



South Indian River Water Control District™

Established 1923

BOARD OF SUPERVISORS MEETING

April 20, 2017 – 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. Presentation of Draft Enhanced Stabilization Policy
4. Public Information Report
5. Treasurer's Report
6. Manager of Operations Report
 - A. MS4 NPDES 4th Cycle Permit Interlocal Agreement
7. Engineer's Report
 - A. Palm Beach County Request for Portage on C-14 Canal.
8. Attorney's Report
9. Old business
10. New Business
11. Landowners' Items
12. Adjourn



**DICK GRUENWALD
ASSOCIATES, LLC**

Apr. 20, 2017

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

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

SUBJECT: Monthly Report- April 2017

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

- ❖ Monthly Meeting (*Apr. 20*) release
- ❖ Workshop (*Mar. 9*) release

The following items were updated on the website:

- ❖ Monthly Meeting (*Jan. 26*) minutes
- ❖ Meeting updates
- ❖ March newsletter
- ❖ Family Day update
- ❖ Upload Michael Howard photo to Supervisor page
- ❖ Paving/Stabilization Policy update

Attended Staff Meeting (*Apr. 10, Feb. 27*), Workshop (*Mar. 9*)

The 26th Annual Landowners Family Day was held on March 18 from 11:30 am – 2:30 pm. McCray's Backyard Bar-B-Q served lunch along with entertainment by the Tom Jackson Band. Cock-A-Doodle Doo provided a petting zoo, pony rides, and face painters. Jupiter Bounce provided a bounce house. Exhibitors included Civil Air Patrol Squadron SER-FL 152, Drowning Prevention Coalition of Palm Beach County, Florida Forestry Service, Furry Friends Adoption Clinic & Ranch, Gated Trail Riders of South Florida, Jupiter Farmer, Jupiter Farms Community Emergency Response Team (*CERT*), Jupiter Farms/Palm Beach Country Estates C.O.P., Jupiter Farms Residents, NETA, One Blood, Palm Beach County Fire Rescue, Palm Beach County Parks – Riverbend, Safety Council of Palm Beach County, Sierra Club Loxahatchee Group, Solid Waste Authority, Taras Oceanographic Foundation and Veterans Affairs.

The March newsletter has been printed and delivered and included the invitation to Landowners Family Day, Driveway Culvert Installation update, Matt Wood promotion, Proposed 19th Plan of Improvements update, Stormwater Education corner, and workshop on proposed Paving/Stabilization policy.

The District office and staff are reviewing and updating the District's Policy & Procedures Manual. Comments received to date are being incorporated into the master document.

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 April 2017
CC: Staff
Date: April 14, 2017

Routine Business

1. The District received a total of \$4,882,825 in current assessments receipts from the Palm Beach County Tax Collector through February 28, 2017.
2. We continue to work with the auditors on the completion of the annual audit. We anticipate that they will be issuing their report in early May.
3. On April 1, 2017 the final payments were made on the 2004 Series B & C Notes to Wells Fargo. The final payment on the Egret Landing Refunding Note is due on August 1, 2017.
4. We will shortly be starting the budget process for next fiscal year, beginning Oct. 1st 2017. In that regard, early input of the thoughts of individual supervisors on new programs or changes in the scope of services will be appreciated. For administrative purposes these should go through the District Managers office. The suggestions can then be researched, followed by a presentation to the full Board.
5. 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 10/01/2016 to 2/28/2017

*All Governmental Funds
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	4,658,217	4,645,077	(13,140)
Rents & Contracted Service Income	-	170	170
Investment Income	1,237	900	(337)
Other Income	12,000	37,978	25,978
Total Revenue:	4,671,454	4,684,125	12,671
Expenditures:			
Contracted Services	264,950	158,613	106,337
Operating Expense	790,850	759,945	30,905
Office & Landowner Expense	140	74	66
Capital Outlay	229,000	445,737	(216,737)
Other Debt Service	9,681	4,555	5,126
Total Expenditures:	1,521,865	1,502,295	19,570
Transfers, Financing & Capital Outlays			
Transfers in	349,500	-	(349,500)
Transfers out	-	(85,250)	(85,250)
Financings-Net	-	-	-
Total Transfers, Financing & Capital Outlays	349,500	(85,250)	(434,750)
Total Expenditures & Other Financing	1,172,365	1,587,545	454,320
Excess (Deficit) Revenues over (under) Expenditures and Other Financing Sources (Uses)	3,499,089	3,096,580	402,509
Beginning Fund Balance		6,465,745	
Ending Fund Balance		9,562,325	

