



South Indian River Water Control District™

Established 1923 • 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

Board of Supervisors Monthly Meeting & Zoom Video Conference

January 16, 2025 – 6:00 p.m.
District Work Center
15600 Jupiter Farms Rd., Jupiter, FL 33478

Board Meeting Agenda

- 1) Call to Order
- 2) Consent Agenda
 - A) Approval of Minutes of Previous Meeting
 - B) Approval of Warrant List
- 3) Landowner Items
- 4) Public Information Report
 - A) Policies and Procedures Manual
 - B) Landowners' Family Day
- 5) Treasurer's Report
- 6) Executive Director's Report
 - A) Paving Petition Update
 - B) Natural Resources Conservation Service Storm Grant Update
- 7) Supervisor of Operations Report
 - A) Request for Board Approval of Surplus of International 4300 Dump Truck
- 8) Engineer's Report
 - A) Results of Palm Beach Country Estates Referendum Ballots
 - B) Palm Beach Country Estates Modeling Update
 - C) Busch Wildlife Update
 - D) Water Quality Update
- 9) Attorney's Report
- 10) Old Business
- 11) New Business
 - A) Board Approval for Recording Secretary Payroll
 - B) Resolution for Employee Retirement Benefits
- 12) Adjourn

Public Information Monthly Report January 2025

**TO: Board of Supervisors
South Indian River Water Control District**

**FROM: Dick Gruenwald Associates
District Public Information Specialists**

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

- 1) Monthly Board of Supervisors Meeting (Jan. 16, 2025) release
- 2) South Indian River Water Control District – Re-elected Board Members Sworn In, New Board Member Appointed release

The following items were updated or added to the website:

- 1) Multiple copy changes on several pages
 - Statistics, Board Meetings, District News, Latest News, Road Construction, Petitions, Referendums, Supervisors
- 2) Monthly Meeting (Nov. 6, 2024) minutes
- 3) Article on South Indian River Water Control District Re-elected Board Members Sworn In, New Board Member Appointed
- 4) Rocky Pines Road Micro Overlay
- 5) District Office Holiday Hours
- 6) Board of Supervisors Monthly Meeting (Dec. 5) information and Zoom registration invitation
 - Agenda, Staff Reports and Slide Presentation
- 7) Board of Supervisors Monthly Meeting (Jan. 16) information and Zoom registration invitation
 - Agenda, Staff Reports and Slide Presentation

Attended monthly meeting on December 5, 2024, at District office.

Ms. DeNinno attended a Teams meeting on Jan. 7, 2025, with the Executive Director, Mr. Myer, and Mr. Behn regarding the proxy form.

We have received the 2024-25 Approved Budget Overview from Chuck Haas and are sending it out for professional remediation and will add that to the website once it is received.

We are working with the Executive Director on the draft for the Petition for Roadway paving. This will be on the agenda for discussion.

We have begun work on the winter newsletter that includes the Executive Director's and Engineer's Annual Reports, Approved Budget overview, election results, the passing of John Jones and appointment of an interim Board Supervisor, a storm overview, petitions/referendums, and more.

Family Day planning is well underway. We have sent out letters and forms to potential exhibitors for this year's event. Tom Jackson has been secured to provide entertainment and we are getting estimates from vendors to provide the barbeque lunch.

Donna DeNinno originally secured four initial proposals for accessibility-compliant website development and hosting and did extensive research and prepared outlines to work with legal, Michael Howard, John Meyer, and Holly Rigsby on content and changes for the District's website. Keeping costs within budget was a primary consideration, as well as meeting the accessibility guidance. We do have the accessibility statement suggested by legal on the existing website regarding creating a new compliant site and that the District will provide content upon request to those currently unable to access any information. Covid-delayed Florida Senate and House bills sponsored by Florida Association of Special Districts to change requirements for special district websites were signed into law on July 1, 2020. Ms. DeNinno and Legal reviewed changes and reported on options at the July 16, 2020, Board Meeting. The Board approved creating the new site based on the latest information required by the State.

