



Interoffice Memorandum

REAL ESTATE MANAGEMENT ITEM 2

DATE: February 27, 2018

TO: Mayor Teresa Jacobs
and the
Board of County Commissioners

THROUGH: Paul Sladek, Manager *PS*
Real Estate Management Division

FROM: Russell L. Corriveau, Assistant Manager *RLC*
Real Estate Management Division

CONTACT PERSON: Paul Sladek, Manager

DIVISION: Real Estate Management
Phone: (407) 836-7090

ACTION REQUESTED: APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN ORANGE COUNTY PUBLIC WORKS DEPARTMENT AND ORANGE COUNTY UTILITIES DEPARTMENT, APPROVAL AND EXECUTION OF NOTICE OF RESERVATION AND AUTHORIZATION TO TRANSFER FUNDS FROM UTILITIES DEPARTMENT TO PUBLIC WORKS DEPARTMENT AND DISBURSE FUNDS TO PAY RECORDING FEES AND RECORD INSTRUMENT

PROJECT: Pump Station 3004 (Normandy Shores)

District 6

PURPOSE: To provide for access, construction, operation, and maintenance of utility facilities.

ITEMS: Memorandum of Understanding
Cost/Revenue: \$8,100.00
Size: 2,024 square feet

Notice of Reservation
Size: 2,024 square feet

BUDGET: Account No.: 4420-038-1559-69-6110 (\$8,135.50)

REVENUE: Account No.: 1023-072-2753-6410 (8,100.00)

FUNDS: \$35.50 Payable to Orange County Comptroller
(recording fees)

\$8,100.00 Transfer from Utilities Department to Public Works Department

APPROVALS: Real Estate Management Division
County Attorney's Office
Public Works Department
Utilities Department

REMARKS: Orange County Utilities Department ("OCU") operates a Pump Station (PS 3004) inside a portion of the Little Wekiwa LW-25 canal. The canal is under the control of Orange County Public Works Department ("OCPW"). OCU wants to take over the controlling rights of a 2,024 square foot portion of the canal on which the pump station is located (the "Property"). The Memorandum of Understanding (MOU) will transfer the control of the Property from OCPW to OCU. The Notice of Reservation will be recorded to reflect this transfer of interest.

REQUEST FOR FUNDS FOR LAND ACQUISITION

XX Under BCC Approval

Under Ordinance Approval

Date: February 21, 2018 Project: Pump Station 3004 (Normandy Shores) Parcels: 101

Total Amount: \$8,135.50

Charge to Account # 4420-038-1559-69-6110

Engineering Approval _____ Date _____

Fiscal Approval _____ Date _____

TYPE TRANSACTION (Check appropriate block{s})

Pre-Condernnation Post-Condernnation n/a Not Applicable District # 6

- Acquisition at Approved Appraisal
- Acquisition at Below Approved Appraisal
- Acquisition at Above Approved Appraisal
- X Advance Payment Requested

Please transfer \$8,100.00 into revenue account 1023-072-2753-6410

Orange County Comptroller
\$35.50 (Recording Fee)

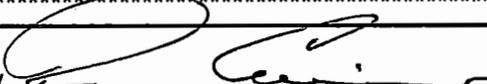
DOCUMENTATION ATTACHED (Check appropriate block{s})

- X Memorandum of Understanding
- X Notice of Reservation
- Copy of Executed Instruments
- Certificate of Value
- Settlement Analysis

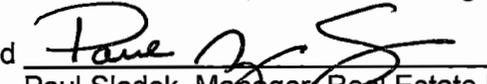
Payable to Orange County Comptroller \$35.50 (Recording Fee)

Transfer \$8,100.00 to Orange County Public Works

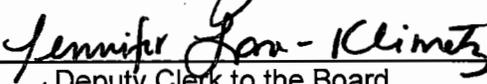
CHECKS ARE TO BE PICKED UP BY THE REAL ESTATE MANAGEMENT DIVISION (DO NOT MAIL)

Recommended by 
Russell Corriveau, Assistant Manager, Real Estate Management

2/21/18
Date

Payment Approved 
Paul Sladek, Manager, Real Estate Management Division

2/27/18
Date

Certified 
Approved by BCC JFK Deputy Clerk to the Board

MAR 20 2018
Date

Examined/Approved _____
Comptroller/Government Grants

CHECK No. / Date

REMARKS:

Request for CHECK

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
MAR 20 2018

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7CB
3/5/18
3/5/2018
Engineering Approval _____ Date
2/28/18
Fiscal Approval _____ Date