South Indian River Water Control District

Statement of Revenues and Expenditures

From 10/01/2016 to 2/28/2017

Special Revenue Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	2,147,338	2,175,129	27,791
Rents & Contracted Service Income	-	170	170
Investment Income	875	319	(556)
Other Income	12,000	20,200	8,200
Total Revenue:	2,160,213	2,195,818	35,605
Expenditures:			
Contracted Services	264,950	158,613	106,337
Operating Expense	790,850	759,945	30,905
Office & Landowner Expense	140	74	66
Total Expenditures:	1,055,940	918,632	137,308
Transfers, Financing & Capital Outlays			
Capital Outlays	-	(85,800)	85,800
Transfers out	(85,250)	(85,250)	-
Total Transfers, Financing & Capital Outlays	(85,250)	(171,050)	85,800
Total Expenditures & Other Financing	1,141,190	1,089,682	51,508
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)	1,019,023	1,106,136	87,113
Beginning Fund Balance		1,759,305	
Ending Fund Balance		2,865,441	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 2/28/2017

Debt Service Funds
(In Whole Numbers)

	<u>YTD Budget</u>	<u>Year to Date Actual</u>	<u>Budget Variance</u>
Revenue:			
Assessments - Net	2,510,879	2,469,948	(40,931)
Investment Income	162	397	235
Other Income	-	17,778	17,778
Total Revenue:	2,511,041	2,488,123	(22,918)
Expenditures:			
Principal Paid	-	-	-
Interest Paid	227,244	133,371	93,873
Other Debt Service	9,681	4,555	5,126
Total Expenditures:	236,925	137,926	98,999
Excess (Deficit) Revenues over (under) Expenditures	2,274,116	2,350,197	76,081
Beginning Fund Balance		2,013,775	
Ending Fund Balance		4,363,972	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 2/28/2017

Capital Projects Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Investment Income	200	184	(16)
Total Revenue:	200	184	(16)
Expenditures:			
Capital Outlay	229,000	531,537	(302,537)
Total Expenditures:	229,000	531,537	(302,537)
Transfers, Financing & Capital Outlays			
Transfers in	349,500	-	(349,500)
Total Transfers, Financing & Capital Outlays	349,500	-	(349,500)
Excess (Deficit) Revenues over (under) Expenditures	120,700	(531,353)	(652,053)
Beginning Fund Balance		2,692,665	
Ending Fund Balance		2,161,312	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 2/28/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Charges for Services	756,250	715,284	(40,966)
Rents & Contracted Service Income	27,000	29,225	2,225
Investment Income	-	(21)	(21)
Other Income	-	11,170	11,170
Total Revenue:	783,250	755,658	(27,592)
Expenditures:			
Personal Services	407,050	404,088	2,962
Contracted Services	83,000	35,977	47,023
Operating Expense	160,400	81,568	78,832
Office & Landowner Expense	9,475	6,737	2,738
Insurance	18,500	17,046	1,454
Total Expenditures:	678,425	545,416	133,009
Transfers, Financing & Capital Outlays			
Capital Outlays	-	210,242	(210,242)
Transfers out	179,000	-	179,000
Total Transfers, Financing & Capital Outlays	179,000	210,242	(31,242)
Excess (Deficit) Revenues over (under) Expenditures & Transfers	(74,175)	-	74,175
Beginning Fund Balance	-	-	-
Ending Fund Balance	-	-	-



South Indian River Water Control District™

Established 1923

MEMORANDUM

TO: Board of Supervisors
FROM: Manager of Operations
SUBJECT: Manager's Report for February 10, 2017 through April 13, 2017
DATE: April 13, 2017

ADMINISTRATIVE:

1. Schoen Property Specialists becomes new maintenance contractor for Margaret Berman Park.
2. Conducted monthly review of District canals with aquatic weed spray contractor.
3. On-site meetings and phone conversations with Landowners regarding drainage, road conditions and driveway culvert installations.
4. Attended Staff meeting.
5. Attended Loxahatchee River Management Coordinating Council meeting.
6. Received \$2,645.00 from Verizon for cell tower lease.
7. District receives two awards for Excellence in Employee and Vehicle safety at the Annual Safety Council of Palm Beach County Awards Ceremony.
8. Attended Certified District Manager Training Course in Tallahassee.

WATER CONTROL:

1. Mowers continue routine maintenance throughout the District.
2. Received 4.71 inches of rain this reporting period.
3. Prepped swales for four culvert installs, inspected eight culverts and District crews installed twenty-seven driveway culverts.
4. Terra Tech continues canal spraying for aquatic weed control.
5. Crews continue to replace District drainage culverts at various locations.

MEMORANDUM

To: Board of Supervisors

Date: April 13, 2017

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WATER CONTROL (cont.):

6. Drainage swales continue to be re-contoured throughout the District.
7. Crews continue to clear drainage outfalls in Palm Beach Country Estates.
8. Crews restored District right-of-way along Canal 4 west of Randolph Siding to 112th Drive.
9. Meeting with District Engineer and Landowner to review Canal 13 right-of-way.

ROAD MAINTENANCE:

1. Due to extremely dry conditions, roads are being watered as requested.
2. Reviewed asphalt roads for the 18th Plan of Improvements with District Engineer and Hardrives.



