service</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ 5,807	\$ 1,220,570	\$ 2,593,603
75,030	15,771,205	34,475,481
-	-	973,869
-	-	29,734
-	1,390	210,730
1,165,396	-	1,165,396
-	860,000	908,217
-	2,890	78,774
<u>\$ 1,246,233</u>	<u>\$ 17,856,055</u>	<u>\$ 40,435,804</u>
\$ -	\$ 331,042	\$ 783,038
-	-	688,353
-	-	70,540
-	908,217	908,217
-	-	139,987
-	-	75,884
-	1,239,259	2,666,019
-	-	754
1,165,396	-	1,165,396
1,165,396	-	1,166,150
-	1,390	288,681
80,837	7,964,663	17,088,304
-	879,315	1,830,380
-	8,644,619	9,858,641
-	(873,191)	7,537,629
80,837	16,616,796	36,603,635
<u>\$ 1,246,233</u>	<u>\$ 17,856,055</u>	<u>\$ 40,435,804</u>

This page intentionally left blank.



City of Winter Springs, Florida
**Reconciliation of the Governmental Funds Balance Sheet to the
Statement of Net Position**
September 30, 2019

Total Fund Balance, governmental funds	\$ 36,603,635
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds.	58,397,153
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.	1,166,150
Deferred inflows and outflows of resources related to pension earnings are not recognized in the governmental funds, however, they are recorded in net position under full accrual accounting	839,137
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.	(13,346,887)
Net pension liabilities are not due and payable in the current period and therefore, are not reported in the funds	(7,253,205)
Net Position of Governmental Activities in the Statement of Net Position	<u><u>\$ 76,405,983</u></u>

City of Winter Springs, Florida
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended September 30, 2019

	General Fund	Special Revenue	
		Road Improvements Fund	Solid Waste/Recycling
Revenues:			
Taxes:			
Property taxes	\$ 5,376,555	\$ -	\$ -
Utility taxes	4,212,706	-	-
Business tax receipts	122,362	-	-
Permits and fees	2,358,770	-	-
Intergovernmental revenues	4,213,668	2,783,939	1,026,918
Charges for services	765,337	-	2,542,099
Fines and forfeitures	114,993	-	-
Impact fees/assessments	-	-	-
Investment income	350,941	239,323	44,170
Miscellaneous	172,535	-	-
Total revenues	17,687,867	3,023,262	3,613,187
Expenditures:			
Current:			
General government	5,397,344	-	-
Public safety	6,484,576	-	-
Physical environment	982,449	-	2,740,166
Culture and recreation	1,865,720	-	-
Debt Service:			
Principal	-	-	-
Interest and fiscal charges	-	-	-
Capital Outlay:			
General government	29,184	-	-
Public safety	361,571	-	-
Physical environment	220,050	822,965	-
Culture and recreation	365,897	-	-
Total expenditures	15,706,791	822,965	2,740,166
Excess (Deficiency) of Revenues Over Expenditures	1,981,076	2,200,297	873,021
Other Financing Sources (Uses)			
Transfers in	1,882,608	-	-
Transfers out	(3,680,000)	-	(86,509)
Total other financing sources(uses)	(1,797,392)	-	(86,509)
Net Change in Fund Balances	183,684	2,200,297	786,512
Fund balances, beginning	8,514,427	6,842,507	1,378,575
Fund balances, ending	\$ 8,698,111	\$ 9,042,804	\$ 2,165,087

<u>Debt Service</u>		
<u>TLBD Debt Service</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ -	\$ 110,662	\$ 5,487,217
-	-	4,212,706
-	-	122,362
-	11,255	2,370,025
-	635,716	8,660,241
-	43,100	3,350,536
-	168,352	283,345
93,384	1,671,099	1,764,483
44,679	388,340	1,067,453
4,495	-	177,030
<u>142,558</u>	<u>3,028,524</u>	<u>27,495,398</u>
-	10,140	5,407,484
-	18,805	6,503,381
3,192	1,181,339	4,907,146
-	-	1,865,720
93,384	1,064,129	1,157,513
41,343	7,835	49,178
-	186,791	215,975
-	33,782	395,353
33,403	230,918	1,307,336
-	1,224,912	1,590,809
<u>171,322</u>	<u>3,958,651</u>	<u>23,399,895</u>
<u>(28,764)</u>	<u>(930,127)</u>	<u>4,095,503</u>
-	3,861,896	5,744,504
<u>(1,656)</u>	<u>(279,040)</u>	<u>(4,047,205)</u>
<u>(1,656)</u>	<u>3,582,856</u>	<u>1,697,299</u>
(30,420)	2,652,729	5,792,802
<u>111,257</u>	<u>13,964,067</u>	<u>30,810,833</u>
<u>\$ 80,837</u>	<u>\$ 16,616,796</u>	<u>\$ 36,603,635</u>

This page intentionally left blank.



Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities

For the Year Ended September 30, 2019

Net Change in Fund Balances - total governmental funds: \$ 5,792,802

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period (450,555)

Contributions of capital assets are not reported as revenues in the governmental funds 687,939

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items 1,157,513

Special assessment revenue reported in the funds must be eliminated from the statement of activities since revenue was recognized in a prior year (93,384)

Cash pension contributions reported in the funds were less than the calculated pension expense on the statement of activities, and therefore decreased net position (232,409)

Some expenses reported in the statement of activities do not require the use of current financial resources and these are not reported as expenditures in governmental funds. (536,364)

Change in net position of governmental activities \$ 6,325,542

General Fund**Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes:				
Property Taxes	\$ 5,367,809	\$ 5,367,809	\$ 5,376,555	\$ 8,746
Utility taxes	4,078,000	4,265,000	4,212,706	(52,294)
Business tax receipts	116,000	116,000	122,362	6,362
	<u>9,561,809</u>	<u>9,748,809</u>	<u>9,711,623</u>	<u>(37,186)</u>
Permits and fees:				
Permits	20,000	20,000	27,625	7,625
Franchise fees	2,169,770	2,329,770	2,331,145	1,375
	<u>2,189,770</u>	<u>2,349,770</u>	<u>2,358,770</u>	<u>9,000</u>
Intergovernmental revenues:				
Sales tax	2,565,000	2,565,000	2,559,096	(5,904)
State revenue sharing	1,364,000	1,379,000	1,376,164	(2,836)
Other state shared revenue	38,000	48,000	46,499	(1,501)
Other county shared revenue	5,000	5,000	5,000	-
Federal grants	-	234,615	226,909	(7,706)
	<u>3,972,000</u>	<u>4,231,615</u>	<u>4,213,668</u>	<u>(17,947)</u>
Charges for services:				
Program activity fees	227,073	227,073	226,309	(764)
Rental and other	456,463	509,716	539,028	29,312
	<u>683,536</u>	<u>736,789</u>	<u>765,337</u>	<u>28,548</u>
Fines and forfeitures	85,500	85,500	114,993	29,493
Investment income	110,000	353,000	350,941	(2,059)
Miscellaneous	85,602	150,795	172,535	21,740
Total revenues	<u>16,688,217</u>	<u>17,656,278</u>	<u>17,687,867</u>	<u>31,589</u>

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Expenditures:				
Current:				
General government:				
Executive	\$ 676,123	\$ 719,963	\$ 719,153	\$ 810
General government	1,092,206	723,314	715,476	7,838
Finance and administrative services	1,877,868	1,819,028	1,789,601	29,427
Information services	779,037	742,037	714,386	27,651
Community development	1,405,270	1,503,033	1,487,912	15,121
	<u>5,830,504</u>	<u>5,507,375</u>	<u>5,426,528</u>	<u>80,847</u>
Public Safety:				
Police	7,035,827	6,618,336	6,604,728	13,608
Fire	215,400	242,400	241,419	981
	<u>7,251,227</u>	<u>6,860,736</u>	<u>6,846,147</u>	<u>14,589</u>
Physical environment:				
Public works	1,129,477	1,236,477	1,202,499	33,978
Culture and recreation:				
Parks and recreation	2,176,692	2,270,481	2,231,617	38,864
Total expenditures	<u>16,387,900</u>	<u>15,875,069</u>	<u>15,706,791</u>	<u>168,278</u>
Excess (deficiency) of revenues over expenditures	<u>300,317</u>	<u>1,781,209</u>	<u>1,981,076</u>	<u>199,867</u>
Other financing sources (uses):				
Transfers in	1,891,182	1,900,290	1,882,608	(17,682)
Transfers out	(2,190,000)	(3,680,000)	(3,680,000)	-
Net other financing sources	<u>(298,818)</u>	<u>(1,779,710)</u>	<u>(1,797,392)</u>	<u>(17,682)</u>
Net change in fund balances	1,499	1,499	183,684	182,185
Fund balances, beginning	<u>8,514,427</u>	<u>8,514,427</u>	<u>8,514,427</u>	<u>-</u>
Fund balances, ending	<u>\$ 8,515,926</u>	<u>\$ 8,515,926</u>	<u>\$ 8,698,111</u>	<u>\$ 182,185</u>

Road Improvements Special Revenue Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues	\$ 2,611,786	\$ 2,558,473	\$ 2,783,939	\$ 225,466
Investment income	50,000	50,000	239,323	189,323
Total revenues	2,661,786	2,608,473	3,023,262	414,789
Expenditures:				
Current:				
Physical environment	25,000	25,000	-	25,000
Capital Outlay:				
Physical environment	1,182,000	1,445,943	822,965	622,978
Total expenditures	1,207,000	1,470,943	822,965	647,978
Excess (deficiency) of revenues over expenditures	1,454,786	1,137,530	2,200,297	1,062,767
Other financing sources (uses)				
Transfers out	(3,212,000)	-	-	-
Total other financing sources (uses)	(3,212,000)	-	-	-
Net Change in Fund Balances	(1,757,214)	1,137,530	2,200,297	1,062,767
Fund balances, beginning	6,842,507	6,842,507	6,842,507	-
Fund balances, ending	\$ 5,085,293	\$ 7,980,037	\$ 9,042,804	\$ 1,062,767

Solid Waste/Recycling Special Revenue Fund**Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues	\$ 50,400	\$ 50,400	\$ 1,026,918	\$ 976,518
Charges for services	2,625,959	2,625,959	2,542,099	(83,860)
Investment income	-	44,000	44,170	170
Total revenues	2,676,359	2,720,359	3,613,187	892,828
Expenditures:				
Current:				
Physical environment	2,766,479	2,775,479	2,740,166	35,313
Total expenditures	2,766,479	2,775,479	2,740,166	35,313
Excess (Deficiency) of Revenues Over Expenditures	(90,120)	(55,120)	873,021	928,141
Other Financing Sources (Uses)				
Transfers out	(85,370)	(85,370)	(86,509)	(1,139)
Total other financing sources (uses)	(85,370)	(85,370)	(86,509)	(1,139)
Net Change in Fund Balances	(175,490)	(140,490)	786,512	927,002
Fund balances, beginning	1,378,575	1,378,575	1,378,575	-
Fund balances, ending	\$ 1,203,085	\$ 1,238,085	\$ 2,165,087	\$ 927,002

City of Winter Springs, Florida
Statement of Net Position
Proprietary Funds
September 30, 2019

	Business-type Activities - Enterprise Funds			Total
	Water and Sewer Utility Fund	Development Services Fund	Stormwater Utility Fund	
Assets				
Current assets:				
Cash and cash equivalents	\$ 1,791,151	\$ 382,170	\$ 67,886	\$ 2,241,207
Investments	23,143,828	4,936,798	877,162	28,957,788
Receivables, net	365,414	-	45,025	410,439
Due from other governments	-	-	744,968	744,968
Inventories	13,858	-	-	13,858
Prepaid expense	5,780	-	-	5,780
Total current assets	25,320,031	5,318,968	1,735,041	32,374,040
Noncurrent assets:				
Restricted cash	742,089	-	-	742,089
Capital Assets:				
Land, buildings and equipment	71,754,347	309,123	13,115,969	85,179,439
Construction in progress	142,677	-	118,617	261,294
Less Accumulated depreciation	(41,271,732)	(144,924)	(6,373,823)	(47,790,479)
Total capital assets (net of accumulated depreciation)	30,625,292	164,199	6,860,763	37,650,254
Total noncurrent assets	31,367,381	164,199	6,860,763	38,392,343
Total assets	56,687,412	5,483,167	8,595,804	70,766,383
Deferred Outflows of Resources				
Deferred charge on refunding	164,735	-	-	164,735
Deferred outflow pension and OPEB	186,230	19,125	30,596	235,951
Total deferred outflows of resources	350,965	19,125	30,596	400,686

	Business-type Activities - Enterprise Funds			Total
	Water and Sewer Utility Fund	Development Services Fund	Stormwater Utility Fund	
Liabilities				
Current Liabilities:				
Accounts payable	257,583	67,986	550,223	875,792
Accrued liabilities	188,981	21,172	27,154	237,307
Compensated absences - current	12,756	2,665	2,093	17,514
Customer deposits payable	662,169	-	-	662,169
Unearned revenue	-	-	125,895	125,895
Notes payable - current	1,938,782	-	-	1,938,782
Accrued interest payable	71,995	-	-	71,995
Total current liabilities	3,132,266	91,823	705,365	3,929,454
Noncurrent Liabilities:				
Notes payable	9,369,417	-	-	9,369,417
Revenue bonds payable	3,794,191	-	-	3,794,191
Accreted interest payable	7,398,420	-	-	7,398,420
Compensated absences	51,022	10,659	8,375	70,056
Other noncurrent liabilities	313,099	24,718	74,155	411,972
Net pension liability	1,315,755	146,329	181,915	1,643,999
Total noncurrent liabilities	22,241,904	181,706	264,445	22,688,055
Total liabilities	25,374,170	273,529	969,810	26,617,509
Deferred Inflows of Resources				
Deferred inflow pension and OPEB	20,601	1,803	4,340	26,744
Total deferred outflows of resources	20,601	1,803	4,340	26,744
Net Position				
Net investment in capital assets	15,687,637	164,199	6,860,763	22,712,599
Restricted for renewal and replacement	612,971	-	-	612,971
Unrestricted	15,342,998	5,062,761	791,487	21,197,246
Total net position	\$ 31,643,606	\$ 5,226,960	\$ 7,652,250	\$ 44,522,816

This page intentionally left blank.



City of Winter Springs, Florida
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
For The Year Ended September 30, 2019

	Business-type Activities - Enterprise Funds			Total
	Water and Sewer Utility Fund	Development Services Fund	Stormwater Utility Fund	
Operating Revenues:				
User charges	\$ 10,801,918	\$ 3,030,937	\$ 1,095,570	\$ 14,928,425
Other revenue	-	-	54,821	54,821
Total operating revenues	10,801,918	3,030,937	1,150,391	14,983,246
Operating Expenses:				
Salaries and benefits	2,275,463	283,424	501,255	3,060,142
Materials and supplies	1,149,701	1,256	1,211,591	2,362,548
Depreciation and amortization	2,613,781	14,744	403,011	3,031,536
Other operating expenses	1,636,728	347,756	205,091	2,189,575
Total Operating Expenses	7,675,673	647,180	2,320,948	10,643,801
Operating income (loss)	3,126,245	2,383,757	(1,170,557)	4,339,445
Nonoperating Revenue (Expenses):				
Investment income	677,892	118,421	29,026	825,339
Interest expense	(256,350)	-	-	(256,350)
Accrued interest expense	(636,734)	-	-	(636,734)
Operating grants	24,222	-	901,893	926,115
Total nonoperating revenue (expenses)	(190,970)	118,421	930,919	858,370
Income (loss) before contributions and transfers	2,935,275	2,502,178	(239,638)	5,197,815
Capital Contributions:				
Connection fees	773,608	-	-	773,608
Capital contribution	375,730	-	334,190	709,920
Transfers In	6,000	-	63,480	69,480
Transfers Out	(1,388,529)	(206,950)	(171,300)	(1,766,779)
Change in net position	2,702,084	2,295,228	(13,268)	4,984,044
Net position, beginning	28,941,522	2,931,732	7,665,518	39,538,772
Net position, ending	\$ 31,643,606	\$ 5,226,960	\$ 7,652,250	\$ 44,522,816

Statement of Cash Flows**Proprietary Funds**

For The Year Ended September 30, 2019

Business-type Activities - Enterprise Funds

	Water and Sewer Utility Fund	Development Services Fund	Stormwater Utility Fund	Total
Cash Flows from Operating Activities:				
Receipts from customers	\$ 10,821,485	\$ 3,036,708	\$ 1,278,100	\$ 15,136,293
Payments to suppliers	(2,708,543)	(358,985)	(898,344)	(3,965,872)
Payments to employees	(2,167,263)	(256,197)	(488,626)	(2,912,086)
Net cash provided by operating activities	5,945,679	2,421,526	(108,870)	8,258,335
Cash Flows from Noncapital Financing Activities:				
Transfers in	6,000	-	63,480	69,480
Transfers out	(1,388,529)	(206,950)	(171,300)	(1,766,779)
Grants	24,222	-	156,925	181,147
Net cash provided (used) by noncapital financing activities	(1,358,307)	(206,950)	49,105	(1,516,152)
Cash Flows from Capital and Related Financing Activities:				
Acquisition of capital assets	(856,843)	(30,453)	(30,117)	(917,413)
Debt proceeds	759,601	-	-	759,601
Principal paid	(1,888,742)	-	-	(1,888,742)
Interest paid	(159,467)	-	-	(159,467)
Connection fees	773,608	-	-	773,608
Net cash provided (used) by capital and related financing activities	(1,371,843)	(30,453)	(30,117)	(1,432,413)
Cash Flows from Investing Activities:				
Sale (purchase) of investments	(3,695,556)	(2,144,777)	81,330	(5,759,003)
Investment income	677,892	118,421	29,026	825,339
Net cash provided (used) by investing activities	(3,017,664)	(2,026,356)	110,356	(4,933,664)
Net Increase (Decrease) in Cash and Cash Equivalents	197,865	157,767	20,474	376,106
Cash and cash equivalents, beginning	1,593,286	224,403	47,412	1,865,101
Cash and cash equivalents, end	\$ 1,791,151	\$ 382,170	\$ 67,886	\$ 2,241,207
Classified As:				
Cash and cash equivalents	\$ 1,791,151	\$ 382,170	\$ 67,886	\$ 2,241,207
Restricted cash	-	-	-	-
Total	\$ 1,791,151	\$ 382,170	\$ 67,886	\$ 2,241,207

Business-type Activities - Enterprise Funds

	Water and Sewer Utility Fund	Development Services Fund	Stormwater Utility Fund	Total
Reconciliation of Operating Income(Loss) to Net Cash Provided by Operating Activities				
Operating income(loss)	\$ 3,126,245	\$ 2,383,757	\$ (1,170,557)	\$ 4,339,445
Adjustments Not Affecting Cash:				
Depreciation and amortization	2,613,781	14,744	403,011	3,031,536
Change in Assets and Liabilities:				
Decrease (increase) in accounts receivable	3,653	-	1,814	5,467
Decrease (increase) in inventories	(6,877)	-	-	(6,877)
Decrease (increase) in prepaid expenses	-	-	-	-
Increase (decrease) in accounts payable	84,763	(9,973)	518,338	593,128
Decrease (increase) in due from other governments	-	5,771	-	5,771
Increase (decrease) in accrued liabilities	50,432	15,509	(4,444)	61,497
Increase (decrease) in customer deposits	15,914	-	-	15,914
Increase (decrease) in unearned revenue	-	-	125,895	125,895
Increase (decrease) in accrued compensated absences	(16,146)	9,524	5,972	(650)
Decrease in deferred outflows	162,522	17,372	21,825	201,719
Decrease in deferred inflows	(395,497)	(44,367)	(53,382)	(493,246)
Decrease in net pension liability	279,292	31,061	38,614	348,967
Increase in OPEB obligation	27,597	(1,872)	4,044	29,769
Total adjustments	205,653	23,025	658,676	887,354
Net Cash Provided By Operating Activities	\$ 5,945,679	\$ 2,421,526	\$ (108,870)	\$ 8,258,335
Noncash Capital and Financing Activities:				
Contributed capital assets	\$ 375,730	\$ -	\$ 334,190	\$ 709,920

City of Winter Springs, Florida
Statement of Fiduciary Net Position
Fiduciary Fund
September 30, 2019

	<u>Defined Benefit Pension Trust Fund</u>
Assets:	
Cash and cash equivalents	\$ 524,239
Receivables:	
Employee contributions	8,320
Employer contributions	<u>616,036</u>
Total receivables	<u>624,356</u>
Investments, at fair value:	
Common funds, equity	36,308,419
Common funds, bonds	9,321,235
Other investments	<u>7,935,448</u>
Total Investments	<u>53,565,102</u>
Total assets	<u>54,713,697</u>
Liabilities:	<u>-</u>
Net Position:	
Net position restricted for pensions	<u>\$ 54,713,697</u>

City of Winter Springs, Florida
Statement of Changes in Fiduciary Net Position
Fiduciary Fund
For The Year Ended September 30, 2019

	<u>Defined Benefit Pension Trust Fund</u>
Additions:	
Contributions:	
Employer	\$ 2,924,706
Plan Members	265,689
Total contributions	<u>3,190,395</u>
Investment income:	
Net increase in fair value of investments	1,033,025
Interest	724,616
Investment-related expenses	<u>(320,417)</u>
Net investment income	<u>1,437,224</u>
Total additions	<u>4,627,619</u>
Deductions:	
Benefits	3,276,412
Administrative expenses	<u>69,024</u>
Total deductions	<u>3,345,436</u>
Change in net position	1,282,183
Net position, beginning	<u>53,431,514</u>
Net position, ending	<u>\$ 54,713,697</u>

This page intentionally left blank.



