



# South Indian River Water Control District™

*Established 1923*

## **BOARD OF SUPERVISORS MEETING**

February 21, 2019 – 7:00 p.m.  
Jupiter High School – Media Room  
500 N. Military Trail, Jupiter, FL 33458

### **BOARD MEETING AGENDA**

1. Pledge of Allegiance
2. Consent Agenda
  - A. Approval of Minutes of Previous Meeting
  - B. Approval of Warrant List
3. Public Information Report
4. Treasurer's Report
5. Manager of Operations Report
6. Engineer's Report
7. Attorney's Report
8. Old business
9. New Business
10. Landowners' Items
11. Adjourn

*A Florida Special District*

15600 Jupiter Farms Road • Jupiter, Florida 33478-9399 • (561) 747-0550 • Fax (561) 747-9182

[www.sirwcd.org](http://www.sirwcd.org) • [sirwcd@sirwcd.org](mailto:sirwcd@sirwcd.org)



**To:** Board of Supervisors  
**FROM:** Charles F. Haas, District Treasurer  
**RE:** Treasurer's Report for the month of February 2019  
**CC:** Staff  
**Date:** February 21, 2019

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### **Routine Business**

1. The District received a total of \$5,201,057 in current assessments receipts from the Palm Beach County Tax Collector through January 31, 2019. This represents 84% of the expected collections and is in line with prior years.
2. We continue to work on the year end close in preparation of the audits commencement.
3. Following the Board's direction we will be sending our report to the District's Public Information Officer for uploading to the web-site.

### **Board Consideration**

1. The Board will be asked to approve the list of disbursements. (sent under separate cover).

# South Indian River Water Control District

## Statement of Revenues and Expenditures

From 10/01/2018 to 1/31/2019

*Special Revenue Funds*  
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	2,801,853	2,688,908	(112,945)
Investment Income	420	217	(203)
Other Income	-	40,950	40,950
<b>Total Revenue:</b>	<b>2,802,273</b>	<b>2,730,075</b>	<b>(72,198)</b>
<b>Expenditures:</b>			
Contracted Services	212,300	139,043	73,257
Operating Expense	734,610	574,185	160,425
Office & Landowner Expense	33,630	88	33,542
<b>Total Expenditures:</b>	<b>980,540</b>	<b>713,316</b>	<b>267,224</b>
<b>Transfers, Financing &amp; Capital Outlays</b>			
Transfers out	125,650	125,650	-
<b>Total Transfers, Financing &amp; Capital Outlays</b>	<b>125,650</b>	<b>125,650</b>	<b>-</b>
<b>Total Expenditures &amp; Other Financing</b>	<b>1,106,190</b>	<b>838,966</b>	<b>267,224</b>
<b>Excess (Deficit) Revenues over (under) Expenditures &amp; Other Financing Sources (Uses)</b>	<b>1,696,083</b>	<b>1,891,109</b>	<b>195,026</b>
Beginning Fund Balance		1,005,908	
<b>Ending Fund Balance</b>		<b>2,897,017</b>	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2018 to 1/31/2019

*Debt Service Funds*  
*(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	1,919,763	1,957,787	38,024
Investment Income	118	61	(57)
Other Income	-	1,778	1,778
Total Revenue:	1,919,881	1,959,626	39,745
Expenditures:			
Interest Paid	113,722	289,764	(176,042)
Other Debt Service	5,900	4,332	1,568
Total Expenditures:	119,622	294,096	(174,474)
Transfers, Financing & Capital Outlays			
Other Financing Sources- Landowner Prepayments	-		
Total Expenditures & Other Financing	119,622	294,096	(174,474)
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)			
	1,800,259	1,665,530	214,219
Beginning Fund Balance		1,252,435	
Ending Fund Balance		2,917,965	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2018 to 1/31/2019

*Capital Projects Funds*  
*(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	285,395	298,324	12,929
Investment Income	-	-	-
Total Revenue:	-	-	-
Expenditures:			
Capital Outlay	218,522	224,395	(5,873)
Total Expenditures:	218,522	224,395	(5,873)
Transfers, Financing & Capital Outlays			
Transfers in	175,650	175,650	-
Total Transfers, Financing & Capital Outlays	175,650	175,650	-
Total Expenditures & Other Financing	394,172	400,045	(5,873)
Excess (Deficit) Revenues over (under) Expenditures	(394,172)	(400,045)	5,873
Beginning Fund Balance		808,074	
Ending Fund Balance		408,029	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2018 to 1/31/2019