TYPE TRANSACTION (Check appropriate block(s))
 Pre-Condemnation Post-Condemnation n/a Not Applicable District # 6

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Payable to Orange County Comptroller \$35.50 (Recording Fee)

Transfer \$8,100.00 to Orange County Public Works

CHECKS ARE TO BE PICKED UP BY THE REAL ESTATE MANAGEMENT DIVISION (DO NOT MAIL)

Recommended by *[Signature]* 2/21/18
Russell Corriveau, Assistant Manager, Real Estate Management Date

Payment Approved *[Signature]* 2/27/18
Paul Sladek, Manager, Real Estate Management Division Date

Certified _____
Approved by BCC Deputy Clerk to the Board Date

Examined/Approved _____
Comptroller/Government Grants CHECK No. / Date

REMARKS:

Request for CHECK

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
MAR 20 2018

**MEMORANDUM OF UNDERSTANDING
FOR REAL ESTATE TRANSFER RELATED TO PUMP STATION NO. 3004
(NORMANDY SHORES) BETWEEN ORANGE COUNTY PUBLIC WORKS
DEPARTMENT AND ORANGE COUNTY UTILITIES DEPARTMENT**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into as of the date of last execution below, by and between ORANGE COUNTY PUBLIC WORKS DEPARTMENT ("OCPW") and ORANGE COUNTY UTILITIES DEPARTMENT ("OCU"), (each a "Party" and collectively "Parties").

RECITALS:

WHEREAS, Orange County Board of County Commissioners owns in fee simple a parcel of land in Orange County identified as Tax ID No. 17-22-29-5844-00-721 and more particularly described in **Exhibit "A"**, attached hereto and by this reference made a part of this Agreement ("Pump Station 3004"); and

WHEREAS, Pump Station 3004 is located inside of a portion of Little Wekiwa LW-25 canal which is currently managed by OCPW; and

WHEREAS, OCU would like to take control of Pump Station 3004; and

WHEREAS, as compensation for Pump Station 3004, OCU will deposit eight thousand one hundred dollars (\$8,100.00) into an account designated by OCPW; and

WHEREAS, OCPW and OCU agree that the following real estate transaction is necessary and appropriate to accomplish the transfer of the controlling rights relating to Pump Station 3004 from OCPW to OCU.

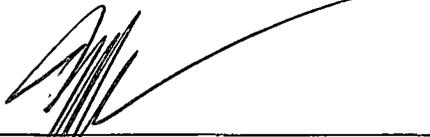
NOW, THEREFORE, for and in consideration of the reciprocal covenants contained herein, OCPW and OCU hereby agree as follows:

1. The foregoing recitals are declared to be true and correct and are incorporated into this Agreement.
2. Upon OCU's deposit of eight thousand one hundred dollars (\$8,100.00) into an account designated by OCPW, the use and control of Pump Station 3004 described herein shall transfer from OCPW to OCU.
3. The Parties agree that no above ground improvements will be constructed within the west 6.9 feet of the utility easement.

4. OCU agrees that the maintenance area west of the lift station will be graded and properly sodded to match the existing flat and level-grade so that OCPW maintenance equipment can properly maintain the canal

4. During the pump station rehabilitation project, the pump station site will be reconfigured according to the Pump Station Improvement Plan attached as **Exhibit "B"**.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed and delivered on the day and year of last execution below.



Mark V. Massaro, P.E.
Director
Public Works Department
Orange County
Date: 1/9/18



Raymond E. Hanson, P.E.
Director
Utilities Department
Orange County
Date: 1-31-18

Exhibit A
Description of Pump Station 3004

BOUNDARY SURVEY—PUMP STATION #3004
PARCEL: 101
ESTATE: FEE SIMPLE
PURPOSE: PUMP STATION SITE
FOR: ORANGE COUNTY UTILITIES

LEGAL DESCRIPTION

A parcel of land being a portion of a 100' Drainage Canal Right of Way as described in Official Records Book 1624, Page 795 of the Public Records of Orange County, Florida and lying in Section 17, Township 22 South, Range 29 East, said parcel being more particularly described as follows:

