



# South Indian River Water Control District™

*Established 1923*

## **BOARD OF SUPERVISORS MEETING**

July 11, 2018 – 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
  - A. Presentation of Preliminary 2018/19 Budget
5. Manager of Operations Report
6. Engineer's Report
  - A. Discussion of Offsite Dewatering Permit
7. Attorney's Report
8. Old business
9. New Business
  - A. Discussion Regarding Section 6
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- June/July 2018**

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

- ❖ Monthly Meeting (*July 11*) release

The following items were updated or added to the website:

- ❖ Monthly meeting (*Apr. 19*) minutes
- ❖ Meeting updates
- ❖ Notice of Candidates for SIRWCD Supervisor election
- ❖ Disclaimer for ADA compliance
- ❖ Updated John Jones photo on Bio page
- ❖ 19<sup>th</sup> Plan of Improvement updates
- ❖ New Petition update
- ❖ Palm Beach Country Estates Potable Water update
- ❖ July Meeting agenda and staff reports

Attended Monthly Meeting (*May 17*) and Staff Meeting (*June 25*).

The June newsletter has been mailed to all landowners and includes updates on the 19<sup>th</sup> Plan of Improvements, Presentation of Certificate of Appreciation to Mr. Dean, Landowners Family Day, NPDES information and final notice on PBCE potable water hookup deadline.

We worked with District Treasurer Chuck Haas, Dawn Clark with the Town of Jupiter Water Utilities and Mrs. Rigsby on a letter to the four remaining Palm Beach Country Estates landowners who are currently being assessed for potable water hookup financing but had not hooked up to the Town's system. The final cut-off date for signing up for hook up to the potable water system is June 21, 2018. The Town offered an alternative to connecting to the system by this date and preserve their District-negotiated hook up savings by opening an account by June 21, 2018 with the Jupiter Water System and agreeing to pay an Annual Guaranteed Revenue (AGR) fee. The current AGR rate is \$21.60 per month or \$259.20 annually.

Business cards were ordered for John Jones.

We have begun the process to make the SIRWCD website ADA compliant and have posted the recommended notice provided by the District Attorney to FASD members.

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 May 2018  
CC: Staff  
Date: July 11, 2018

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### **Routine Business**

1. The District received a total of \$4,881,395 in current assessments receipts from the Palm Beach County Tax Collector through July 06, 2018. This is 99.9% of levied assessments.
2. We filed the Audited Financial Statements, electronically and a hard copy with the Auditor General's office and the Annual Financial Report with the Department of Financial Management Service.
3. We prepared the mailing list for the Annual Landowners meeting and forwarded it to the District office.
4. We prepared the 2018/19 Preliminary Budget and distributed it to the Board on July 3, 2018. It is expected that Board will consider this budget, make alterations as they see fit, so a proposed budget will be available for a hearing at the August meeting and tentative rates can be sent to Palm Beach County ISS by July 26, 2018 for inclusion in the Trim Bill notices.
5. 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).
2. The Board will be requested to note the filing of the Audited Financial Statements with the Auditor General and the filing of the AFR with the Department of Financial Management Services.

## South Indian River Water Control District

### Statement of Revenues and Expenditures

From 10/01/2017 to 5/31/2018

*All Governmental Funds  
(In Whole Numbers)*

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	4,389,817	4,530,478	140,661
Investment Income	1,982	3,146	1,164
Other Income	12,000	94,201	82,201
<b>Total Revenue:</b>	4,403,799	4,627,825	224,026
<b>Expenditures:</b>			
Contracted Services	374,475	376,987	(2,512)
Operating Expense	1,380,700	1,400,821	(20,121)
Office & Landowner Expense	230	276	(46)
Capital Outlay	150,000	179,444	(29,444)
Principal Paid	31,931	31,930	1
Interest Paid	298,899	298,820	79
Other Debt Service	16,650	19,743	(3,093)
<b>Total Expenditures:</b>	2,252,885	2,308,021	(55,136)
<b>Transfers, Financing &amp; Capital Outlays</b>			
Transfers in	(235,250)	(235,250)	-
Transfers out	85,250	85,250	-
Other Financing Sources- Landowner Prepayments	-	(73,425)	(73,425)
<b>Total Transfers, Financing &amp; Capital Outlays</b>	(150,000)	(223,425)	(73,425)
<b>Total Expenditures &amp; Other Financing</b>	2,102,885	2,084,596	18,289
<b>Excess (Deficit) Revenues over (under) Expenditures and Other Financing Sources (Uses)</b>	2,300,914	2,543,229	(242,315)
<b>Beginning Fund Balance</b>		3,285,414	
<b>Ending Fund Balance</b>		5,828,643	