We are continuing to update pages within the existing website that will be included in the creation of the new site, once reviewed by the committee and Board. Nine Portable Document Files (PDFs) that are required to be on the website have been remediated through a third-party accessibility company. As requested by the Board, we are now including Staff Reports and Presentations in addition to the Agenda for meetings. We are currently updating these files dating back to October of 2020. New PDF remediation checkers have been released and we are using these to check our remediated files for compliance. We have sent staff information with tips for preparing more accessible documents that will be used as PDF files on the website so remediation will be easier.

Municode is now a wholly owned subsidiary of CivicsPlus (these are companies we quoted with for the creation of an accessible website). Both companies use the same software, have the same features and similar costs. An updated quote was received for \$4,050 per year, which incorporates design of the site, hosting, maintenance. We continue to edit and revise the existing website, remediate PDF files, and prepare for moving the website to a new host. We are concerned with the rapidly increasing cost of website hosting with CivicsPlus/Municode. The last quote received in September of 2022 had increased almost \$1,000 from January. This could mean hefty increases each year. While this quote is still less than other government-oriented hosting companies, it may be much more beneficial to create an accessible WordPress site and use accessibility checking software/company to ensure Americans with Disabilities Act compliance. As per Ms. Kennedy's request, we spoke with Todd Wodraska at Special District Solutions to ask whether they offered website creation and hosting for special districts. As a company that creates, manages, and provides administrative and financial services, they do provide website hosting through GoDaddy and use a stock WordPress template for the companies they manage. They said that it hasn't been done before but they could provide a quote to allow us to use their template and host on their server, however this is something the District can do on its own.

After a discussion at a recent Teams meeting, Staff and Mr. Kennedy will start a review of the website starting after the Annual Meeting to determine what content we will keep and if any new content should potentially be added. We have already discussed, and it has been approved by the board, to do the necessary surveys and work to create a GIS mapping account and provide a link from the website. After a review, staff will present our findings to the committee for review. We have had a number of discussions with Streamline, another website creation and hosting service, as well as approaching Civics Plus again as they have a new, less expensive rate structure. **We have begun the comprehensive review of the existing District website that will be sent to staff and the committee in preparation for creating a new, ADA accessible website.**

The District office and staff met on April 23, 2021, to review and discuss updates by Legal of the District's Policy & Procedures Manual. These revisions to Chapters 1-6 and associated Appendices have been incorporated into the manual. Mike Dillon, Donna DeNinno, and Mike Howard met on June 16,

2021, for additional discussion. A Policy Committee Meeting was held on October 5, 2021, at the District Office with John Meyer, John Jones, Mike Dillon, Donna DeNinno, Bill Capko and Seth Behn in attendance and Amy Eason attending via Zoom. Three landowners also attended. The Policy & Procedures Manual Update was discussed, and additional revisions were made. John Meyers and Donna DeNinno made additional updates and changes to Chapters 1-6 and the Table of Contents in December and January, and the latest revision was submitted to Michael Howard, Mike Dillon, Legal, and Engineering, with comments due back by January 20, 2022. Michael Howard and John Meyers made a few additional changes after the January 20 meeting. Mr. Meyer asked at the February 17, 2022, meeting if Chapters 7-9 and Chapter 10 could be completed by the end of the year. Comments have been received from legal, Laura Bender, and Mrs. Rigsby for additional updates to Chapters 1-6 and Appendix C, which includes election information, and a draft was sent to the Board and Staff for review. Chapters 7 and 8 were received from engineering and reviewed by Mr. Meyer, Mr. Howard, and the staff and after comments, Chapters 7 and 8 have been combined and revisions made. Mr. Behn sent a draft of the procurement policy to staff and the Board for comments and changes in late November. This will be the new Chapter 9. Chapters 7-9 were incorporated into the draft manual and sent to the committee for review prior to the December 8 meeting. Mr. Meyer has sent changes, and these are being reviewed by Engineering and Legal. The board approved the Procurement Policy section separately in January.

