



South Indian River Water Control District™

Established 1923

January 26, 2017 – 7:00 p.m.
Jupiter High School – Media Suite
500 N. Military Trail, Jupiter, FL 33458

PUBLIC HEARING AGENDA

1. Pledge of Allegiance
2. Presentation of New Proposed Road Paving Policy
3. Comments from Landowners
4. Adjourn

BOARD OF SUPERVISOR 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
6. Attorney's Report
7. Old business
 - A. Equestrian Bridge
8. New Business
9. Landowners' Items
10. Adjourn



**DICK GRUENWALD
ASSOCIATES, LLC**

Jan. 26, 2017

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

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

SUBJECT: Monthly Report- January 2017

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

- ❖ Ethics workshop (*Dec. 15, 2016*) release
- ❖ Monthly Meeting/Public Hearing (*Jan. 26, 2017*) release

The following items were updated on the website:

- ❖ Monthly Meeting (*Aug. 18, Sept. 15*) minutes
- ❖ Meeting and workshop updates
- ❖ New equipment boom mower story
- ❖ Temporary bio for Michel Howard
- ❖ Dec. workshop agenda
- ❖ Jan. 26 Meeting Agenda and Staff Reports

Attended Ethics Workshop (*Dec. 15*), *Staff Meeting (Jan. 19)*

Ordered name plates and arranged photographer contact for new supervisor Michael Howard.

The “Welcome to the District” letter was printed and mailed to 540 new landowners in December.

The Annual newsletter was printed and mailed to all landowners and included the MOP and Engineers Annual Reports, Budget information, Policy updates, Election results, Andy Billy award, new equipment and included information on the Jan. 26 public hearing notice.

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 are in the process of getting quotes from the vendors and securing exhibitors for the event.

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 December 2016
CC: Staff
Date: January 26, 2017

Routine Business

1. The District received a total of \$4,507,913 in current assessments receipts from the Palm Beach County Tax Collector through December 31, 2016.
2. We continue to work on the year end close in preparation of the audits commencement.
3. The Board was sent (under separate cover) the list of disbursements.
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

No Items

South Indian River Water Control District

Statement of Revenues and Expenditures

From 10/01/2016 to 12/31/2016

*All Governmental Funds
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	4,220,952	4,283,673	62,721
Rents & Contracted Service Income	-	170	170
Investment Income	819	-	(819)
Other Income	12,000	12,750	750
Total Revenue:	4,233,771	4,296,593	62,822
Expenditures:			
Contracted Services	171,025	67,418	103,607
Operating Expense	485,950	340,942	145,008
Office & Landowner Expense	80	-	80
Capital Outlay	229,000	8,015	220,985
Other Debt Service	7,805	148,238	(140,433)
Total Expenditures:	893,860	564,613	329,247
Transfers, Financing & Capital Outlays			
Transfers in	299,500	-	(299,500)
Transfers out	-	(85,250)	(85,250)
Debt Proceeds			
Debt Redemption			
Financings-Net	-	-	-
Total Transfers, Financing & Capital Outlays	299,500	(85,250)	(384,750)
Total Expenditures & Other Financing	594,360	649,863	713,997
Excess (Deficit) Revenues over (under) Expenditures and Other Financing Sources (Uses)	3,639,411	3,646,730	(7,319)
Beginning Fund Balance		6,465,745	
Ending Fund Balance		10,112,475	

South Indian River Water Control District

Statement of Revenues and Expenditures

From 10/01/2016 to 12/31/2016

Special Revenue Funds
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	1,946,450	2,012,921	66,471
Rents & Contracted Service Income	-	170	170
Investment Income	525	-	(525)
Other Income	12,000	12,750	750
Total Revenue:	1,958,975	2,025,841	66,866
Expenditures:			
Contracted Services	171,025	67,418	103,607
Operating Expense	485,950	340,942	145,008
Office & Landowner Expense	80	-	80
Total Expenditures:	657,055	408,360	248,695
Transfers, Financing & Capital Outlays			
Transfers out	(85,250)	(85,250)	-
Total Transfers, Financing & Capital Outlays	(85,250)	(85,250)	-
Total Expenditures & Other Financing	742,305	493,610	248,695
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)	1,216,670	1,532,231	315,561
Beginning Fund Balance		1,759,305	
Ending Fund Balance		3,291,536	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 12/31/2016

Debt Service Funds
(In Whole Numbers)

	<u>YTD Budget</u>	<u>Year to Date Actual</u>	<u>Budget Variance</u>
Revenue:			
Assessments - Net	2,274,502	2,270,752	(3,750)
Investment Income	94	-	(94)
Other Income	-	-	-
Total Revenue:	2,274,596	2,270,752	(3,844)
Expenditures:			
Principal Paid	-	-	-
Interest Paid	-	-	-
Other Debt Service	7,805	148,238	(140,433)
Total Expenditures:	7,805	148,238	(140,433)
Excess (Deficit) Revenues over (under) Expenditures	2,266,791	2,122,514	(144,277)
Beginning Fund Balance		2,013,775	
Ending Fund Balance		4,136,289	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 12/31/2016