Notes to Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The *City of Winter Springs, Florida* (the City) is a political subdivision of the state of Florida located in Seminole County, and was established by the Laws of Florida 59-1614. The legislative branch of the City is comprised of a five-member elected Commission and a separately elected mayor, which is governed by the City Charter and by state and local laws and regulations. The City Commission is responsible for the establishment and adoption of policy; the execution of such policy is the responsibility of the City Manager appointed by the Commission.

In evaluating how to define the government, for financial reporting purposes, the City has considered all potential component units. The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body, and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government (a) is entitled to the organizations' resources; (b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or (c) is obligated in some manner for the debt of the organization. In applying the above criteria, management has determined that there are no component units to be included within the reporting entity.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The government reports the following funds:

Major Governmental Funds

General Fund - is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Road Improvements Special Revenue Fund - accounts for collected one-cent sales tax revenues restricted for use for transportation, safety, capacity and infrastructure consistent with 212.055, F.S.

Solid Waste/Recycling Special Revenue Fund - accounts for proceeds from billed solid waste and recycling services performed by contract vendors. Proceeds are committed to pay monthly vendor charges for providing solid waste and recycling services.

TLBD Debt Service Fund - was established to account for the accumulation of resources and payment of principal and interest for the 2001 special assessment bond issue which was refinanced in October 2011 with a private placement note payable.

Nonmajor Governmental Fund Types

Special Revenue Funds - account for the proceeds of specific revenue sources that are legally restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Debt Service Funds - account for the accumulation of resources for and the payment of principal and interest on certain general governmental obligations.

Capital Projects Funds - account for financial resources segregated for the acquisition or construction of major capital facilities.

Major Proprietary Funds

Water and Sewer Utility Fund - used to account for the operations of the City's water and wastewater systems, which are financed in a manner similar to private business enterprises, where the costs, including depreciation, of providing services to the general public on an ongoing basis are financed primarily through user charges.

Development Services Fund - is used to account for the operations of the City's building and other permits department, where the costs, including depreciation, of providing services to the general public are financed primarily through user charges.

Stormwater Utility Fund - used to account for the City's operation and maintenance of the stormwater system, where the costs, including depreciation, of providing services to the general public are financed primarily through user charges.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fiduciary Fund

The Pension Trust Fund accounts for contributions to the defined benefit plan.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are other charges between the City's water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's water, sewer and stormwater utility funds are charges to customers for sales and services. The City also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Fund Balance

Deposits and Investments

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of less than 2 years from the date of acquisition.

Investments for the City are reported at fair value and are categorized within the fair value hierarchy established in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*.

Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a nonspendable fund balance in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All receivables are shown net of an allowance for uncollectibles. The County bills and collects property taxes and remits them to the City. City property tax revenues are recognized when levied to the extent that they result in current receivables.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

All property is reassessed according to its fair value on the lien date, or January 1 of each year. Taxes are levied on October 1 of each year. Discounts are allowed for early payment at the rate of 4% in the month of November, 3% in the month of December, 2% in the month of January, and 1% in the month of February. The taxes paid in March are without discount. All unpaid taxes become delinquent on April 1 following the year in which they are assessed. On or around May 31 following the tax year, certificates are sold for all delinquent taxes on real property.

Inventories and Prepaid Items

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These are recorded as expenditures when consumed rather than when purchased.

Restricted Assets

Certain proceeds of the City's enterprise fund revenue bonds and notes, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because they are maintained in separate bank accounts and their use is limited by applicable bond covenants. Assets so designated are identified as restricted assets on the balance sheet.

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of \$1,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the City are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	30
Improvements	20-50
Infrastructure	30-50
Intangible Assets	3-10
Equipment	3-10

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the government does not have a policy to pay any amounts when employees separate from service with the government. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. For governmental activities, compensated absences, other post-employment benefits and net pension obligation are generally liquidated by the General Fund.

Long-term Obligations

In the government-wide financial statements, and for proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts (including deep-discount or capital appreciation bonds), are deferred and amortized over the life of the bonds and notes using the effective interest method. Bonds payable and notes payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has two items that qualify for reporting in this category. The deferred charge on refunding and deferred outflows of pension and OPEB reported in the enterprise and government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: county taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The City also has deferred inflows of pension and OPEB reported in the enterprise and government-wide statement of net position.

Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance Flow Assumption

Sometimes the city will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision making authority. The City Commission is the highest level of decision making authority for the City that can, by adoption of a Resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. The commission may assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily.

The General Fund is the only fund that reports a positive unassigned fund balance. However, in other governmental funds, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

New GASB Statement Implemented

In fiscal year 2019, the City implemented GASB Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. This statement requires additional note disclosures for certain debt issues. There was no effect on beginning balances of the City.

THIS SECTION INTENTIONALLY LEFT BLANK

NOTE 2 RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Position

The governmental fund balance sheet includes a reconciliation between *fund balance - total governmental funds* and *net position - governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that "long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds." The details of this difference are as follows:

Bonds payable	\$ (3,498,970)
Accreted interest payable	(6,979,057)
Notes payable	(1,225,395)
Less: deferred charge on refunding (to be amortized as interest expense)	10,218
Accrued interest payable	(19,913)
Other post employment benefits	(1,046,410)
Compensated absences	<u>(587,360)</u>
Net Adjustment to Reduce Fund Balance, total governmental funds to arrive at net position, governmental activities	<u><u>\$ (13,346,887)</u></u>

Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances - total governmental funds* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this difference are as follows:

Capital Outlay	\$ 3,521,681
Depreciation Expense	<u>(3,972,236)</u>
Net Adjustment to Decrease Net Changes in Fund Balances, total governmental funds to arrive at changes in net position, governmental activities	<u><u>\$ (450,555)</u></u>

Another element of that reconciliation states that "the issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities." The details of this difference are as follows:

Principal repayment	<u>\$ 1,157,513</u>
Net Adjustment to Increase Net Changes in Fund Balances, total governmental funds to arrive at changes in net position, governmental activities	<u><u>\$ 1,157,513</u></u>

NOTE 2 RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

Another element of that reconciliation states that “Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.” The details of this difference are as follows:

Compensated Absences	\$ 68,985
Amortization of Loss on Refunding	(4,119)
Accrued Interest Payable	7,925
Other Post Employment Benefits	18,675
Accreted Interest Payable	<u>(627,830)</u>
Net Adjustment to Decrease Net Changes in Fund Balance, total governmental funds to arrive at changes in net position, governmental activities	<u><u>\$ (536,364)</u></u>

NOTE 3 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end. The City follows these procedures set forth below in establishing the budgetary data reflected in the financial statements.

1. On or before July 1st of each year, the City Manager submits a Proposed Budget to the City Commission for the fiscal year beginning the following October 1st. The budget includes proposed revenues, expenditures and a description of capital activities for the ensuing fiscal year.
2. The City Commission then holds informal workshops, wherein the public is invited to attend.
3. On or before September 30th of each year, two public hearings are convened and the Commission establishes the ad valorem tax millage followed by the adoption of the final budget.
4. The budget may be formally amended by the City Commission at any time. Budgeted amounts presented in the accompanying financial statements have been adjusted for any legally authorized revisions of the annual budgets during the year.
5. The City Manager is authorized to transfer budgeted amounts between accounts within a department. At any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriations among programs within one department. The legal level of budgetary control is the departmental level.

Deficit Fund Balance

As a result of the internal loan, the Tuscawilla Phase III Special Revenue Fund has a deficit fund balance of \$37,733 at September 30, 2019.

As a result of the internal loan, the Central Winds Go Debt Service Fund has a deficit fund balance of \$835,458 at September 30, 2019.

Appropriations in Excess of Funds Available

Appropriations for the Tuscawilla Phase III Special Revenue Fund were in excess of anticipated revenues and prior years' fund balance. Appropriations for the Central Winds GO Debt Service Fund were in excess of funds available.

NOTE 4 DEPOSITS AND INVESTMENTS

Deposits

All bank deposits were covered by Federal Depository Insurance or held in banks that are members of the State of Florida's Collateral Pool as specified under Florida law. Florida Statutes provide for collateral pooling by banks and savings and loans. This limits local government deposits to "authorized depositories".

Investments

The City's investment policies are governed by State Statutes and City ordinances. City ordinance allows investments in any financial institution that is a qualified public depository of the State of Florida as identified by the State Treasurer, in accordance with Chapter 280 of the Florida Statutes. Authorized investments are:

1. Florida Local Government Surplus Funds Trust Fund Investment Pool (SBA LGIP)
2. U.S. Government securities
3. U.S. Government Agency securities
4. Federal Instrumentalities (U.S. Government sponsored agencies)
5. Interest bearing time deposit or savings accounts
6. Repurchase agreements
7. Commercial paper
8. Bankers' acceptances
9. State and/or local government taxable and/or tax-exempt debt
10. Registered investment companies (money market mutual funds)
11. Intergovernmental investment pool

The City's investment policy limits credit risk by restricting authorized investment to those described above. The policy requires that the investment in federal instrumentalities be guaranteed by the full faith and credit of the U.S. Government sponsored agency and that investments in money market mutual funds have a Standard & Poor's (S & P) rating of AAm or AAm-G. Investments in commercial paper and bankers' acceptances must be rated, at a minimum, "P-1" by Moody's Investors Services and "A-1" by S & P. Investment in state and/or local government taxable and/or tax-exempt debt must be rated at least "Aa" by Moody's and "AA" by S & P for long-term debt, or rated at least "MIG-2" by Moody's and "SP-2" by S & P for short-term debt.

Custodial Credit Risk

In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The city's investment policy requires that the bank deposits be secured as provided by Chapter 280, Florida Statutes. This law requires local governments to deposit funds only in financial institutions designated as qualified public depositories by the Chief Financial Officer of the State of Florida, and creates the Public Deposits Trust Fund, a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a default or insolvency has occurred. At September 30, 2019, all of the city's bank deposits were in qualified public depositories.

For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2019, none of the investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

Concentration of Credit Risk

The City's investment policy requires diversification, and places limits on the percentage of funds that may be invested with an individual issuer and type of investment.

NOTE 4 DEPOSITS AND INVESTMENTS (CONTINUED)

Concentration of Credit Risk

The City's Trust investment policy requires diversification, and places limits on the percentage of funds that may be invested with an individual issuer and type of investment. The policy limits an individual issuer of common or capital stock to no more than 5% of the fund's assets; the aggregate investment in any one stock issuing company to no more than 5% of the outstanding capital stock of the company; and the value of bonds issued by any single corporation to no more than 3% of the total fund. The policy limits investments in corporate common stock and convertible bonds to no more than 75% of the fund assets at market value; foreign securities to no more than 20% of fund assets at market value; and alternative investments, such as timber and real estate, to no more than 15% of the fund assets at market value. At September 30, 2019, there were no security investments in the Trust that were over their respective limitations.

Interest Rate Risk

The Pension investment policy allows for investment in commingled funds administered by national or state banks, and mutual funds. Authorized investments criteria with the exception of commingled funds, apply to security level investments. All fixed income investments in the Pension portfolio are commingled funds.

The Pension fixed income portfolio may be invested in securities with a maturity up to (30) years, as long as the average duration of the portfolio will not exceed +/- 125% of the duration of the Policy benchmark. There were no security level fixed income investments in the Pension Portfolio.

NOTE 5 RECEIVABLES

Receivables as of year end for the City's individual major funds and nonmajor funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

Fund	Accounts Receivable	Allowance for Uncollectible Accounts	Net Receivable
General	\$ 57,897	\$ (406)	\$ 57,491
Road Improvements Special Revenue	13,268	-	13,268
Solid Waste/Recycling Special Revenue	913,807	(10,697)	903,110
Water & Sewer Utility	417,220	(51,806)	365,414
Stormwater Utility	48,361	(3,336)	45,025
	\$ 1,450,553	\$ (66,245)	\$ 1,384,308

There is an amount of \$754 included in accounts receivable above in the Road Improvements Special Revenue Fund that is not considered to be available to liquidate liabilities of the current period. There are also special assessments receivable of \$1,165,396 that are not available to liquidate liabilities of the current period. These receivables totaling \$1,166,150 are reported as deferred inflows of resources in the governmental funds balance sheet.

NOTE 4 DEPOSITS AND INVESTMENTS (CONTINUED)

Investments: Pension Funds

The City's Pension Trust Fund (Trust) investment policies are governed by State Statutes and City ordinances. City ordinance allows investments in any financial institution that is a qualified public depository of the State of Florida as identified by the State Treasurer, in accordance with Chapter 280 of the Florida Statutes. Authorized investments are:

1. Equities traded on a national exchange
2. Fixed income investments having a minimum rating of investment grade or higher as determined by at least one major credit rating service
3. Money market fund or STIF provided by the Plan's custodian
4. Real estate limited to commingled funds
5. Alternatives
6. Foreign securities limited to fully and easily negotiable securities or commingled funds with investments in such securities
7. Commingled funds/mutual funds and exchange traded funds

The investments held by the City's Pension Trust Fund at September 30, 2019 are detailed below:

Investments	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
Stocks	\$ 36,308,419	\$ 36,308,419	\$ -
Bonds	9,321,235	-	9,321,235
Other Investments	7,935,448	-	7,935,448
Total Investments	53,565,102	36,308,419	17,256,683
Cash and Cash Equivalents	524,239	-	-
Total Cash and Investments	\$ 54,089,341	\$ 36,308,419	\$ 17,256,683

Credit Risk

The City's Trust investment policy limits credit risk by restricting authorized investment to those described above. The policy requires that the investments in: federal instrumentalities be guaranteed by the full faith and credit of the U.S. Government sponsored agency; deposit accounts be insured by the Federal Deposit Insurance Corporation and may not exceed maximum insured amount; commercial paper be rated in the highest category by a nationally recognized rating service; Letters of Credit (LOC) backing commercial paper, the long-term debt of the LOC provider be rated A or better by at least two nationally recognized rating services; bankers' acceptances of the United States Banks or federally chartered domestic office of a foreign bank, which are eligible for purchase by the Federal Reserve System, be rated in the highest category by a nationally recognized rating service; General Obligation and/or Revenue Bonds of state or local government taxable or tax-exempt debt be rated A, for long-term debt, by a nationally recognized rating service or rated "MIG-2" or "SP-2", for short term debt, by a nationally recognized rating service; intergovernmental investment pools be authorized to the Florida Interlocal Cooperation Act provided in Section 163.01, Florida Statutes; equities be traded on a national exchange; money market mutual funds have a rating of "A1" by Standard & Poor's (S&P) or "P1" by Moody's Investor Services (Moody's); fixed income securities be investment grade as measured by S&P or Moody's; and any bonds or notes that fall below investment quality must be liquidated immediately.

Custodial Credit Risk

Custodial risk is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At September 30, 2019, none of the Trust investments listed are exposed to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form.

NOTE 4 DEPOSITS AND INVESTMENTS (CONTINUED)

Concentration of Credit Risk

The City's Trust investment policy requires diversification, and places limits on the percentage of funds that may be invested with an individual issuer and type of investment. The policy limits an individual issuer of common or capital stock to no more than 5% of the fund's assets; the aggregate investment in any one stock issuing company to no more than 5% of the outstanding capital stock of the company; and the value of bonds issued by any single corporation to no more than 3% of the total fund. The policy limits investments in corporate common stock and convertible bonds to no more than 75% of the fund assets at market value; foreign securities to no more than 20% of fund assets at market value; and alternative investments, such as timber and real estate, to no more than 15% of the fund assets at market value. At September 30, 2019, there were no security investments in the Trust that were over their respective limitations.

Interest Rate Risk

The Pension investment policy allows for investment in commingled funds administered by national or state banks, and mutual funds. Authorized investments criteria with the exception of commingled funds, apply to security level investments. All fixed income investments in the Pension portfolio are commingled funds.

The Pension fixed income portfolio may be invested in securities with a maturity up to (30) years, as long as the average duration of the portfolio will not exceed +/- 125% of the duration of the Policy benchmark. There were no security level fixed income investments in the Pension Portfolio.

NOTE 5 RECEIVABLES

Receivables as of year end for the City's individual major funds and nonmajor funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

Fund	Accounts Receivable	Allowance for Uncollectible Accounts	Net Receivable
General	\$ 57,897	\$ (406)	\$ 57,491
Road Improvements Special Revenue	13,268	-	13,268
Solid Waste/Recycling Special Revenue	913,807	(10,697)	903,110
Water & Sewer Utility	417,220	(51,806)	365,414
Stormwater Utility	48,361	(3,336)	45,025
	\$ 1,450,553	\$ (66,245)	\$ 1,384,308

There is an amount of \$754 included in accounts receivable above in the Road Improvements Special Revenue Fund that is not considered to be available to liquidate liabilities of the current period. There are also special assessments receivable of \$1,165,396 that are not available to liquidate liabilities of the current period. These receivables totaling \$1,166,150 are reported as deferred inflows of resources in the governmental funds balance sheet.

NOTE 6 CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2019 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities:				
Capital assets, not being depreciated:				
Land	\$ 9,946,795	\$ -	\$ -	\$ 9,946,795
Construction in Progress	1,681,619	2,613,371	(2,823,917)	1,471,073
Total capital assets, not being depreciated	<u>11,628,414</u>	<u>2,613,371</u>	<u>(2,823,917)</u>	<u>11,417,868</u>
Capital assets, being depreciated:				
Buildings	14,793,436	771,426	-	15,564,862
Improvements	14,684,131	111,465	-	14,795,596
Intangible assets	622,088	530,558	-	1,152,646
Machinery and equipment	8,357,149	1,597,976	(553,233)	9,401,892
Infrastructure	68,131,184	1,408,741	-	69,539,925
Total capital assets, being depreciated	<u>106,587,988</u>	<u>4,420,166</u>	<u>(553,233)</u>	<u>110,454,921</u>
Less accumulated depreciation for:				
Buildings	(7,095,501)	(469,330)	-	(7,564,831)
Improvements	(7,184,771)	(539,681)	-	(7,724,452)
Intangible assets	(524,652)	(57,661)	-	(582,313)
Machinery and equipment	(6,776,809)	(649,292)	553,233	(6,872,868)
Infrastructure	(38,474,900)	(2,256,272)	-	(40,731,172)
Total accumulated depreciation	<u>(60,056,633)</u>	<u>(3,972,236)</u>	<u>553,233</u>	<u>(63,475,636)</u>
Total capital assets, being depreciated, net	<u>46,531,355</u>	<u>447,930</u>	<u>-</u>	<u>46,979,285</u>
Governmental activities capital assets, net	<u>\$ 58,159,769</u>	<u>\$ 3,061,301</u>	<u>\$ (2,823,917)</u>	<u>\$ 58,397,153</u>

THIS SECTIONAL INTENTIONALLY LEFT BLANK

NOTE 6 CAPITAL ASSETS (CONTINUED)

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type Activities:				
Capital assets, not being depreciated:				
Land	\$ 7,170,177	\$ -	\$ -	\$ 7,170,177
Construction in Progress	445,947	625,283	(809,936)	261,294
Total capital assets, not being depreciated	7,616,124	625,283	(809,936)	7,431,471
Capital assets, being depreciated:				
Buildings	2,281,497	-	-	2,281,497
Improvements	64,987,874	1,110,352	-	66,098,226
Intangible assets	309,660	27,110	-	336,770
Machinery and equipment	8,673,731	716,964	(97,926)	9,292,769
Total capital assets, being depreciated	76,252,762	1,854,426	(97,926)	78,009,262
Less accumulated depreciation for:				
Buildings	(691,404)	(90,369)	-	(781,773)
Improvements	(40,757,041)	(2,259,786)	-	(43,016,827)
Intangible assets	(145,608)	(36,663)	-	(182,271)
Machinery and equipment	(3,220,376)	(687,158)	97,926	(3,809,608)
Total accumulated depreciation	(44,814,429)	(3,073,976)	97,926	(47,790,479)
Total capital assets, being depreciated, net	31,438,333	(1,219,550)	-	30,218,783
Business-type activities capital assets, net	\$ 39,054,457	\$ (594,267)	\$ (809,936)	\$ 37,650,254

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:	
General government	\$ 1,652,761
Public safety	247,869
Physical environment	1,643,124
Culture and recreation	428,482
Total depreciation expense, governmental activities	\$ 3,972,236
Business-type Activities:	
Water and sewer	\$ 2,613,781
Development services	14,744
Stormwater	403,011
Total depreciation expense, business-type activities	\$ 3,031,536

Depreciation increases for business-type activities do not agree to depreciation expense due to transfers of fully depreciated assets from governmental activities.

NOTE 7 LONG-TERM DEBT

Revenue Bonds - Public Offering

The City issues bonds where the City pledges revenue derived from the acquired or constructed assets to pay debt service. Revenue bonds have been issued for both governmental and business-type activities.

The 1999 Improvement Refunding Bonds are secured by Electric Franchise fees and Public Service tax revenue. The total principal and interest remaining to be paid on this series is \$14,025,000. For the fiscal year, there was no principal and interest paid on this series and total pledged revenue was \$6,336,831.

The 2000 Water and Sewer Refunding bonds are secured by net revenue from the water and sewer system. The total principal and interest remaining to be paid on this series is \$16,340,000. For the fiscal year, no principal and interest was paid this series and total pledged net revenue was \$5,814,937.