Changes to Chapters 7 and 8 were made by Engineering and were forwarded to the committee for review in April 2023. We received responses in May 2023, and these were incorporated into the manual. The manual was updated with an interactive Table of Contents and formatted to prepare for accessibility.

We prepared and sent out an overview of all the items/comments that still need to be addressed by staff on November 1, 2023. In addition, we have been working with the committee on a list of additional definitions for possible inclusion in the manual. Revisions and additions to the manual regarding the Executive Director and Supervisor of Operations job descriptions were made and the Manager of Operations title has been replaced throughout the rest of the manual with the Executive Director title. Staff held a Zoom meeting on January 10, 2024, to discuss all outstanding questions and comments in the manual, revisions were made, and the revised draft was sent to the committee for final review prior to being sent to the rest of the Board. The Board received the updated draft, which now exceeds 100 pages on January 16, 2024, and to allow time for a thorough review, a date of February 15, 2024, was set for approval by the Board. After receiving no comments or revisions from the Board, the final updated version of the Policies and Procedures Manual was adopted. We worked on the remediation of the PDF version of the Manual for posting on the website and created a Policies and Procedures webpage. We also updated the Culverts and Permits webpage to reference the Manual per request by Robert Eustice at AECOM. We added the “No-Pave” petition with the April 18, 2024, Board-approved correction to the Manual. **The Manual has been temporarily uploaded to the website while we continue to remediate the PDF file. We have completed the remediation of the engineering exhibits, which are currently under review by the District Engineer for the accuracy of alternative text for the illustrations (required for accessibility). We are also currently recreating the forms included in the manual to be ADA accessible. Once the road paving petition has been finalized, we will be adding that to the manual. The Executive Director is also considering some additions/revisions to the manual and this is mentioned in his report.**

The premier of the Drainage in the District Video was shown at the Annual Landowners’ Meeting in September 2022, and links to the video on YouTube were provided to community social media. **The YouTube video has received 662 views, 12 likes, and 4 subscribers as of January 10, 2025. The video has also been run on Jupiter Farms Resident’s social media a number of times, which has increased views.**

We continue to work with Mr. Howard, Ms. Kennedy, the Executive Director, and Supervisor of Operations on a regular basis. We review and monitor print and online media for all District-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 e-mail.



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Treasurer Monthly Report – December 2024

To: Board of Supervisors
From: Charles F. Haas, Treasurer
RE: Treasurer's Report for the January 16, 2025 Meeting
CC: Staff
Date: January 16, 2025

Routine Business

- 1) The District has received four distributions of an expected twelve from the Palm Beach County Tax Collector's Office for Fiscal Year 2024-25. We received \$4,618,696 from these distributions. This represents 81% of the expected receipts.
- 2) We continue with the year-end close in preparation for audit commencement.
- 3) Following the Board's direction, we will be sending our report to the District's Public Information Officer for uploading to the website.

Board Consideration

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



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Executive Director's Report – January 16, 2024

TO: Board of Supervisors
FROM: Executive Director
SUBJECT: Report for December 6, 2024, through January 16, 2025
DATE: January 9, 2025

Policies and Procedures

Road Petitions

- A) The professional staff have updated the Landowner Petition for Road Paving which is Step 1 of the Enhanced Stabilization process. Newly added features of the petition include estimated costs for 2025, cost drivers, financing options and a concise description of the step-by-step process to have a project considered by the Board. The proposed petition and the updated example document for the Policies and Procedures Manual are attached and will be presented to the Board for consideration during the January Board of Supervisor's meeting.

Culvert Maintenance Program

- B) The Culvert Maintenance Program will continue to replace damaged culverts upon homeowner request with cost saving to the landowners for purchase of materials. Next month, the Executive Director will bring the Board proposed language to make the Policy and Procedures Manual text more detailed. The District will only replace existing damaged culverts that are within the District easements and rights-of-way. The District will assist in the placement of new culverts to ensure that elevations and alignment are correct. For new culverts, the materials needed will be obtained by the landowner not through the District. The District will replace no more than two culverts on a parcel.