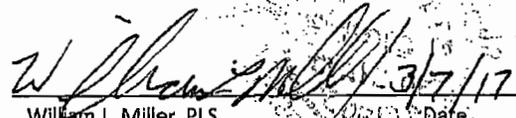
Commencing at a point on the centerline of said 100 foot wide Drainage Canal Right of Way lying North 89°19'01" East a distance of 50.00 feet of the Northeasterly corner of Lot 23, Block E of Normandy Shores, Second Section as recorded in Plat Book X, Page 95 of the public records of Orange County, Florida, also described in Official Records Book 1624, Page 795 as the "Southeasterly corner of Lot 23, Block E of Normandy Shores, Second Section as recorded in Plat Book X, Page 95; Thence, along the centerline of said 100 foot wide Drainage Canal Right of Way run the following courses: thence run South 00°40'59" East a distance of 403.60 feet to a point of curvature of a curve concave westerly; thence southerly 265.79 feet along the arc of said curve, having a radius of 409.00 feet, a central angle of 37°14'00", a chord bearing of South 17°56'01" West, and a chord distance of 261.13 feet to a point of reverse curvature of a curve concave easterly; thence southerly 105.78 feet along the arc of said curve, having a radius of 162.77 feet, a central angle of 37°14'00", a chord bearing of South 17°56'01" West, and a chord distance of 103.92 feet to a point of tangency; Thence South 00°40'59" East a distance of 173.21 feet; thence departing said centerline of 100' foot wide Drainage Canal Right of Way, run North 89°19'01" East a distance of 21.68' to the Point of Beginning; Thence run North 89°58'53" East a distance of 28.32 feet to a point on the Easterly line of said 100 foot wide Drainage Canal Right of Way; Thence South 00°40'59" East, along said Easterly line, a distance of 71.37 feet; Thence, departing said easterly line, run South 89°16'21" West a distance of 28.26 feet; Thence North 00°43'39" West a distance of 71.72 feet to the Point of Beginning.

The above described tract of land lies in the City of Orlando, Orange County, Florida and contains 0.046 (2,024 square feet) acres, more or less.

Surveyor's Notes

1. This Boundary Survey is not valid without the signature and original raised seal of the signing Florida Surveyor and Mapper
2. The Legal Description shown hereon was prepared by the surveyor at the client's request.
3. Bearings are relative to the Orange County GIS Primary Network Control with the easterly line of Block E of Normandy Shores, Second Section, according to the plat thereof, as recorded in Plat Book X, page 95 of the public records of Orange County, Florida as being South 00° 40' 59" East in the area of this survey.
4. The delineation of the lands shown hereon is per the client's direction.
5. Last day in the field January 10, 2017.
6. This Boundary Survey is certified true and correct to: Orange County Utilities.

This Boundary Survey was prepared under my direction and is true and correct to the best of my knowledge and belief. This Boundary Survey was performed in accordance with the Standards of Practice as contained in Chapter 5J-17, Florida Administrative Code, pursuant to Florida Statute 472.


Date: 3/7/17
William L. Miller, PLS
Florida Surveyor and Mapper #5010
Barnes Ferland and Associates LB 7774