The original amount of revenue bonds issued in prior years, as well as revenue bonds outstanding at year end, are as follows:

	<u>Interest Rates and Dates</u>	<u>Maturity</u>	<u>Original Amount</u>	<u>Balance September 30, 2019</u>
<u>Governmental Activities</u>				
Improvement Refunding Revenue Bonds- Series 1999 (excludes \$6,979,057 of accreted interest on capital appreciation bonds)	3.25 - 5.25% (4/1 & 10/1)	10/1/2020 to 10/1/2029	<u>\$ 7,998,970</u>	<u>\$ 3,498,970</u>
Total				<u><u>\$ 3,498,970</u></u>
<u>Business-Type Activities</u>				
Water and Sewer Refunding Revenue Bonds Series 2000 (excludes \$7,398,420 of accreted interest on capital appreciation bonds)	4.5 - 5.5% (4/1 & 10/1)	10/1/2022 to 10/1/2030	<u>\$ 6,969,191</u>	<u>\$ 3,794,191</u>
Total				<u><u>\$ 3,794,191</u></u>

THIS SECTION INTENTIONALLY LEFT BLANK

NOTE 7 LONG-TERM DEBT (CONTINUED)

Annual debt service requirements to maturity for revenue bonds are as follows:

<u>Year Ending</u> <u>September 30,</u>	<u>Governmental Activities</u>		<u>Business-Type Activities</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 417,881	\$ 857,119	\$ -	\$ -
2021	393,797	881,204	-	-
2022	371,765	903,236	397,498	942,502
2023	350,893	924,107	522,638	1,352,363
2024	331,130	943,870	490,931	1,384,069
2025-2029	1,398,548	4,976,453	2,042,981	7,332,019
2030-2031	234,956	1,040,041	340,143	1,534,856
	<u>\$ 3,498,970</u>	<u>\$ 10,526,030</u>	<u>\$ 3,794,191</u>	<u>\$ 12,545,809</u>

Notes Payable - Direct Borrowing

The 2011 Improvement Refunding Revenue Note is secured by Electric Franchise fees and Public Service tax revenue. There is no principal and interest remaining on the Note. For the fiscal year, principal and interest paid on this series was \$235,880 and total pledged revenue was \$6,336,831.

The 2011 Special Assessment Revenue Refunding Note is secured by a first lien and pledge of assessments levied on the property within the assessed area. The total principal and interest remaining to be paid on this series is \$1,457,413. For the fiscal year, principal and interest was paid on this series was \$134,727 and total pledged revenue was \$138,063.

The 2014 Improvement Refunding Revenue Notes are secured by Public Service tax revenue. There is no principal and interest remaining to be paid on this series. For the fiscal year, principal and interest paid was \$834,656 and total pledged revenue was \$4,212,706.

The 2016 Water and Sewer System Revenue Refunding Note Payable is secured by net revenue from the water and sewer system. The total principal and interest remaining to be paid on this series is \$2,739,757. For the fiscal year, principal or interest paid was \$1,577,758 and total pledged revenue was \$5,814,937.

The 2018 Water and Sewer System Revenue Refunding Note Payable is secured by net revenue from the water and sewer system. The agreement provides for total funding of \$1,924,000. The loan period is for 12 years with an interest rate of 2.75 percent. The note is secured by gross revenues from the water and sewer utility net of operations and maintenance costs. Total principal and interest remaining to be paid on this series is \$2,472,735. No principal was due and interest of \$33,216 was paid during the fiscal year.

In the event of default, the note holders may make the outstanding amounts due and payable immediately.

In April 2012, the City executed Clean Water State Revolving Fund (SRF) Loan agreement WW590600 for the Lake Jessup reclaimed water augmentation facility. The agreement provides for total funding of \$2,831,985. The loan period is for 20 years with an interest rate of 2.77 percent. The note is secured by gross revenues from the water and sewer utility net of operation and maintenance costs. The total principal and interest remaining to be paid on this series is \$1,517,400. For the fiscal year, principal and interest paid on this series was \$113,707 and total pledged net revenue was \$5,814,937.

NOTE 7 LONG-TERM DEBT (CONTINUED)

In 2017, the City executed the Drinking Water State Revolving Fund Construction Loan agreement DW590610 for Water Treatment Plant Water Quality Improvements. The agreement provides for total funding of \$5,862,732. The loan period is for 20 years with an interest rate of .72 percent. The note is secured by gross revenues from the water and sewer utility net of operations and maintenance costs. The principal and interest to be paid on this series is \$5,762,702. For the fiscal year, principal and interest paid on this series was \$323,557 and total pledged net revenue was \$5,814,937.

In the event of default on the State Revolving Fund Loans, the Florida Department of Environmental Protection may cause to establish rates and collect fees, require the City to account for all moneys received and used, appoint a receiver to manage the Water and Sewer Systems, intercept delinquent amounts plus a penalty due to the City under State Revenue Sharing, recover all amounts due including costs of collection and attorney fees, and accelerate the repayment schedule or increase the interest rate by a factor of up to 1.667.

The City has notes payable for both governmental and business-type activities. Outstanding notes payable at year end are as follows:

Governmental Activities

Improvement Refunding Revenue Note, Series 2011 - payable in annual principal installments starting 10/1/11 through 10/1/18 and interest paid semi-annually at 2.36%	\$	-
Special Assessment Refunding Revenue Note, Series 2011 - payable in annual principal installments starting 10/1/12 through 10/1/29 and interest paid semi-annually at 3.25%		1,225,395
Improvement Refunding Revenue Note, Series 2014 - payable in annual principal installments starting 10/1/14 through 10/1/18 and interest paid semi-annually at 0.88%		-
	<u>\$</u>	<u>1,225,395</u>

Business-Type Activities

Water and Sewer System Revenue Refunding Note, Series 2016 - payable in annual principal installments starting 4/1/17 through 10/1/2021 and interest paid semi-annually at 3.28%	\$	2,715,000
SRF loan- payable in semi-annual principal and interest installments starting 4/15/13, with interest paid semi-annually at 2.77%		1,273,389
2017 SRF loan- payable in semi-annual principal and interest installments starting 12/15/17, with interest paid semi-annually at .72%		5,395,810
Water and Sewer System Revenue Refunding Note, Series 2018 - payable in annual principal installments starting 10/1/19 through 10/1/2030 and interest paid semi-annually at 2.75%		1,924,000
	<u>\$</u>	<u>11,308,199</u>

NOTE 7 LONG-TERM DEBT (CONTINUED)

Annual debt service requirements to maturity for notes payable are as follows:

<u>Year Ending</u> <u>September 30,</u>	<u>Governmental Activities</u>		<u>Business-Type Activities</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 97,062	\$ 38,248	\$ 1,938,782	\$ 145,335
2021	95,604	35,117	1,369,018	123,273
2022	99,099	31,953	595,329	114,164
2023	102,332	28,680	406,718	108,849
2024	105,408	25,304	411,188	103,439
2025-2029	596,266	70,608	2,140,908	432,328
2030-2034	129,624	2,107	3,497,795	144,976
2035-2037	-	-	948,461	11,987
	<u>\$ 1,225,395</u>	<u>\$ 232,017</u>	<u>\$ 11,308,199</u>	<u>\$ 1,184,351</u>

Changes in Long-Term Liabilities

Long-term liability activity for the year ended September 30, 2019 was as follows:

	<u>Beginning</u> <u>Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending</u> <u>Balance</u>	<u>Due Within</u> <u>One Year</u>
Governmental Activities:					
Bonds Payable-					
Revenue bonds	\$ 3,498,970	\$ -	\$ -	\$ 3,498,970	\$ 417,881
Accreted Interest Payable	6,351,227	627,830	-	6,979,057	857,119
Notes Payable - Direct Borrowing					
Capital improvement notes	2,382,908	-	(1,157,513)	1,225,395	97,062
Other Post Employment Benefits	1,088,630	-	(42,220)	1,046,410	-
Net Pension Obligation	5,713,585	1,539,620	-	7,253,205	-
Compensated Absences	656,345	486,799	(555,784)	587,360	117,472
Governmental activity long-term liabilities	<u>\$ 19,691,665</u>	<u>\$ 2,654,249</u>	<u>\$ (1,755,517)</u>	<u>\$ 20,590,397</u>	<u>\$ 1,489,534</u>

NOTE 7 LONG-TERM DEBT (CONTINUED)

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Business-type Activities:					
Bonds Payable-					
Revenue bonds	\$ 3,794,191	\$ -	\$ -	\$ 3,794,191	\$ -
Total bonds payable	3,794,191	-	-	3,794,191	-
Accreted Interest Payable	6,761,685	636,735	-	7,398,420	-
Notes Payable - Direct Borrowing					
Revenue notes	6,165,000	-	(1,526,000)	4,639,000	1,578,000
SRF Loans	6,272,340	759,601	(362,742)	6,669,199	360,782
Other Post Employment Benefits	382,203	29,769	-	411,972	-
Net Pension Obligation	1,295,032	348,967	-	1,643,999	-
Compensated Absences	88,220	152,124	(152,774)	87,570	17,514
Business-type activity long-term liabilities	\$ 24,758,671	\$ 1,927,196	\$ (2,041,516)	\$ 24,644,351	\$ 1,956,296

NOTE 8 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

The composition of interfund advances as of September 30, 2019 is as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Other Governmental Funds	\$ 48,217
Other Governmental	Other Governmental Funds	860,000
		<u>\$ 908,217</u>

The balance due to the General Fund represents an interfund loan with the Tuscawilla III Special Revenue Fund, which was established with Resolution 2013-22 in the amount of \$80,820 of which cumulative \$68,100 in prepayments were received for a net interfund loan of \$12,720. The terms of the note are 2.875% for 20 years. The interest rate is variable, with maximum increases of 1.25% in years 6-15, and 1.5% in years 16-20.

The interfund loan with the Excellence in Customer Service fund due to Central Wind GO DSF, in the amount of \$1,085,000. The terms of the note are 0% for 20 years.

NOTE 8 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (CONTINUED)

Interfund transfers for the year ended September 30, 2019 are summarized below:

Transfers Out	Transfers In				Total
	General Fund	Stormwater Utility Fund	Other Governmental Funds	Water and Sewer Utility Fund	
General Fund	\$ -	\$ -	\$ 3,680,000	\$ -	\$ 3,680,000
TLBD Debt Service	1,656	-	-	-	1,656
Solid Waste/Recycling Special Revenue Fund	23,029	63,480	-	-	86,509
Other Governmental Funds	97,144	-	181,896	-	279,040
Water and Sewer Utility Fund	1,388,529	-	-	-	1,388,529
Development Services Fund	206,950	-	-	-	206,950
Stormwater Utility Fund	165,300	-	-	6,000	171,300
	<u>\$ 1,882,608</u>	<u>\$ 63,480</u>	<u>\$ 3,861,896</u>	<u>\$ 6,000</u>	<u>\$ 5,813,984</u>

THIS SECTION INTENTIONALLY LEFT BLANK

NOTE 8 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (CONTINUED)

Interfund transfers for the year ended September 30, 2019 are detailed below:

<u>Recipient Fund</u>	<u>Amount</u>	<u>Purpose</u>
1999/2011 Debt Service Fund	\$ 1,280,000	Transfer from General Fund annual debt service requirements on the Improvement Refunding Revenue Note Series 2011.
Public Facilities	1,900,000	Transfer from General Fund for recreational capital initiatives.
Parks Impact Fees	178,051	Transfer from Public Facilities for Perk up Parks program
Excellence in Customer Service	200,000	Transfer from General Fund for City Hall renovations (end of life assets)
Arbor Fund	300,000	Transfer from General Fund for urban beautification initiatives
General Fund	1,388,529	Transfer from Water and Sewer Utility Fund per the central service model
General Fund	206,950	Transfer from Development services Fund per the central service model
General Fund	52,738	Transfer from TLBD Phase I Maintenance Special Revenue Fund for per the central service model
General Fund	9,466	Transfer from Oak Forest Maintenance Special Revenue Fund per the central service model
General Fund	23,029	Transfer from Solid Waste/Recycling Special Revenue Fund per the central service model
General Fund	23,663	Transfer from Arbor Fund per the central service model
General Fund	165,300	Transfer from Stormwater Utility Fund per the central service model
General Fund	8,650	Transfer residual balance of 2003 Debt Service Fund
General Fund	2,627	Transfer from Tusawilla III Special Revenue Fund per the central service model

NOTE 8 INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (CONTINUED)

<u>Recipient Fund</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	1,656	Transfer from TLBD Phase I Debt Service Fund per the central service model
Oak Forest Maintenance	3,845	Transfer of residual balance of Oak Forest Debt Service Fund
Stormwater Utility	63,480	Transfer from Solid Waste for a Hurricane Irma Project
Water and Sewer Utility Fund	6,000	Transfer from Stormwater Utility per the central service model
	<u>\$ 5,813,984</u>	

NOTE 9 DEFINED BENEFIT PENSION PLAN

Plan Description

The City maintains a single-employer defined benefit pension plan that provides retirement benefits to City employees. The pension plan is maintained as a Pension Trust Fund and is included with the fund financial statements. This pension plan does not issue a stand-alone financial report. General employees hired on or after October 1, 2011 are no longer eligible for the defined benefit pension plan, but are eligible for the City's defined contribution plan. Employees hired as sworn police officers or hired as forensic professionals on or after October 1, 2011 will continue to participate in the defined benefit plan.

In October 2008, the City consolidated fire services with Seminole County, and firefighters were given the option to either remain in the City's pension plan or enroll in the County's pension plan. As a result, 27 firefighters elected to remain in the City's pension plan of which 7 remain although they are no longer employees of the City.

The Board of Trustees of the plan are appointed by the City Commission to make advisory recommendations regarding the plan's investment and portfolio strategies. Any recommendations are then taken back to the Commission for final approval.

Plan Membership

At September 30, 2019 plan membership consisted of the following:

Inactive Plan Members or Beneficiaries Currently Receiving Benefits	114
Inactive Plan Members Entitled to but Not Yet Receiving Benefits	164
Active Plan Members	86
	<u>364</u>

NOTE 9 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Benefits Provided

For Firefighters, Police Officers and Forensic Professionals, 3% times final average compensation multiplied by accrual service up to a maximum of 30 years. For General Employees, 3% times accrual service earned through September 30, 2011 times final average compensation plus 2.5% times accrual service earned after September 30, 2011 times final average compensation, up to a maximum of 30 years of accrual service.

Contributions

contribution requirements of plan members and the City are established and may be amended by the City Commission. The Plan currently requires employees to contribute 5% of their salary.

Net Pension Liability

The City's net pension liability was measured as of September 30, 2019, and the pension liability was determined by an actuarial valuation as of October 1, 2018 updated to September 30, 2019. The components of the net pension liability of the sponsor on September 30, 2019 were as follows:

Total Pension Liability	\$ 63,610,901
Plan Fiduciary Net Position	(54,713,697)
Sponsor's Net Pension Liability	<u>\$ 8,897,204</u>
Plan Fiduciary Net Position as a Percentage of	
Total Pension Liability	86.01%

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation as of October 1, 2018 updated to September 30, 2019 using the following actuarial assumptions:

Inflation	2.75%
Salary Increases	3.0% - 4.5%
Investment Rate of Return	7.75%

For healthy General Employee participants, the RP-2000 Combined Mortality Table was used with separate rates for males and females and fully generational mortality improvements projected to each future decrement date with Scale BB. For healthy Firefighter and Police Officer participants, the RP-2000 Combined Mortality Table with Blue Collar Adjustment was used with separate rates for males and females and fully generational mortality improvements projected to each future decrement date with Scale BB. For disabled participants, the RP-2000 Combined Disability Mortality Table was used with separate rates for males and females, without projected mortality improvements.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2019 are summarized in the following table:

NOTE 9 DEFINED BENEFIT PENSION PLAN (CONTINUED)

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic Equity	50%	7.50%
International Equity	15%	8.50%
Domestic Bonds	20%	2.50%
International Bonds	5%	3.50%
Real Estate	10%	4.50%
Total	<u>100%</u>	

Discount rate

The discount rate used to measure the total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed member contributions will be made at the current contribution rate and employer contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability (a)</u>	<u>Plan Fiduciary Net Position (b)</u>	<u>Net Pension Liability (a)-(b)</u>
Balances at September 30, 2018	\$ 60,440,131	\$ 53,431,514	\$ 7,008,617
Changes for a Year:			
Service Cost	472,736	-	472,736
Interest	4,693,091	-	4,693,091
Differences between expected and actual experience	1,281,355	-	1,281,355
Changes of assumptions	-	-	-
Contributions-employer	-	2,924,706	(2,924,706)
Contributions-employee	-	265,688	(265,688)
Net investment income	-	1,437,224	(1,437,224)
Benefit payments, including refunds of employee contributions	(3,276,412)	(3,276,412)	-
Administrative Expense	-	(69,023)	69,023
Net Changes	<u>3,170,770</u>	<u>1,282,183</u>	<u>1,888,587</u>
Balances at September 30, 2019	<u>\$ 63,610,901</u>	<u>\$ 54,713,697</u>	<u>\$ 8,897,204</u>

NOTE 9 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Sensitivity of the Net Pension Liability to changes in the Discount Rate

	1% Decrease 6.75%	Current Discount Rate 7.75%	1% Increase 8.75%
Net Pension Liability	\$ 16,197,000	\$ 8,897,204	\$ 2,768,384

Deferred outflows and inflows of resources

For the year ended September 30, 2019, the City will recognized pension expense of \$244,923. At September 30, 2019, the city reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	\$ 618,263	\$ 37,006
Changes of Assumptions	263,027	-
Net Difference Between Projected and Actual Earnings on Pension Plan		
Investments	45,449	-
	<u>\$ 926,739</u>	<u>\$ 37,006</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended September 30:	
2020	\$ 372,207
2021	(259,087)
2022	237,071
2023	539,542
2024	-
Thereafter	-

NOTE 10 DEFINED CONTRIBUTION PLAN

In March 2012 the City established the Winter Springs Defined Contribution (General Plan) as a defined contribution plan covering all full time employees of the City hired after October 1, 2011, not eligible to participate in the Defined Benefit Pension Plan. The plan is administered by the City. This plan is authorized and may be amended by the City Commission. The City makes employer contributions of 5%. Employees are eligible to participate in the General Plan after 6 months of employment. Vesting is 0% for the first 3 years, 60% at the end of year 3, 80% at the end of year 4, 100% at the end of year 5. Benefits are available upon termination subject to IRS regulations, regardless of age, based on vested years of service. Normal retirement age has been designated by the employer as age 65.

For the fiscal year ending September 30, 2019, payroll for the employees covered by this plan was \$1,988,779. Employer contributions required and made were \$122,489. As of September 30, 2019, participation in the plan consisted of 74 active members. During the year, the General Plan held no securities issued by the employer.

NOTE 11 OTHER POST-EMPLOYMENT BENEFITS

In accordance with Florida Statutes Section 112.0801, the City makes continued group health insurance through the city's current provider available to retirees and eligible dependents provided certain service requirements and normal age retirement requirements have been met. This plan is a single employer plan. This benefit has no cost to the City, other than the implicit cost of including retirees in the group calculation. All premiums are paid by the retiree. The City has chosen pay-as-you-go funding, but is recording the liability in the government wide financial statements. This plan does not issue stand-alone financial statements.

As of October 1, 2017, the valuation date, there were 167 active employees and 35 inactive employees or beneficiaries currently receiving benefits. The OPEB liability of \$1,458,382 was measured as of October 1, 2018 and was determined by the actuarial valuation. The covered payroll was \$7,190,589, and the ratio of net OPEB liability as a percentage of covered payroll was 20.28%.

Summary of Actuarial Methods & Assumptions

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The OPEB Liability and Related Ratios Schedule, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of the plan assets is increasing or decreasing over time.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Total OPEB liability was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement unless otherwise specified:

Healthcare cost trend rates	Based on the Getzen Model starting at 6.5% gradually decreasing to an ultimate rate of 4.1% in 2040
Valuation Date	October 1, 2017
Measurement Date	October 1, 2018
Actuarial Cost Method	Entry Age Normal
Discount Rate	3.83%
Inflation Rate	2.50%
Salary Rate Increase	3.00% - 4.50%
Retiree's share of benefit related costs	100% of blended health insurance premium rates except by law 0% for certain conditions for police officers death and disability benefits

NOTE 11 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Below are the details regarding the total OPEB liability for the measurement period from October 1, 2018 to September 30, 2019:

	<u>Total OPEB Liability</u>
Balance as of 9/30/2018	\$ 1,470,833
Changes for the year:	
Service Cost	\$ 62,209
Interest	52,706
Changes of Assumptions and Other Inputs	(72,616)
Benefit Payments	<u>(54,750)</u>
Net Changes	<u>\$ (12,451)</u>
Balance as of 9/30/2019	<u><u>\$ 1,458,382</u></u>

The following table presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>Decrease 2.83%</u>	<u>Discount Rate 3.83%</u>	<u>Increase 4.83%</u>
Total OPEB Liability	\$ 1,695,889	\$ 1,458,382	\$ 1,267,249

The following presents the total OPEB liability of the City using the 2019 healthcare cost trend rate of 6.5% to 4.1%, as well as what the City's OPEB liability would be if it were calculated using healthcare trend rates that were 1 percentage point lower and 1 percentage point higher than the current healthcare cost trend rates:

	<u>1% Decrease 5.5% to 3.1%</u>	<u>Current Trend 6.5% to 4.1%</u>	<u>1% Increase 7.5% to 5.1%</u>
Total OPEB Liability	\$ 1,294,976	\$ 1,458,382	\$ 1,666,786

NOTE 11 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

For the fiscal year ended September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
	<u> </u>	<u> </u>
Difference between expected and actual experience	\$ -	\$ 8,224
Changes of assumptions or other inputs	179,694	62,242
Contributions subsequent to the measurement date	<u>49,383</u>	<u>-</u>
Total	<u><u>\$ 229,077</u></u>	<u><u>\$ 70,466</u></u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ending September 30,

2020	\$ 5,074
2021	5,074
2022	5,074
2023	5,074
2024	5,074
Thereafter	83,858

Summary of Benefits

Other Post-Employment Benefits (OPEBs) - The City of Winter Springs provides optional post-employment healthcare and dental insurance coverage to eligible individuals.