Storm Recovery

- A) On October 17th, The District submitted a letter request for Federal assistance under the provisions of section 216 of the Flood Control Act of 1950, Public Law 81-516 or section 403 of the Agricultural Credit Act of 1978, Public Law 95- 334, to restore damages sustained in Palm Beach County by Hurricane Milton on Thursday, October 10, 2024. This work is needed to safeguard lives and property from an imminent hazard where constructed channels have experienced and/or are more susceptible to erosion due to trees uprooting or leaning into the stormwater system and impeding drainage and exacerbating water column turbidity. On January 10th, the Executive Director had a telephone conversation with Jason Strenth, Emergency Watershed Protection Program Manager of the Natural Resources Conservation Service that confirmed that the District is the only entity that received approval for funding for this event, "...first in first awarded". The District is approved for 75% and the Natural Resources Conservation Service is currently seeking additional funding.

- B) The Emergency Watershed Protection Program, a federal emergency recovery program, helps local communities recover after a natural disaster strikes.

Administrative

- A) The Water Control Plan and Public Facilities Report have started with discussions including the District Engineer, District Treasurer, District Attorney, and Executive Director.
- B) Roadside mowing interlocal agreement between Palm Beach County Engineering Department and the District for roadside mowing, road sign installations, and other maintenance items were signed by the Executive Director and returned to Palm Beach County to be added to a future County Commission agenda for execution. The agreement contains the current scope of work and will increase the compensation provided to District from \$39,000 to \$75,000. The increased funding sufficiently covers current District costs. On January 9th, a status update from Palm Beach County Engineering & Public Works Department indicated that the agreement goes to the February Board of County Commissioners for consideration.
- C) Digitizing District paper documents has started with discussions including District Engineer regarding file naming conventions. Work is still very early in the process. We have the hardware to start. However, the process is stalled because the Office Administrator's time is committed to existing tasks and a file naming method is not complete to make document searches efficient. A temporary worker is being considered by the Executive Director.

Outreach

- A) The District participated in the December 7th Jupiter Farms Holiday parade that was sponsored by the Elks Club. The staff who contributed were: Max Delle, Ryan Reeves, Arie Raz and Jennifer Hammond.

Human Resource Management

- A) The Executive Director, Supervisor of Operations and the Office Administrator are researching the various options to include in future comprehensive updates to the Employee handbook. The draft document will be shared with the Policy Committee prior to going to the Board of Supervisors. Some potential new policies being considered include:
 - a. Implementation of Paid Time Off (PTO) to replace the vacation leave and sick leave. The objective is to give staff more flexibility in the use of their leave and to reduce administrative process.
 - b. Safety Boot Reimbursement; annual reimbursement for employer required personal protection equipment.
- B) The modified sections of the Employee's Handbook will be presented for information purposes only. After review and discussion, staff will incorporate any suggestion(s) by the Board. An updated Employee Handbook will be presented at a future board meeting for review and approval.
- C) Many options have been considered and abandoned because the Executive Director considered them to not be a good fit for the District because of cost, exposure to liability and anticipated low utilization. For example:
 - a. The Employee Assistance Program helps employees with work-related challenges as well as mental health problems, health and caregiving challenges (e.g., coping with chronic diseases, smoking cessation, or locating eldercare or daycare services), family issues, and financial challenges.
 - b. Tuition Reimbursement
 - c. Student Volunteer Community Service Program
 - d. Student Summer Internship

Infrastructure And Equipment

- A) Request for Proposal No. 2024-001: The District Vegetation Management Services started work on December 2nd. District inspections of the work confirm that the treatment contractor did a comprehensive and thorough job. Torpedo grass and a few other species have been slow to react due to low temperatures and short days. The first invoice has been received by District and will be paid as described in the agreement's scope of work.
- B) The Executive Director is working with the mechanic and Supervisor of Operations to develop an improved equipment surplus forecast based on equipment hours and tracking each piece of equipment's quarterly/annual maintenance cost. This equipment surplus forecast will be captured in a written standard Operating Procedure and eventually added to the Policies and Procedures Manual.
- C) On December 19th, an online police report was submitted for the vandalism of the Canal 4 water control structure handrail.
- D) Estimates were obtained to repair the damaged chain link fence (auto crash) and repair holes in the large pavilion roof (vandalism) at the Margaret Berman Memorial Park.