REV: 3/8/17 REVISED PER COUNTY COMMENTS

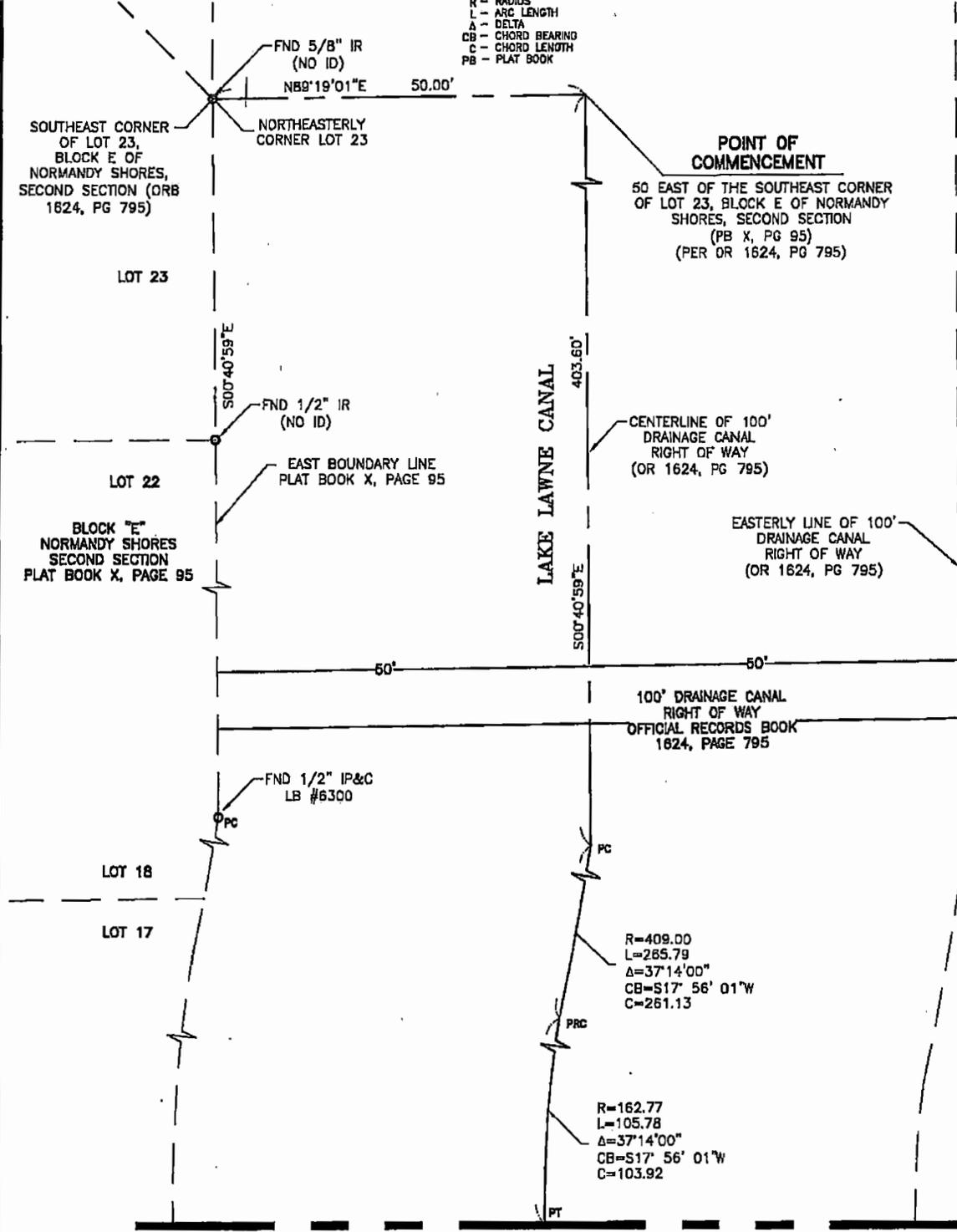
BFA Environmental Consultants
Barnes, Ferland and Associates, Inc.
1230 E. Hillcrest Street, Orlando, FL, 32803
PH: (407) 846-4332 FAX: (407) 846-4333
CERTIFICATE OF AUTHORIZATION: LB7774

BOUNDARY SURVEY
PUMP STATION #3004, ORANGE COUNTY FLORIDA
SECTION 17, TOWNSHIP 22 SOUTH, RANGE 29 EAST

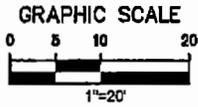
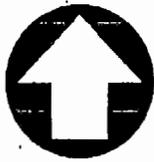
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1 OF 3