Eligible Individuals - Eligible individuals include all regular employees of the City of Winter Springs who retire from active service and are eligible for retirement or disability benefits under the defined benefit pension plan that is sponsored by the City. Under certain conditions, eligible individuals for healthcare coverage also include spouses and dependent children.

Choice of Healthcare Plans - Eligible individuals may choose healthcare coverage under the United Healthcare Medical Plan 4, 5 or 6 plans.

Required Monthly Premium for Post-Employment Healthcare Coverage - Retirees must pay a monthly premium as determined by the insurance carrier. The premium varies depending on the plan selected and whether the retiree elects single, single plus spouse, single plus children or family coverage.

NOTE 12 DEFERRED COMPENSATION PLAN

All employees of the City may voluntarily elect to participate in one of two available deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans are administered by Nationwide Retirement Solutions and ICMA Retirement Corporation. The plans permit participants to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Because the Plan Assets are held in trust for the exclusive benefit of plan participants and their beneficiaries, the Plan is not accounted for in the City's financial statements.

NOTE 13 RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; job-related illnesses or injuries to employees; and natural disasters. Risk of loss from above is transferred by the City to various commercial insurers through the purchase of insurance. There has been no significant reduction in insurance coverage from the previous year. There have been no settlements in excess of insurance coverage in any of the prior three fiscal years.

NOTE 14 COMMITMENTS AND CONTINGENCIES

Grants

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government and the State of Florida. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

Litigation

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the City's counsel the resolution of these matters will not have a material adverse effect on the financial condition of the City.

Commitments Under Construction Contracts

At September 30, 2019, the City had entered into construction contracts in the amount of \$226,666.

Transportation Impact Fee Credits

The City has entered into a number of agreements with developers under which the developer donates transportation infrastructure improvements or rights of way to the City and receives credit for future transportation impact fee payments. As of September 30, 2019, there are no remaining impact fee credits.

NOTE 15 FUND BALANCE

Minimum Fund Balance Policy

In accordance with Resolution 2002-36, the City designates an amount equal to 20 percent of the total operating expenses of the General fund to be maintained as a required minimum unreserved fund balance. The purpose of the policy is to provide capacity to (1) provide sufficient cash flow for daily financial needs, (2) secure and maintain investment grade (i.e. A or above) bond ratings, (3) offset significant economic downturns or revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies.

NOTE 15 FUND BALANCE (CONTINUED)

By a super majority vote of the Commission, supplemental appropriation from unassigned General Fund balance may be authorized by the Commission for a General Fund purpose reducing the unassigned General Fund's fund balance below the 20% minimum provided that the assigned General Fund's fund balance is restored to the minimum in the following year budget.

At September 30, 2019, the City's governmental fund balances were as follows:

Fund Balances	General Fund	Road Improvements Fund	Solid Waste/ Recycling	TLBD Debt Service	Other Governmental Funds	Total Governmental Funds
Nonspendable						
Inventory/prepaid	\$ 239,074	\$ -	\$ -	\$ -	\$ 1,390	\$ 240,464
Advances	48,217	-	-	-	-	48,217
Spendable						
Restricted for:						
Physical environment	-	9,042,804	-	-	312,539	9,355,343
Transportation improvements	-	-	-	-	3,342,600	3,342,600
Public safety	-	-	-	-	743,340	743,340
Fire impact fees	-	-	-	-	2,576,908	2,576,908
Parks Improvements	-	-	-	-	989,276	989,276
Debt service	-	-	-	80,837	-	80,837
Committed to:						
Solid Waste	-	-	951,065	-	-	951,065
Arbor	-	-	-	-	879,315	879,315
Assigned to:						
Storm reserve	-	-	1,214,022	-	-	1,214,022
Emergency Disaster Relief	-	-	-	-	-	-
Debt service	-	-	-	-	1,297,007	1,297,007
Capital projects	-	-	-	-	7,347,612	7,347,612
Unassigned	8,410,820	-	-	-	(873,191)	7,537,629
Total Fund Balance	\$ 8,698,111	\$ 9,042,804	\$ 2,165,087	\$ 80,837	\$ 16,616,796	\$ 36,603,635

This page intentionally left blank.



Required Supplementary Information

Retiree Continuation Insurance Plan

Schedule of Changes in the City's Net OPEB Liability and Related Ratios

Last Ten Fiscal Years*

	9/30/2018	9/30/2019
Total OPEB Liability		
Service Cost	\$ 105,694	\$ 62,209
Interest	38,973	52,706
Differences Between Expected and Actual Experience	(9,706)	-
Changes of Assumptions	212,072	(72,616)
Benefit Payments	(55,000)	(54,750)
Net Change in Total OPEB Liability	292,033	(12,451)
Total OPEB Liability, beginning	1,178,800	1,470,833
Total OPEB Liability, ending (a)	\$ 1,470,833	\$ 1,458,382
 Plan Fiduciary Net Position as a Percentage of Total OPEB Liability	 0.00%	 0.00%
 Covered Payroll*	 \$ 7,049,660	 \$ 7,190,589
 Net OPEB Liability as a Percentage of Covered Payroll	 20.86%	 20.28%

*Only 2 years of data available; additional years' information will be displayed as it becomes available.

City of Winter Springs, Florida
Required Supplementary Information
Year Ended September 30, 2019

Schedule of Changes in the City's Net Pension Liability and Related Ratios
Last Ten Fiscal Years**

	9/30/2014	9/30/2015	9/30/2016	9/30/2017	9/30/2018	9/30/2019
Total Pension Liability						
Service Cost	\$ 886,819	\$ 834,402	\$ 808,281	\$ 697,459	\$ 502,667	\$ 472,736
Interest	3,666,120	3,851,130	4,059,813	4,229,901	4,452,760	4,693,091
Benefit Changes	-	-	-	-	-	-
Differences Between Expected and Actual Experience	(581,481)	(107,513)	275,994	(592,087)	124,345	1,281,355
Changes of Assumptions	-	8,107	-	526,115	2,531,601	-
Benefit Payments, including refunds of employee contributions	(1,974,208)	(2,202,769)	(2,450,972)	(2,679,408)	(2,935,206)	(3,276,412)
Net Change in Total Pension Liability	1,997,250	2,383,357	2,693,116	2,181,980	4,676,167	3,170,770
Total Pension Liability, beginning	46,508,261	48,505,511	50,888,868	53,581,984	55,763,964	60,440,131
Total Pension Liability, ending (a)	<u>\$ 48,505,511</u>	<u>\$ 50,888,868</u>	<u>\$ 53,581,984</u>	<u>\$ 55,763,964</u>	<u>\$ 60,440,131</u>	<u>\$ 63,610,901</u>
Plan Fiduciary Net Position						
Contributions-employer	2,527,508	2,392,948	2,586,936	2,605,753	2,635,968	2,924,706
Contributions-employee	369,500	358,106	479,257	342,209	460,745	265,688
Net Investment Income	3,885,344	5,160	4,077,452	5,851,493	5,243,193	1,437,224
Benefit Payments, Including Refunds of Employee Contributions	(1,974,208)	(2,202,769)	(2,450,972)	(2,679,408)	(2,935,206)	(3,276,412)
Administrative Expense	(159,424)	(11,937)	(28,208)	(55,697)	(64,770)	(69,023)
Other	-	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	4,648,720	541,508	4,664,465	6,064,350	5,339,930	1,282,183
Plan Fiduciary Net Position, beginning	32,172,541	36,821,261	37,362,769	42,027,234	48,091,584	53,431,514
Plan Fiduciary Net Position, ending (b)	<u>\$ 36,821,261</u>	<u>\$ 37,362,769</u>	<u>\$ 42,027,234</u>	<u>\$ 48,091,584</u>	<u>\$ 53,431,514</u>	<u>\$ 54,713,697</u>
Net Pension Liability, ending (a)-(b)	<u>\$ 11,684,250</u>	<u>\$ 13,526,099</u>	<u>\$ 11,554,750</u>	<u>\$ 7,672,380</u>	<u>\$ 7,008,617</u>	<u>\$ 8,897,204</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	75.91%	73.42%	78.44%	86.24%	88.40%	86.01%
Covered Payroll*	\$ 7,369,943	\$ 7,070,355	\$ 6,671,503	\$ 5,846,735	\$ 5,342,971	\$ 4,800,755
Net Pension Liability as a Percentage of Covered Payroll	158.54%	191.31%	173.20%	131.23%	131.17%	185.33%
Valuation Date	10/1/2013	10/1/2014	10/1/2015	10/1/2016	10/1/2017	10/1/2018

Notes to Schedule: Updated procedures were used to roll forward the total pension liability to the measurement date.

No method or benefit changes during the year. Investment return, salary scale, retirement rates and withdrawal rates were updated during the year.

* Reported payroll on which contributions to the Plan are based as provided under GASB Statement Number 82.

** Only 6 years of data available.

Schedule of Contributions

Last Ten Fiscal Years**

	9/30/2014	9/30/2015	9/30/2016	9/30/2017	9/30/2018	9/30/2019
Actuarially Determined Contribution	\$ 2,474,578	\$ 2,230,908	\$ 2,067,445	\$ 1,831,495	\$ 1,613,548	\$ 1,484,498
Contributions in Relation to the Actuarially Determined Contribution	2,527,508	2,392,948	2,586,936	2,605,753	2,635,968	2,924,706
Contribution Deficiency (Excess)	\$ (52,930)	\$ (162,040)	\$ (519,491)	\$ (774,258)	\$ (1,022,420)	\$ (1,440,208)
Covered Payroll	7,369,943	7,070,355	6,671,503	5,846,435	5,342,971	4,800,755
Contributions as a Percentage of Covered Payroll	34.29%	33.84%	38.78%	44.57%	49.34%	60.92%

Notes to Schedule

Valuation Date	10/1/2013	10/1/2014	10/1/2015	10/1/2016	10/1/2017	10/1/2018
Update procedures were used to roll forward the total pension liability to the measurement date						

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level dollar, closed
Remaining Amortization Period	30 years
Asset Valuation Method	5-year smoothed market
Inflation	2.75%
Salary Increases	3.0% - 4.5%
Investment Rate of Return	7.75%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition
Mortality	For healthy male General Employee participants during employment, RP 2000 Combined Male Healthy Participant Mortality Table, with 50% White Collar / 50% Blue Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB. For healthy female General Employee participants during employment, RP 2000 Combined Female Healthy Participant Mortality Table, with White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For healthy male General Employee participants post employment, RP 2000 Annuitant Male Mortality Table, with 50% White Collar / 50% Blue Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB. For healthy female General Employee participants post employment, RP 2000 Annuitant Female Mortality Table, with White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For healthy Firefighter and Police Officer participants during employment, RP 2000 Combined Healthy Participant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For healthy Firefighter and Police Officer participants post employment, RP 2000 Annuitant Mortality Tables, separate rates for males and females, with 90% Blue Collar Adjustment / 10% White Collar Adjustment and fully generational mortality improvements projected to each future decrement date with Scale BB.

For disabled male General Employee participants, RP 2000 Disabled Male Mortality Table, set back four years, without projected mortality improvements. For disabled female General employee participants, RP 2000 Disabled Female Mortality Table, set forward two years, without projected mortality improvements.

For disabled male Firefighter and Police Officer participants, 60% RP 2000 Disabled Male Mortality Table setback four years / 40% RP 2000 Annuitant Male Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements. For disabled female Firefighter and Police Officer participants, 60% RP 2000 Disabled Female Mortality Table set forward two years / 40% RP 2000 Annuitant Female Mortality Table with White Collar Adjustment with no setback, without projected mortality improvements.

Benefit Changes

2011: Plan closed to future general employees; pensionable earnings to base pay, overtime-maximum 150 hours and accrued leave balance as of July 1, 2011; vesting schedule updated; unreduced early retirement eligibility updated; final average pay updated to five year average and future service benefit accrual rate reduced for general employees. 2008: Benefit accrual rate increased.

Assumption Changes

2017: Investment return, salary increase, withdrawal and retirement rates updated. 2016: Mortality updated. 2014: Disability rates updated. 2008: Mortality, salary increase, withdrawal, disability and retirement rates updated; administrative expense assumption introduced and actuarial cost method updated.

** Only 6 years of data available

Schedule of Investment Returns
Last Ten Fiscal Years**

	<u>9/30/2014</u>	<u>9/30/2015</u>	<u>9/30/2016</u>	<u>9/30/2017</u>	<u>9/30/2018</u>	<u>9/30/2019</u>
Annual Money-Weighted Rate of Return Net of Investment Expense	9.75%	0.28%	10.75%	10.75%	13.90%	10.89%

** Only 6 years of data available.

**Combining and Individual Fund
Statements and Schedules**

This page intentionally left blank.



Major Governmental Funds

Debt Service Funds

TLBD Debt Service Fund

- This fund was established to account for the accumulation of principal and interest for the 2001 special assessment bond issue which was refinanced in October 2011 with a private placement note payable.

This page intentionally left blank.



TLBD Debt Service Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ 138,655	\$ 138,655	\$ 93,384	\$ (45,271)
Investment income	1,000	1,000	44,679	43,679
Miscellaneous	-	-	4,495	4,495
Total revenues	139,655	139,655	142,558	2,903
Expenditures:				
Current:				
Physical environment	4,370	4,370	3,192	1,178
Debt Service:				
Principal	93,385	93,385	93,384	1
Interest and other charges	41,350	41,350	41,343	7
Capital Outlay:				
Physical environment	-	36,000	33,403	2,597
Total expenditures	139,105	175,105	171,322	3,783
Excess (Deficiency) of Revenues Over Expenditures	550	(35,450)	(28,764)	6,686
Other Financing Sources (Uses)				
Transfers out	(500)	(500)	(1,656)	(1,156)
Total other financing sources and uses	(500)	(500)	(1,656)	(1,156)
Net change in fund balances	50	(35,950)	(30,420)	5,530
Fund balances, beginning	111,257	111,257	111,257	-
Fund balances, ending	\$ 111,307	\$ 75,307	\$ 80,837	\$ 5,530

This page intentionally left blank.



Nonmajor Governmental Funds

Special Revenue Funds

- Police Education Fund** - This fund is used to account for the \$2.00 additional assessment on each traffic citation that is restricted for criminal justice education and training in accordance with Chapter 938.15, Florida Statutes.
- Special Law Enforcement Trust Fund
- Local** - This fund was established to receive revenues from local sources derived from confiscated property obtained during the enforcement of illegal operations. Proceeds are restricted for law enforcement purposes.
- Transportation
Improvement Fund** - Revenues in this fund are derived from Local Option Gasoline Tax distribution. Proceeds are restricted for road, right of way, and drainage maintenance and equipment necessary to build or maintain roads, right of ways, and drainage.
- Transportation Impact Fee Fund** - This fund is used to account for collected impact fees on new development which are restricted for use in funding road construction directly related to new growth.
- Police Impact Fee Fund** - This fund is used to account for collected impact fees on new development which are restricted for use in funding capital investment needed to maintain the level of police service directly related to new growth.
- Fire Impact Fee Fund** - This fund is used to account for collected impact fees on new development to defray the cost of capital investment needed to maintain the level of fire service due to future growth.
- Parks Impact Fee Fund** - This fund is used to account for collected impact fees on new development which are restricted for use in funding capital investment needed to develop and improve the parks directly related to new growth.

Nonmajor Governmental Funds - Continued

Special Revenue Funds - Continued

- | | |
|---|---|
| Arbor Fund | - This fund is used to account for arbor permit revenues committed to new plantings and maintenance of trees and shrubs within the City. |
| TLBD Maintenance Fund | - This fund is used to account for collected special assessments restricted for maintenance related to the Tusawilla Lighting and Beautification District for Phases I and II of project. Phase II was accounted for in a separate fund prior to Fiscal Year 2008. |
| Oak Forest Maintenance Fund | - This fund is used to account for collected special assessments restricted for maintenance related to the Oak Forest subdivision wall. |
| Special Law Enforcement Trust Fund
- Federal | - This fund was established to receive revenues from federal sources derived from confiscated property obtained during the enforcement of illegal operations. Proceeds are restricted for law enforcement purposes. Such purposes may include drug/gang related education, Shop with a Cop, movie and other civic events. |
| Tusawilla Phase III | This fund is used to account for collected special assessments restricted for maintenance related to the Tusawilla Phases III, and repayment of advance from General Fund. |

Nonmajor Governmental Funds - Continued

Debt Service Funds

- 2003 Debt Service Fund** - This fund is used to account for the accumulation of resources and payment of principal and interest for the 2003 bond issue which was refinanced in July 2014 with a private placement note payable.
- 1999 Debt Service Fund** - This fund is used to account for the accumulation of resources and payment of principal and interest for the 1999 bond issue and Improvement Refunding Note Series 2011, which partially refunded the 1999 bond issue.
- Oak Forest Debt Service Fund** - This fund is used to account for the accumulation of resources and payment of principal and interest to the General Fund for the 2010 interfund loan which paid off the Capital Improvement Revenue Note, Series 2004A.
- Central Winds G.O. Debt Service Fund** - This fund is used to account for accumulation of resources and payment of principal and interest for the 2002 limited general obligation bond which was refinanced in May 2012 with private placement note payable.

This page intentionally left blank.



Nonmajor Governmental Funds - Continued

Capital Projects Funds

- 1999 Construction Capital Projects Fund** - This fund was established for the acquisition and construction of City - owned Capital Improvements.
- Revolving Rehab Capital Projects Fund** - This fund was established to fund capital improvements and economic development within the City.
- Utility/Public Works Facility Fund** - This fund was established to account for construction of additional public facilities.
- Excellence in Customer Service** - This fund was established to account for the acquisition of software and equipment to improve the level of customer service performance.

