



South Indian River Water Control District™

Established 1923

BOARD OF SUPERVISORS MEETING

April 19, 2018 – 6:30 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
 - A. Approval of Contract with Murray Logan Construction for culvert under 175th at Canal 18
6. Engineer's Report
 - A. FEMA – Approval of Pay Request #1
FEMA – Approval of Final Change Order
FEMA – Approval of Final Pay Request #2
 - B. Jupiter Farms Elementary School Update
7. Attorney's Report
8. Old business
 - A. Section by Section Survey by Engineer
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- April 2018

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

- ❖ Monthly Meeting (*Apr. 19*) release

The following items were updated or added to the website:

- ❖ Monthly meeting (*Feb. 15*) minutes
- ❖ Meeting updates
- ❖ Landowners Family Day update
- ❖ Culvert page update
- ❖ April Meeting Agenda and staff reports

Attended Monthly Meeting (*Mar. 15*) and Staff Meeting (*Apr. 9*).

The 27th Annual Landowners Family Day on March 17th was a success! Everyone enjoyed McCray's Backyard Bar-B-Q while listening to the Tom Jackson Band. Kids had their faces painted, rode ponies and got up close and personal with the animals from Cock-A-Doodle Doo. They also had fun at the Jupiter Bounce House. Landowners visited the exhibitors - Drowning Prevention Coalition of Palm Beach County, Florida Dept. of Health – Palm Beach County, Florida Forestry Service, Gaited Trail Riders, Jonathan Dickenson State Park, Jupiter Farmer, Jupiter Farms Community Emergency Response Team (CERT), Jupiter Farms/Palm Beach Country Estates C.O.P., Jupiter Farms Residents, Jupiter Lighthouse Chapter-Daughters of the American Revolution (DAR), Loxahatchee Battlefield Preservationists, Nature Speaks, Inc., Northeast Everglades Trails Association, Palm Beach County Fire Rescue, Palm Beach County Parks & Rec- Riverbend Park, Safety Council of Palm Beach County, Solid Waste Authority and United Way of Palm Beach County. Ads were placed in The Jupiter Farmer and PBCE Countryside Living. Attendance was up 10%.

The District office and staff are reviewing and updating 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
Statement of Revenues and Expenditures
From 10/01/2017 to 3/31/2018

South Indian River Water Control District

Statement of Revenues and Expenditures

From 10/01/2017 to 3/31/2018

*All Governmental Funds
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	4,045,028	4,207,580	162,552
Investment Income	1,484	33	(1,451)
Other Income	12,000	48,652	36,652
Total Revenue:	4,058,512	4,256,265	197,753
Expenditures:			
Contracted Services	276,000	309,326	(33,326)
Operating Expense	1,043,550	1,069,354	(25,804)
Office & Landowner Expense	170	192	(22)
Capital Outlay	150,000	87,354	62,646
Principal Paid	31,931	31,930	1
Interest Paid	298,899	298,820	79
Other Debt Service	6,750	17,448	(10,698)
Total Expenditures:	1,807,300	1,814,424	(7,124)
Transfers, Financing & Capital Outlays			
Transfers in	(185,250)	(185,250)	-
Transfers out	85,250	85,250	-
Other Financing Sources- Landowner Prepayments	-	(73,425)	(73,425)
Total Transfers, Financing & Capital Outlays	(100,000)	(173,425)	(73,425)
Total Expenditures & Other Financing	1,707,300	1,640,999	66,301
Excess (Deficit) Revenues over (under) Expenditures and Other Financing Sources (Uses)	2,351,212	2,615,266	(264,054)
Beginning Fund Balance		3,285,414	
Ending Fund Balance		5,900,680	

South Indian River Water Control District

Statement of Revenues and Expenditures

From 10/01/2017 to 3/31/2018

Special Revenue Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	2,284,327	2,050,477	(233,850)
Investment Income	1,050	33	(1,017)
Other Income	12,000	27,318	15,318
Total Revenue:	2,297,377	2,077,828	(219,549)
Expenditures:			
Contracted Services	276,000	309,326	(33,326)
Operating Expense	1,043,550	1,069,354	(25,804)
Office & Landowner Expense	170	192	(22)
Total Expenditures:	1,319,720	1,378,872	(59,152)
Transfers, Financing & Capital Outlays			
Transfers out	85,250	85,250	-
Total Transfers, Financing & Capital Outlays	85,250	85,250	-
Total Expenditures & Other Financing	1,404,970	1,464,122	(59,152)
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)	892,407	613,706	(278,701)
Beginning Fund Balance		1,165,137	
Ending Fund Balance		1,778,843	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2017 to 3/31/2018

Debt Service Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	1,760,701	2,157,103	396,402
Investment Income	84	-	(84)
Other Income	-	21,334	21,334
Total Revenue:	1,760,785	2,178,437	417,652
Expenditures:			
Principal Paid	31,931	31,930	1
Interest Paid	298,899	298,820	79
Other Debt Service	6,750	17,448	(10,698)
Total Expenditures:	337,580	348,198	(10,618)
Transfers, Financing & Capital Outlays			
Other Financing Sources- Landowner Prepayments	-	(73,425)	
Total Expenditures & Other Financing	337,580	274,773	(10,618)
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)			
	1,423,205	1,903,664	428,270
Beginning Fund Balance			
		1,312,203	
Ending Fund Balance			
		3,215,867	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2017 to 3/31/2018

