



# South Indian River Water Control District™

*Established 1923*

December 12, 2019 – 7:00pm  
Jupiter Farms Park Pavilion  
16655 Jupiter Farms Rd., Jupiter, FL 33478

## **BOARD OF SUPERVISORS MEETING AGENDA**

1. Pledge of Allegiance
2. Landowners' Items
3. Consent Agenda
  - A. Approval of Minutes of Previous Meeting
4. Public Information Report
5. Treasurer's Report
6. Manager of Operations Report
7. Engineer's Report
8. Attorney's Report
9. Old business
  - A. Discuss Policy of Road Maintenance Assessment on County Roads
  - B. Discuss Updating of Web Site for ADA Compliance
10. New Business
  - A. Discuss Contract for Improvements to Conference Room
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 – December 2019**

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

- ❖ Workshop (*Nov. 21*) release

The following items were updated or added to the website:

- ❖ Monthly meeting (*Aug. 15, Sept. 19, 2019*) minutes
- ❖ Meeting updates
- ❖ Multiple copy changes on numerous pages
- ❖ Added election and committee information and photo to website

Attended Monthly Meeting (*Oct. 23*), Workshop (*Nov. 21*) and Staff Meeting (*Nov. 12, Dec. 2*).

The Board and Legal has received four initial proposals from experienced companies for creating and hosting a new ADA-compliant website for review. We continue to work on the revision and changes to the District website to prepare for migration to a new ADA compliant site on a new platform once a company is selected. We will continue to see where we can combine or eliminate unnecessary pages and repetitive information and remove information that is problematic for ADA readability in order to keep costs within current budget. We do have the ADA statement on the existing website that we are creating a new site and will provide any content to those who may not currently be able to access particular information.

Donna DeNinno will work with Michael Howard and John Meyer on website content and changes for the ADA accessibility and report at the December 12 meeting.

The District office and staff continue to review and update 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.



To: Board of Supervisors  
FROM: Charles F. Haas, Treasurer  
RE: Treasurer's Report for the month of December 2019  
CC: Staff  
Date: December 12, 2019

---

### **Routine Business**

1. The District received a total of \$2,836,851.87 in current assessments receipts from the Palm Beach County Tax Collector through November, 2019.
2. Continuing our practice of prior years we are not including budget to actual statements in this report. Since the October's & November's transactions are largely items accrued in our prior year report, the budget reflects only minor expenditures.
3. In reviewing the investment of resources in the preparation of the financial statements for every Board meeting, we are questioning the efficacy of this procedure. We are proposing dropping the financial report from the Treasurer's report (keeping the written report) and sending the BOS a quarterly financial report. As contemplated, this report would include more detail on the Special Revenue funds and Capital Project funds. The Internal Service funds reporting would continue as is currently presented. The Debt Service funds which only reflect activity for payments made on Feb 1, April 1, August 1 and Sept 30 of each year would continue to be reported on a consolidated basis.

Given the current discussion of the District having to translate our reports by a third party service we think that this new procedure would also be another cost saving.

### **Board Consideration**

1. The Board will be asked to approve the list of disbursements. (sent under separate cover).

**15600 Jupiter Farms Rd., Jupiter, FL 33478-9399 (561) 747-0550 Fax: (561) 747-9182**



# South Indian River Water Control District™

*Established 1923*

## **MEMORANDUM**

TO: Board of Supervisors  
FROM: Manager of Operations  
SUBJECT: Manager's Report for October 18, 2019 to December 5, 2019  
DATE: December 5, 2019

### **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. Meetings with West Construction regarding new District shop.
4. Attended meeting with District Engineer, Town of Jupiter, and Florida DOT to discuss impacts from widening the Westside of the Turnpike.
5. Hired Matt Jamison and Chris Wendt as Level 2 operators.
6. Received \$37,531.64 from Palm Beach County Tax Collector for fees collected in excess of their operating budget.
7. Phone conversations with FEMA related to reimbursement for Hurricane Irma large debris removal project.
8. Received \$2645.00 from Verizon for cell tower lease.
9. Attended Safety Council Board Meeting.
10. Meeting with District Attorney and Engineer to discuss and establish a policy for pumping into the secondary swale system.
11. Meeting with contactors to receive bids to clear portion of Canal 13 in preparation of culvert install at Canals 6 and 13.

MEMORANDUM

To: Board of Supervisors

Date: December 5, 2019

Page 2

12. Reviewed quote from KDT Solutions for improved security on District office computers.
13. Operators attended Safety Seminar sponsored by the Safety Council of Palm Beach County.

**WATER CONTROL**

1. Received 4.27 inches of rain this reporting period.
2. Crews installed 14 driveway culverts and five temporary culverts. Crews also prepared two swales for new construction culvert installs followed by inspections.
3. Terra Tech continues canal spraying for aquatic weed control.
4. District crews continue to service drainage outfalls and swales throughout the District.

**ROAD MAINTENANCE**

1. Roads are being reviewed for material. The boxblade is being used to grade various intersections throughout the District.
2. Lake Point Restoration hauled 362 tons of shellrock to District yard.

Manager of Operations

A handwritten signature in blue ink that reads "Michael Nelson". The signature is written in a cursive style with a large initial "M".