City of Winter Springs, Florida
Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2019

	Special Revenue			
	Police Education Fund	Special Law Enforcement Trust Fund- Local	Transportation Improvement Fund	Transportation Impact Fee Fund
Assets:				
Cash and cash equivalents	\$ 1,428	\$ 628	\$ 139,939	\$ 106,704
Investments	18,446	8,113	1,808,174	1,378,747
Prepays	-	-	1,390	-
Advances to other funds	-	-	-	-
Restricted assets:				
Cash and cash equivalents	-	2,890	-	-
Total assets	\$ 19,874	\$ 11,631	\$ 1,949,503	\$ 1,485,451
Liabilities:				
Accounts payable	\$ -	\$ -	\$ 90,964	\$ -
Due to other funds	-	-	-	-
Total liabilities	-	-	90,964	-
Fund Balances:				
Nonspendable	-	-	1,390	-
Restricted	19,874	11,631	1,857,149	1,485,451
Committed	-	-	-	-
Assigned	-	-	-	-
Unassigned	-	-	-	-
Total fund balances	19,874	11,631	1,858,539	1,485,451
Total liabilities, deferred inflows of resources and fund balances	\$ 19,874	\$ 11,631	\$ 1,949,503	\$ 1,485,451

Special Revenue

Police Impact Fee Fund	Fire Impact Fee Fund	Parks Impact Fee Fund	Arbor Fund	TLBD Maintenance Fund
\$ 47,699	\$ 185,107	\$ 71,063	\$ 63,171	\$ 15,748
616,327	2,391,801	918,213	816,249	203,485
-	-	-	-	-
-	-	-	-	-
<u>664,026</u>	<u>2,576,908</u>	<u>989,276</u>	<u>879,420</u>	<u>219,233</u>
\$ -	\$ -	\$ -	\$ 105	\$ 793
-	-	-	-	-
-	-	-	105	793
-	-	-	-	-
664,026	2,576,908	989,276	-	218,440
-	-	-	879,315	-
-	-	-	-	-
-	-	-	-	-
<u>664,026</u>	<u>2,576,908</u>	<u>989,276</u>	<u>879,315</u>	<u>218,440</u>
<u>\$ 664,026</u>	<u>\$ 2,576,908</u>	<u>\$ 989,276</u>	<u>\$ 879,420</u>	<u>\$ 219,233</u>

(Continued)

City of Winter Springs, Florida
Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2019

	Special Revenue			Total Special Revenue
	Oak Forest Maintenance Fund	Special Law Enforcement Trust Fund - Federal	Tuscawilla Phase III	
Assets:				
Cash and cash equivalents	\$ 6,759	\$ 3,777	\$ 753	\$ 642,776
Investments	87,340	48,802	9,731	8,305,428
Prepays	-	-	-	1,390
Advances to other funds	-	-	-	-
Restricted assets:				
Cash and cash equivalents	-	-	-	2,890
Total assets	\$ 94,099	\$ 52,579	\$ 10,484	\$ 8,952,484
Liabilities:				
Accounts payable	\$ -	\$ 4,770	\$ -	\$ 96,632
Due to other funds	-	-	48,217	48,217
Total liabilities	-	4,770	48,217	144,849
Fund Balances:				
Nonspendable	-	-	-	1,390
Restricted	94,099	47,809	-	7,964,663
Committed	-	-	-	879,315
Assigned	-	-	-	-
Unassigned	-	-	(37,733)	(37,733)
Total fund balances	94,099	47,809	(37,733)	8,807,635
Total liabilities, deferred inflows of resources	\$ 94,099	\$ 52,579	\$ 10,484	\$ 8,952,484

Debt Service

2003 Debt Service Fund	1999 Debt Service Fund	Oak Forest Debt Service Fund	Central Winds GO Debt Service Fund	Total Debt Service
\$ -	\$ 93,168	\$ -	\$ 1,763	\$ 94,931
-	1,203,839	-	22,779	1,226,618
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ -</u>	<u>\$ 1,297,007</u>	<u>\$ -</u>	<u>\$ 24,542</u>	<u>\$ 1,321,549</u>
\$ -	-	-	-	-
-	-	-	860,000	860,000
-	-	-	860,000	860,000
-	-	-	-	-
-	-	-	-	-
-	1,297,007	-	-	1,297,007
-	-	-	(835,458)	(835,458)
-	1,297,007	-	(835,458)	461,549
<u>\$ -</u>	<u>\$ 1,297,007</u>	<u>\$ -</u>	<u>\$ 24,542</u>	<u>\$ 1,321,549</u>

(Continued)

City of Winter Springs, Florida
Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2019

Capital Projects

	<u>1999 Construction Fund</u>	<u>Revolving Rehab Fund</u>	<u>Public Facilities</u>
Assets:			
Cash and cash equivalents	\$ 62,220	\$ 82,360	\$ 295,630
Investments	803,950	1,064,195	3,819,882
Prepays	-	-	-
Advances to other funds	-	-	-
Restricted assets:			
Cash and cash equivalents	-	-	-
Total assets	\$ 866,170	\$ 1,146,555	\$ 4,115,512
Liabilities:			
Accounts payable	\$ -	\$ -	\$ 229,160
Due to other funds	-	-	-
Total liabilities	-	-	229,160
Fund Balances:			
Nonspendable	-	-	-
Restricted	-	-	-
Committed	-	-	-
Assigned	866,170	1,146,555	3,886,352
Unassigned	-	-	-
Total fund balances	866,170	1,146,555	3,886,352
Total liabilities, deferred inflows of resources	\$ 866,170	\$ 1,146,555	\$ 4,115,512

<u>Capital Projects</u>		
<u>Excellence in Customer Service</u>	<u>Total Capital Projects</u>	<u>Total Nonmajor Governmental Funds</u>
\$ 42,653	\$ 482,863	\$ 1,220,570
551,132	6,239,159	15,771,205
-	-	1,390
860,000	860,000	860,000
-	-	2,890
<u>\$ 1,453,785</u>	<u>\$ 7,582,022</u>	<u>\$ 17,856,055</u>
\$ 5,250	\$ 234,410	\$ 331,042
-	-	908,217
<u>5,250</u>	<u>234,410</u>	<u>1,239,259</u>
-	-	1,390
-	-	7,964,663
-	-	879,315
1,448,535	7,347,612	8,644,619
-	-	(873,191)
<u>1,448,535</u>	<u>7,347,612</u>	<u>16,616,796</u>
<u>\$ 1,453,785</u>	<u>\$ 7,582,022</u>	<u>\$ 17,856,055</u>

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds

For the Year Ended September 30, 2019

	Special Revenue			
	Police Education Fund	Special Law Enforcement Trust Fund- Local	Transportation Improvement Fund	Transportation Impact Fee Fund
Revenues:				
Taxes:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Permits and fees	-	-	-	-
Intergovernmental revenues	-	-	635,716	-
Charges for services	-	-	43,100	-
Fines and forfeitures	4,782	300	-	-
Impact fees/assessments	-	-	-	341,510
Investment income	593	422	57,348	37,526
Total revenues	5,375	722	736,164	379,036
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	3,820	10,721	-	-
Physical environment	-	-	511,457	-
Debt Service:				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
Capital Outlay:				
General government	-	-	-	-
Public safety	-	-	-	-
Physical environment	-	-	225,944	240
Culture and recreation	-	-	-	-
Total expenditures	3,820	10,721	737,401	240
Excess (Deficiency) of Revenues Over Expenditures	1,555	(9,999)	(1,237)	378,796
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources(uses)	-	-	-	-
Net change in fund balances	1,555	(9,999)	(1,237)	378,796
Fund balances, beginning	18,319	21,630	1,859,776	1,106,655
Fund balances, ending	\$ 19,874	\$ 11,631	\$ 1,858,539	\$ 1,485,451

Special Revenue

Police Impact Fee Fund	Fire Impact Fee Fund	Parks Impact Fee Fund	Arbor Fund	TLBD Maintenance Fund
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	11,255	-
-	-	-	-	-
-	-	-	-	-
-	-	-	138,730	-
97,900	61,232	592,740	-	509,575
17,401	72,379	41,998	18,384	11,531
<u>115,301</u>	<u>133,611</u>	<u>634,738</u>	<u>168,369</u>	<u>521,106</u>
-	-	-	-	-
-	-	-	-	-
-	-	-	144,778	473,570
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	1,224,912	-	-
-	-	<u>1,224,912</u>	<u>144,778</u>	<u>473,570</u>
115,301	133,611	(590,174)	23,591	47,536
-	-	178,051	300,000	-
-	-	-	(23,663)	(52,738)
-	-	<u>178,051</u>	<u>276,337</u>	<u>(52,738)</u>
115,301	133,611	(412,123)	299,928	(5,202)
<u>548,725</u>	<u>2,443,297</u>	<u>1,401,399</u>	<u>579,387</u>	<u>223,642</u>
<u>\$ 664,026</u>	<u>\$ 2,576,908</u>	<u>\$ 989,276</u>	<u>\$ 879,315</u>	<u>\$ 218,440</u>

(Continued)

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds

For the Year Ended September 30, 2019

	Special Revenue			Total Special Revenue
	Oak Forest Maintenance Fund	Special Law Enforcement Trust Fund - Federal	Tuscawilla Phase III	
Revenues:				
Taxes:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Permits and fees	-	-	-	11,255
Intergovernmental revenues	-	-	-	635,716
Charges for services	-	-	-	43,100
Fines and forfeitures	-	24,540	-	168,352
Impact fees/assessments	55,928	-	12,214	1,671,099
Investment income	3,361	1,826	488	263,257
Total revenues	59,289	26,366	12,702	2,792,779
Expenditures:				
Current:				
General government	-	-	5,640	5,640
Public safety	-	4,264	-	18,805
Physical environment	51,534	-	-	1,181,339
Debt Service:				
Principal	-	-	-	-
Interest and fiscal charges	-	-	1,428	1,428
Capital Outlay:				
General government	-	-	-	-
Public safety	-	33,782	-	33,782
Physical environment	-	-	-	226,184
Culture and recreation	-	-	-	1,224,912
Total expenditures	51,534	38,046	7,068	2,692,090
Excess (Deficiency) of Revenues Over Expenditures	7,755	(11,680)	5,634	100,689
Other Financing Sources (Uses):				
Transfers in	3,845	-	-	481,896
Transfers out	(9,466)	-	(2,627)	(88,494)
Total other financing sources(uses)	(5,621)	-	(2,627)	393,402
Net change in fund balances	2,134	(11,680)	3,007	494,091
Fund balances, beginning	91,965	59,489	(40,740)	8,313,544
Fund balances, ending	\$ 94,099	\$ 47,809	\$ (37,733)	\$ 8,807,635

Debt Service

2003 Debt Service Fund	1999 Debt Service Fund	Oak Forest Debt Service Fund	Central Winds GO Debt Service Fund	Total Debt Service
\$ -	\$ -	\$ -	\$ 110,662	\$ 110,662
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
4,238	19,290	80	3,011	26,619
<u>4,238</u>	<u>19,290</u>	<u>80</u>	<u>113,673</u>	<u>137,281</u>
2,000	2,500	-	-	4,500
-	-	-	-	-
-	-	-	-	-
831,000	233,129	-	-	1,064,129
3,656	2,751	-	-	6,407
-	-	-	-	-
-	-	-	-	-
-	-	4,734	-	4,734
-	-	-	-	-
<u>836,656</u>	<u>238,380</u>	<u>4,734</u>	<u>-</u>	<u>1,079,770</u>
<u>(832,418)</u>	<u>(219,090)</u>	<u>(4,654)</u>	<u>113,673</u>	<u>(942,489)</u>
-	1,280,000	-	-	1,280,000
(8,650)	-	(3,845)	-	(12,495)
<u>(8,650)</u>	<u>1,280,000</u>	<u>(3,845)</u>	<u>-</u>	<u>1,267,505</u>
(841,068)	1,060,910	(8,499)	113,673	325,016
<u>841,068</u>	<u>236,097</u>	<u>8,499</u>	<u>(949,131)</u>	<u>136,533</u>
<u>\$ -</u>	<u>\$ 1,297,007</u>	<u>\$ -</u>	<u>\$ (835,458)</u>	<u>\$ 461,549</u>

(Continued)

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds

For the Year Ended September 30, 2019

	Capital Projects		
	1999 Construction Fund	Revolving Rehab Fund	Public Facilities
Revenues:			
Taxes:			
Property taxes	\$ -	\$ -	\$ -
Permits and fees	-	-	-
Intergovernmental revenues	-	-	-
Charges for services	-	-	-
Fines and forfeitures	-	-	-
Impact fees/assessments	-	-	-
Investment income	24,694	32,683	30,469
Total revenues	24,694	32,683	30,469
Expenditures:			
Current:			
General government	-	-	-
Public safety	-	-	-
Physical environment	-	-	-
Debt Service:			
Principal	-	-	-
Interest and fiscal charges	-	-	-
Capital Outlay:			
General government	-	-	-
Public safety	-	-	-
Physical environment	-	-	-
Culture and recreation	-	-	-
Total expenditures	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	24,694	32,683	30,469
Other Financing Sources (Uses):			
Transfers in	-	-	1,900,000
Transfers out	-	-	(178,051)
Total other financing sources(uses)	-	-	1,721,949
Net change in fund balances	24,694	32,683	1,752,418
Fund balances, beginning	841,476	1,113,872	2,133,934
Fund balances, ending	\$ 866,170	\$ 1,146,555	\$ 3,886,352

Capital Projects		Total Nonmajor Governmental Funds
Excellence in Customer Service	Total Capital Projects	
\$ -	\$ -	\$ 110,662
-	-	11,255
-	-	635,716
-	-	43,100
-	-	168,352
-	-	1,671,099
10,618	98,464	388,340
<u>10,618</u>	<u>98,464</u>	<u>3,028,524</u>
-	-	10,140
-	-	18,805
-	-	1,181,339
-	-	1,064,129
-	-	7,835
186,791	186,791	186,791
-	-	33,782
-	-	230,918
-	-	1,224,912
<u>186,791</u>	<u>186,791</u>	<u>3,958,651</u>
<u>(176,173)</u>	<u>(88,327)</u>	<u>(930,127)</u>
200,000	2,100,000	3,861,896
-	(178,051)	(279,040)
<u>200,000</u>	<u>1,921,949</u>	<u>3,582,856</u>
23,827	1,833,622	2,652,729
<u>1,424,708</u>	<u>5,513,990</u>	<u>13,964,067</u>
<u>\$ 1,448,535</u>	<u>\$ 7,347,612</u>	<u>\$ 16,616,796</u>

Police Education Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Fines and forfeitures	\$ 5,400	\$ 5,400	\$ 4,782	\$ (618)
Investment income	225	225	593	368
Total revenues	5,625	5,625	5,375	(250)
Expenditures:				
Current:				
Public Safety	7,800	7,800	3,820	3,980
Total expenditures	7,800	7,800	3,820	3,980
Excess (Deficiency) of Revenues Over Expenditures	(2,175)	(2,175)	1,555	3,730
Net change in fund balances	(2,175)	(2,175)	1,555	3,730
Fund balances, beginning	18,319	18,319	18,319	-
Fund balances, ending	\$ 16,144	\$ 16,144	\$ 19,874	\$ 3,730

Special Law Enforcement Trust Fund- Local

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Fines and forfeitures	\$ -	\$ -	\$ 300	\$ 300
Investment income	175	175	422	247
Total revenues	175	175	722	547
Expenditures:				
Current:				
Public Safety	20,150	13,650	10,721	2,929
Total expenditures	20,150	13,650	10,721	2,929
Excess (Deficiency) of Revenues Over Expenditures	(19,975)	(13,475)	(9,999)	3,476
Net change in fund balances	(19,975)	(13,475)	(9,999)	3,476
Fund balances, beginning	21,630	21,630	21,630	-
Fund balances, ending	\$ 1,655	\$ 8,155	\$ 11,631	\$ 3,476

Transportation Improvement Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues	\$ 625,000	\$ 625,000	\$ 635,716	\$ 10,716
Charges for services	42,000	42,000	43,100	1,100
Investment income	15,000	15,000	57,348	42,348
Total revenues	682,000	682,000	736,164	54,164
Expenditures:				
Current:				
Physical environment	334,900	531,667	511,457	20,210
Capital Outlay:				
Physical environment	701,700	340,733	225,944	114,789
Total expenditures	1,036,600	872,400	737,401	134,999
Excess (Deficiency) of Revenues Over Expenditures	(354,600)	(190,400)	(1,237)	189,163
Net change in fund balances	(354,600)	(190,400)	(1,237)	189,163
Fund balances, beginning	1,859,776	1,859,776	1,859,776	-
Fund balances, ending	\$ 1,505,176	\$ 1,669,376	\$ 1,858,539	\$ 189,163

City of Winter Springs, Florida
Transportation Impact Fee Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ -	\$ 197,250	\$ 341,510	\$ 144,260
Investment income	4,250	12,250	37,526	25,276
Total revenues	4,250	209,500	379,036	169,536
Expenditures:				
Current:				
Physical environment	1,000	1,000	-	1,000
Capital Outlay:				
Physical environment	850,000	100,000	240	99,760
Total expenditures	851,000	101,000	240	100,760
Excess (Deficiency) of Revenues Over Expenditures	(846,750)	108,500	378,796	270,296
Net change in fund balances	(846,750)	108,500	378,796	270,296
Fund balances, beginning	1,106,655	1,106,655	1,106,655	-
Fund balances, ending	\$ 259,905	\$ 1,215,155	\$ 1,485,451	\$ 270,296

Police Impact Fee Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ -	\$ 46,500	\$ 97,900	\$ 51,400
Investment income	5,000	5,000	17,401	12,401
Total revenues	5,000	51,500	115,301	63,801
Expenditures:				
Current:				
Public Safety	-	-	-	-
Total expenditures	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	5,000	51,500	115,301	63,801
Net change in fund balances	5,000	51,500	115,301	63,801
Fund balances, beginning	548,725	548,725	548,725	-
Fund balances, ending	\$ 553,725	\$ 600,225	\$ 664,026	\$ 63,801

Fire Impact Fee Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ -	\$ 22,800	\$ 61,232	\$ 38,432
Investment income	25,000	25,000	72,379	47,379
Total revenues	25,000	47,800	133,611	85,811
Expenditures:				
Current:				
Public Safety	-	-	-	-
Total Expenditures	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	25,000	47,800	133,611	85,811
Net change in fund balances	25,000	47,800	133,611	85,811
Fund balances, beginning	2,443,297	2,443,297	2,443,297	-
Fund balances, ending	\$ 2,468,297	\$ 2,491,097	\$ 2,576,908	\$ 85,811

Parks Impact Fee Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ -	\$ 592,000	\$ 592,740	\$ 740
Investment income	12,000	54,000	41,998	(12,002)
Total revenues	12,000	646,000	634,738	(11,262)
Expenditures:				
Capital Outlay:				
Culture and recreation	550,000	1,233,540	1,224,912	8,628
Total expenditures	550,000	1,233,540	1,224,912	8,628
Excess (Deficiency) of Revenues Over Expenditures	(538,000)	(587,540)	(590,174)	(2,634)
Other Financing Sources (Uses)				
Transfers in	-	-	178,051	178,051
Total other financing sources and uses	-	-	178,051	178,051
Net change in fund balances	(538,000)	(587,540)	(412,123)	175,417
Fund balances, beginning	1,401,399	1,401,399	1,401,399	-
Fund balances, ending	\$ 863,399	\$ 813,859	\$ 989,276	\$ 175,417

Arbor Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Permits and fees	\$ 18,000	\$ 18,000	\$ 11,255	\$ (6,745)
Fines and forfeitures	-	137,500	138,730	1,230
Investment income	3,000	3,000	18,384	15,384
Total revenues	21,000	158,500	168,369	9,869
Expenditures:				
Current:				
Physical environment	264,150	264,150	144,778	119,372
Total expenditures	264,150	264,150	144,778	119,372
Excess (Deficiency) of Revenues Over Expenditures	(243,150)	(105,650)	23,591	129,241
Other Financing Sources (Uses)				
Transfers in	-	300,000	300,000	-
Transfers out	(23,663)	(23,663)	(23,663)	-
Total other financing sources and uses	(23,663)	276,337	276,337	-
Net change in fund balances	(266,813)	170,687	299,928	129,241
Fund balances, beginning	579,387	579,387	579,387	-
Fund balances, ending	\$ 312,574	\$ 750,074	\$ 879,315	\$ 129,241

TLBD Maintenance Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ 507,549	\$ 507,549	\$ 509,575	\$ 2,026
Investment income	2,500	2,500	11,531	9,031
Total revenues	510,049	510,049	521,106	11,057
Expenditures:				
Current:				
Physical environment	486,834	486,834	473,570	13,264
Total expenditures	486,834	486,834	473,570	13,264
Excess (Deficiency) of Revenues Over Expenditures	23,215	23,215	47,536	24,321
Other Financing Sources (Uses)				
Transfers out	(53,583)	(53,583)	(52,738)	845
Total other financing sources and uses	(53,583)	(53,583)	(52,738)	845
Net change in fund balances	(30,368)	(30,368)	(5,202)	25,166
Fund balances, beginning	223,642	223,642	223,642	-
Fund balances, ending	\$ 193,274	\$ 193,274	\$ 218,440	\$ 25,166

Oak Forest Maintenance Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ 55,725	\$ 55,725	\$ 55,928	\$ 203
Investment income	1,000	3,000	3,361	361
Total revenues	56,725	58,725	59,289	564
Expenditures:				
Current:				
Physical environment	46,205	54,205	51,534	2,671
Total expenditures	46,205	54,205	51,534	2,671
Excess (Deficiency) of Revenues Over Expenditures	10,520	4,520	7,755	3,235
Other Financing Sources (Uses)				
Transfers in	-	3,885	3,845	40
Transfers out	(8,558)	(8,558)	(9,466)	(908)
Total other financing sources and uses	(8,558)	(4,673)	(5,621)	(868)
Net change in fund balances	1,962	(153)	2,134	2,287
Fund balances, beginning	91,965	91,965	91,965	-
Fund balances, ending	\$ 93,927	\$ 91,812	\$ 94,099	\$ 2,287

Special Law Enforcement Trust Fund - Federal

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Fines and forfeitures	\$ -	\$ 24,540	\$ 24,540	\$ -
Investment income	100	100	1,826	1,726
Total revenues	100	24,640	26,366	1,726
Expenditures:				
Current:				
Public Safety	9,985	9,985	4,264	5,721
Capital Outlay:				
Public Safety	30,304	30,304	33,782	(3,478)
Total expenditures	40,289	40,289	38,046	2,243
Excess (Deficiency) of Revenues Over Expenditures	(40,189)	(15,649)	(11,680)	3,969
Net change in fund balances	(40,189)	(15,649)	(11,680)	3,969
Fund balances, beginning	59,489	59,489	59,489	-
Fund balances, ending	\$ 19,300	\$ 43,840	\$ 47,809	\$ 3,969

Tusawilla Phase III

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Impact fees/assessments	\$ 12,162	\$ 12,162	\$ 12,214	\$ 52
Investment income	100	100	488	388
Total revenues	12,262	12,262	12,702	440
Expenditures:				
Current:				
General government	7,975	9,930	5,640	4,290
Debt Service:				
Principal	2,785	2,785	-	2,785
Interest and other charges	1,428	1,428	1,428	-
Total expenditures	12,188	14,143	7,068	7,075
Excess (Deficiency) of Revenues Over Expenditures	74	(1,881)	5,634	7,515
Other Financing Sources (Uses)				
Transfers out	(1,981)	(1,981)	(2,627)	(646)
Total other financing sources and uses	(1,981)	(1,981)	(2,627)	(646)
Net change in fund balances	(1,907)	(3,862)	3,007	6,869
Fund balances, beginning	(40,740)	(40,740)	(40,740)	-
Fund balances, ending	\$ (42,647)	\$ (44,602)	\$ (37,733)	\$ 6,869

2003 Debt Service Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ -	\$ 4,700	\$ 4,238	\$ (462)
Total revenues	-	4,700	4,238	(462)
Expenditures:				
General government	3,500	2,000	2,000	-
Debt Service:				
Principal	831,000	831,000	831,000	-
Interest and other charges	3,660	3,660	3,656	4
Total expenditures	838,160	836,660	836,656	4
Excess (Deficiency) of Revenues Over Expenditures	(838,160)	(831,960)	(832,418)	(458)
Other Financing Sources (Uses)				
Transfers in	10,000	-	-	-
Transfers out	-	(9,108)	(8,650)	458
Total other financing sources and uses	10,000	(9,108)	(8,650)	458
Net change in fund balances	(828,160)	(841,068)	(841,068)	-
Fund balances, beginning	841,068	841,068	841,068	-
Fund balances, ending	\$ 12,908	\$ -	\$ -	\$ -

