



# South Indian River Water Control District™

*Established 1923*

## **BOARD OF SUPERVISORS MEETING**

November 30, 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
7. Attorney's Report
8. Old business
9. New Business
10. Landowners' Items
11. Adjourn



**DICK GRUENWALD  
ASSOCIATES, LLC**

Nov. 30, 2017

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

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

**SUBJECT: Monthly Report- November 2017**

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

- ❖ Monthly Meeting (*Nov. 30*) release

The following items were updated on the website:

- ❖ Monthly meeting (*Aug. 17, Sept. 21*) minutes
- ❖ Meeting updates
- ❖ 19<sup>th</sup> Plan of Improvements updates
- ❖ Bids for Fleet Vehicle - Ford F-250
- ❖ November Meeting Agenda and staff reports

Attended Monthly Meeting (*Oct. 19*) and Staff Meeting (*Nov. 6*).

We worked with staff on three 19<sup>th</sup> Plan of Improvement letters for annual estimate revision and prepayment deadline change.

We have begun work on the Annual newsletter to include the MOP and Engineers Annual Reports, Budget information, 19<sup>th</sup> Plan of Improvements update, Election results, Mike Dillon becoming a FASD official Certified District Manager, Stormwater and Swales information, Annual Landowners Family Day notice and more.

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.

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 November 2017  
CC: Staff  
Date: November 30, 2017

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### **Routine Business**

1. The District received its first two assessments distribution from the Palm Beach County Tax Collector on November 2017, totaling \$630,254.79.
2. We continue to work on the year end close in preparation of the audits commencement in January.
3. Continuing our practice of prior years we are not including budget to actual statements in this report. Since the October transactions are largely items accrued in our prior year report, the budget reflects only minor expenditures. We will provide the Board with these statements through December at the next meeting.
4. We are enclosing for your information the District's Premium Only Plan (POP) which includes housekeeping amendments needed to conform it to recent IRS rules. The Chairman will be asked to sign the document at the Board meeting.

### **Board Consideration**

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

# Adoption Agreement (2017)

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## For SOUTH INDIAN RIVER WATER CONTROL DISTRICT

### Section 125 Premium Only Plan

The undersigned Employer amends the Premium Only Plan for those Employees who shall qualify as Participants hereunder. It shall be effective as of the date specified below. The Employer hereby selects the following Plan specifications:

1. **Name of Employer:** SOUTH INDIAN RIVER WATER CONTROL DISTRICT
2. **Effective Date:** This Amended Premium Only Plan shall be effective as of **December 1, 2017**.
3. **Effective Date of Original Plan:** This Premium Only Plan was originally effective July 1, 2012.
4. **Plan Year:** The Amended Plan year shall begin on **December 1, 2017**, and end on **November 30, 2018**. Future plan years will be based on the same twelve-month period beginning each **December 1** and ending each **November 30**.
5. **Plan number:** 520
6. **Employer's Principal Office:** This Premium Only Plan shall be governed under the laws of the:
  - a.  State of Florida
  - b.  Commonwealth of
7. **Benefits:** All the benefits listed below are included in this plan whether or not you currently offer them:
  - **Health Plan.** Premiums that are payroll deducted on a pre-tax basis may include low-deductible or high-deductible medical insurance, dental insurance, vision care, critical illness insurance, accidental death/dismemberment (ADD) insurance, hospital indemnity and/or cancer insurance. Individually-owned policy premiums may not be paid with pre-tax dollars through the Premium Only Plan.
  - **Group-Term Life Insurance up to \$50,000.** The \$50,000 limit must include any employer-provided group-term life insurance coverage. For example, if the employer provides \$20,000 of group-term life insurance for employees, then participants in the POP can payroll deduct premiums on a pre-tax basis for up to \$30,000 of additional coverage.
  - **Disability Plan.** Short-term and long-term disability policies. If payroll deducted on a pre-tax basis, any future benefits received will be taxable to the employee.
  - **Health Savings Account (HSA).** Allows employees to make contributions by pre-tax payroll deduction to their individually-owned HSA. Employers may also make contributions to the employee's HSA plan on each employee's behalf, in the manner set forth in the Plan.

by \_\_\_\_\_  
SOUTH INDIAN RIVER WATER CONTROL  
DISTRICT



# South Indian River Water Control District™

*Established 1923*

## MEMORANDUM

TO: Board of Supervisors  
FROM: Manager of Operations  
SUBJECT: Manager's Report for October 13, 2017 to November 23, 2017  
DATE: November 23, 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 Safety Council of Palm Beach County Board meeting.
6. Received \$2,645.00 from Verizon for monthly cell tower lease.
7. David Duckett hired as Level 3 operator.
8. Meetings with Palm Beach County to review culvert replacements along Randolph Siding.
9. Attended Jupiter Farms Residents meeting.
10. Phone conference with South Florida Water Management District regarding Tropical Storm Philippe.
11. Attended Staff orientation for John Jones.

### WATER CONTROL

1. Mowing schedule returning to normal after hurricane debris removal.
2. Received total of 11.88 inches of rain this reporting period.

MEMORANDUM

To: Board of Supervisors

Date: November 23, 2017

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**WATER CONTROL cont.**

3. Driveway culvert replacement program resumes operations.
4. Terra Tech continues canal spraying for aquatic weed control.
5. Crews continue to replace District drainage culverts at various locations.
6. Drainage outfalls and swales continue to be re-contoured throughout the District.
7. Receiving bids for tree and vegetation removal along District's drainage outfalls.
8. Crews continue preparation work for the 19<sup>th</sup> Plan of Improvements in Palm Beach Country Estates.
9. Prepared swales for six culvert installations, inspected one driveway culvert and District crews installed nine driveway culverts.

**ROAD MAINTENANCE.**

1. Lake Point Restoration hauled 770 tons of shellrock to District yard.
2. Road maintenance returning to normal schedule after recent rains.

MD

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Michael A. Dillon  
Manager of Operations

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

CC

Subject Engineer's Report for November 2017

From Amy E. Eason, PE, District Engineer

Board Meeting  
Date November 30, 2017

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

- 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 83<sup>rd</sup> Way 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. 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 has 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, as needed, before surveying the area. There is some minor grading still needed, but survey has begun and is anticipated to be complete in January.** 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 **has not met since the last report. The next scheduled meeting is on January 17, 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 plan to meet on December 4, 2017 to discuss options on hiring an outside consultant and FDEP is holding a web meeting December 12, 2017 to discuss the PLSM model.** 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. After this discussion, staff is scheduling a meeting with the County's Floodplain Administrator to discuss current policies and options for developing an ordinance to address the issue. Staff is prepared to update the board at this month's meeting.**
- E. 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.** Staff will continue to work on this effort.
- 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.