*Internal Service (Maintenance) Fund  
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Charges for Services	727,600	530,374	(197,226)
Rents & Contracted Service	30,500	30,665	165
Investment Income	-	-	-
Other Income	(5,000)	1,960	6,960
<b>Total Revenue:</b>	<b>753,100</b>	<b>562,999</b>	<b>(190,101)</b>
<b>Expenditures:</b>			
Personal Services	704,350	385,472	318,878
Contracted Services	174,500	15,300	159,200
Operating Expense	381,300	64,210	317,090
Office & Landowner Expense	36,500	4,672	31,828
Insurance	43,000	43,345	(345)
<b>Total Expenditures:</b>	<b>1,339,650</b>	<b>512,999</b>	<b>826,651</b>
Transfers out	50,000	50,000	-
<b>Total Transfers, Financing &amp; Capital Outlays</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>Total Expenditures &amp; Other Financing</b>	<b>1,389,650</b>	<b>562,999</b>	<b>826,651</b>
<b>Excess (Deficit) Revenues over (under) Expenditures &amp; Transfers</b>	<b>(636,550)</b>	<b>-</b>	<b>(1,016,752)</b>
Beginning Fund Balance		<u>1,074,842</u>	
Ending Fund Balance		<u>1,074,842</u>	



**DICK GRUENWALD  
ASSOCIATES, LLC**

**TO: Board of Supervisors  
SOUTH INDIAN RIVER WATER CONTROL DISTRICT**

**FROM: Dick Gruenwald Associates  
DISTRICT PUBLIC INFORMATION SPECIALISTS**

**SUBJECT: Monthly Report – Feb. 2019**

News releases/Notices were sent out to local newspapers and community publications:

- ❖ Monthly Meeting (*Feb. 21*) release

The following items were updated or added to the website:

- ❖ Monthly meeting (*Dec. 6*) minutes
- ❖ Meeting updates
- ❖ Statistics Rainfall data updates
- ❖ Culvert installation updates
- ❖ Landowners Family Day information update
- ❖ February Meeting Agenda and Staff Reports

Attended Monthly Meeting (*Jan. 17*) and Staff Meeting (*Feb. 11*).

The 28th Annual Landowners Family Day is scheduled for March 16 from 11:30 am – 2:30 pm. McCray's Backyard B-B-Q will return this year along with the Tom Jackson Band, Cock-a-Doodle-Do and Jupiter Bounce. The following exhibitors will be attending - Citizens Observer Patrol Unit 103 Jupiter Farms/PBCE, Drowning Prevention Coalition of Palm Beach County, Florida Forest Service, Florida Health Palm Beach County, Friends of Jupiter Beach, Gated Trail Riders, Jupiter Farms Community Emergency Response Team (CERT), Jupiter Farms Residents, Jupiter Lighthouse DAR Chapter, Loxahatchee Battlefield Preservationist, Palm Beach County Fire Rescue, Safety Council of Palm Beach County, Inc. and Solid Waste Authority of Palm Beach County.

The next newsletter is in production which will include the invitation to Landowners Family Day, culvert installation updates, 20<sup>th</sup> Plan referendum results, Holly Rigsby 10-year anniversary and more.

We continue to work on the preparation to revise and recreate the District website to create a new ADA compliant site on a new platform with a firm that has ADA expertise. This is a large undertaking, especially as we continually must update information on our existing site and are at the change of the fiscal year, where we make several updates to reflect the changes for the coming year. We will continue to see where we can combine or eliminate unnecessary pages and repetitive information and remove information that is problematic for ADA readability in order to keep costs within current budget. We do have the ADA statement on the existing website that we are creating a new site and will provide any content to those who may not currently be able to access particular information.

The District office and staff continue to review and update the District's Policy & Procedures Manual. Initial revisions by staff to Chapters 1-6 and associated Appendices are currently being incorporated into the manual and a second review is being conducted by staff. The District Engineer is reviewing chapters 7-9. The Procurement policy is also being updated and will be incorporated into the manual.

We continue to work with Mr. Meyer and the Manager of Operations on a regular basis. We review and monitor print and online media for all SIRWCD related stories articles on roads, drainage and other issues of interest in Palm Beach County and Florida, as well as nationally, then prepare and distribute material to supervisors and members of the staff via PDF in e-mail.