1999 Debt Service Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 1,500	\$ 1,500	\$ 19,290	\$ 17,790
Total revenues	1,500	1,500	19,290	17,790
Expenditures:				
Current:				
General government	7,000	8,500	2,500	6,000
Debt Service:				
Principal	233,130	233,130	233,129	1
Interest and other charges	431,315	2,751	2,751	-
Total expenditures	671,445	244,381	238,380	6,001
Excess (Deficiency) of Revenues Over Expenditures	(669,945)	(242,881)	(219,090)	23,791
Other Financing Sources (Uses)				
Transfers in	1,280,000	1,280,000	1,280,000	-
Total other financing sources and uses	1,280,000	1,280,000	1,280,000	-
Net change in fund balances	610,055	1,037,119	1,060,910	23,791
Fund balances, beginning	236,097	236,097	236,097	-
Fund balances, ending	\$ 846,152	\$ 1,273,216	\$ 1,297,007	\$ 23,791

City of Winter Springs, Florida
Oak Forest Debt Service Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 50	\$ 120	\$ 80	\$ (40)
Total revenues	50	120	80	(40)
Expenditures:				
Capital Outlay:				
Physical environment	5,947	4,734	4,734	-
Total expenditures	5,947	4,734	4,734	-
Excess (Deficiency) of Revenues Over Expenditures	(5,897)	(4,614)	(4,654)	(40)
Other Financing Sources (Uses)				
Transfers out	-	(3,885)	(3,845)	40
Total other financing sources and uses	-	(3,885)	(3,845)	40
Net change in fund balances	(5,897)	(8,499)	(8,499)	-
Fund balances, beginning	8,499	8,499	8,499	-
Fund balances, ending	\$ 2,602	\$ -	\$ -	\$ -

Central Winds GO Debt Service Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes:				
Property taxes	\$ 110,449	\$ 110,449	\$ 110,662	\$ 213
Investment income	400	400	3,011	2,611
Total revenues	110,849	110,849	113,673	2,824
Expenditures:				
Debt Service:				
Principal	105,000	105,000	-	105,000
Total expenditures	105,000	105,000	-	105,000
Excess (Deficiency) of Revenues Over Expenditures	5,849	5,849	113,673	107,824
Net Change in Fund Balances	5,849	5,849	113,673	107,824
Fund balances, beginning	(949,131)	(949,131)	(949,131)	-
Fund balances, ending	\$ (943,282)	\$ (943,282)	\$ (835,458)	\$ 107,824

1999 Construction Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 7,200	\$ 7,200	\$ 24,694	\$ 17,494
Total revenues	7,200	7,200	24,694	17,494
Expenditures:				
Capital Outlay:				
Physical environment	1,015,000	75,000	-	75,000
Total expenditures	1,015,000	75,000	-	75,000
Excess (Deficiency) of Revenues Over Expenditures	(1,007,800)	(67,800)	24,694	92,494
Other Financing Sources (Uses)				
Transfers in	212,000	-	-	-
Total other financing sources and uses	212,000	-	-	-
Net change in fund balances	(795,800)	(67,800)	24,694	92,494
Fund balances, beginning	841,476	841,476	841,476	-
Fund balances, ending	\$ 45,676	\$ 773,676	\$ 866,170	\$ 92,494

Revolving Rehab Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 12,000	\$ 12,000	\$ 32,683	\$ 20,683
Total revenues	12,000	12,000	32,683	20,683
Expenditures:				
Current:				
General government	-	-	-	-
Total expenditures	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	12,000	12,000	32,683	20,683
Net change in fund balances	12,000	12,000	32,683	20,683
Fund balances, beginning	1,113,872	1,113,872	1,113,872	-
Fund balances, ending	\$ 1,125,872	\$ 1,125,872	\$ 1,146,555	\$ 20,683

Public Facilities Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 7,800	\$ 7,800	\$ 30,469	\$ 22,669
Total revenues	7,800	7,800	30,469	22,669
Expenditures:				
Capital Outlay:				
Physical environment	4,400,000	1,221,948	-	1,221,948
Total expenditures	4,400,000	1,221,948	-	1,221,948
Excess (Deficiency) of Revenues Over Expenditures	(4,392,200)	(1,214,148)	30,469	1,244,617
Other Financing Sources (Uses)				
Transfers in	3,900,000	1,900,000	1,900,000	-
Transfers out	-	(178,052)	(178,051)	1
Total other financing sources and uses	3,900,000	1,721,948	1,721,949	1
Net change in fund balances	(492,200)	507,800	1,752,418	1,244,618
Fund balances, beginning	2,133,934	2,133,934	2,133,934	-
Fund balances, ending	\$ 1,641,734	\$ 2,641,734	\$ 3,886,352	\$ 1,244,618

Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual

For The Year Ended September 30, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Investment income	\$ 1,800	\$ 1,800	\$ 10,618	\$ 8,818
Total revenues	1,800	1,800	10,618	8,818
Expenditures:				
Capital Outlay:				
General government	140,000	262,848	186,791	76,057
Total expenditures	140,000	262,848	186,791	76,057
Excess (Deficiency) of Revenues Over Expenditures	(138,200)	(261,048)	(176,173)	84,875
Other Financing Sources (Uses)				
Transfers in	105,000	305,000	200,000	(105,000)
Total other financing sources and uses	105,000	305,000	200,000	(105,000)
Net change in fund balances	(33,200)	43,952	23,827	(20,125)
Fund balances, beginning	1,424,708	1,424,708	1,424,708	-
Fund balances, ending	\$ 1,391,508	\$ 1,468,660	\$ 1,448,535	\$ (20,125)

This page intentionally left blank.



Statistical Section

This page intentionally left blank.



Statistical Section

This part of the *City of Winter Springs*' comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures and required supplementary information says about the government's overall health.

<u>Contents</u>	<u>Page</u>
Financial Trends	103
These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	
Revenue Capacity	110
These schedules contain information to help the reader assess the government's most significant local revenue.	
Debt Capacity	115
These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	
There are no limitations placed upon the amount of debt the <i>City of Winter Springs</i> may issue by either the City's Charter or the City's Code or by Florida Statutes.	
Demographic and Economic Information	121
These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	
Operating Information	123
These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

This page intentionally left blank.



CITY OF WINTER SPRINGS, FLORIDA

NET POSITION BY COMPONENT

Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year									
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Governmental activities										
Net investment in capital assets	\$ 42,819	\$ 43,961	\$ 40,328	\$ 44,711	\$ 45,826	\$ 45,650	\$ 48,555	\$ 52,573	\$ 52,292	\$ 53,683
Restricted	8,229	8,287	8,305	8,963	8,802	12,336	12,027	12,755	14,736	17,089
Unrestricted	<u>14,349</u>	<u>13,241</u>	<u>17,136</u>	<u>12,856</u>	<u>11,737</u>	<u>768</u> (1)	<u>1,746</u>	<u>1,594</u>	<u>3,052</u>	<u>5,634</u>
Total governmental activities net position	<u>\$ 65,397</u>	<u>\$ 65,489</u>	<u>\$ 65,769</u>	<u>\$ 66,530</u>	<u>\$ 66,365</u>	<u>\$ 58,754</u>	<u>\$ 62,328</u>	<u>\$ 66,922</u>	<u>\$ 70,080</u>	<u>\$ 76,406</u>
Business-type activities										
Net investment in capital assets	\$ 15,839	\$ 17,973	\$ 20,937	\$ 20,729	\$ 21,541	\$ 21,426	\$ 21,802	\$ 23,922	\$ 23,079	\$ 22,713
Restricted	1,730	461	507	468	482	567	561	560	515	613
Unrestricted	<u>3,264</u>	<u>3,227</u>	<u>4,213</u>	<u>6,472</u>	<u>7,873</u>	<u>9,112</u>	<u>11,427</u>	<u>13,003</u>	<u>15,945</u>	<u>21,197</u>
Total business-type activities net position	<u>\$ 20,833</u>	<u>\$ 21,661</u>	<u>\$ 25,657</u>	<u>\$ 27,669</u>	<u>\$ 29,896</u>	<u>\$ 31,105</u>	<u>\$ 33,790</u>	<u>\$ 37,485</u>	<u>\$ 39,539</u>	<u>\$ 44,523</u>
Primary government										
Net investment in capital assets	\$ 58,658	\$ 61,934	\$ 61,265	\$ 65,440	\$ 67,367	\$ 67,076	\$ 70,357	\$ 76,495	\$ 75,371	\$ 76,396
Restricted	9,959	8,748	8,812	9,431	9,284	12,903	12,588	13,315	15,251	17,702
Unrestricted	<u>17,613</u>	<u>16,468</u>	<u>21,349</u>	<u>19,328</u>	<u>19,610</u>	<u>9,880</u>	<u>13,173</u>	<u>14,597</u>	<u>18,997</u>	<u>26,831</u>
Total primary government net position	<u>\$ 86,230</u>	<u>\$ 87,150</u>	<u>\$ 91,426</u>	<u>\$ 94,199</u>	<u>\$ 96,261</u>	<u>\$ 89,859</u>	<u>\$ 96,118</u>	<u>\$ 104,407</u>	<u>\$ 109,619</u>	<u>\$ 120,929</u>

(1) decrease in unrestricted net position due to implementation of GASB 68 in FY2015

CITY OF WINTER SPRINGS, FLORIDA

CHANGES IN NET POSITION

Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

Expenses	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Governmental Activities:										
General government	\$ 5,720	\$ 5,381	\$ 5,069	\$ 4,903	\$ 5,498	\$ 5,708	\$ 6,131	\$ 6,298	\$ 6,233	\$ 7,052
Public safety	7,356	7,671	7,102	7,415	7,476	7,101	6,764	6,228	5,791	6,892
Physical environment	5,654	5,610	5,589	5,658	5,874	5,924	5,798	6,625	6,933	6,563
Culture and recreation	2,323	2,161	2,043	2,078	2,170	2,109	2,163	2,045	2,301	2,282
Interest and other fiscal charges on long-term det	944	907	833	773	782	657	668	635	589	673
Total Governmental Activities Expenses	<u>21,997</u>	<u>21,730</u>	<u>20,636</u>	<u>20,827</u>	<u>21,800</u>	<u>21,499</u>	<u>21,524</u>	<u>21,831</u>	<u>21,847</u>	<u>23,462</u>
Business-type Activities:										
Water and Sewer	7,447	7,186	6,512	7,040	6,945	6,943	7,295	7,881	7,985	8,569
Development Services	349	333	342	369	409	501	510	665	574	647
Stormwater	916	979	976	1,155	1,150	1,162	1,223	941	1,043	2,321
Total Business-type Activities Expenses	<u>\$ 8,712</u>	<u>\$ 8,498</u>	<u>\$ 7,830</u>	<u>\$ 8,564</u>	<u>\$ 8,504</u>	<u>\$ 8,606</u>	<u>\$ 9,028</u>	<u>\$ 9,487</u>	<u>\$ 9,602</u>	<u>\$ 11,537</u>
Program Revenues										
Governmental Activities:										
Charges for services:										
General government	\$ 2,378	\$ 2,075	\$ 2,021	\$ 1,838	\$ 2,058	\$ 2,218	\$ 2,150	\$ 2,061	\$ 2,206	\$ 2,404
Public safety	608	369	424	461	458	731	418	1,075	232	180
Physical environment	3,191	3,139	3,168	3,347	3,590	4,177	3,605	4,315	3,181	3,583
Culture and recreation	301	260	391	430	363	846	418	1,079	378	321
Operating grants and contributions	485	89	221	-	23	16	2	87	74	1,284
Capital grants and contributions	2,935	1,985	1,056	2,043	1,382	2,756	3,583	2,781	2,897	5,122
Total Governmental Activities Program Revenues	<u>9,898</u>	<u>7,917</u>	<u>7,281</u>	<u>8,119</u>	<u>7,874</u>	<u>10,744</u>	<u>10,176</u>	<u>11,398</u>	<u>8,968</u>	<u>12,894</u>
Business-type Activities:										
Charges for services:										
Water and Sewer	8,015	8,837	9,363	8,540	9,240	9,691	9,877	10,267	9,893	10,802
Development Services	331	339	1,100	1,099	821	2,075	1,315	1,968	1,055	3,031
Stormwater	1,051	1,068	1,117	995	1,097	871	1,117	1,167	1,120	1,150
Operating grants and contributions	-	46	-	-	-	-	-	-	8	926
Capital grants and contributions	2,885	709	2,226	2,062	1,526	1,452	1,311	1,617	1,248	1,484
Total Business-type Activities Program Revenues	<u>12,282</u>	<u>10,999</u>	<u>13,806</u>	<u>12,696</u>	<u>12,684</u>	<u>14,089</u>	<u>13,620</u>	<u>15,019</u>	<u>13,324</u>	<u>17,393</u>
Total Government Program Revenues	<u>\$ 22,180</u>	<u>\$ 18,916</u>	<u>\$ 21,087</u>	<u>\$ 20,815</u>	<u>\$ 20,558</u>	<u>\$ 24,833</u>	<u>\$ 23,796</u>	<u>\$ 26,417</u>	<u>\$ 22,292</u>	<u>\$ 30,287</u>

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Net (Expense)/Revenue										
Governmental Activities	\$ (12,099)	\$ (13,813)	\$ (13,355)	\$ (12,708)	\$ (13,926)	\$ (10,755)	\$ (11,348)	\$ (10,433)	\$ (12,879)	\$ (10,568)
Business-type Activities	3,570	2,501	5,976	4,132	4,180	5,483	4,592	5,532	3,722	5,856
Total Government Net Expense	<u>\$ (8,529)</u>	<u>\$ (11,312)</u>	<u>\$ (7,379)</u>	<u>\$ (8,576)</u>	<u>\$ (9,746)</u>	<u>\$ (5,272)</u>	<u>\$ (6,756)</u>	<u>\$ (4,901)</u>	<u>\$ (9,157)</u>	<u>\$ (4,712)</u>

General Revenues and Other Changes in Net Position

Governmental Activities:

Taxes										
Property taxes	\$ 4,538	\$ 4,209	\$ 3,901	\$ 3,853	\$ 4,015	\$ 4,284	\$ 4,516	\$ 4,727	\$ 5,150	\$ 5,487
Utility taxes	4,536	4,169	3,963	3,923	4,035	3,887	3,976	3,879	4,003	4,213
Business tax receipts	204	119	106	109	105	120	122	123	126	122
Intergovernmental revenues - unrestricted	2,897	3,015	3,044	3,100	3,269	3,481	3,557	3,706	3,967	4,036
Investment income and miscellaneous	731	532	573	454	336	424	711	616	1,246	1,338
Gain (Loss) on disposal of capital assets	-	-	-	34	17	26	-	-	-	-
Transfers	1,796	1,862	2,047	2,070	1,985	2,064	2,041	1,975	1,873	1,697
Total Governmental Activities	<u>14,702</u>	<u>13,906</u>	<u>13,634</u>	<u>13,543</u>	<u>13,762</u>	<u>14,286</u>	<u>14,923</u>	<u>15,026</u>	<u>16,365</u>	<u>16,893</u>
Business-type Activities:										
Investment income and miscellaneous	103	189	67	88	32	108	135	138	323	825
Loss on disposal of capital assets	-	-	-	-	-	-	-	-	-	-
Transfers	(1,796)	(1,862)	(2,047)	(2,070)	(1,985)	(2,064)	(2,041)	(1,975)	(1,873)	(1,697)
Total Business-type Activities	<u>(1,693)</u>	<u>(1,673)</u>	<u>(1,980)</u>	<u>(1,982)</u>	<u>(1,953)</u>	<u>(1,956)</u>	<u>(1,906)</u>	<u>(1,837)</u>	<u>(1,550)</u>	<u>(872)</u>
Total Government	<u>\$ 13,009</u>	<u>\$ 12,233</u>	<u>\$ 11,654</u>	<u>\$ 11,561</u>	<u>\$ 11,809</u>	<u>\$ 12,330</u>	<u>\$ 13,017</u>	<u>\$ 13,189</u>	<u>\$ 14,815</u>	<u>\$ 16,021</u>

Change in Net Position

Governmental Activities	\$ 2,603	\$ 93	\$ 279	\$ 835	\$ (164)	\$ 3,531	\$ 3,575	\$ 4,593	\$ 3,486	\$ 6,325
Business-type Activities	1,877	828	3,996	2,150	2,227	3,527	2,686	3,695	2,172	4,984
Total Government	<u>\$ 4,480</u>	<u>\$ 921</u>	<u>\$ 4,275</u>	<u>\$ 2,985</u>	<u>\$ 2,063</u>	<u>\$ 7,058</u>	<u>\$ 6,261</u>	<u>\$ 8,288</u>	<u>\$ 5,658</u>	<u>\$ 11,309</u>

CITY OF WINTER SPRINGS, FLORIDA

GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE

Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

<u>Fiscal Year</u>	<u>Property Tax</u>	<u>Franchise Tax ¹</u>	<u>Utility Tax</u>	<u>Business Tax Receipts ²</u>	<u>Total</u>
2010	4,538	-	4,536	204	9,278
2011	4,209	-	4,169	119	8,497
2012	3,901	-	3,963	106	7,970
2013	3,853	-	3,923	109	7,885
2014	4,015	-	4,035	105	8,155
2015	4,284	-	3,887	120	8,291
2016	4,516	-	3,976	122	8,614
2017	4,727	-	3,879	122	8,728
2018	5,150	-	4,003	126	9,279
2019	5,487	-	4,213	122	9,822

Taxes included in Unrestricted Intergovernmental Revenues

<u>Fiscal Year</u>	<u>Sales Tax</u>	<u>State Revenue Sharing</u>	<u>Other</u>	<u>Total</u>
2010	1,852	893	152	2,897
2011	1,873	916	226	3,015
2012	1,918	962	164	3,044
2013	1,994	972	134	3,100
2014	2,097	1,038	134	3,269
2015	2,249	1,128	104	3,481
2016	2,305	1,168	84	3,557
2017	2,366	1,245	95	3,706
2018	2,552	1,313	101	3,966
2019	2,559	1,376	101	4,036

CITY OF WINTER SPRINGS, FLORIDA

FUND BALANCES OF GOVERNMENTAL FUNDS

Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year									
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
General Fund										
Reserved	\$ 235									
Unreserved	<u>8,544</u>									
Total General Fund	<u>\$ 8,779</u>									
All Other Governmental Funds										
Reserved	\$ 1,141									
Unreserved, reported in:										
Special revenue funds	6,724									
Capital projects funds	<u>2,854</u>									
Total All Other Governmental Funds	<u>\$ 10,719</u>									
General Fund										
Nonspendable	\$ 1,179	\$ 650	\$ 409	\$ 416	\$ 333	\$ 275	\$ 256	\$ 226	\$ 287	
Assigned	607	343	581	433	-	-	-	-	-	
Unassigned	<u>7,044</u>	<u>7,839</u>	<u>7,498</u>	<u>7,647</u>	<u>8,163</u>	<u>8,226</u>	<u>8,250</u>	<u>8,289</u>	<u>8,411</u>	
Total General Fund	<u>\$ 8,830</u>	<u>\$ 8,832</u>	<u>\$ 8,488</u>	<u>\$ 8,496</u>	<u>\$ 8,496</u>	<u>\$ 8,501</u>	<u>\$ 8,506</u>	<u>\$ 8,515</u>	<u>\$ 8,698</u>	
All Other Governmental Funds										
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 3	\$ 1	\$ 1	
Restricted	4,825	4,470	5,468	5,298	11,304	12,025	12,751	14,736	17,088	
Committed	1,616	1,687	1,528	1,285	1,032	799	1,292	972	1,830	
Assigned	4,710	5,509	5,589	5,258	5,506	6,240	5,938	7,578	9,859	
Unassigned	<u>(264)</u>	<u>(217)</u>	<u>(191)</u>	<u>(172)</u>	<u>(129)</u>	<u>(81)</u>	<u>(1,120)</u>	<u>(990)</u>	<u>(873)</u>	
Total All Other Governmental Funds	<u>\$ 10,887</u>	<u>\$ 11,449</u>	<u>\$ 12,394</u>	<u>\$ 11,669</u>	<u>\$ 17,713</u>	<u>\$ 18,984</u>	<u>\$ 18,864</u>	<u>\$ 22,297</u>	<u>\$ 27,905</u>	