William C. Kennedy

William Chad Kennedy
Executive Director



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Supervisor of Operations Report – January 16, 2025

TO: Board of Supervisors
FROM: Supervisor of Operations
SUBJECT: Report for December 7, 2024, to January 16, 2025
DATE: January 16, 2025

Administrative

- 1) Supervisor of Operations requests Board action to surplus International 4300 dump truck.
- 2) South Indian River Water Control District Operations coordinates with District Engineers to finish Annual National Pollutant Discharge Elimination System Report.
- 3) On-site meetings and phone conversations with Landowners related to maintenance activities throughout the District.
- 4) Reviewed Mechanic's maintenance log for January.

Water Control

- 1) Received 1.58 inches of rain in this reporting period.
- 2) The Jupiter Park of Commerce fence project is completed.
- 3) Swale elevation, surveying, and swale cleaning operations continue as dry conditions allow.
- 4) Crews installed 17 driveway culverts, prepared swales for two new construction culvert installations, inspected five driveway culverts, and installed one temporary construction culvert.
- 5) Vegetation/Sand from Palm Beach Country Estates canals continue to be hauled away and stockpiled for future projects.
- 6) Crews continue to inspect Landowner driveway culverts for replacement and drainage swales for maintenance.
- 7) Crews continue to inspect and replace inoperable drainage culverts.
- 8) Crews continue to shoot elevations of existing swales and pipes throughout the District to collect data for future projects.

Road Maintenance

- 1) South Indian River Water Control District completed the survey of Jupiter Farms and Palm Beach Country Estates for Solid Waste Authority damages. The pictures and coordinates are in the process of submittal to the District Engineers for map plotting.
- 2) Road pull-ins are continuing as weather allows.

Dustin Fazio

Dustin Fazio
Supervisor of Operations

Memorandum

To South Indian River Water Control District
Board of Supervisors

CC William Chad Kennedy, Executive Director

Subject Engineer's Report for December

From Karen D. Brandon, PE, District Engineer

Board Meeting Date January 16, 2025

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

I. **Current Capital Improvements And Other District Projects**

- A. Staff has executed a contract for the surveying of Canal C. Survey has been obtained. Staff prepared design cross sections and preliminary plans for the permit applications to expand and relocate Canal C to allow for maintenance on both sides of the canal. Staff also investigated the ownership of Canal C and has attended a meeting with South Florida Water Management District to discuss permitting. Per Board direction, staff submitted a Loxahatchee River Preservation Initiative grant application for this project and was ranked on August 9, 2021. Staff submitted the House of Representatives forms for submission to the Florida Legislation for consideration. Notification was received March 9, 2022, that Legislative funding was approved for the Canal C project in the amount of \$312,500 for Fiscal Year 23. Staff is also researching the US Army Corps 404 Permitting and the delegation to Florida Department of Environmental Protection. It is anticipated that the project will qualify for an exemption for stormwater maintenance. The Florida Department of Environmental Protection has confirmed that as long as there are no wetland impacts that are in Waters of the United States then a 404/Federal authorization will not be required. Staff submitted a letter to Florida Department of Environmental Protection requesting confirmation of qualification as an exemption or "No Permit Required". The Florida Department of Environmental Protection has requested completion of a Waters of the United States form followed by a site inspection for verification. Staff was notified by Florida Department of Environmental Protection this week that we have been assigned a new permit reviewer. A site inspection with the new reviewer has been requested. After requesting a site inspection with the Florida Department of Environmental Protection reviewer, we were informed on January 26, 2023, that our application has been assigned to yet another new reviewer (our third). We have requested a site inspection with the new reviewer.