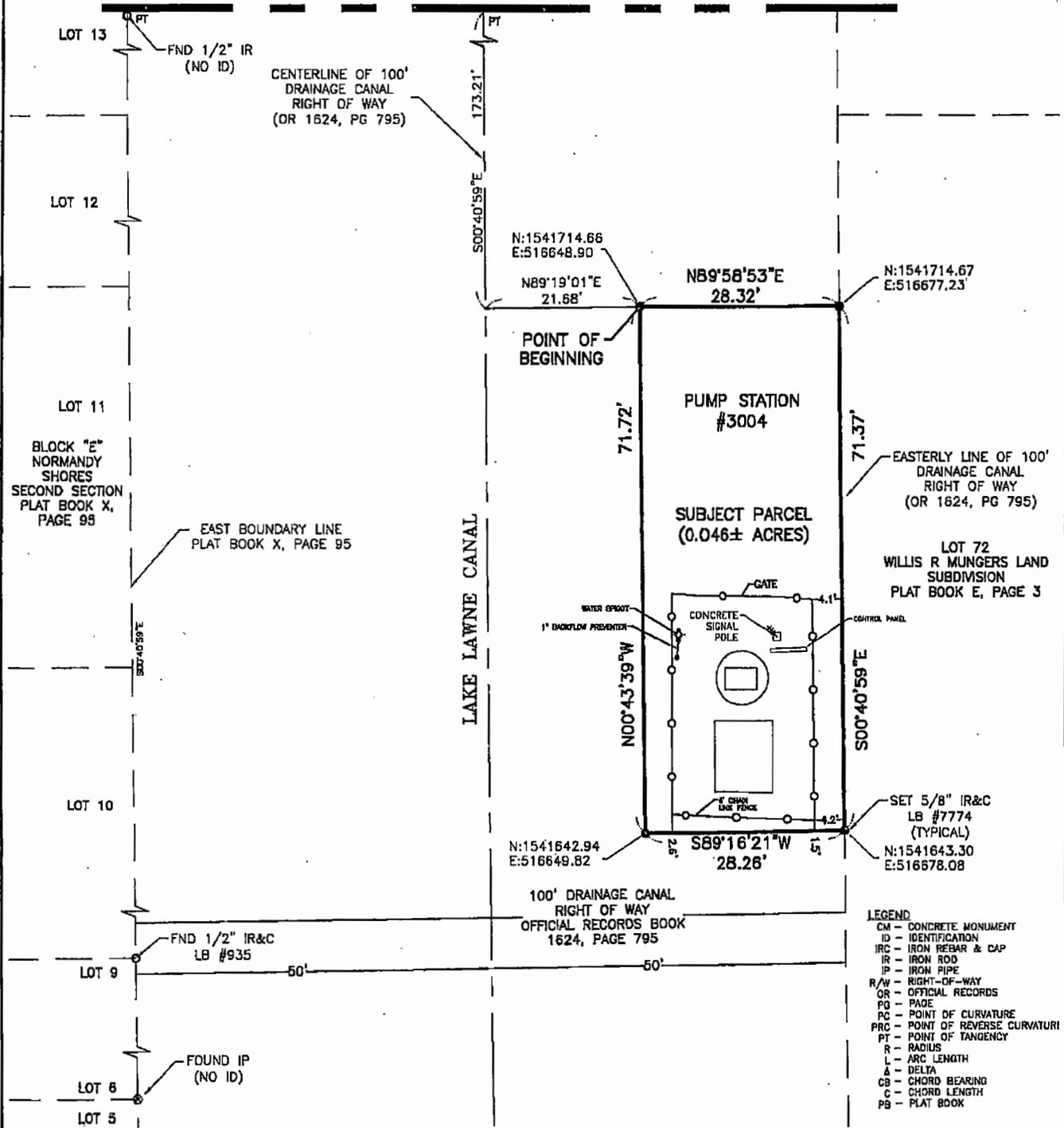
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MATCHLINE SEE SHEET 3