Capital Projects Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
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Revenue:			
Investment Income	350	-	(350)
Total Revenue:	350	-	(350)
Expenditures:			
Capital Outlay	150,000	87,354	62,646
Total Expenditures:	150,000	87,354	62,646
Transfers, Financing & Capital Outlays			
Transfers in	(185,250)	(185,250)	-
Total Transfers, Financing & Capital Outlays	(185,250)	(185,250)	-
Total Expenditures & Other Financing	(35,250)	(97,896)	62,646
Excess (Deficit) Revenues over (under) Expenditures	35,600	97,896	(62,996)
Beginning Fund Balance		808,074	
Ending Fund Balance		905,970	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2017 to 3/31/2018

Internal Service (Maintenance) Fund
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Charges for Services	990,700	1,009,036	18,336
Rents & Contracted Service	27,000	29,225	2,225
Investment Income	(50)	1	51
Other Income	-	13,037	13,037
Total Revenue:	1,017,650	1,051,299	33,649
Expenditures:			
Personal Services	539,750	531,628	8,122
Contracted Services	100,900	61,671	39,229
Operating Expense	189,900	240,896	(50,996)
Office & Landowner Expense	11,600	9,672	1,928
Insurance	24,700	20,829	3,871
Total Expenditures:	866,850	864,696	2,154
Transfers, Financing & Capital Outlays			
Capital Outlays	-	86,603	(86,603)
Transfers out	100,000	100,000	-
Total Transfers, Financing & Capital Outlays	100,000	186,603	(86,603)
Total Expenditures & Other Financing	966,850	1,051,299	(84,449)
Excess (Deficit) Revenues over (under) Expenditures & Transfers	50,800	-	118,098
Beginning Fund Balance		1,074,842	
Ending Fund Balance		1,074,842	



South Indian River Water Control District™

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MEMORANDUM

TO: Board of Supervisors
FROM: Manager of Operations
SUBJECT: Manager's Report for March 10, 2018 through April 13, 2018
DATE: April 13, 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. Attended Loxahatchee River Management Coordinating Council meeting.
5. Received bids for canal culvert replacement at 175th Rd. and Jupiter Farms Rd. (**Board discussion**)
6. Eden Construction completes Hurricane debris removal on perimeter canals (FEMA).
7. Received \$2,645.00 from Verizon for monthly cell tower lease.
8. Reviewed perimeter canals with NRCS Engineer to inspect canal banks for possible restoration projects.
9. Meeting with Loxahatchee River District to discuss force main to Jupiter Elementary School.
10. Operator Herbert Key resigns from District.
11. Meeting with Palm Beach County Road and Bridge to discuss enhanced maintenance along 69th Dr in Palm Beach Country Estates.

A Florida Special District

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MEMORANDUM

To: Board of Supervisors

Date: April 13, 2018

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WATER CONTROL

1. Received 1.95 inches of rain this reporting period.
2. Prepped swales for 13 culvert installations; inspected six culverts and District crews installed one temporary culvert and 20 driveway culverts.
3. Terra Tech continues canal spraying for aquatic weed control.
4. Inspecting drainage outfall culverts for replacement in Palm Beach Country Estates.
5. Drainage outfalls and swales continue to be re-contoured throughout the District.

ROAD MAINTENANCE.

1. Lake Point Restoration hauled 193 tons of shellrock to District yard.
2. K & L Trucking hauled 180 yards of shell/marl to District yard.
3. NFE completes micro-overlay maintenance on 152nd Rd. between Alexander Run and 118th Terr. and 150th Ct. between Mellen Ln. to the west end.



Michael A. Dillon
Manager of Operations



Memorandum

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

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Subject Engineer's Report for April

From Amy E. Eason, PE, District Engineer

Board Meeting
Date April 19, 2018

The following is a summary of activities and communications that were of significance during the month of April. 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.** 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 following petition was received and verified to meet the over 50% requirement to submit for petition and to process for referendum:

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

No other petitions were submitted this past month. The District is accepting valid petitions through April 30, 2018. 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 March 21, 2018. At this meeting, training was conducted on spill prevention and response, illicit discharge, and sedimentation and erosion control for construction sites. Their next meeting is scheduled for April 18, 2018.**

- 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 are being executed to determine the results of different components. The modeling group plans on meeting with the flood control group to discuss the results and assumptions to the models. Staff will continue to participate in these sub teams on behalf of the District.

- 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. Staff will continue to update the Board as items occur.**
- E. On December 12, 2017, staff met with FEMA to discuss funding from their public assistance program for the debris removal activities on the canal banks as a result of Hurricane Irma. Staff received an initial estimate for the project, but advertised to bid the project on January 9, 2018 in order to meet FEMA's contracting requirements. Bids were received on February 2, 2018. The contract was awarded to Eden's Construction. **Construction has been completed and staff has prepared the close out documents for FEMA submittal. Board approval of the pay applications and the change orders to close out the project are needed.**



Staff has also received notification from the Natural Resource Conservation Service (NRCS) concerning our 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. Staff is prepared to update the Board at this month's meeting.

- F. **At the March 15, 2018 board meeting, the board asked staff to research the proposed force main to Jupiter Farms Elementary School. Staff has met with a Jupiter Farms Resident on April 4, 2018 and the Loxahatchee River District on April 11, 2018. Staff has also reached out to the Palm Beach County School District and the Palm Beach County Health Department. In addition, staff has received a permit application for the installation of the force main on March 20, 2018. Staff is prepared to update the board on the project at this month's meeting.**
- G. Staff has been working together to update the Policy and Procedure Manual. Staff provided comments on Chapters 1, 2, 3, 5, and 6 and is proceeding to Chapters 7 thru 9. As part of the new roadway improvement policy, staff updated the petition for issuance in February. 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.