



# South Indian River Water Control District™

*Established 1923*

## **BOARD OF SUPERVISORS MEETING**

May 18, 2017 – 7:00 p.m.  
Jupiter High School – Media Room  
500 N. Military Trail, Jupiter, FL 33458

### **2017 LANDOWNER INITIATED ROADWAY PROJECT HEARING AGENDA**

1. Pledge of Allegiance
2. Presentation of Proposed 19<sup>th</sup> Plan of Improvements
3. Comments from Landowners
4. Adjourn

### **BOARD MEETING AGENDA**

1. Consent Agenda
  - A. Approval of Minutes of Previous Meeting
  - B. Approval of Warrant List
2. Public Information Report
3. Treasurer's Report
4. Manager of Operations Report
5. Engineer's Report
  - A. 19<sup>th</sup> Plan of Improvements
6. Attorney's Report
7. Old business
8. New Business
9. Landowners' Items
10. Adjourn



**DICK GRUENWALD  
ASSOCIATES, LLC**

May 18, 2017

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

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

**SUBJECT: Monthly Report- May 2017**

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

- ❖ Monthly Meeting and Public Hearing  
on the Proposed 19th Plan of Improvements (*May 18*) release

The following items were updated on the website:

- ❖ Workshop (*Mar. 9*) minutes
- ❖ Meeting and Public Hearing updates
- ❖ May newsletter
- ❖ New Paving/Stabilization Policy–Petitions, Referendum, Road Construction and News pages
- ❖ Special District website requirement updates
- ❖ Safety Award presentation
- ❖ Matt Wood and Carol Wise 5 year award presentation

Attended Staff Meeting (*May 8*) Monthly Meeting (*Apr. 20*)

Attended and photographed Matt Wood and Carol Wise 5<sup>th</sup> year award presentation, Safety award presentation and staff group photo.

The May newsletter is being printed and will be delivered to all Landowners prior to the Public Hearing on the Proposed 19<sup>th</sup> Plan of Improvements. Also included are the Paving/Stabilization policy update, 5 year awards to Matt Wood and Carol Wise, Safety awards, Palm Beach Country Estates potable water update and Stormwater Education corner.

The District office and staff are reviewing and updating the District's Policy & Procedures Manual. Chapters 1-3, 5 & 6 are currently being reviewed by staff, with comments due back by June 2<sup>nd</sup>.

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 May 2017  
CC: Staff  
Date: May 18, 2017

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### **Routine Business**

1. The District received a total of \$5,289,720 in current assessments receipts from the Palm Beach County Tax Collector through April 30, 2017.
2. We continue to work with the District's auditors, Grau & Associates, and will soon be issuing the financial statements for year ending September 30, 2016.
3. As an update on the budget process, we are enclosing a budget calendar delineating the critical dates for completing the budget and the related assessment roll. We have received a suggestion for a new program in the water control area of the budget, which we will be presenting at the meeting.
4. 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 4/30/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	2,326,519	2,372,888	46,369
Rents & Contracted Service Income	-	170	170
Investment Income	1,225	687	(538)
Other Income	12,000	32,023	20,023
Total Revenue:	2,339,744	2,405,768	66,024
<b>Expenditures:</b>			
Contracted Services	357,750	264,185	93,565
Operating Expense	1,095,750	1,289,892	(194,142)
Office & Landowner Expense	200	158	42
Total Expenditures:	1,453,700	1,554,235	(100,535)
<b>Transfers, Financing &amp; Capital Outlays</b>			
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	1,538,950	1,725,285	(186,335)
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)	800,794	680,483	(120,311)
Beginning Fund Balance		1,759,305	
Ending Fund Balance		2,439,788	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 4/30/2017

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

	<u>YTD Budget</u>	<u>Year to Date Actual</u>	<u>Budget Variance</u>
Revenue:			
Assessments - Net	2,721,905	2,673,473	(48,432)
Investment Income	230	456	226
Other Income	-	33,779	33,779
<b>Total Revenue:</b>	<b>2,722,135</b>	<b>2,707,708</b>	<b>(14,427)</b>
Expenditures:			
Principal Paid	292,742	292,743	(1)
Interest Paid	339,601	338,970	631
Other Debt Service	88,576	77,406	11,170
<b>Total Expenditures:</b>	<b>720,919</b>	<b>709,119</b>	<b>11,800</b>
<b>Excess (Deficit) Revenues over (under) Expenditures</b>	<b>2,001,216</b>	<b>1,998,589</b>	<b>(2,627)</b>
Beginning Fund Balance		2,013,775	
Ending Fund Balance		4,012,364	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 4/30/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Investment Income	400	184	(216)
Total Revenue:	400	184	(216)
Expenditures:			
Capital Outlay	229,000	549,050	(320,050)
Total Expenditures:	229,000	549,050	(320,050)
Transfers, Financing & Capital Outlays			
Transfers in	349,500	229,000	(120,500)
Total Transfers, Financing & Capital Outlays	349,500	229,000	(120,500)
Excess (Deficit) Revenues over (under) Expenditures	120,900	(319,866)	(440,766)
Beginning Fund Balance		2,692,665	
Ending Fund Balance		2,372,799	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2016 to 4/30/2017