Michael A. Dillon
Manager of Operations

To South Indian River Water Control District (SIRWCD)
Board of Supervisors Pages 3

CC

Subject Engineer's Report for April 2017

From Amy E. Eason, PE, District Engineer

Board Meeting
Date April 20, 2017

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 February 6, 2015 with the request that the landowners submit their response to the District by March 12, 2015. On March 26, 2015, staff received the certification from the Supervisor of Elections on the results of the referendum. The majority of the landowners who voted on the following roadways were "in favor" of the proposed project for asphalt in Palm Beach Country Estates (approximately 3.8 miles):

- 64th Way N. between 146th Road N. and 149th Place N.
- 67th Trail N. between 146th Road N. and 149th Place N.
- 68th Drive N. between 146th Road N. and 149th Place N.
- 74th Avenue N. between 155th Place N. and 159th Court N.
- 75th Way N. between 150th Court N. and 154th Court N.
- 77th Trail N. between 150th Court N. and 154th Court N.
- 78th Drive N. between 155th Place N. and 159th Court N.
- 81st Terrace N. between 150th Court N. and 154th Court N.
- 149th Place between 69th Drive N. and 64th Way N.
- 163rd Court N. between 75th Avenue N. and 79th Terrace N.
- 163rd Court N. between 75th Avenue N. to East End

At the May 2015 meeting, staff was directed to prepare the 18th Plan of Improvement. The public hearing for the Plan of Improvement was held on August 20, 2015. Staff was then directed to prepare the Engineer's Report. The public hearing for the Engineer's Report was held at the October 15, 2015 meeting. At the October 15, 2015 meeting, staff was directed to begin survey and design services for the approved 18th Plan of Improvement.

On May 20, 2016, an advertisement for bid on the project was published in the Palm Beach Post. Potential bidders picked up bid documents on May 27, 2016 with bids due on June 27, 2016.

After negotiating with the lower bidder, Hardrives, Inc, contract documents were executed and a notice to proceed was issued for October 1, 2016. **Staff conducted a substantial complete walk through with the contractor on April 3, 2017. Contractor is completing the punch list items. Staff is prepared to update the board at this month's meeting.**

- B. 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, staff received the certification from the Supervisor of Elections on the results of the referendum. The majority of the landowners who voted on the following roadways were "in favor" of the proposed project for asphalt in Palm Beach Country Estates (approximately 2.2 miles)

- 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 84th Avenue 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

The Board requested that 76th Trail N between 160th Lane N and 162nd Court N be included into the proposed plan dependent upon the results of another verified petition process. At the February 2017 Board Meeting, staff receive approval to prepare the 19th Plan of Improvements. Staff has been working on this draft plan and 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 **March 15, 2017**. The subject of the meeting was to review the **6th Year Annual Reports** and conduct a refresher training course on spill prevention and response, illicit discharge, and sedimentation and erosion control for construction sites. In addition, the committee announced upcoming training opportunities. On April 18 and 19, 2017, the Florida Stormwater Association Level 2 Stormwater Operator Training will be held in Miami-Dade County to benefit operators or project managers in the stormwater management industry. On May 23 and 24, 2017, the Stormwater, Erosion, and Sedimentation Control Inspector Training will be held at the Town of Jupiter Community Center. The next Steering Committee Meeting is scheduled for April 19, 2017. The primary purpose of this meeting is to discuss Total Maximum Daily Load (TMDL) Prioritization Plan and Cycle 4, Year 1 Report Form.
- 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, which did not include the SIRWCD area. The ACOE is still finalizing these results and are preparing a schedule to complete the PIR.**

- C. Staff attended the Loxahatchee River Management Coordinating Council meeting on March 28, 2016. The Florida Department of Environmental Protection (FDEP) presented possible TMDLs within certain water body identification (WBID) areas and the process of a Reasonable Assurance plan in lieu of a TMDL and Basin Area Management Plan (BMAP) for the impaired WBIDs. As a result of this meeting, at the June 27, 2016 meeting, the council discussed plans to move forward with a Reasonable Assurance (RA) plan with the assistance of FDEP. Meetings have been held monthly to discuss the RA plan. The last meetings were September 26, 2016 and October 24, 2016 to discuss the basin delineations, water quality, and a draft RA plan. A special meeting was held on December 2, 2016 to discuss the RA boundaries on the project. Staff attended to educate the committee on the drainage system of the District.

Staff attended the March 27, 2017 meeting. This meeting discussed the WBID boundary changes, the water quality monitoring plan, and the status of the RA Plan.

- D. **On April 5, 2017, staff met with Palm Beach County to discuss a proposal for the construction of a portage on Canal 14. Staff reviewed the initial request and is prepared to present the item at this month's board meeting.**
- E. 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.
- F. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District.
- G. 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.