



South Indian River Water Control District™

Established 1923

BOARD OF SUPERVISORS MEETING

October 18, 2018 – 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
 - A. Consider Resolution to Adopt 2017-18 Budget Amendment and Approve Related Transfers
5. Manager of Operations Report
6. Engineer's Report
7. Attorney's Report
8. Old business
9. New Business
10. Landowners' Items
11. Adjourn



**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 - Oct. 2018

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

- ❖ Annual Landowners Meeting (*Sept. 20*) release
- ❖ Monthly Meeting (*Oct. 18*) release

The following items were updated or added to the website:

- ❖ Monthly meeting (*July 11*) minutes
- ❖ Aug. 2018 newsletter
- ❖ Annual Meeting and Budget Hearing updates
- ❖ 2018-19 Adopted Budget
- ❖ Posted required legal ad and photo of mower for sale on website
- ❖ 2018 Annual Meeting Proxy and Agenda
- ❖ 2017-18 Annual Reports – Manager of Operations, Engineer, Treasurer
- ❖ Annual Landowners (*Sept. 21, 2017*) minutes – draft and approved versions
- ❖ 2018-19 Board meeting dates
- ❖ Archive 2017-18 Agendas, Staff Reports and approved minutes
- ❖ October Meeting Agenda and Staff Reports

Attended Monthly Meeting (*Aug. 16*), Annual Landowners Meeting (*Sept. 20*) and Staff Meetings (*Sept. 10, Oct. 8*).

We transcribed the *Aug. 16, 2018* meeting minutes and sent them to the Board and Staff.

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.



To: Board of Supervisors
FROM: Charles F. Haas, Treasurer
RE: Treasurer's Report for the month of September 2018
CC: Staff
Date: October 20, 2018

Routine Business

1. The District received a total of \$4,881,395 in current assessments receipts from the Palm Beach County Tax Collector through September, 2018. Assessments were received on all but 3 assessable parcels and exceeded the budgeted assessments by \$13,515.
2. Continuing our practice of prior years we are not including budget to actual statements in this report. Since the October transactions are largely items accrued in our prior year report, the budget reflects only minor expenditures. We will provide the Board with these statements through November at the next meeting.
3. As detailed in my budget memo of July 3, 2018, the water control budgets have run deficits for the 2017-18 fiscal year. The over expenditure of the funds is almost entirely the result of the costs to clean up after Hurricane Irma. These expenditures are expected to be greatly recovered by the receipt of funds from FEMA. Current governmental accounting rules for grant income stipulate that the grant income cannot be recognized unless received within 60 days of the fiscal year end. While we are getting indications they seem to be close to authorizing this grant, receipt by November 29th cannot be assured. Consequently, as detailed below we recommend approval of the budget amendment and the authorization of the temporary loans to the two water control funds.

Board Consideration

1. The Board will be asked to approve the list of disbursements (sent under separate cover).
2. The Board will be requested to amend the 2017-18 Budget and to authorize the transfer of \$80,000 from fund 140, Road Maintenance –PBCE to fund 110, Water Control East and \$140,000 from fund 160, Road Maintenance-Jupiter Farms to fund 120, Water Control West.



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MEMORANDUM

TO: Board of Supervisors
FROM: Manager of Operations
SUBJECT: Manager's Report for August 13, 2018 through October 12, 2018
DATE: October 12, 2018

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. Attended Staff meeting.
4. Received \$2,645 for monthly Verizon cell tower lease.
5. Attended Loxahatchee River Preservation Initiative meeting.
6. Hired Kolton Brown as Level 2 operator.
7. Hired Caleb Setran as Level 1 operator.
8. Conducted employee safety meeting at District work center.
9. Murray Logan Construction begins canal restoration projects related to Hurricane Irma.
10. Meeting with Bob Berman to discuss maintenance upgrades for Berman Park.
11. Meeting with Rosso Site Development to review 19th Plan of Improvements.
12. Discussions with Murray Logan Construction regarding installation of box culverts at 175th and 176th at Jupiter Farms Road. (*Board Discussion*)

MEMORANDUM

To: Board of Supervisors

Date: October 12, 2018

Page 2

13. Received bids for new shop facility. (*Board Discussion*)
14. Received passing grade from Discovery Tank Testing for Underground Storage Tanks' fuel overfill protection devices, double wall bucket, and piping and dispenser sumps.
15. Meeting with Group Insurance Solutions agent, Scott Harris, to review 2018-19 health plans.
16. Completed inventory for fiscal year ending 9/30/18.
17. Phone conversations with FEMA representatives to review funding for completed projects related to Hurricane Irma.

WATER CONTROL

1. Received 10.83 inches of rain this reporting period.
2. District crews inspected six driveway culverts, prepped swales for six culvert installs, and installed 43 driveway culverts and five temporary culverts.
3. Terra Tech continues canal spraying for aquatic weed control.
4. Drainage outfalls and swales continue to be re-contoured throughout the District.
5. Attended demonstration in Palm Beach Country Estates of an aquatic harvester presented by Wee Doo Boats.
6. Meetings with Contractors to review and bid for tree and vegetation removal along outfall drainage easements in Palm Beach Country Estates.

ROAD MAINTENANCE.

1. Lake Point Restoration hauled 857 tons of shellrock to District yard.
2. District crews continue resurfacing roads throughout the District.



Michael A. Dillon
Manager of Operations

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

CC

Subject Engineer's Report for October

From Amy E. Eason, PE, District Engineer

Board Meeting
Date October 18, 2018

The following is a summary of activities and communications that were of significance during the month of October. 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):

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

At the February 2017 Board Meeting, staff receive approval to prepare the 19th 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. **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:

- 74th Avenue N. between 150 Court N. and 154th Court N. for asphalt

A referendum has been prepared and staff is coordinating with the Supervisor of Election on the mailing of the referendum. 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 September 19, 2018. The committee discussed pollutant load estimating required coverages, income disbursements, and updates on the Cycle 4 Total Maximum Daily Load (TMDL) activities.**
- B. 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. Staff will continue to participate in meetings and committees on this subject and will update the Board as items occur.

- C. 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.

Staff will continue to participate in meetings and committees on this subject and will update the Board as items occur.

- D. At the October 19, 2017 board meeting, the Board brought up their concern with the filling of residential lots within the District and Palm Beach County's role in regulating the filling of lots. As a result, staff was asked to research the issue to determine Palm Beach County's existing roll and determine the District's next step in addressing the issue. Staff has examined existing County regulations and has discussed the issue with County staff. Staff met with the County staff on November 29, 2017, a day before the last meeting, to discuss current policies and options for developing an ordinance to address the issue. As discussed at the November board meeting, the County is proposing a fill permit process to aid in regulating filling of

lots. On March 22, 2018, Palm Beach County provided staff with a draft permit policy and procedure manual concerning this issue. Staff has reviewed the item and has been in contact with the County to discuss progress. On May 11, 2018, staff met with County staff to discuss comments to the policy. Staff has not received an update since the last 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. Out of 18 sites, construction is completed on 7 sites.** 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. **Currently, the survey field work is complete, and the office work is anticipated to finish this month.** Staff prepared a Loxahatchee River Preservation Initiative application for Fiscal Year 2020 funding. **Out of 9 applications, this project was ranked 6.**
- G. 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.
- H. 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.
- 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.