



# South Indian River Water Control District™

*Established 1923*

## **BOARD OF SUPERVISORS MEETING**

February 16, 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. Public Information Report
4. Treasurer's Report
5. Manager of Operations Report
6. Engineer's Report
  - A. 19<sup>th</sup> Plan Referendum
7. Attorney's Report
8. Old business
  - A. Proposed Road Paving Policy
9. New Business
10. Landowners' Items
11. Adjourn



**DICK GRUENWALD  
ASSOCIATES, LLC**

Feb. 16, 2017

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

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

**SUBJECT: Monthly Report- February 2017**

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

- ❖ Monthly Meeting (*Feb. 16*) release

The following items were updated on the website:

- ❖ Monthly Meeting (*Nov. 17, Dec. 15, 2016*) minutes
- ❖ Meeting updates
- ❖ Upload Annual Reports newsletter
- ❖ Upload proposed 19<sup>th</sup> Plan of Improvements petition results
- ❖ Feb. 16 Meeting Agenda and Staff Reports

Attended Monthly Meeting (*Jan. 26*), Staff Meeting (*Feb. 6*)

The 26th Annual Landowners Family Day is scheduled for March 18 from 11:30 am – 2:30 pm. The Tom Jackson Band has been secured and we continue getting quotes from the vendors and securing exhibitors for the event.

The next newsletter is in production which will include the invitation to Landowners Family Day.

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 January 2017  
CC: Staff  
Date: February 16, 2017

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### **Routine Business**

1. The District received a total of \$4,683,615 in current assessments receipts from the Palm Beach County Tax Collector through January 31, 2017.
2. We continue to work on the year end close in preparation of the audit 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 10/01/2016 to 1/31/2017

*All Governmental Funds  
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	4,414,920	4,452,769	37,849
Rents & Contracted Service Income	-	170	170
Investment Income	1,028	-	(1,028)
Other Income	12,000	34,278	22,278
Total Revenue:	4,427,948	4,487,217	59,269
<b>Expenditures:</b>			
Contracted Services	217,875	127,315	90,560
Operating Expense	638,400	443,636	194,764
Office & Landowner Expense	110	39	71
Capital Outlay	229,000	360,320	(131,320)
Other Debt Service	8,743	2,962	5,781
Total Expenditures:	1,094,128	1,067,643	26,485
<b>Transfers, Financing &amp; Capital Outlays</b>			
Transfers in	349,500	-	(349,500)
Transfers out	-	(85,250)	(85,250)
Debt Proceeds			
Debt Redemption			
Financings-Net	-	-	-
Total Transfers, Financing & Capital Outlays	349,500	(85,250)	(434,750)
Total Expenditures & Other Financing	744,628	1,152,893	461,235
Excess (Deficit) Revenues over (under) Expenditures and Other Financing Sources (Uses)	3,683,320	3,334,324	348,996
Beginning Fund Balance		6,465,745	
Ending Fund Balance		9,800,069	

# South Indian River Water Control District

## Statement of Revenues and Expenditures

From 10/01/2016 to 1/31/2017

*Special Revenue Funds*  
*(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	2,035,538	2,086,765	51,227
Rents & Contracted Service Income	-	170	170
Investment Income	700	-	(700)
Other Income	12,000	16,500	4,500
<b>Total Revenue:</b>	<b>2,048,238</b>	<b>2,103,435</b>	<b>55,197</b>
<b>Expenditures:</b>			
Contracted Services	217,875	127,315	90,560
Operating Expense	638,400	443,636	194,764
Office & Landowner Expense	110	39	71
<b>Total Expenditures:</b>	<b>856,385</b>	<b>570,990</b>	<b>285,395</b>
<b>Transfers, Financing &amp; Capital Outlays</b>			
Transfers out	(85,250)	(85,250)	-
<b>Total Transfers, Financing &amp; Capital Outlays</b>	<b>(85,250)</b>	<b>(85,250)</b>	<b>-</b>
<b>Total Expenditures &amp; Other Financing</b>	<b>941,635</b>	<b>656,240</b>	<b>285,395</b>
<b>Excess (Deficit) Revenues over (under) Expenditures &amp; Other Financing Sources (Uses)</b>	<b>1,106,603</b>	<b>1,447,195</b>	<b>340,592</b>
Beginning Fund Balance		1,759,305	
<b>Ending Fund Balance</b>		<b>3,206,500</b>	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 1/31/2017