MATCHLINE SEE SHEET 2



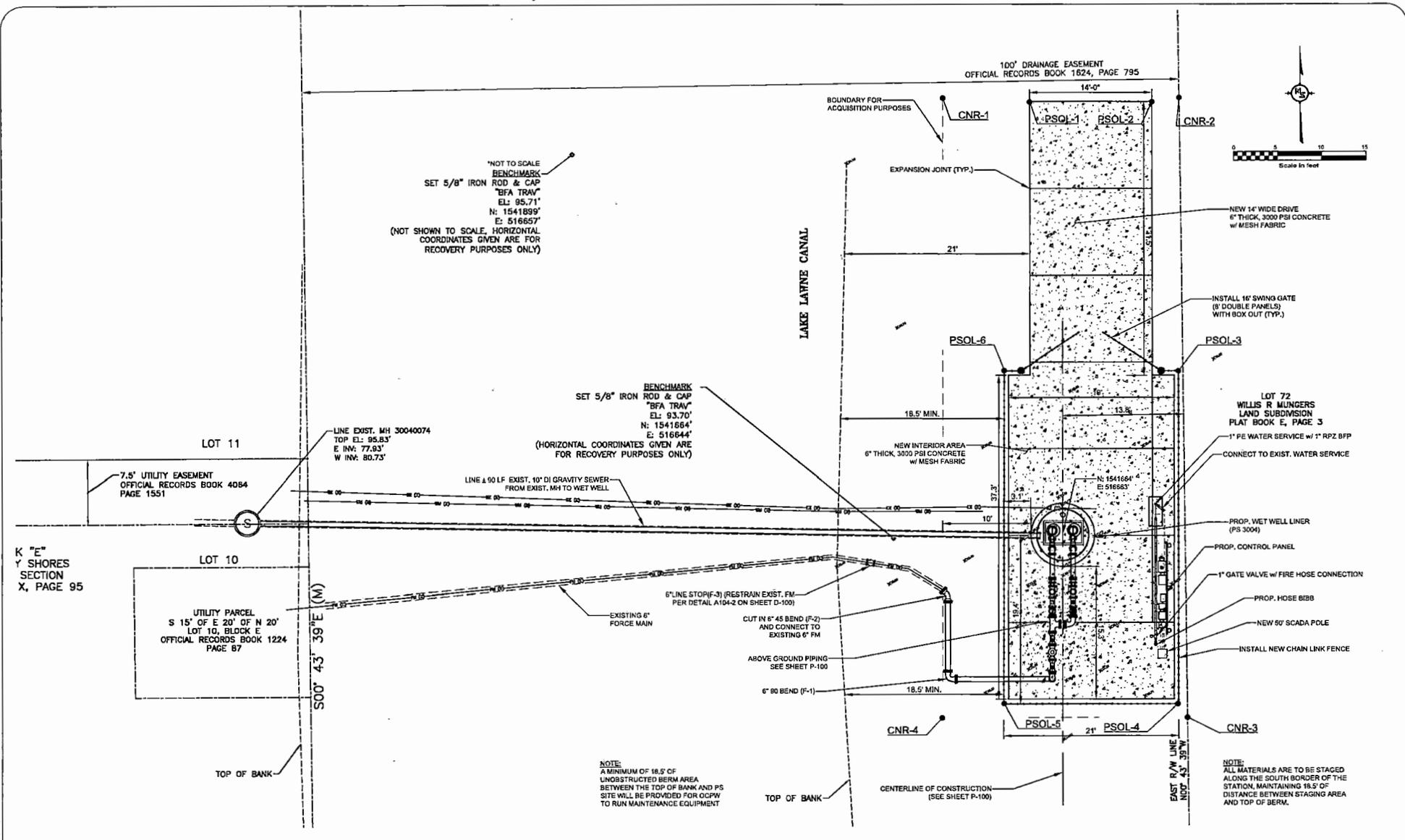
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BOUNDARY SURVEY
 PUMP STATION #3004, ORANGE COUNTY FLORIDA
 SECTION 17, TOWNSHIP 22 SOUTH, RANGE 29 EAST

SHEET
 3 OF 3

Exhibit B
Pump Station Improvement Plan

Exhibit "B"



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Thu, 11 May 2017 11:47:00am

REV	DATE	DESCRIPTION

LINE IS 2 INCHES
AT FULL SIZE
(IF NOT SCALE ACCORDINGLY)

ORANGE COUNTY GOVERNMENT

ORANGE COUNTY UTILITIES DEPARTMENT ENGINEERING DIVISION

9150 CURRY FORD ROAD ORLANDO, FL 32825

NEEL-SCHAFFER SOLUTIONS YOU CAN BUILD UPON

6061 Lakeside Way, Suite 200
Maitland, Florida 32751
3292000
PH: (407) 647-0625

**PUMP STATION
SITE PLAN
PS 3004**

OCU FILE NO.: 79645
DESIGNED BY: CAO
DRAWN BY: JDF
CHECKED BY: RDW
CADD FILE: C-101.dwg

SCALE: AS SHOWN
DRAWING NO.: **C-101**
SHEET: 10 OF 35

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
MAR 20 2018

Instrument: 101.1
Project: Pump Station 3004 (Normandy Shores)

NOTICE OF RESERVATION

ORANGE COUNTY, A CHARTER COUNTY AND POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, HEREBY reserves a fee simple interest on the following property for a pump station site:

SEE ATTACHED SCHEDULE "A"
a portion of
Property Appraiser's Identification No.:

17-22-29-5844-00-721

THIS RESERVATION is being recorded to transfer the controlling interest in the land described on the attached Schedule "A" from the Orange County Public Works Department to the Orange County Utilities Department.

Dated at Orlando, Florida this MAR 20 2018.

IN WITNESS WHEREOF, the said COUNTY has caused these presents to be executed in its name by its Board, acting by the County Mayor, the day and year aforesaid.