# South Indian River Water Control District™

*Established 1923*

## MEMORANDUM

TO: Board of Supervisors  
FROM: Manager of Operations  
SUBJECT: Manager's Report for January 12, 2019 through February 15, 2019  
DATE: February 15, 2019

### ADMINISTRATIVE

1. Conducted monthly review of District canals with Aquatic Weed Spray Contractor.
2. On-site meetings and phone conversations with Landowners regarding drainage, road conditions, and driveway culvert installations.
3. Operator Arie Raz celebrates 20 years at the District!
4. Attended Florida Association of Special Districts Management Training Course in Ft. Myers followed by a membership meeting.
5. Attended Loxahatchee River Management Coordinating Council meeting in Riverbend Park.
6. Attended Loxahatchee River Preservation Initiative meeting at Town of Jupiter EOC.
7. Kolton Brown hired as Level 2 operator.
8. Received \$2,645 for monthly Verizon cell tower lease.
9. Reviewed National Pollutant Discharge Elimination System (NPDES) Annual reports with District Engineer.
10. Meeting with Contractors regarding new District facility.
11. Reviewing the Interlocal Agreement between SIRWCD and Palm Beach County for grading and mowing maintenance on County roads.

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MEMORANDUM

To: Board of Supervisors

Date: February 15, 2019


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**WATER CONTROL**

1. Received 8.97 inches of rain this reporting period.
2. District crews inspected four driveway culverts, and installed 43 driveway culverts and three temporary culverts.
3. Terra Tech continues canal spraying for aquatic weed control.
4. District crews continue to re-contour drainage outfalls and swales throughout the District.
5. Murray Logan completes Box Culvert replacement at 175<sup>th</sup> Rd. N and Jupiter Farms Rd.

**ROAD MAINTENANCE.**

1. North Florida Emulsion completes maintenance of Micro-Overlay and Fog-Seal on existing OGEM roads.
2. Rainy conditions enabled operators to re-contour roads throughout the District.

  
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Michael A. Dillon  
Manager of Operations

To South Indian River Water Control District (SIRWCD)  
Board of Supervisors Pages 4

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CC

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Subject Engineer's Report for February

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From Amy E. Eason, PE, District Engineer

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Board Meeting  
Date February 21, 2019

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The following is a summary of activities and communications that were of significance during the month of February. Updated information is presented in **bold**:

I. CURRENT CAPITAL IMPROVEMENTS AND OTHER DISTRICT PROJECTS

A. Pursuant to Board direction after petitioners met the minimum requirements, staff prepared a referendum for the landowner proposed project that was mailed October 17, 2016 with the request that the landowners submit their response to the District by December 9, 2016. On December 14, 2016 and on April 14, 2017, staff received the certification from the Supervisor of Elections on the results of the referendum. The majority of the landowners on the following roadways were "in favor" of the proposed project for asphalt in Palm Beach Country Estates (approximately 2.3 miles):

- 76<sup>th</sup> Trail N between 160<sup>th</sup> Lane N and 162<sup>nd</sup> Court N
- 76<sup>th</sup> Trail N. between 163<sup>rd</sup> Court N. and 165<sup>th</sup> Street N.
- 78<sup>th</sup> Drive N. between 165<sup>th</sup> Street N. and 167<sup>th</sup> Court N.
- 154<sup>th</sup> Court N. between 75<sup>th</sup> Avenue N. and 81<sup>st</sup> Terrace N.
- 159<sup>th</sup> Court N. between 78<sup>th</sup> Drive N. and 83<sup>rd</sup> Way N.
- 160<sup>th</sup> Street N. between 72<sup>nd</sup> Drive N. and 75<sup>th</sup> Avenue N. and 72<sup>nd</sup> Drive N. from 160<sup>th</sup> Street N. to 160<sup>th</sup> Lane N.
- 175<sup>th</sup> Road N. between Jupiter Farms Road and West End

At the February 2017 Board Meeting, staff receive approval to prepare the 19<sup>th</sup> Plan of Improvements. A public hearing for the filing of the resolution to consider approval of an amendment to its current water control plan to include this project was held on May 18, 2017, and the board approved the preparation of the Engineer's Report and draft Plan of Improvement. The Engineer's Report was filed on May 26, 2017. On June 29, 2017, a final hearing was held, and the Engineer's Report and proposed water control plan amendment was approved. Staff submitted the amendment to South Florida Water Management District (SFWMD), and SFWMD has approved the amendment. Staff has re-graded the existing swales, checked existing pipes, and replaced pipes. Surveying and engineering design has been completed. The project was advertised to bid on April 15, 2018 with bids submitted by potential contractors on May 15, 2018. Bids were received on May 15, 2018, and the project was awarded to Rosso Site Development at the May 17, 2018 board meeting. A pre-construction meeting was held on June 21, 2018. Project construction started on

July 9, 2018. Work within Palm Beach County Estates is substantially completed. The contractor is working on punch list items as a result of an inspection on December 20, 2018. Due to the culvert replacement on 175<sup>th</sup>, the project has been delayed. **The culvert at 175<sup>th</sup> has been installed and staff is preparing a change order for additional time.** Staff is prepared to update the Board at this month's meeting.