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

	<u>YTD Budget</u>	<u>Year to Date Actual</u>	<u>Budget Variance</u>
Revenue:			
Assessments - Net	2,379,382	2,366,004	(13,378)
Investment Income	128	-	(128)
Other Income	-	17,778	17,778
Total Revenue:	2,379,510	2,383,782	4,272
Expenditures:			
Principal Paid	-	-	-
Interest Paid	-	133,371	(133,371)
Other Debt Service	8,743	2,962	5,781
Total Expenditures:	8,743	136,333	(127,590)
Excess (Deficit) Revenues over (under) Expenditures	2,370,767	2,247,449	(123,318)
Beginning Fund Balance		2,013,775	
Ending Fund Balance		4,261,224	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 1/31/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Investment Income	200	-	(200)
Total Revenue:	200	-	(200)
Expenditures:			
Capital Outlay	229,000	360,320	(131,320)
Total Expenditures:	229,000	360,320	(131,320)
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	(360,320)	(481,020)
Beginning Fund Balance		2,692,665	
Ending Fund Balance		2,332,345	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 1/31/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
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Revenue:			
Charges for Services	605,000	411,282	(193,718)
Rents & Contracted Service Income	27,000	18,580	(8,420)
Investment Income	-	-	-
Other Income	-	10,875	10,875
Total Revenue:	632,000	440,737	(191,263)
Expenditures:			
Personal Services	333,600	330,057	3,543
Contracted Services	67,700	30,870	36,830
Operating Expense	130,550	60,600	69,950
Office & Landowner Expense	7,950	5,615	2,335
Insurance	14,800	13,595	1,205
Total Expenditures:	554,600	440,737	113,863
Transfers, Financing & Capital Outlays			
Capital Outlays	-		(202,552)
Transfers out	179,000	-	179,000
Total Transfers, Financing & Capital Outlays	179,000	-	(23,552)
Excess (Deficit) Revenues over (under) Expenditures & Transfers	(101,600)	-	(100,952)
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 January 20, 2017 through February 8, 2017  
DATE: February 8, 2017

### ADMINISTRATIVE:

1. Meeting with District Engineer to review Reynolds Ranch Development.
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. Conducted District employee safety meeting which included an "Active Shooter" seminar presented by the Palm Beach County Sheriff's Department.
7. Employees met with AFLAC Insurance representative to review options.

### WATER CONTROL:

1. Mowers continue routine maintenance throughout the District.
2. Received .51 inches of rain this reporting period.
3. Inspected two culverts and installed eight driveway culverts.
4. Terra Tech continues canal spraying for aquatic weed control.
5. Crews continue to replace District drainage culverts at various locations.
6. Drainage swales continue to be re-contoured throughout the District.
7. Crews continue to clear drainage outfalls in Palm Beach Country Estates.

MEMORANDUM


To: Board of Supervisors

Date: February 8, 2017

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**ROAD MAINTENANCE:**

1. Road easements continue to be re-contoured and resurfaced with shell rock.

  
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Michael A. Dillon  
Manager of Operations

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

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Subject Engineer's Report for February 2017

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From Amy E. Eason, PE, District Engineer

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Board Meeting  
Date February 16, 2017

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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 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):

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

At the May 2015 meeting, staff was directed to prepare the 18<sup>th</sup> 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 18<sup>th</sup> 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. Construction has started and staff is prepared to update the board at this month's meeting.

- B. Staff has received requests for petitions from landowners for roadway improvement projects. Currently, the District has received petitions that have met the current policy of obtaining signatures from the majority (50% plus 1) of the landowners within the project area to apply asphalt on certain roadways within the District.

Pursuant to Board direction, staff is preparing a referendum for the landowner proposed project. The landowners on the following roadways petitioned to distribute a referendum for asphalt (approximately 3.6 miles):

- 70<sup>th</sup> Trail N. between 155<sup>th</sup> Place N. and 159<sup>th</sup> Court N.
- 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.
- 93<sup>rd</sup> Lane N. between 155<sup>th</sup> Road N. and 159<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 79<sup>th</sup> Terrace N. and 84<sup>th</sup> Avenue N.
- 159<sup>th</sup> Court N. between 78<sup>th</sup> Drive N. and 79<sup>th</sup> Terrace 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
- 179<sup>th</sup> Court N. between Mellen Lane N. and Alexander Run

Pursuant to Board direction after petitioners met the minimum requirements, staff prepared a referendum for the landowner proposed project which was mailed October 17, 2016 with the request that the landowners submit their response to the District by December 9, 2016.

Staff received the results from the Palm Beach County Supervisor of Election on December 14, 2016. Staff is prepared to discuss these results at this board's meeting and is prepared to request a motion to proceed with the 19<sup>th</sup> Plan of Improvements.

## II. OPERATION AND MAINTENANCE

- A. The National Pollutant Discharge Elimination System (NPDES) Steering Committee met on January 18, 2017. The subject of the meeting was on the Fiscal Year 2017 and 2018 budget. In addition, staff met to review the District's practices of monitoring illicit discharges and monitoring construction activities within the District. **The next Steering Committee Meeting is scheduled for March 15, 2017.**
- 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.**

- 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 January 30, 2017 meeting. This meeting discussed the WBID boundary changes, the water quality monitoring plan, and the status of the RA Plan.**

- D. **Staff also attended the Loxahatchee River Preservation Initiative meeting on February 6, 2017. This meeting discussed the project updates for the Fiscal Year 2018 Legislative Request and the Jupiter Farms Elementary Force Main Project Update.**
- 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.