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	8,015	220,985
Total Expenditures:	229,000	8,015	220,985
Transfers, Financing & Capital Outlays			
Transfers in	299,500	-	(299,500)
Total Transfers, Financing & Capital Outlays	299,500	-	(299,500)
Excess (Deficit) Revenues over (under) Expenditures	70,700	(8,015)	(78,715)
Beginning Fund Balance		2,692,665	
Ending Fund Balance		2,684,650	

South Indian River Water Control District
Statement of Revenues and Expenditures

From 10/01/2016 to 12/31/2016

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Charges for Services	453,750	321,948	(131,802)
Rents & Contracted Service Income	13,500	15,935	2,435
Investment Income	-	-	-
Other Income	-	10,318	10,318
Total Revenue:	467,250	348,201	(119,049)
Expenditures:			
Personal Services	260,050	265,395	(5,345)
Contracted Services	48,000	19,518	28,482
Operating Expense	108,850	48,656	60,194
Office & Landowner Expense	6,400	4,488	1,912
Insurance	11,100	10,144	956
Total Expenditures:	434,400	348,201	86,199
Transfers, Financing & Capital Outlays			
Capital Outlays	-		(202,552)
Transfers out	129,000	-	129,000
Total Transfers, Financing & Capital Outlays	129,000	-	(73,552)
Excess (Deficit) Revenues over (under) Expenditures & Transfers	(96,150)	-	(106,402)
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 November 10, 2016 to January 19, 2017
DATE: January 19, 2017

ADMINISTRATIVE:

1. Attended Safety Council Board meeting.
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. Hired Alan Watson and Ryan Reeves as Level 2 Operators.
6. Operator Dave Duckett resigns from District . . . again☺
7. Operator Matt Wood promoted to Superintendent replacing Greg Gell.
8. Meeting with Contractors to receive quotes for Park maintenance.
9. Meetings with Contractors to discuss security cameras at Berman Park.
10. Received \$28,487.31 from Tax Collector for fees collected in excess of operating budget.
11. Conducted District Safety Meeting.
12. Attended Lorman Seminar regarding private access on public right-of-ways.
13. Received new 6110M John Deere Boom Mower to replace the 6420 Boom Mower.
14. Purchased used 500 gallon water tank and trailer for road and swale maintenance.
15. Purchased new Kubota U35-41RA mini excavator.
16. District wins First Place in the Equipment Category at the Annual Jupiter Farms Christmas Parade.

A Florida Special District

15600 Jupiter Farms Road • Jupiter, Florida 33478-9399 • (561) 747-0550 • Fax (561) 747-9182
www.sirwcd.org • sirwcd@sirwcd.org

MEMORANDUM

To: Board of Supervisors

Date: January 19, 2017

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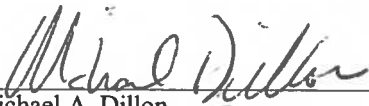
17. Fire extinguishers were inspected and serviced.
18. Meeting with District Engineer and Palm Beach County to review canal crossings along the Jupiter Farms Pathway.
19. Awarded contract for the installation of security cameras at Berman Park to Security Cameras of Palm Beach.
20. Meeting with Engineer, Karen Brandon, to review the 2015/16 NPDES Report.
21. Meeting with District Engineer to review 18th Plan of Improvements.
22. Numerous meetings with Hardrives regarding 18th Plan of Improvement roads.
23. Received \$2,645.00 from Verizon for monthly cell tower lease.

WATER CONTROL

1. Mowers continue routine maintenance throughout the District.
2. Received 1.81 inches of rain this reporting period.
3. Prepped swales for six culvert installations; inspected five culverts; and District crews installed 22 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.

ROAD MAINTENANCE

1. Road easements continue to be re-contoured and resurfaced with shell rock.
2. North Florida Emulsions begins Micro-Overlay on existing OGEM roads in Jupiter Farms.



Michael A. Dillon
Manager of Operations

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

CC

Subject Engineer's Report for January 2017

From Amy E. Eason, PE, District Engineer

Board Meeting
Date January 26, 2017

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

- 70th Trail N. between 155th Place N. and 159th Court N.
- 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.
- 93rd Lane N. between 155th Road N. and 159th Court N.
- 154th Court N. between 75th Avenue N. and 81st Terrace N.
- 159th Court N. between 79th Terrace N. and 84th Avenue N.
- 159th Court N. between 78th Drive N. and 79th Terrace 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
- 179th 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 19th 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.**
- 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 and South Florida Water Management District 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.

- 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. The next meeting is planned for January 30, 2017.**
- 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.