



INTEROFFICE MEMORANDUM
Minutes
Roadway Agreement Committee
Public Works Main Conference Room
April 20, 2022

Members Present: Jon Weiss - Planning, Environmental & Development Services Department (Chair)
Matthew Kalus – Development Engineering Division
Renzo Nastasi – Transportation Planning Division
Raymond Williams – Public Works Engineering Division
Humberto Castillero – Traffic Engineering Division
Tamara Pelc – Real Estate Management Division
Nicolas Thalmueller – Planning Division

County Staff Present: Roberta Alfonso – County Attorney’s Office
Joy Carmichael – County Attorney’s Office
Susan Martin – Risk Management Division
Sarah Solomon – Real Estate Management Division
Jennifer Cummings – Public Works Engineering Division
Yahaira Gines-Rios – Public Works Engineering Division
Brian Sanders – Transportation Planning Division
Blanche Hardy – Transportation Planning Division
Heather Brownlie – Transportation Planning Division
Tammilea Chami – Transportation Planning Division
Nannette Chiesa – Transportation Planning Division

Mr. Weiss called the meeting to order at 9:06 a.m.

Public Comment

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

Approval of Minutes

The Committee reviewed the minutes from the April 6, 2022 Roadway Agreement Committee (RAC) Meeting.

Mr. Kalus made a motion, with a second by Ms. Pelc, to approve the April 6, 2022 Roadway Agreement Committee Meeting Minutes as presented. Motion carried unanimously.

Activity Summary

Ms. Brownlie noted an additional credit for the Silverleaf Transportation Credit Account (TCA).

Mr. Weiss informed the Committee that the Sustanee Term Sheet is scheduled for the May 10th BCC as a consent item. In addition, he mentioned ongoing issues with right-of-way and plat phasing timing issues for The Grow.

Mr. Nastasi asked about the status of Prime Logistics and Ms. Brownlie stated there has been no communication.

RAC CONSENT AGENDA ITEMS:

- None

RAC NON-CONSENT PROPORTIONATE SHARE ITEM:

- None

RAC AGENDA ITEMS:

Second Amendment to Town Center West (Silverleaf) Road Network Agreement

Road Affected: Avalon Road (C.R. 545)

Previous RAC: None

In Attendance: Jim Willard

Mr. Willard provided an overview of the status of the Silverleaf project and available trips.
4,067 trips total of which 1,200 non-constructing owner advanced trips (300 more at PDS – 900 trips utilized to date)
The remaining 2,867 trips will be divided between Avalon Road and New Independence Parkway.

A handout was provided representing and updated Exhibit H
1,843 trips to Avalon Road (distributed in phases)
1,024 trips to New Independence Parkway (distributed in phases)
2,867 total

Trips to be awarded primarily at construction commencement of the segments with some trips awarded at completion of the thresholds (65%/35%).

Second Amendment proposes to award the Trips on a different schedule than the original agreement.

Discussion on the definition of 100% Completion whether at Certificate of Completion or Substantial Completion.

A handout was circulated Trip Allocations for Village F, H, and I reflecting trips releases at various thresholds.

Mr. Sanders provided an update on the PDS Schedule for both Avalon Road and New Independence Parkway.

Ms. Alfonso pointed out a mathematical error on page 1 of the revised Exhibit H handout. $166 + 55 = 221$ and not 485.
Mr. Willard to update and revise the table as needed.

Discussion of Certificate of Completion versus Substantial Completion versus 100% of contract amount has been paid.

The Committee commenced their review of the Second Amendment to Town Center West (Silverleaf) Road Network Agreement Page-by-Page:

Page 1

- Delete certain parcel ID numbers and add some new ones
- Remove the word “Tax” before “Parcel ID”

Page 2

- Mr. Willard added Paragraph 2 to memorialize the acceleration of the Porter Road/Avalon Road intersection

Mr. Nastasi asked whether there would be a trip release associated with the intersection improvement and Mr. Willard responded that no trip release since the funds being used are from non-constructing owner payments.

Mr. Willard to make a note in the text that intersection improvement does not constitute commencement of construction.

Section 3 adjusts the timing for non-constructing owners to plat for residential development or Development Plans for non-residential construction (including multi-family rental projects).

Section 3 add “in its entirety” before “to read as follows”.

Page 4

- JEN Florida 36, LLC (*Signature & Notary Blocks*) – Mr. Marlow is no longer reflected on Sunbiz. Mr. Willard to provide additional documentation to Real Estate Management.

Page 5

- BK Hamlin Partners Southwest, LLC (*Signature & Notary Blocks*) – change “Managing Member” to “Manager”

Exhibit A (Location Map) – A clearer location map needed and re-labelled as A-1

Exhibit H – Replace with the revised table with correct values

Mr. Kalus made a motion, with a second by Ms. Pelc, to approve the Second Amendment to Town Center West (Silverleaf) Road Network Agreement with changes discussed, subject to review and approval of the exhibits by Survey and subject to final review by the RAC Committee. Motion carried unanimously.

COMMITTEE DISCUSSION: Hamlin 30 Land Use Plan (Discussion Only)

In Attendance: Jim Willard

Hamlin 30 is a thirty-acre parcel immediately south of Silverleaf at the intersection of Schofield Road and SR 429.

Contiguous to Schofield Road and Valencia Parkway.

Required to submit a road network agreement per the Term Sheet.

VHB Dante Gabriel performing a traffic analysis.

Mr. Willard is requesting input from the Committee regarding whether right-of-way is needed for Schofield Road. The Committee agreed that yes right-of-way is needed.

Mr. Nastasi pointed out there is a draft agreement for CEMEX to provide a temporary connection. Mr. Nastasi asked Mr. Willard to coordinate with CFX.

Mr. Nastasi stated road improvements are in design for construction in 2025 for a portion of Schofield Road and Valencia Parkway and more information can be found on the CFX Website. Design is at 60% for CFX at this point.

PDS for Schofield Road not committed at this time.

Valencia Parkway – 85 feet existing right-of-way and may need as much as 120 feet of right-of-way.

Need to look at Silverleaf Regulating Plan for right-of-way width for Valencia Parkway.

Mr. Weiss expressed a need for a PDS to be completed for Schofield Road which this project may need to undertake.

Road Agreement to go to BCC in conjunction with Land Use Plan through DRC.

[BREAK 10:15 a.m. – 10:30 a.m.]

COMMITTEE DISCUSSION: Hartzog Road (No Applicant Present)

There are multiple outstanding issues still remaining for Hartzog Road. Ms. J. Cummings to provide a list.

A meeting is needed with Survey and REM to review the updates to the proposed Legals & Sketches.

Ms. Pelc asked for updated title commitments for the two ponds.

Discussion of the immediate need for a Traffic Signal at the intersection of Avalon Road once Hartzog Road is opened.

Stormwater Retention in place for the ultimate 4-Lane roadway, but only being constructed to two lanes in some areas.

Village I Road Network Agreement may contain language requiring Traffic signals along Avalon Road (C.R. 545).

A follow-up meeting is needed to further discuss. A Special RAC Meeting may need to be posted and held for Hartzog Road.

Mr. Weiss adjourned the meeting at 11:15 a.m.

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

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