Note: City implemented GASB 54 for the 2011 fiscal year

CITY OF WINTER SPRINGS, FLORIDA

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year									
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Revenues										
Taxes										
Property	\$ 4,345	\$ 4,030	\$ 3,733	\$ 3,686	\$ 3,841	\$ 4,098	\$ 4,320	\$ 4,595	\$ 5,026	\$ 5,377
Utility	4,536	4,169	3,963	3,923	4,035	3,887	3,976	3,879	4,003	4,213
General Obligation	193	179	168	167	174	186	196	132	124	111
Business Tax	204	119	105	109	106	120	122	123	126	122
Licenses and Permits										
Franchise Fees	2,313	1,999	1,868	1,672	1,953	2,024	2,042	1,986	2,166	2,331
Other	38	44	63	75	40	47	62	91	44	39
Intergovernmental	5,628	5,447	3,948	4,684	4,059	8,727	8,144	6,575	6,972	8,660
Charges for Services	2,929	2,922	2,979	2,858	3,071	3,231	3,302	3,341	3,342	3,351
Fines and Forfeitures	566	289	211	165	281	168	178	175	256	283
Impact Fees/Assessments	721	685	1,000	1,380	1,247	2,627	1,232	3,162	819	1,764
Investment Income	439	308	280	195	139	226	275	247	428	1,067
Miscellaneous	292	224	293	328	219	225	364	281	690	177
Total revenues	<u>22,204</u>	<u>20,415</u>	<u>18,611</u>	<u>19,242</u>	<u>19,165</u>	<u>25,566</u>	<u>24,213</u>	<u>24,587</u>	<u>23,996</u>	<u>27,495</u>
Expenditures										
General Government	5,401	5,441	4,842	4,995	5,012	5,051	5,187	5,161	5,057	5,407
Public Safety	6,890	7,156	6,584	6,918	6,987	7,151	6,916	6,739	6,574	6,503
Physical Environment ¹	4,015	3,939	3,873	3,927	4,128	4,225	4,303	5,057	5,296	4,907
Culture and Recreation	1,878	1,737	1,644	1,702	1,787	1,784	1,785	1,865	1,891	1,866
Capital Outlay	2,738	2,681	1,814	1,834	1,925	2,571	5,370	4,251	2,410	3,509
Debt Service										
Principal	1,996	2,387	5,342	1,007	5,101	610	1,232	3,453	1,138	1,158
Interest	594	584	485	373	424	192	188	149	65	49
Payments to escrow agent	-	-	-	-	-	-	-	-	-	-
Other charges	-	15	-	-	-	-	-	-	-	-
Total expenditures	<u>23,512</u>	<u>23,940</u>	<u>24,584</u>	<u>20,756</u>	<u>25,364</u>	<u>21,584</u>	<u>24,981</u>	<u>26,675</u>	<u>22,431</u>	<u>23,399</u>
Excess of Revenues Over (Under) expenditures	(1,308)	(3,525)	(5,973)	(1,514)	(6,199)	3,982	(768)	(2,088)	1,565	4,096

Other Financing Sources (Uses)										
Transfers In	9,616	3,836	3,911	3,422	3,642	7,043	4,659	4,494	5,763	5,744
Transfers Out	(7,811)	(1,965)	(1,879)	(1,350)	(1,653)	(4,977)	(2,617)	(2,520)	(3,889)	(4,047)
Notes Issued	-	1,377	4,504	-	3,494	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-	-	-
Sale of Capital Assets	-	-	-	40	-	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>1,805</u>	<u>3,248</u>	<u>6,536</u>	<u>2,112</u>	<u>5,483</u>	<u>2,066</u>	<u>2,042</u>	<u>1,974</u>	<u>1,874</u>	<u>1,697</u>
Prior Period Fund Balance Adjustment	-	-	-	-	-	-	-	-	-	-
Net Change in Fund Balances	<u>\$ 497</u>	<u>\$ (277)</u>	<u>\$ 563</u>	<u>\$ 598</u>	<u>\$ (716)</u>	<u>\$ 6,048</u>	<u>\$ 1,274</u>	<u>\$ (114)</u>	<u>\$ 3,439</u>	<u>\$ 5,793</u>
Debt Service as a Percentage of Noncapital expenditures	14.24%	13.98%	25.60%	7.29%	23.57%	4.22%	7.24%	16.06%	5.99%	5.73%

CITY OF WINTER SPRINGS, FLORIDA

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

Last Ten Fiscal Years
(amounts expressed in thousands)

Fiscal Year Ended September 30,	Real Property				Personal Property ¹	Centrally Assessed ¹	Tax Exempt Real Property ¹	Total Taxable Assessed Value ¹	Total Direct Tax Rate ²	Estimated Actual Taxable Value ¹
	Total Residential and Commercial Real Property ¹	Residential Property ¹	% Residential	Commercial Property ¹						
2010	2,695,560	2,353,321	87.30%	342,239	67,145	42	952,939	1,809,808	2.5814	2,804,819
2011	2,399,728	2,099,825	87.50%	299,903	66,659	43	778,996	1,687,434	2.5814	2,577,252
2012	2,174,531	1,890,388	86.93%	284,143	68,075	47	648,788	1,593,865	2.5600	2,251,660
2013	2,086,990	1,826,517	87.52%	260,473	67,121	47	581,857	1,572,301	2.5400	2,173,721
2014	2,199,733	1,931,766	87.82%	267,967	65,664	50	625,780	1,639,667	2.5400	2,330,707
2015	2,442,043	2,162,934	88.57%	279,109	66,887	52	760,723	1,748,259	2.5400	2,649,400
2016	2,670,315	2,322,345	86.97%	347,970	71,576	53	898,230	1,843,714	2.5400	2,865,145
2017	2,847,989	2,488,346	87.37%	359,643	73,137	56	959,840	1,961,342	2.5000	3,091,198
2018	3,128,578	2,716,013	86.81%	412,565	78,213	56	1,059,572	2,147,275	2.4900	3,389,902
2019	3,370,872	2,923,507	86.73%	447,365	82,498	58	1,159,460	2,293,968	2.4800	3,650,558

Note

¹ Source: Seminole County Property Appraiser (www.scpafl.org)

² Source: Seminole County Tax Collector (www.seminoletax.org)

CITY OF WINTER SPRINGS, FLORIDA

PROPERTY TAX RATES
DIRECT AND OVERLAPPING¹ GOVERNMENTS

Last Ten Fiscal Years ²

Overlapping Rates ¹

Fiscal Year	Winter Springs			Seminole County			School District			St. John's Water Management District	County Fire Protection (MSTU)	Total Direct & Overlapping Rates
	Operating Millage	Debt Service Millage	Total City Millage	Operating Millage	Debt Service Millage	Total County Millage	Operating Millage	Debt Service Millage	Total School Millage			
2010	2.4714	0.1100	2.5814	4.9000	0.1451	5.0451	7.7230	0.0000	7.7230	0.4158	2.3299	18.0952
2011	2.4714	0.1100	2.5814	4.8751	0.1700	5.0451	7.8010	0.0000	7.8010	0.4158	2.3299	18.1732
2012	2.4500	0.1100	2.5600	4.8751	0.1700	5.0451	7.7220	0.0000	7.7220	0.3313	2.3299	17.9883
2013	2.4300	0.1100	2.5400	4.8751	0.1700	5.0451	7.5530	0.0000	7.5530	0.3313	2.3299	17.7993
2014	2.4300	0.1100	2.5400	4.8751	0.0000	4.8751	7.3610	1.0000	8.3610	0.3283	2.3299	18.4343
2015	2.4300	0.1100	2.5400	4.8751	0.0000	4.8751	7.1970	0.7000	7.8970	0.3164	2.3299	17.9584
2016	2.4300	0.1100	2.5400	4.8751	0.0000	4.8751	7.1490	0.7000	7.8490	0.3023	2.3299	17.8963
2017	2.4300	0.0700	2.5000	4.8751	0.0000	4.8751	6.8570	0.7000	7.5570	0.2885	2.3299	17.5505
2018	2.4300	0.0600	2.4900	4.8751	0.0000	4.8751	6.5690	0.0000	6.5690	0.2724	2.7649	16.9714
2019	2.4300	0.0500	2.4800	4.8751	0.0000	4.8751	6.3130	0.0000	6.3130	0.2562	2.7649	16.6892

Note

Source: Seminole County Tax Collector (www.seminoletax.org)

¹ Overlapping rates are those of local and county governments that apply to property owners within the City of Winter Springs.

² Taxes levied for the fiscal year are based on the prior calendar year taxable value.

CITY OF WINTER SPRINGS, FLORIDA

SPECIAL ASSESSMENT BILLINGS AND COLLECTIONS

Last Ten Fiscal Years

Tax Year	Fiscal Year	Cap/Maint Oak Forest Assessments			Cap/Maint Tusawilla Lighting and Beautification (TLBD) - Phase I Assessments			Capital Only Tusawilla Lighting and Beautification (TLBD) - Phase II Assessments			Cap/Maint Tusawilla III Assessments		
		Billed	Collected ¹	Difference	Billed ²	Collected ¹	Difference	Billed	Collected ¹	Difference	Billed	Collected ¹	Difference
2009	2010	116,237	112,312	3,925	688,482	665,066	23,416	42,280	40,904	1,376	-	-	-
2010	2011	116,237	112,116	4,121	688,227	664,815	23,412	42,279	40,869	1,410	-	-	-
2011	2012	116,237	112,095	4,142	688,482	655,504	32,978	42,280	40,381	1,899	-	-	-
2012	2013	116,237	112,019	4,218	688,482	664,035	24,447	42,280	40,670	1,610	-	-	-
2013	2014	116,237	111,963	4,274	701,658	675,955	25,703	42,280	40,784	1,496	12,753	12,279	474
2014	2015	112,351	108,253	4,098	673,320	648,971	24,349	27,357	26,380	977	12,668	12,219	449
2015	2016	112,351	108,286	4,065	673,164	648,823	24,341	27,346	26,369	977	12,668	12,204	464
2016	2017	112,351	108,213	4,138	673,128	648,645	24,483	27,335	23,363	3,972	12,668	12,193	475
2017	2018	58,047	55,872	2,175	673,128	648,946	24,182	-	8	(8)	12,668	12,217	451
2018	2019	58,047	55,916	2,131	673,128	648,654	24,474	-	-	-	12,668	12,212	456

Note

¹ Includes prepayments

² TLBD Maintenance and Phase I Capital are shown in the TLBD Phase I program amounts.

Special Assessment Debt Issued:

Oak Forest	June 2000 (Refinanced internally June of 2010)
TLBD Phase I	May 2001 (Refinanced October of 2011)
TLBD Phase II	February 2006; No assessment levied until Fiscal Year 2007.
Tusawilla III	Financed internally

CITY OF WINTER SPRINGS, FLORIDA

PRINCIPAL PROPERTY TAXPAYERS

September 30, 2019

(amounts expressed in thousands)

Taxpayer	2019			2010		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
WE Park at Laurel Oaks LLC	\$ 45,623	1	1.99%	\$ 24,242	1	1.21%
KMF XI Winter Springs LLC	\$ 41,386	2	1.80%			0.00%
Courtney Springs LLC	\$ 30,675	3	1.34%	\$ 15,126	4	0.75%
Duke Energy (formerly Progress Energy)	\$ 30,122	4	1.31%	\$ 19,935	2	0.99%
Winter Springs Station LLC	\$ 20,527	5	0.89%			0.00%
CIP 2014/Winter Springs 360	\$ 16,817	6	0.73%			0.00%
Standard Pacific of Florida	\$ 15,519	7	0.68%			0.00%
United Dominion Realty Trust Inc.	\$ 12,561	8	0.55%	\$ 7,625	6	0.38%
Bright House Networks LLC	\$ 6,353	9	0.28%			0.00%
Moss Park Partners LTD	\$ 6,347	10	0.28%			0.00%
Capital Green I LLC			0.00%	\$ 18,175	3	0.90%
Winter Springs Holdings, Inc			0.00%	\$ 9,079	5	0.45%
BRI 1813 Villagio Co-op Inc.			0.00%	\$ 6,316	7	0.31%
Bank of America			0.00%	\$ 5,853	8	0.29%
Baxley Robert & Annmarie TRS			0.00%	\$ 5,703	9	0.28%
Hacienda Village Co-op Inc.			0.00%	\$ 5,602	10	0.31%
Totals	\$ 225,930		9.85%	\$ 117,656		5.87%

Source: Seminole County Property Appraiser (www.scpafl.org)

CITY OF WINTER SPRINGS, FLORIDA

PROPERTY TAX LEVIES AND COLLECTIONS³

Last Ten Fiscal Years

Fiscal Year Ended September 30,	Total Tax Levy for Fiscal Year ¹	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount ²	Percentage of Levy		Amount	Percentage of Levy
2010	4,671,821	4,503,950	96.41%	34,324	4,538,274	97.14%
2011	4,355,923	4,203,079	96.49%	6,242	4,209,321	96.63%
2012	4,080,271	3,933,840	96.41%	3,969	3,937,809	96.51%
2013	3,993,624	3,850,616	96.42%	2,196	3,852,812	96.47%
2014	4,164,738	4,014,098	96.38%	582	4,014,680	96.40%
2015	4,440,561	4,281,737	96.42%	2,392	4,284,129	96.48%
2016	4,683,015	4,515,547	96.42%	485	4,516,032	96.43%
2017	4,903,354	4,730,295	96.47%	984	4,731,279	96.49%
2018	5,346,715	5,145,529	96.24%	4,436	5,149,965	96.32%
2019	5,574,343	5,481,310	98.33%	4,763	5,486,073	98.42%

Note

¹ Gross taxes before discount of 1% - 4%, depending on month paid; Source: Seminole County Property Appraiser (www.scpafl.org)

² Source: Seminole County Tax Collector (www.seminoletax.org)

³ Includes voted debt service not to exceed 0.2500 mills for Central Winds General Obligation Debt (voted debt eliminated in fiscal year 2020)

CITY OF WINTER SPRINGS, FLORIDA

LEGAL DEBT MARGIN

September 30, 2019

Neither the City of Winter Springs Charter or Code, nor the Florida State Statutes limits the amount of debt the City of Winter Springs can issue.

CITY OF WINTER SPRINGS, FLORIDA

**RATIO OF NET GENERAL OBLIGATION- DEBT
TO ASSESSED VALUE AND NET GENERAL OBLIGATION
DEBT PER CAPITA**

Last Ten Fiscal Years

Fiscal Year	Population ¹	Assessed Value ²	Gross		Net Gen Obligation Debt	Ratio of Net Gen Obligation	Gen Obligation Debt per Capita
			Debt ³	Less Debt Service Fund ⁴		Debt to Assessed Value	
2010	34,149	1,809,808,024	2,850,000	38,879	2,811,121	0.155%	82
2011	33,282	1,687,434,206	2,770,000	40,388	2,729,612	0.162%	82
2012	33,599	1,593,864,153	2,739,107	50,549	2,688,558	0.169%	80
2013	33,540	1,572,300,619	2,638,521	42,070	2,596,451	0.165%	77
2014	33,871	1,639,667,121	2,533,833	25,305	2,508,528	0.153%	74
2015	34,901	1,748,258,752	2,425,161	1,167,015	1,258,146	0.072%	36
2016	35,266	1,843,713,578	2,312,629	1,176,903	1,135,726	0.062%	32
2017	35,599	1,961,341,503	-	(1,074,143)	1,074,143	0.055%	30
2018	36,635	2,147,274,968	-	(949,131)	949,131	0.044%	26
2019	37,321	2,293,968,241	-	(835,458)	835,458	0.036%	22

Note

¹ Source: American Fact Finder; previous statistics from multiple sources

² Source: Seminole County Property Appraiser (www.scpafl.org)

³ Amount does not include special assessment bonds and revenue bonds

⁴ Amount available for repayment of limited general obligation note. During fiscal year 2017, the external loan was retired and replaced with an internal interest-free loan from the City's General Fund which was forgiven at the beginning of fiscal year 2020.

CITY OF WINTER SPRINGS, FLORIDA

RATIO OF OUTSTANDING DEBT BY TYPE

Last Ten Fiscal Years
(dollars in thousands, except per capita)

Fiscal Year Ended September 30,	Governmental Activities							Business-Type Activities				Total Primary Government	Percentage of Personal Income ¹	Per Capita ¹
	Revenue Bonds	Refunding Revenue Bonds ²	Limited General Obligation Bonds	Special Assessment Revenue Bonds	Refunding Notes	Limited General Obligation Notes	Capital Leases	Water and Sewer Revenue Notes	Water and Sewer Refunding Revenue Bonds ²	State Revolving Loan	Capital Leases			
2010	-	14,683	2,850	2,091	-	-	-	-	42,590	-	-	62,214	5.94%	\$1,822
2011	-	12,826	2,770	2,005	1,377	-	-	13,066	8,880	-	-	40,924	3.52%	\$1,230
2012	-	12,526	-	-	3,260	2,739	-	12,152	9,302	-	-	39,979	3.38%	\$1,190
2013	-	12,232	-	-	3,054	2,639	-	10,897	9,751	2,853	-	41,426	3.75%	\$1,235
2014	-	7,931	-	-	6,282	2,534	-	9,601	10,226	1,635	-	38,209	3.52%	\$1,128
2015	-	8,386	-	-	5,781	2,425	-	8,266	10,730	1,568	-	37,156	3.41%	\$1,065
2016	-	8,866	-	-	4,661	2,313	-	6,497	11,264	1,498	-	35,099	3.07%	\$995
2017	-	9,374	-	-	3,521	-	-	5,747	11,830	4,307	-	34,779	2.97%	\$977
2018	-	9,850	-	-	2,383	-	-	6,165	10,555	6,272	-	35,225	2.92%	\$962
2019	-	10,478	-	-	1,225	-	-	4,639	11,192	6,669	-	34,203	2.49%	\$916

Note: Details regarding the city's outstanding debt can be found in the notes to the Financial Statements: Note 7: Long-Term Debt.

* Information is not available.

¹ See Demographic and Economic Statistics for personal income and population data. These ratios are calculated using personal income and population.

² Amounts includes accreted Interest Payable for 1999 Improvement Refunding Revenue Bonds (\$6,979,057) and 2000 Water and Sewer Refunding Revenue Bonds (\$7,398,420)

CITY OF WINTER SPRINGS, FLORIDA

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

As of September 30, 2019

(amounts expressed in thousands)

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable ¹	Estimated Share of Overlapping Debt
Overlapping Debt:			
Seminole County General Obligation Debt	\$ -		\$ -
Subtotal, overlapping debt			
Direct Debt:			
Series 1999 Improvement Revenue Bonds	3,498,970	100%	3,498,970
Accreted Interest	6,979,057	100%	6,979,057
City of Winter Springs General Obligation Debt ²	-		-
City of Winter Springs Capital Improvement Notes	1,225,395	100%	1,225,395
Total direct and overlapping debt	<u>\$ 11,703,422</u>		<u>\$ 11,703,422</u>

Note

Sources:

Seminole County Property Appraiser (www.scpaf1.org)

Seminole County Finance Department

Seminole County School Board

¹ Ratio of assessed valuation of taxable property in overlapping unit to that within the City of Winter Springs

² Through fiscal year 2019, the City of Winter Springs had a "limited" general obligation note being repaid through a levy not to exceed one quarter of one mill on all taxable property in the City. Fiscal year 2019 was the last year of the levy as the internal loan was forgiven effective October 1, 2019.

This page intentionally left blank.