- B. On February 22, 2018, the District received a petition for an enhanced stabilization project. The petition was verified to meet the over 50% requirement to submit for a petition and to process for referendum. Pursuant to Board direction after petitioners met the minimum requirements, staff prepared a preliminary cost estimate for the purpose of preparing a referendum for approximately 0.4 miles of roadway on the following section of road:

- 74<sup>th</sup> Avenue N. between 150 Court N. and 154<sup>th</sup> Court N. for asphalt

A referendum has been prepared and was mailed on December 14, 2018. Landowners were requested to return the ballot to the District office by January 25, 2019. **The Supervisor of Election has delivered the results to the District. The referendum failed with 8 in favor and 6 opposed.** Staff is prepared to update the board at this month's meeting.

## II. OPERATION AND MAINTENANCE

- A. The National Pollutant Discharge Elimination System (NPDES) Steering Committee met on **January 16, 2019. The committee discussed the status of a county-wide pollutant loading model. Information is being reviewed from the 40 permittees on their coverages with best management practices, jurisdictional boundaries, land use, service area, and septic areas. Also, the Florida Department of Environmental Protection (FDEP) has been reviewing 27 of the 40 permittees assessment plans. It is anticipated that all permittees will receive either approval or comments from FDEP in March. Other items of discussion include budget reports and information on synthetic turf. The next steering committee meeting is February 20, 2019.**
- B. At the October 2018 board meeting, staff presented the budget for the construction of an addition to the District's workshop located at the District Office. This workshop is a 60 feet by 60 feet Steel Building addition to the property. Staff has negotiated with a design-build contractor and the Board approved the contract at the December 2018 meeting. Staff worked with a surveyor to survey the property for site plan development for the building permit. **In order to execute the contract with the contractor, the contractor was required to provide certain documents to be part of the contract documents. The selected contractor was unable to provide the required documents for the contract and therefore, the contractor was unable to execute the contract. Staff is working on receiving bids from other contractors and is prepared to update the board at this month's meeting.**
- C. Staff has been actively involved in a sub team for modeling for the Loxahatchee River Water Restoration Plan. Staff has been meeting with the Army Corp of Engineers (ACOE) and South Florida Water Management District (SFWMD) to clarify the operational protocols of South Indian River Water Management District. Efforts

on the sub team include confirming assumptions in the model and aiding in the planning effort.

In addition, a meeting was held March 30, 2016 of the Project Delivery Team. At this meeting the group reviewed 13 project alternatives and ranked the projects to reduce the number of projects that will undergo further analysis. A subsequent meeting was held on April 5, 2016 to reduce the number of alternatives to 5 alternatives. The alternatives include a variety of projects to help the Loxahatchee River to meet its goals for minimum flow and restoration.

Staff has been attending the Engineering and Modeling Task subcommittee meetings to ensure that the operational protocols are being implemented for the District. SFWMD and the ACOE have been working on updating the model with the different scenarios and updating the cost estimates of proposed regional projects for the cost feasibility analysis. These updates are being prepared for the Project Implementation Report (PIR) as part of the ACOE process. The ACOE has posted some of the preliminary results of the modeling and staff has been reviewing and meeting with both SFWMD and ACOE on the modeling and flood protection sub teams. A draft calibration report of the modeling effort has been provided for review and comment along with the results of the alternative analysis. Comments for the draft calibration report were due on May 12, 2017. Based on the initial review of the modeling, the model is being re-conceptualized to ensure that the proper inputs are in the model.

The calibration model has been updated and staff has been reviewing the latest results as it relates to the District. Different alternative plans have also been updated and the models were executed to determine the results of different components.

A Project Delivery Team (PDT) Meeting was held on May 9, 2018. At this meeting, an overview of the modeling results was given. The ACOE along with SFWMD also presented the evaluation process towards the Tentative Selected Plan (TSP), benefit analysis, cost estimates for the alternatives, and the evaluation process toward a TSP recommendation.