# South Indian River Water Control District

## Statement of Revenues and Expenditures

From 10/01/2017 to 5/31/2018

*Special Revenue Funds*  
(In Whole Numbers)

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Assessments - Net	2,481,562	2,308,035	(173,527)
Investment Income	1,400	2,197	797
Other Income	12,000	37,311	25,311
<b>Total Revenue:</b>	2,494,962	2,347,543	(147,419)
<b>Expenditures:</b>			
Contracted Services	374,475	376,987	(2,512)
Operating Expense	1,380,700	1,400,821	(20,121)
Office & Landowner Expense	230	276	(46)
<b>Total Expenditures:</b>	1,755,405	1,778,084	(22,679)
<b>Transfers, Financing &amp; Capital Outlays</b>			
Transfers out	85,250	85,250	-
<b>Total Transfers, Financing &amp; Capital Outlays</b>	85,250	85,250	-
<b>Total Expenditures &amp; Other Financing</b>	1,840,655	1,863,334	(22,679)
<b>Excess (Deficit) Revenues over (under) Expenditures &amp; Other Financing Sources (Uses)</b>	654,307	484,209	(170,098)
<b>Beginning Fund Balance</b>		1,165,137	
<b>Ending Fund Balance</b>		1,649,346	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2017 to 5/31/2018

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Assessments - Net	1,908,255	2,222,443	314,188
Investment Income	107	702	595
Other Income	-	56,890	56,890
Total Revenue:	1,908,362	2,280,035	371,673
Expenditures:			
Principal Paid	31,931	31,930	1
Interest Paid	298,899	298,820	79
Other Debt Service	16,650	19,743	(3,093)
Total Expenditures:	347,480	350,493	(3,013)
Transfers, Financing & Capital Outlays			
Other Financing Sources- Landowner Prepayments	-	(73,425)	
Total Expenditures & Other Financing	347,480	277,068	(3,013)
Excess (Deficit) Revenues over (under) Expenditures & Other Financing Sources (Uses)	1,560,882	2,002,967	374,686
Beginning Fund Balance		1,312,203	
Ending Fund Balance		3,315,170	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2017 to 5/31/2018

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

	YTD Budget	Year to Date Actual	Budget Variance
Revenue:			
Investment Income	475	247	(228)
Total Revenue:	475	247	(228)
Expenditures:			
Capital Outlay	150,000	179,444	(29,444)
Total Expenditures:	150,000	179,444	(29,444)
Transfers, Financing & Capital Outlays			
Transfers in	(235,250)	(235,250)	-
Total Transfers, Financing & Capital Outlays	(235,250)	(308,675)	(73,425)
Total Expenditures & Other Financing	(85,250)	(129,231)	(102,869)
Excess (Deficit) Revenues over (under) Expenditures	85,725	129,478	102,641
Beginning Fund Balance		808,074	
Ending Fund Balance		937,552	

South Indian River Water Control District  
Statement of Revenues and Expenditures

From 10/01/2017 to 5/31/2018

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

	YTD Budget	Year to Date Actual	Budget Variance
<b>Revenue:</b>			
Charges for Services	1,321,600	1,316,028	(5,572)
Rents & Contracted Service	40,500	45,160	4,660
Investment Income	(50)	5	55
Other Income	-	10,742	10,742
<b>Total Revenue:</b>	<b>1,362,050</b>	<b>1,371,935</b>	<b>9,885</b>
<b>Expenditures:</b>			
Personal Services	705,250	725,976	(20,726)
Contracted Services	122,350	124,822	(2,472)
Operating Expense	245,000	384,662	(139,662)
Office & Landowner Expense	27,700	11,395	16,305
Insurance	32,950	27,396	5,554
<b>Total Expenditures:</b>	<b>1,133,250</b>	<b>1,274,251</b>	<b>(141,001)</b>
Transfers out	380,000	150,000	230,000
<b>Total Transfers, Financing &amp; Capital Outlays</b>	<b>380,000</b>	<b>150,000</b>	<b>230,000</b>
<b>Total Expenditures &amp; Other Financing</b>	<b>1,513,250</b>	<b>1,424,251</b>	<b>88,999</b>
<b>Excess (Deficit) Revenues over (under) Expenditures &amp; Transfers</b>	<b>(151,200)</b>	<b>(52,316)</b>	<b>(79,114)</b>
Beginning Fund Balance		<u>1,074,842</u>	
Ending Fund Balance		<u>1,022,526</u>	