A site inspection was held with the Florida Department of Environmental Protection permit reviewer on April 4, 2023. The reviewer, David White, was still unsure as to which permit route – No Permit Required, Exemption or General Permit will be required. He will review historic aerials and discuss with his manager. He also requested the fill quantity up to the top of bank. He now has a much better understanding of the project.



Staff has followed up with the Florida Department of Environmental Protection reviewer via email to request Florida Department of Environmental Protection's decision on the permit required. On June 21, 2023, staff received an email from the reviewer stating that he has reviewed the Waters of the United States information, and the additional historic aerials provided and will be drafting a No Permit Required letter for review and signature by his management.

The Florida Department of Environmental Protection Grants office forwarded Agreement Forms and Insurance Requirements which are necessary for Florida Department of Environmental Protection to draft the grant agreement. These forms and the Certificate of Insurance were submitted to Florida Department of Environmental Protection in early December 2022.

The Florida Department of Environmental Protection Grants office is currently working to finalize the Grant Agreement. Arlene Acevedo, has been assigned as the Project Manager for this Agreement.

South Indian River Water Control District received the Grant Funding Agreement from Florida Department of Environmental Protection for execution on May 2, 2023.

The Grant Funding Agreement was fully executed on May 18, 2023, and the first quarterly Progress Report was submitted to Florida Department of Environmental Protection on July 17, 2023. The Bid Documents are being prepared to advertise the project for bidding.

The construction contract was advertised for bids on November 19, 2023, with bids due on December 21, 2023. We have contacted four contractors and emailed bid documents. We will follow-up with phone calls as well.

Two bids were received on December 21, 2023. The bids came in very high. Staff has discussed options with the Florida Department of Environmental Protection Grant Manager. A meeting is scheduled with the low bidder on January 16th to discuss reducing the scope of work.

A meeting was held with the low bidder on January 16th to discuss reducing the scope of work. They were interested in doing a portion of the work to allow the District to utilize the grant funding. At this time we are awaiting their response.

The low bidder, Rio-bak, is interested in performing one-third of the work. Staff is working with the Manager to decide which segment gives the District the best value. The canal water levels remain abnormally high for this time of year. The contractor will need to wait until conditions dry out.

Staff has reviewed the canal sections and cut/fill quantities and determined the one third segment to move forward with. Rio-bak is pricing out their cost based on the original bid unit costs for District review by April 19, 2024.

Rio-bak submitted their revised bid. Staff has adjusted the scope slightly and reduced the contingency from 10% to 5%. The revised documents have been sent to Rio-bak. Once they are signed, staff will proceed with issuance of a Notice of Award. Riobak is finalizing their revised bid. Staff anticipates requesting award of the contract at the June Board meeting.



The Contract was awarded at the June Board meeting. The contract documents have been sent to Rio-Bak for their execution.

Rio-Bak has requested that the Notice To Proceed be pushed back until conditions are drier. The contract documents have been fully executed.

A Pre-construction meeting was held with Rio-bak on October 24, 2024. It was agreed to postpone the Notice To Proceed until after the first of the year. The construction is anticipated to take 2-3 months, so it should be completed well before the Grant end date of June 30, 2025.

AECOM reached out to Rio-bak on January 7, 2025, to get their scheduled start date. Rio-bak agreed to provide a date early next week so that South Indian River Water Control District can issue the Notice to Proceed.

- B. The funding for the 20th Plan of Improvements has been received from the landowners. The next step is for the Engineer to prepare the Amendment for the 20th Plan of Improvements.

The draft 20th Plan of Improvements is being reviewed by legal, the Treasurer and staff. The draft Plan of Improvements will be submitted for Board consideration at the May Board meeting. The 20th Plan of Improvements was approved by the Board at the June meeting.

Legacy Survey, who proposed the lower price for the survey work, has been delayed in uploading their documentation required to get approved by our Procurement Dept as a subcontractor. We spoke with Legacy most recently on August 8, and they were working on the submittal. As soon as they are approved in our system, a purchase order will be issued to Legacy so that the survey work can proceed.