On January 8, 2019, staff attended the Engineering Sub team meeting. At this meeting, a draft schedule was presented for the submission of the draft PIR. The draft PIR is expected to be released for review by the public **in March**. There is a 45 day review period for the draft PIR. **Staff attended on February 15, 2019 a pre-application 1501 meeting for the project. This is a requirement for compliance with the Federal process. The current schedule proposed that the final PIR will be submitted at the end of October.** Staff will continue to participate in meetings and committees on this subject and will update the Board as items occur.

- D. The Loxahatchee River Management Coordinating Council (LRMCC) is initiating the process with the Florida Department of Environmental Protection (FDEP) to prepare a Reasonable Assurance plan (RAP) in lieu of a TMDL and Basin Area Management Plan (BMAP) for the impaired WBIDs within the Loxahatchee River watershed. Staff attended a committee meeting to review the modeling efforts for the development of the RAP on May 23, 2017. FDEP and stakeholders discussed the model, and staff subsequently requested for more details on the model inputs and results. As a result of the committee meeting, stakeholders attended another meeting on June 7, 2017 to discuss RAP options.

At the August 24, 2017 LRMCC Meeting, the RAP was discussed. The committee went over different alternatives for the RAP and concluded that another meeting was needed before determining the direction for the RAP. The next meeting was held on October 30, 2017. Further discussion occurred over the pollutant loading simulation model (PLSM) and whether the group wants to use the model in the RAP. The group discussed hiring an outside consultant to evaluate the PLSM model and conduct a separate model. FDEP held another meeting concerning the water body identification number (WBID) boundaries on November 15, 2017. Stakeholders met on December 4, 2017 to discuss options on hiring an outside consultant and FDEP held a web meeting December 12, 2017 to discuss the PLSM model.

On January 29, 2018, FDEP discussed options for the RAP. After much discussion and a presentation on load reductions, the council decided to move forward with the use of the PLSM model and develop a RAP.

On February 21, 2018, FDEP held a workshop on the PLSM model. The meeting discussed the model inputs, the project list, and the project credits. FDEP forwarded information to staff for review concerning planned projects. The deadline for comments was April 13, 2018.

**No update on this item has occurred since the last board meeting.**

- E. Staff received notification from the Natural Resource Conservation Service (NRCS) concerning the application submitted in October 2017. The NRCS has funds available to cover items that the FEMA funds could not reimburse. A meeting was held April 12, 2018 to discuss project sites and funding. At the May board meeting, board directed staff to work with contractors on the project and executed the NRCS agreement. The agreement was executed on June 25, 2018. Staff received approval of the construction documents and construction started on September 17, 2018. Construction is completed, and a walk through with the NRCS was conducted on December 11, 2018. **Staff has prepared the final documents and has submitted the documents to the NRCS.** Staff is prepared to update the Board at this month's meeting.
- F. At the April 19, 2018 meeting, staff was directed to begin a section analysis on Section 7. Staff worked on determining SIRWCD easements and has contacted a surveyor. Staff prepared a Loxahatchee River Preservation Initiative application for Fiscal Year 2020 funding. Out of 9 applications, this project was ranked 6. Staff reviewed the survey work received and instructed the surveyor to obtain additional data points per the contract. Staff has also obtained the latest Light Detection and Ranging (LiDAR) information from Palm Beach County to assist in the analysis. **Staff is continuing to work on this item.**
- G. At the February meeting, staff was directed to evaluate the District and provide feedback concerning the purchase of land for water quantity and water quality benefits. As part of this analysis, staff is to prepare a cost benefit analysis for the District to consider. Staff is working on an analysis and preparing a possible proposed plan to cover these types of projects. Staff has also obtained the latest LiDAR information from Palm Beach County to assist in the analysis. **Staff is continuing to work on this item.**
- H. Staff has been working together to update the Policy and Procedure Manual. Staff is working on Chapters 7 thru 9. Staff will continue to work on this effort.



- I. Staff continues to monitor and participate in the activities of the Loxahatchee River Ecosystem Management Committee, the Loxahatchee River Initiative, and the Loxahatchee River Management Coordinating Council.
- J. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District.
- K. We continue to provide engineering assistance to the General Manager, as needed, on operation and maintenance items, as well as landowner requests, utility requests, and inquiries from other governmental entities on issues that involve engineering support.

Should you have any questions or comments, please feel free to contact me for more detailed information on any of the above subjects.