## Memorandum

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

---

CC

---

Subject Engineer's Report for December

---

From Amy E. Eason, PE, District Engineer

---

Board Meeting  
Date December 12, 2019

---

The following is a summary of activities and communications that were of significance during the **months of November and December**. Updated information is presented in **bold**:

### I. CURRENT CAPITAL IMPROVEMENTS AND OTHER DISTRICT PROJECTS

A. In order to improve drainage and water quality in the Jupiter Farms area, staff was performing two separate efforts, but based on the board discussions at the August 2019 meeting, these efforts are being combined into the development of one conceptual plan for the Jupiter Farms area under the Jupiter Farms Re-Engineering program. Over the past year, staff was directed by the Board to:

- Evaluate the area and provide feedback concerning the purchase of land for water quantity and water quality benefits
- Analyze the effect of filling undeveloped lots has on the master system
- Analyze the localized effects on each section starting with Section 7 and 18 and utilizing the results for the remainder of the area

In order to evaluate these elements, the District's hydrologic and hydraulic model needed to be updated to run various scenarios. Staff has obtained the latest topographic information from Palm Beach County to assist in updating the model. The model has been updated and staff is preparing to run scenarios to determine the sensitivity to various types of projects.

As part of this analysis, staff was to analyze localized projects on a section by section basis to benefit the system as a whole for the Jupiter Farms area. Staff was directed to begin a section analysis on Section 7 as a pilot project. Staff worked on determining SIRWCD easements and has obtained survey information. At the May 2019 Board Meeting, staff presented the results of the project. Last year, staff prepared a Loxahatchee River Preservation Initiative (LRPI) application for Fiscal Year 2020 funding. Money was not available and therefore, staff resubmitted the application for Fiscal Year 2021. The application was submitted on August 5, 2019, and the presentations were held on August 12, 2019. This project was ranked 3<sup>rd</sup> out of 5. A

bill was filed by Representative Magar to the Florida house of Representatives under HB 2139 on October 7, 2019 requesting funds.

As a result of the Section 7 project, the Board authorized evaluating Section 18. Section 18 represents a typical section layout of many of the sections within Jupiter Farms. In order to reduce future costs, the results of Sections 7 and 18 will aid in determining the improvements for the remaining sections. **Staff received the survey of the section and is beginning the analysis and possible projects for the area.**

This month, **staff continued to confirm** District owned outfalls within the Jupiter Farms area. 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's **did not meet in November or December.** The next scheduled meeting will be January 15, 2020, which is the Annual Meeting where the Fiscal Year (FY) 2020-2021 Budget and the 2020 Program Schedule will be discussed.
- B. At the October 2018 board meeting, staff presented the budget for the construction of an addition to the District's workshop located at the District Office. This workshop is a 60 feet by 60 feet Steel Building addition to the property. Staff worked with a surveyor to survey the property for site plan development for the building permits. Staff negotiated with two potential contractors and awarded the contract to West Construction. West Construction was given Notice to Proceed on March 18, 2019. Staff received construction plans on May 7, 2019 and submitted comments back to the contractor to be addressed. The contractor submitted a building permit to Palm Beach County on May 10, 2019. The county has finished their initial review and issued comments on June 27, 2019. **A building permit was issued on October 9, 2019 and West Construction is working onsite. The shell of the building is set and the project is near completion. Staff will update the board at this month's meeting.**
- C. 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 were executed to determine the results of different components.

A Project Delivery Team (PDT) Meeting was held on May 9, 2018. At this meeting, an overview of the modeling results was given. The ACOE along with SFWMD also presented the evaluation process towards the Tentative Selected Plan (TSP), benefit analysis, cost estimates for the alternatives, and the evaluation process toward a TSP recommendation.

On January 8, 2019, staff attended the Engineering Sub team meeting. At this meeting, a draft schedule was presented for the submission of the draft PIR. The draft PIR was released for review by the public March 22, 2019. There is a 45 day review period for the draft PIR, which ends May 6, 2019. Two public meetings were held to provide input on the draft PIR/EIS. Staff submitted comments and the Board's approved letter on May 6, 2019. Staff is following up with SFWMD on re-evaluating the 1989 agreement between SIRWCD and SFWMD on the operation of the G-92 structure. Staff will continue to participate in meetings and committees on this subject and will update the Board as items occur.

- D. 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 attended a meeting on April 23, 2019 to discuss the status on the RAP. FDEP is finalizing information on projects from stakeholders to determine if the reduction in loadings can be achieved. Staff will be working with FDEP to provide information on SIRWCD's system. Staff will continue to work with FDEP on the RAP.

On June 24, 2019, staff attended a LRMCC meeting where FDEP presented information on the RAP. FDEP has been working with stakeholders to update their information and to provide projects to be included in the RAP. FDEP shared that the RAP currently shows that total phosphorus (TP) is being met, but total nitrogen (TN) is not. The RAP currently shows that additional projects are required to meet the impairments. FDEP held a demonstration on August 19, 2019 on the modeling.

The draft Loxahatchee River Pollutant Reduction (4e) Plan has been posted on FDEP website for review and comment by October 31, 2019. This is a voluntary plan designed to address nutrient and bacteria impairments in the Loxahatchee River which will result in these impairments being moved to the 4e category on the state's list of impairments and will postpone total maximum daily load (TMDL) development. **Staff submitted comments to FDEP on October 30, 2019. Staff further followed up with FDEP on items and concerns with the plan.** Staff will update the board at this month's meeting.

- E. **At the October 2019 meeting, direct pumping into the District's secondary (swale system) was discussed. Staff was directed to draft a policy concerning pumping. Staff will update the board at this month's meeting.**
- F. 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.
- G. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District.
- H. 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.