Legacy Survey has been approved in AECOM's Procurement system, the survey Task Order has been sent to Legacy for execution and the survey work is tentatively scheduled for October 18, 2023, weather permitting.

Legacy Survey provided the survey data on October 31, 2023. The construction plan sheets are in the process of being set up for the engineer to prepare the design.

The bid documents have been drafted and the engineer is in the process of finalizing the design. As the contract documents are finalized, a permit application will be submitted to Palm Beach County.

The project was advertised for bids on February 4th. Bids are due on March 7, 2024.

The bid opening was held on March 7, 2024. Only one bid was received for the project and it was considerably higher than the original estimate. Staff is in discussions with the contractor to see if they are willing to negotiate a lower cost.

Since only one bid was received, the project was advertised for bid again on March 31, 2024, with bids due on May 1, 2024.

The bid opening was held on May 1, 2024. Two bids were received, which are higher than the bid received on March 7. Staff has been in discussions with the landowner who filed the petition and the District Attorney.

Staff received a request from the landowner who filed the petition to reduce the specification requirements for the road base thickness and the amount of driveway restoration required, in order to reduce the cost of the project.

A conference call was held on September 26, 2024, with the landowner who filed the petition to discuss the engineering and survey fees to date. The 20th Plan of Improvement is on hold pending the Referendum process for the future Plan of Improvement.

- C. Future Plan of Improvements – The Referendum documents, exhibits and cost estimates have been drafted and will be sent to the Treasurer to finalize the Notices with the amount of the assessments.

The Referendum documents, exhibits and cost estimates have been drafted and were sent to the Treasurer to finalize the amount of the assessments. The Referendum is on the agenda for the October 17, 2024, Board of Supervisor's meeting for authorization to proceed with submittal to Palm Beach County Supervisor of Elections.

After a review of the Referendum Notice language and the Petition application form, some revisions are being made to clarify the process. The Petition application form revisions will be reviewed at the December Board meeting.

The ballots for seven (7) roadway petitions were mailed out on December 13th and are due by January 10, 2025. The ballots are scheduled to be counted on January 13, 2025. The results will be presented at the January 16, 2025, Board meeting.

- D. The Drainage Study for Palm Beach Country Estates was approved at the June Board meeting. The first task is to complete the survey work, which has been delayed in getting started.

Legacy Survey has been approved in AECOM's Procurement system, the survey Task Order has been sent to Legacy for execution and Legacy is in the process of scheduling the work. Once started, the work should take two months to complete.

Legacy Survey began the survey field work on November 20, 2023, and the final survey data is expected to be delivered by the middle of February.

Legacy Survey is working to complete the survey deliverables, including the canal cross sections. They are expected to be done next week. Legacy Survey has submitted the topographic survey, and AECOM has begun delineation of the subbasins. The next step will be to develop the other basin input data.

Work is being finalized on the Palm Beach Country Estates hydraulic model. Final Quality Assurance/Quality Control checks and calibration are being performed while the report is being drafted.

The stage data to be used in the calibration has been requested from the Town of Jupiter multiple times, however, has not been received. AECOM is following up again this week. The report has been drafted for internal review with the calibration section pending.

- E. The Staff is working on updating both the Water Control Plan and the Public Facilities Report to include improvements that have been constructed.

An internal meeting is scheduled on January 13, 2025 to discuss the history, current tax structure, legal requirements and the engineering process for the Water Control Plan.

II. Operation And Maintenance

- A. Natural Resources Conservation Service Grant Application for Hurricane Damage – A meeting was held on November 1, 2024, with Natural Resources Conservation Service staff at their office in Royal Palm Beach. A draft Damage Survey Report was prepared and presented at the meeting to obtain submitted on November 8, 2024. A few additional comments were received and addressed on November 21, 2024. Once the application has been “approved” by the local Natural Resources Conservation Service staff, it will go to the State Engineer for final approval prior to formal submittal as a request for funding.