(Official Seal)



ORANGE COUNTY, FLORIDA
By Board of County Commissioners

BY: Teresa Jacobs
Teresa Jacobs
Orange County Mayor

ATTEST: Phil Diamond, CPA, Orange County Comptroller
as Clerk of the Board of County Commissioners

BY: Nochei Perez
for Deputy Clerk

Nochei Perez
Printed Name

This instrument prepared by: E. Price Jackson, a staff employee in the course of duty with the Real Estate Management Division of Orange County, Florida

Schedule "A"

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ESTATE: FEE SIMPLE
PURPOSE: PUMP STATION SITE
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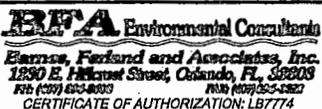
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William L. Miller
 William L. Miller, PLS
 Florida Surveyor and Mapper LS 5010
 Barnes Ferland and Associates LB 7774

Date 3/1/17

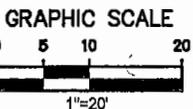
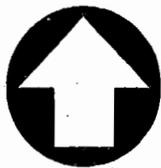
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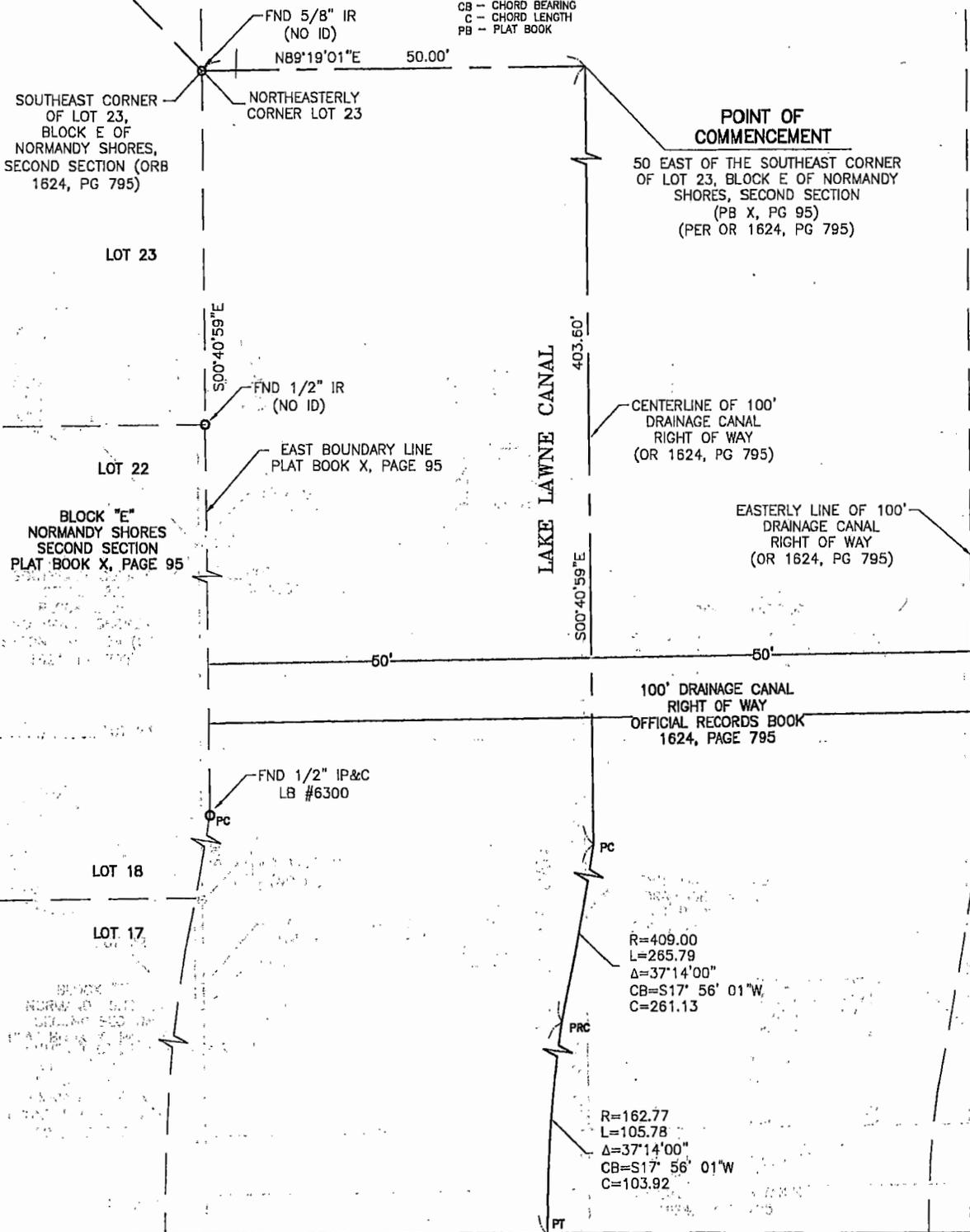
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SHEET
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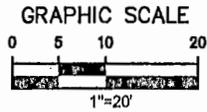
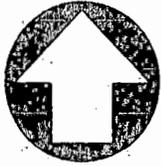
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 Date: 02/08/2017 10:07am
 Plotted: 02/08/2017 10:07am
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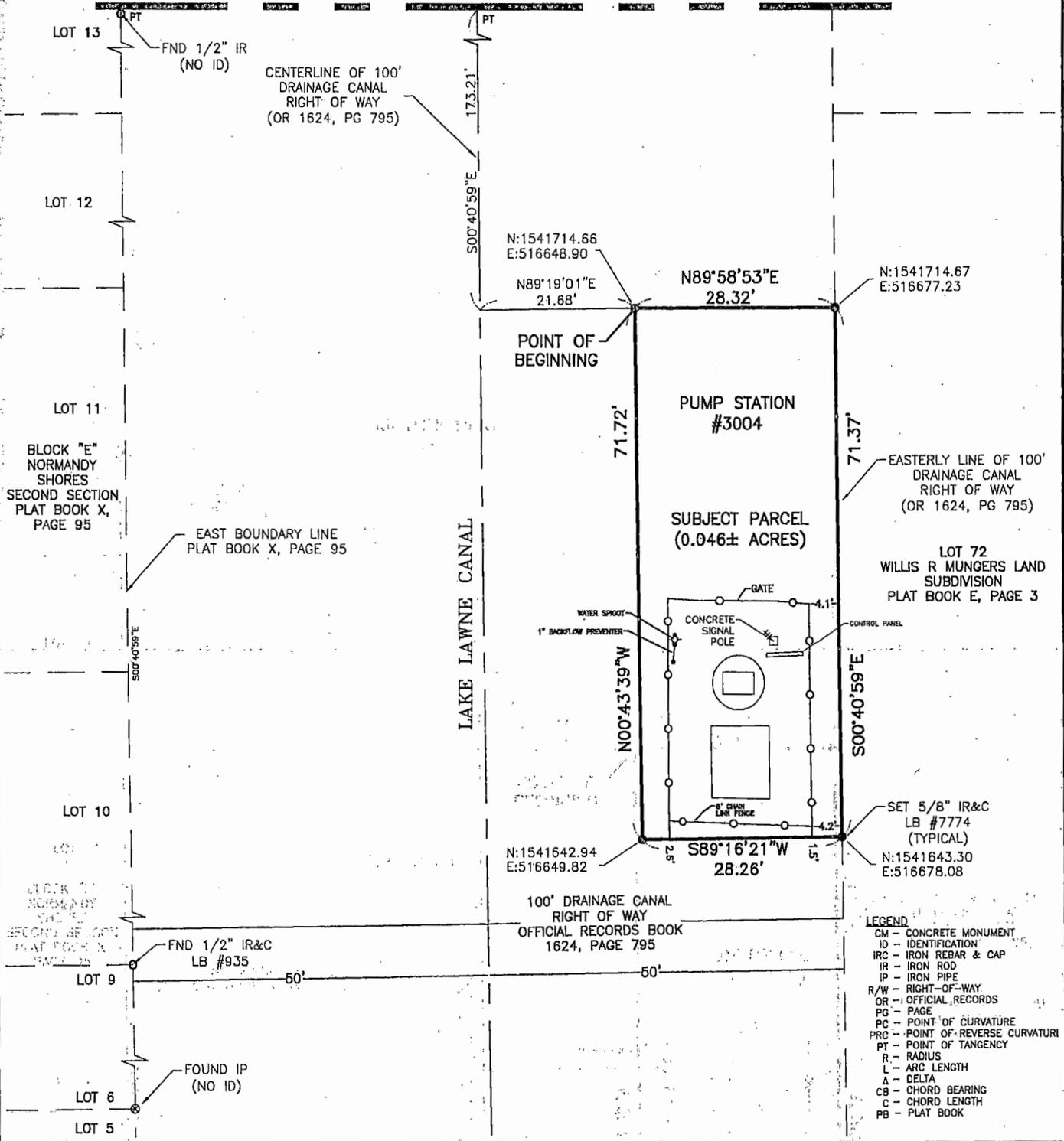
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 CERTIFICATE OF AUTHORIZATION: LB7774

BOUNDARY SURVEY
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 SECTION 17, TOWNSHIP 22 SOUTH, RANGE 29 EAST

SHEET
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