CITY OF WINTER SPRINGS, FLORIDA

PLEDGED-REVENUE COVERAGE

Last Ten Fiscal Years

General Government

Fiscal Year Ended Sept 30,	Public Service Taxes	Electric Franchise Fees	Half-Cent Sales Tax	General Obligation	Federal Emergency Management Agency Public Assistance Grants	Impact Fees (Fire, Police, Recreation and Public Facilities)	Non-Ad Valorem Special Assessments	Medical Transport Revenue	Budget & Appropriations (General Fund and Water & Sewer Fund)	Total Revenue Available for Debt Service	Maximum Annual Debt Service	Coverage
2010	4,536,004	2,173,849	160,000	193,396	-	-	180,254	-	-	7,243,503	1,961,933	3.69
2011	4,168,867	1,873,785	160,000	179,408	-	-	180,787	-	-	6,562,847	1,912,847	3.43
2012	3,963,093	1,748,214	- ⁵	167,640	-	-	185,336	-	-	6,064,283	1,669,984	3.63
2013	3,923,336	1,541,741	- ⁵	166,863	-	-	119,299	-	-	5,751,239	1,669,984	3.44
2014	4,034,667	1,816,567	- ⁵	173,876	-	-	165,152	-	-	6,190,262	1,838,498	3.37
2015	3,887,124	1,941,840	- ⁵	185,527	-	-	162,442	-	-	6,176,933	1,838,498	3.36
2016	3,975,578	1,874,893	- ⁵	195,560	-	-	159,347	-	-	6,205,378	1,838,498	3.38
2017	3,879,197	1,812,388	- ⁵	132,374	-	-	160,024	-	-	5,983,983	1,838,498	3.25
2018	4,003,425	1,960,722	- ⁵	124,109	-	-	135,163	-	-	6,223,419	1,633,823	3.81
2019	4,212,706	2,124,125	- ⁵	110,662	-	-	138,063	-	-	6,585,556	1,633,823	4.03

CITY OF WINTER SPRINGS, FLORIDA

PLEDGED-REVENUE COVERAGE - CONTINUED

Last Ten Fiscal Years

Fiscal Year Ended Sept 30,	Gross Revenues ¹	Operating Expenses ²	Net Revenue Available for Debt Service	Debt Service Requirements			Coverage
				Principal	Interest	Total	
				2010	8,104,632	5,868,044	
2011	8,896,172	5,769,194	3,126,978	945,000 ⁴	749,320	1,694,320	1.85
2012	9,833,455	5,331,369	4,502,086	913,470	487,292	1,400,762	3.21
2013	9,014,167	5,420,125	3,594,042	1,255,278	448,890	1,704,168	2.11
2014	9,534,771	5,488,225	4,046,546	1,296,376	409,422	1,705,798	2.37
2015	11,189,753	5,493,666	5,696,087	1,401,786	412,670	1,814,456	3.14
2016	11,189,465	5,765,435	5,424,030	1,446,699 ⁴	368,458	1,815,157	2.99
2017	11,154,709	6,235,351	4,919,358	822,719	187,884	1,010,603	4.87
2018	10,260,680	6,140,468	4,120,212	1,875,000	99,668	1,974,668	2.09
2019	12,259,418	6,450,421	5,808,997	1,888,696	159,542	2,048,238	2.84

Note

- ¹ Gross revenue is computed per bond resolution requirements, and is equivalent to revenue recognized under generally accepted accounting principles (GAAP). Revenues include investment income and other income.
- ² "Direct operating expense" is computed per bond resolution requirements, and is equal to expenses recognized under GAAP (less interest, depreciation, and amortization expense) losses on disposal of fixed assets, and non-recurring transfers out.
- ³ Data has been restated
- ⁴ Excludes principal paid on refunding
- ⁵ 2001 TLBD debt was refunded, revenue no longer pledged for outstanding debt

CITY OF WINTER SPRINGS, FLORIDA

DEMOGRAPHIC AND ECONOMIC STATISTICS

Last Ten Fiscal Years

Fiscal Year	Population ¹	Personal Income (amounts expressed in thousands)	Per Capita Personal Income ¹	Median Age ¹	Education Level in Years of Formal Schooling ¹	School Enrollment ²	Unemployment Rate ³
2010	34,149	1,047,589	30,677	41	13.82	6,454	11.8%
2011	33,282	1,161,675	34,904	39.3	14.71	6,316	9.5%
2012	33,599	1,183,558	35,226	36	13.81	6,341	6.8%
2013	33,540	1,104,540	32,932	41.8	*	6,496	5.4%
2014	33,871	1,084,989	32,033	39	*	6,461	5.4%
2015	34,901	1,090,935	31,258	40.2	14	6,072	5.0%
2016	35,266	1,144,523	32,454	40.7	13.98	5,565	4.6%
2017	35,599	1,170,887	32,891	42.2	14.18	5,708	4.0%
2018	36,635	1,204,962	32,891	43.4	14.31	5,366	3.3%
2019	37,321	1,375,615	36,859	43.4	14.36	5,258	3.0%

* Data not available

Note

¹ Source: American Fact Finder; US Census; previous statistics from multiple sources

² Source: American Fact Finder; Seminole County Public Schools

³ Source: Bureau of Economic and Business Research (BEBR)

Source: https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml?src=bkmk

CITY OF WINTER SPRINGS, FLORIDA

PRINCIPAL EMPLOYERS

Current Year and Ten Years Ago

Employer	2019			2010		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Seminole County School Board	1,308	1	19.22%	1,423	1	30.28%
Dearborn Electronics	213	2	3.13%	123	4	2.62%
Publix (Winter Springs Town Center)	180	3	2.65%	128	3	2.72%
City of Winter Springs	177	4	2.60%	231	2	4.91%
Modern Plumbing	135	5	1.98%	80	6	1.70%
Tusawilla Country Club	70	6	1.03%	86	5	1.83%
Watermark at Vistawilla	65	7	0.96%			
Budget Tree	58	8	0.85%			
United States Post Office	50	9	0.73%	47	7	1.00%
McDonald's	45	10	0.66%	38	10	0.81%
The Grove Counseling Center			0.00%	39	9	0.83%
Dittmer Architectural Aluminum				42	8	0.89%
Total	2,301		33.81%	2,237		47.59%

¹ Per survey of local businesses

CITY OF WINTER SPRINGS, FLORIDA

BUDGETED FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION¹

Last Ten Fiscal Years

Full-time Equivalent Employees as of September 30,

Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Development Services	5	4	4.46	5.46	5.46	5.46	4.73	5.46	3.46	3.73
General Government	42	41	36.79	37.23	36.67	36.38	36.95	36.08	33.13	33.05
Public Safety:										
Police										
Sworn Officers	70	70	65	65	65	65	65.70	65.00	65	55
Civilians ²	20.75	20.75	18.45	16.45	16.88	17.13	17.13	17.13	15.07	15.5
Fire ³	-	-	-	-	-	-	-	-	-	-
Public Works	20.73	18.73	18	16	16	16	16	16	16	14
Culture and Recreation	31.86	29.10	25.68	24.07	24.06	21.84	21.11	21.76	20.84	20.79
Utilities	45	42	37	35	35.73	36.17	36.45	38.45	38.45	38.73
Stormwater	9	9	9	9	9	9	9	10	9	8
Total	244.34	234.58	214.38	208.21	208.8	206.98	207.07	209.88	200.95	188.8
Part-time FTEs (included above)	16.34	17.58	18.38	22.36	21.95	20.98	23.07	22.88	19.95	17.8

Note

¹ City of Winter Springs Annual Budget Documents

² Police civilians include emergency communications center personnel.

³ Municipal Fire Department was consolidated with Seminole County Fire Department on 10/02/08.

City of Winter Springs, Florida

OPERATING INDICATORS BY FUNCTION

Last Ten Fiscal Years

Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Police										
Auto accidents	345	277	327	396	423	399	560	479	526	489
Physical arrests	1,347	1,401	1,098	1,141	1,106	1,456	1,220	1,034	824	704
Criminal investigations conducted	441	544	374	386	522	408	533	419	388	1,384
Total calls for service	131,587	125,392	116,773	143,763	152,357	111,943	106,477	102,146	101,086	101,356
911 calls received	3,654	3,720	3,665	3,771	3,691	3,573	3,539	3,607	4,175	4,338
Evidence processed (pieces)	1,730	2,215	2,160	1,900	2,327	2,240	2,606	2,509	1,814	1,603
Fire¹										
Public education programs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of emergency calls answered	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medical transports	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Highways and streets										
Streets paved (miles)	2.00	3.38	1.76	2.04	0.98	3.57	0.05	0.00	0.00	107.52
Streets resurfaced (square yards)	36,927	47,622	41,850	39,958	39,958	46,114	63,674	70,324	53,925	51,783
Sidewalks/bike paths built or repaired (feet)	3,980	5,575	4,677	5,622	5,122	4,329	11,344	7,384	6,428	15,127
Culture and recreation										
Games - Baseball/Softball	1,075	1,259	1,104	998	978	842	879	939	646	715
Games - Basketball	458	606	683	689	738	608	578	749	749	734
Games - Football	222	271	257	209	256	103	22	61	61	39
Games - Soccer	816	856	880	650	1,140	1,176	879	882	1,130	950
Senior Activities	1,071	1,162	1,246	1,523	1,102	1,363	1,573	1,906	2,632	3,477
Civic Center & Pavilion Rentals	430	383	428	429	438	463	400	461	474	553
Program Events	275	340	307	241	167	79	264	1,037	2,623	4,411
Water										
New connections	3	24	100	180	112	176	165	32	61	227
Number of customers	12,749	12,806	12,847	13,254	13,383	13,496	13,727	13,822	13,597	13,967
Water main breaks	12	10	16	18	9	4	2	10	6	5
Average daily consumption (gallons/per capita)	106	114	109	106	98	103	104	97	103	119
Meter reads	171,976	176,001	176,531	177,752	181,145	183,256	187,468	188,358	192,930	189,072
Community Development										
Total permits issued	3,105	3,132	3,243	2,564	3,466	2,923	2,956	3,275	3,741	3,627
Building inspections	4,832	6,032	8,108	9,540	5,921	8,189	8,885	6,194	7,154	7,690
Business tax receipts issued	1,275	1,384	1,470	891	968	1,007	897	1,227	984	1,182
Land use amendments & rezonings	2	-	-	7	11	13	3	8	1	-
Permit files created/reviews initiated	3,754	2,190	2,427	3,764	3,869	3,201	3,111	3,436	3,868	3,829
General Government										
Personnel actions processed	166	227	375	106	309	182	283	426	201	288
Worker's Comp Injuries	41	44	33	44	32	30	30	37	35	25
Legal notices published	28	16	18	21	40	40	18	26	25	22
Payroll - Checks	242	229	210	380	499	425	352	334	335	296
Payroll - Direct Deposit	5,927	5,942	5,767	5,821	6,858	6,468	7,209	6,034	5,695	5,555
Receipts deposited	189,977	153,687	153,762	266,563	266,630	247,363	134,565	130,754	127,820	129,349
A/P checks issued	6,348	6,111	5,651	6,936	5,285	5,442	5,364	4,974	3,659	4,537
Purchase orders processed	3,667	3,160	2,720	2,787	2,968	3,262	2,262	2,319	2,138	1,905

Source: Summary of Departmental Reports

Note

* Information not available

¹ Department was consolidated with Seminole County Fire Department effective 10/02/08

City of Winter Springs, Florida

CAPITAL ASSET STATISTICS BY FUNCTION¹

Last Ten Fiscal Years

Function	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Public safety										
Police:										
Stations	2	2	1	1	1	1	1	1	1	1
Fleet	78	91	83	82	85	82	82	80	73	68
Fire stations ²	3	3	3	3	2	2	2	2	2	2
Highways and streets										
Streets - paved (miles)	97.32	100.70	99.63	101.16	102.69	102.69	103.25	103.25	103.40	107.52
Streets - unpaved (miles)	4.40	1.02	0.51	0.51	0.51	0.51	0.00	0.00	0.00	0.00
Street lights	2300	2311	2431	2471	2616	3404	3432	3432	3452	3638
Traffic signals	10	10	10	10	10	10	10	10	10	10
Culture and recreation										
Park acreage	267.70	267.70	267.70	267.70	266.70	266.70	266.70	266.70	266.70	266.70
Parks - Community	6	6	6	6	6	6	6	6	6	6
Parks - Neighborhood	7	7	7	7	6	6	6	6	6	6
Senior Center	1	1	1	1	1	1	1	1	1	1
Community Center	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	167.6	167.8	169.1	171	173.0	173.1	173.2	173.6	175.2	243.9
Fire hydrants	1,000	1,002	1,019	1,037	1,055	1,057	1,060	1,064	1,080	1,092
Maximum daily capacity (millions of gallons)	12	12	12	12	12	12	12	12	12	12
Deep Wells	8	8	8	8	8	8	8	8	8	8
Sewer										
Sanitary sewers (miles)	111.57	111.6	112.8	114.30	115.75	115.75	115.76	116.31	117.95	199.09
Storm sewers (miles)	91.56	91.59	92.78	94.27	95.76	95.76	95.79	95.79	95.87	187.71
Treatment facility capacity (millions of gallons)	4.212	4.212	4.212	4.212	4.212	4.212	4.212	4.212	4.212	4.212
Current average flow (millions of gallons)	2.100	1.866	2.043	2.358	2.067	2.097	2.080	2.140	2.280	2.124

Note

* Information not available

¹ City of Winter Springs Departmental Reports

² Seminole County is leasing stations per Consolidation Agreement

Other Reports

This page intentionally left blank.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and City Commissioners
City of Winter Springs, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the *City of Winter Springs, Florida*, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated March 13, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the *City of Winter Springs, Florida's* internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of *City of Winter Springs'* internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether *City of Winter Springs'* financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed no instances of noncompliance, or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McDermitt Davis

Orlando, Florida
March 13, 2020

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE**

Honorable Mayor and City Council
City of Winter Springs, Florida

Report on Compliance for Each Major Federal program

We have audited the *City of Winter Springs's* (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended September 30, 2019. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each major federal program for the year ended September 30, 2019.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

McDiarmid Davis

Orlando, Florida
March 13, 2020

City of Winter Springs, Florida
Schedule of Expenditures of Federal Awards
Year Ended September 30, 2019

Award type				
Grantor				
Pass-through grantor		CFDA	Agency or Pass-through	
Grantor program title		Number	Entity Grant Number	Expenditures
Federal Grants				
United States Department of Justice				
passed through State of Florida, Department of Law Enforcement				
Edward Byrne Memorial Justice Assistance Grant (JAG) Program		16.738	2019-JAGC-SEMI-5-N2	\$ 17,772
Equitable Sharing Program		16.922		38,045
United States Executive Office of the President				
passed through Seminole County Sheriff's Office				
High Intensity Drug Trafficking Areas Program		95.001	G18CF0008A	24,378
United States Department of Homeland Security				
passed through State of Florida, Division of Emergency Management				
Disaster Grants - Public Assistance*		97.036	FEMA 4337-DR-FL	1,277,114
United States Department of Agriculture				
Emergency Watershed Protection - Debris Removal and Bank Stabilization*		10.923	NR184209XXXXC034	796,706
Total federal awards				<u>\$ 2,154,015</u>

* Denotes a major program

NOTE 1 BASIS OF PRESENTATION:

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the City of Winter Springs (the City) under programs of the federal government for the year ended September 30, 2019. The information in this Schedule is presented in accordance with the requirements of the Uniform Guidance. Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Therefore, amounts reported on the Schedule are based on expenditures incurred as of September 30, 2019, even if grant or loan was received subsequent to that date. Pass-through entity identifying numbers are presented where available.

NOTE 3 - INDIRECT COST RATE:

The Uniform Guidance allows an organization to elect a 10% de minimis indirect cost rate. For the year ended September 30, 2019 the City did not elect to use this rate.

NOTE 4 - SUB-RECIPIENTS:

During the year ended September 30, 2019, the City had no sub-recipients.

NOTE 5 - FEMA EXPENDITURES:

Expenditures for CFDA No. 97.036, *Disaster Grants – Public Assistance*, include \$1,277,114 of expenditures that were incurred in prior fiscal years.

This page intentionally left blank.



Section I Summary of Independent Auditor's Results:

Financial Statements

Type of auditors' report issued:	Unmodified	
Internal control over financial reporting:		
• Material weakness identified?	___ Yes	<u> X </u> No
• Significant deficiency identified	___ Yes	<u> X </u> None reported
Noncompliance material to financial Statements noted?	___ Yes	<u> X </u> No

Federal Awards

Type of auditors' report issued on compliance for major federal programs:	Unmodified	
Internal control over major Federal program:		
• Material weakness identified?	___ Yes	<u> X </u> No
• Significant deficiency identified	___ Yes	<u> X </u> None reported
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	___ Yes	<u> X </u> No

Identification of major federal programs CFDA No. 97.036 **Disaster Grants - Public Assistance**
CFDA No. 10.923 **Emergency Watershed Protection**

Dollar threshold used to distinguish between type A and type B programs \$750,000

Auditee qualified as a low-risk auditee? ___ Yes X No

Section II - Financial Statement Findings: **None**

Section III - Federal Award Findings and Questioned Costs: **None**

Section IV - Federal Award Summary Schedule of Prior Year Findings: There were no audit findings for the year ended September 30, 2018.

MANAGEMENT LETTER

Honorable Mayor and City Commissioners
City of Winter Springs, Florida

Report on the Financial Statements

We have audited the financial statements of the *City of Winter Springs, Florida*, as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated March 13, 2020.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*, Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance; Schedule of Findings and Questioned Costs; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated Month XX, 2020, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no such findings in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been disclosed in the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the *City of Winter Springs, Florida* has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the *City of Winter Springs, Florida* did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the City. It is management's responsibility to monitor the *City of Winter Springs, Florida's* financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, City Commission and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

McDiarmid Davis

Orlando, Florida
March 13, 2020



934 North Magnolia Avenue, Suite 100
Orlando, Florida 32803
Tel. 407-843-5406
www.mcdermittdavis.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES**

The Honorable Mayor and City Commission
City of Winter Springs, Florida

We have examined City of Winter Springs's (the City) compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2019. Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the City's compliance with specified requirements.

In our opinion, City of Winter Springs complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2019.

McDermitt Davis

Orlando, Florida
March 13, 2020

Honorable Mayor and City Commissioners
City of Winter Springs, Florida

We have audited the financial statements of *City of Winter Springs* as of and for the year ended September 30, 2019, and have issued our report thereon dated March 13, 2020. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated October 1, 2019, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of *City of Winter Springs* solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of significant accounting policies adopted by the City are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, during the year, the City adopted Governmental Accounting Standards Board (GASB) Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. This statement requires additional not disclosures for certain debt issues. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate for the allowance for doubtful accounts is based on historical loss levels, and an analysis of the individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimation for the allowance for depreciation is based on the estimated useful lives of the capital assets. We evaluated the reasonableness of the useful lives as well as the depreciation methods in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's allocation of the net pension liability, deferred inflows/outflows and pension expense is based on the participating employees' contributions made. We evaluated the reasonableness of the allocation methods in determining that it is reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting City of Winter Springs's financial statements relate to the recording of investments at fair value.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to City of Winter Springs's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated March 13, 2020.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with City of Winter Springs, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as City of Winter Springs's auditors.

This report is intended solely for the use of management, the City Commission and the Auditor General of the State of Florida and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

McDiernit Davis

Orlando, Florida
March 13, 2020

**CITY OF WINTER SPRINGS, FLORIDA
1126 EAST STATE ROAD 434
WINTER SPRINGS, FLORIDA 32708
407-327-1800**

March 13, 2020

McDermitt Davis, LLC
934 North Magnolia, Suite 100
Orlando, FL 32803

This representation letter is provided in connection with your audit of the financial statements of the *City of Winter Springs, Florida* as of September 30, 2019 and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position and the changes in financial position of the various opinion units of the *City of Winter Springs, Florida* in conformity with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated October 1, 2019 for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- There is no summary of unrecorded misstatements since all adjustments proposed by the auditor, material, and immaterial, have been recorded.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.

- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All components of net position, nonspendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With regard to nonaudit services performed by you (financial statement preparation), we acknowledge and accept our responsibility to:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.
- With regard to pensions and OPEB
 - We believe that the actuarial assumptions and methods used to measure pension and OPEB liabilities and costs for financial accounting purposes are appropriate in the circumstances.
 - We are unable to determine the possibility of a withdrawal liability from the OPEB Plan, of which we are a sponsor and are not currently contemplating withdrawing from the OPEB Plan.
 - Increases in benefits, elimination of benefits and all similar amendments have been disclosed in accordance with U.S. GAAP and are included in the most recent actuarial valuation, or disclosed as a subsequent event.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and

- Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- City of Winter Springs has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which City of Winter Springs is contingently liable.
- We have disclosed to you all nonexchange financial guarantees, under which we are obligated and have declared liabilities and disclosed properly in accordance with GASB Statement No. 70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, for those guarantees where it is more likely than not that the entity will make a payment on any guarantee.
- For nonexchange financial guarantees where we have declared liabilities, the amount of the liability recognized is the discounted present value of the best estimate of the future outflows expected to be incurred as a result of the guarantee. Where there was no best estimate but a range of estimated future outflows has been established, we have recognized the minimum amount within the range.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
 - Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- City of Winter Springs has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

Single Audit

With respect to federal awards, we represent the following to you:

- We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).
- We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any) and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
- We have received no requests from a federal agency to audit one or more specific programs as a major program.
- We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews, or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to period covered by the auditor's report.
- We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
- We have charged costs to federal awards in accordance with applicable cost principles.

- We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- The reporting package does not contain personally identifiable information.
- We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes and an acknowledgment of the auditor's role in the preparation of this information.
- We have reviewed, approved, and taken responsibility for accrual adjustments and an acknowledgment of the auditor's role in the preparation of the adjustments.
- We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.
- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.⁹
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.
- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

Other Representations

- With respect to the supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.
 - We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with U.S. GAAP.
 - The methods of measurement or presentation have not changed from those used in the prior period.

Signed: _____

Shawn Boyle
City Manager

Signed: _____

Kelly Balagia
Finance Director



REGULAR AGENDA ITEM 501

CITY COMMISSION AGENDA | APRIL 13, 2020

REGULAR MEETING

TITLE

Community Garden Discussion

SUMMARY

Commissioner TiAnna Hale requests the City Commission to enter into a discussion about the addition of a community garden.

RECOMMENDATION

Staff recommends the City Commission enter into a discussion about the addition of a community garden.



REGULAR AGENDA ITEM 502

CITY COMMISSION AGENDA | APRIL 13, 2020 | REGULAR MEETING

TITLE

Appointment to Code Enforcement Board

SUMMARY

The City Clerk wishes to inform the City Commission of a vacancy on the Code Enforcement Board.

Seat Two – Commissioner Cannon
Term Expires: July 2022

The Code Enforcement Board is a seven (7) Member Board, which meets monthly, on the fourth Tuesday, beginning at 5:30 p.m.

In accordance with Florida Statutes, the Term of Service for this Board is three (3) years.

The Code Enforcement Board has specific criteria related to its membership, as noted below:

Sec. 2-58. - Code enforcement board and special magistrates.

a) Code enforcement board.

- (1.) The code enforcement board shall consist of seven (7) members to be appointed by the city commission to seats numbered one (1), two (2), three (3), four (4), five (5), six (6) and seven (7) in accordance with [section 2-41](#) of the City Code. Appointments to the board shall be on the basis of experience or interest related to the subject matter jurisdiction of the board. The membership of the code enforcement board shall be limited to residents of the city, and whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor and a realtor or as otherwise provided by law.

Type of employment of the current Code Enforcement Board Members:

- Michael Burns - Computer Technology/Analyst
- Matthew Criswell - Business Owner/Roofing Contractor
- Carole Giltz - Retired/Teacher
- Maurice Kaprow - Retired/School Administrator
- Dennis Robinson - Retired/Business
- Vacant
- Vacant

The person appointed to this vacancy would serve until July 2022 at which point they would be eligible to apply for reappointment.

OTHER MAYOR/COMMISSION APPOINTMENTS:

The Mayor and/or any City Commission Member can make any other appointments deemed pertinent.

CURRENT VACANCIES:

Code Enforcement Board

Seat Five – Commissioner Kendrick

Term Expires: July 2022

Board of Trustees

Seat Four – Commissioner TiAnna Hale

Term Expires: January 1, 2024

Any appointment(s) not made at this meeting can be brought forward on upcoming City Commission Meeting Agendas.

RECOMMENDATION

Staff is recommending that the Mayor and/or City Commission make any appointments they deem pertinent.