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

	YTD Budget	Year to Date Actual	Budget Variance
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Revenue:			
Charges for Services	1,058,750	1,080,217	21,467
Rents & Contracted Service Income	40,500	34,515	(5,985)
Investment Income	-	(21)	(21)
Other Income	-	11,775	11,775
Total Revenue:	<hr/> 1,099,250	<hr/> 1,126,486	<hr/> 27,236
Expenditures:			
Personal Services	554,200	492,852	61,348
Contracted Services	109,250	59,145	50,105
Operating Expense	221,700	101,573	120,127
Office & Landowner Expense	12,550	9,061	3,489
Insurance	25,900	24,613	1,287
Total Expenditures:	<hr/> 923,600	<hr/> 687,244	<hr/> 236,356
Transfers, Financing & Capital Outlays			
Capital Outlays	-	210,242	(210,242)
Transfers out	229,000	229,000	-
Total Transfers, Financing & Capital Outlays	<hr/> 229,000	<hr/> 439,242	<hr/> (210,242)
Excess (Deficit) Revenues over (under) Expenditures & Transfers	<hr/> (53,350)	<hr/> -	<hr/> 53,350
Beginning Fund Balance	<hr/> -	<hr/> -	<hr/> -
Ending Fund Balance	<hr/> -	<hr/> -	<hr/> -

South Indian River Water Control District  
Budget Calendar  
Fiscal 2017/18

Date	Event
5/26/2017	NAV roll released by Property Appraiser
6/18/2017	Preliminary budget to Board of Supervisors
7/20/2017	Consideration of Proposed budget by Board of Supervisors
7/21/2017	NAV assessment rates to Property Appraiser
8/17/2017	Public Hearing on proposed budget
8/17/2017	Adoption of budget by the Board of Supervisors
9/12/2017	SIRWCD approval of assessment roll to PBC ISS
9/15/2017	SIRWCD certification of assessment roll to Property Appraiser





# South Indian River Water Control District™

*Established 1923*

## MEMORANDUM

TO: Board of Supervisors  
FROM: Manager of Operations  
SUBJECT: Manager's Report for April 14, 2017 to May 12, 2017  
DATE: May 12, 2017

### 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. Attended Loxahatchee River Management Coordinating Council meeting.
5. Attended Loxahatchee River Preservation Initiative meeting.
6. Received \$2645.00 from Verizon for monthly cell tower lease.
7. Office Assistant, Carol Wise, and Superintendent, Matt Wood, celebrate five years with the District.
8. Attended Certified District Manager Training Course in Tallahassee.
9. Gym equipment installed at Berman Park. Playground area was re-mulched.
10. Attended Safety Council of Palm Beach County seminar on Fall Protection with Office Administrator, Holly Rigsby and mechanic, Jim Powell.
11. District purchased used Dump Truck.

MEMORANDUM

To: Board of Supervisors

Date: May 12, 2017

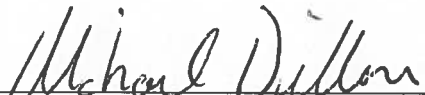
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**WATER CONTROL**

1. Mowers continue routine maintenance throughout the District.
2. Received 7.46 inches of rain this reporting period.
3. Prepared swales for six culvert installations, inspected four driveway culverts and District crews installed 19 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. Received bids for clearing drainage outfalls in Jupiter Farms.
8. Meeting with District Engineer and Landowner to review Canal 13 right-of-way.

**ROAD MAINTENANCE.**

1. Rented 2000 gallon water truck. Roads are being watered as requested.
2. Reviewed roads for the 19<sup>th</sup> Plan of Improvements with District Engineer.

  
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Michael A. Dillon  
Manager of Operations

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

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Subject Engineer's Report for May 2017

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From Amy E. Eason, PE, District Engineer

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Board Meeting  
Date May 18, 2017

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The following is a summary of activities and communications that were of significance during the month of May. 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. 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 **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 who voted on the following roadways were "in favor" of the proposed project for asphalt in Palm Beach Country Estates (approximately **2.4 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 84<sup>th</sup> Avenue 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. Staff has been working on this draft plan. **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 is being held at this month's meeting. Staff is prepared to conduct this public hearing and to update the Board on the next steps.**

## II. OPERATION AND MAINTENANCE

- A. The National Pollutant Discharge Elimination System (NPDES) Steering Committee met on **April 19, 2017. The meeting consisted of an update on the status of the final 6<sup>th</sup> Year Annual Report and Interlocal Agreements and a discussion on the Total Maximum Daily Loads (TMDL) for Lake Ida, Hillsboro Canal, and the Loxahatchee River. In addition, a presentation was given on the new Assessment Program. The current water quality monitoring program in the Cycle 3 Permit has been changed to an Assessment Program for the new Cycle 4 Permit. All permittees are required to submit a written assessment program by September 7, 2017.**

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 May 17, 2017. The primary purpose of this meeting is to discuss the Assessment Program.**

- 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 subteams. 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 are 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. Staff will continue to participate in these sub teams on behalf of the District.**

- C. The Loxahatchee River Management Coordinating Council is initiating the process with the Florida Department of Environmental Protection (FDEP) to prepare a Reasonable Assurance plan in lieu of a TMDL and Basin Area Management Plan (BMAP) for the impaired WBIDs within the Loxahatchee River watershed. **There is no update for this month on this item. Staff has been invited to be included on a committee to review the modeling efforts for the development of the RA Plan. Staff continues to participate in meetings and committees on this subject and will update the Board as items occur.**
- D. 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.
- E. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District.
- F. 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.