# South Indian River Water Control District™

*Established 1923*

## MEMORANDUM

TO: Board of Supervisors  
FROM: Manager of Operations  
SUBJECT: Manager's Report for May 12, 2018 through July 6, 2018  
DATE: July 6, 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. Conference with South Florida Water Management District regarding heavy rainfall events.
6. Attended Florida Association of Special Districts in Orlando.
7. Meeting with Contractor to discuss construction of new shop facility.
8. Attended 19<sup>th</sup> Plan of Improvements pre-construction meeting with Rosso Construction and District Engineer.
9. Received \$2,645 for monthly Verizon cell tower lease.
10. Meeting with Murray Logan and District Engineer to review the box culvert installation at 175<sup>th</sup> Rd. and Canal 18 off Jupiter Farms Road.
11. Attended kick-off meeting with Natural Resources Conservation Service, Murray Logan and District Engineer for restoration work on District Canals.

MEMORANDUM

To: Board of Supervisors

Date: July 6, 2018

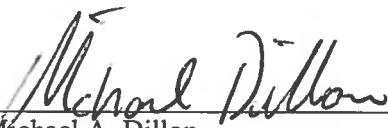
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**WATER CONTROL**

1. Received 35.87 inches of rain this reporting period.
2. District crews prepped swales for three culvert installs, installed nine temporary culverts and 43 driveway culverts.
3. Terra Tech continues canal spraying for aquatic weed control.
4. Drainage outfalls and swales continue to be re-contoured throughout the District.

**ROAD MAINTENANCE.**

1. Lake Point Restoration hauled 1,011 tons of shellrock to District yard.

  
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Michael A. Dillon  
Manager of Operations



# Memorandum

AECOM  
2090 Palm Beach Lakes Blvd  
Suite 600  
West Palm Beach, FL 33409  
www.aecom.com

561 684 3375 tel  
561 689 8531 fax

To South Indian River Water Control District (SIRWCD)  
Board of Supervisors Pages 5

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Subject Engineer's Report for June/July

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From Amy E. Eason, PE, District Engineer

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Board Meeting  
Date July 11, 2018

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The following is a summary of activities and communications that were of significance during the months of June and July. 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 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. Bids were received on May 15, 2018, and **the project was awarded to Rosso Site Development at the May 17, 2018 board meeting. A pre-**



**construction meeting was held on June 21, 2018 and 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 petition was verified to meet the over 50% requirement to submit for a petition and to process for referendum. Pursuant to Board direction after petitioners met the minimum requirements, staff prepared a preliminary cost estimate for the purpose of preparing a referendum for approximately 0.4 miles of roadway on the following section of road:**

- 74<sup>th</sup> Avenue N. between 150 Court N. and 154<sup>th</sup> Court N. for asphalt

**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 June 6, 2018. At this meeting, the committee discussed pollutant load estimating required coverages and the Florida Department of Environmental Protection (FDEP) audit. FDEP also gave a presentation on compliance and enforcement actions, Total Maximum Daily Loads (TMDLs) in the area, status of assessment plans, the Year 2 reporting requirements, and the common annual report deficiencies. Their next meeting is scheduled for September 19, 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 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. Staff will continue to participate in meetings and committees on this subject and will update the Board as items occur.

- 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.

**The group is planning their next meeting in August.** 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. On May 11, 2018, staff met with County staff to discuss comments to the policy.

- 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.

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. **At the May board meeting, board directed staff to work with contractors on the project and executed the NRCS agreement. The agreement was executed on June 25, 2018. Staff is working with NRCS to prepare the preliminary documents prior to construction. Staff is prepared to update the Board at this month's meeting.**

- F. At the April 19, 2018 meeting, staff was directed to begin a section analysis on Section 7. Staff has been working on determining SIRWCD easements and has contacted a surveyor to begin survey work on this section. Staff is prepared to update the Board 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 has been contacted by a parcel that is located outside the District boundary to dewater into a District facility. Since the parcel is not located within the District and it is not under normal practice to accept dewatering from construction sites into District facilities, Board discussion is needed. Staff is prepared to present the topic at this month's meeting.**
- J. 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.
- K. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District.



- L. 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.