- B. On November 14th, staff conducted a field visit with the Executive Director and Supervisor of Operations to review site conditions for the design of pre-storm drainage control structures at the west ends of Canal C and Canal E. These structures will improve the operations of the Palm Beach Country Estates drainage network by enabling South Indian River Water Control District to direct water westward through existing connections to the South Florida Water Management District C-18 Canal during pre-storm drawdown, assuming South Florida Water Management District lowers stages in the C-18 Canal, ahead of a major storm. This will provide additional storage capacity within S South Indian River Water Control District's system and enhance stormwater conveyance during the event.

Staff is currently working on the design of the control structures and has been coordinating with Contech on the control structure gate and walkway.

- C. **The next National Pollutant Discharge Elimination System Steering Committee Meeting is scheduled for January 15, 2025. The agenda includes Program Budgeting and updates on Program activities such as training schedule, audits, water quality data, the Joint Annual Report, and the Public Outreach Program. The Annual Report is in the process of being drafted for submittal to Florida Department of Environmental Protection.**
- 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.

Staff assisted the Executive Director with preparation of a PowerPoint presentation regarding a grant application for easement surveys and Geographic Information System services for the Loxahatchee River Preservation Initiative meeting on August 5, 2024.

- E. Staff had a conference call with South Florida Water Management District staff members Beth Kacvinsky and Jeff Buck on February 10, 2022, to discuss the G-92 Agreement between South Indian River Water Control District and South Florida Water Management District for operation of the structure. Beth will discuss with South Florida

Water Management District operations staff and others to initiate the process of developing an updated agreement. Staff received an email with flow graphs for G-92 on March 9, 2022, for review. An update on the status of internal discussions at South Florida Water Management District regarding a new G-92 agreement was requested on March 11, 2022.

Staff attended the Palm Beach County Water Resources Task Force Meeting on March 31, 2022, and had the opportunity to speak with Jennifer Reynolds, who is the Director of Ecosystem Restoration and Capital Projects for South Florida Water Management District. The South Florida Water Management District is proposing to amend consumptive use permitting criteria to protect water made available by the Loxahatchee River Watershed Restoration Project. This water resource protection is a prerequisite for the South Florida Water Management District signing a Project Partnership Agreement (PPA) with the US Army Corps of Engineers for the Loxahatchee River Watershed Restoration Project by September 2022. Ms. Reynolds is not authorized to begin drafting agreements, such as the new G-92 Agreement, until after the rule is final. Staff reached out to Jeff Buck on December 2, 2022, to request an update as to when South Florida Water Management District will be ready to start discussing a new G-92 Agreement.

Staff had a conference call with Jeff Buck, Adnan Mirza (Operations), and Matt Alexander (Lead Engineer for Flow-way 2) of South Florida Water Management District on January 6, 2023. South Florida Water Management District is currently working on the C-18 West Impoundment design, and it is scheduled to take 2-3 years. No discharge through the G-92 structure is proposed during rainfall events. However, there may be the need for emergency releases from the reservoir. Staff explained that

keeping the stages in the 13-13.5 ft National Geodetic Vertical Datum range in the C-14 Canal works best for South Indian River Water Control District. The C-14, C-4, C-5 and C-6 Canals are the most impacted when South Florida Water Management District discharges through the G-92 structure. The stages in the South Indian River Water Control District canals come up very quickly, especially when the ground is saturated. For now, South Florida Water Management District recommended that South Indian River Water Control District continue to work with Operations. More detailed modeling information will become available during the C-18 W Impoundment design process. South Indian River Water Control District can coordinate with Jeff Buck and Matt Alexander.

Staff requested an update from Jeff Buck on August 10, 2023. A detailed update was received from Jeff Buck and included in the Annual Report of the Engineer.

- F. Staff was contacted by the Palm Beach County Building Dept regarding the Policies and Procedures Manual for Regulation of Lot Filling and Grading Activity. As a result of comments from both homeowners and contractors, they are considering making some changes. The Engineer for Indian Trail Improvement District is going to suggest some edits based on the Village of Wellington's policy and send them to South Indian River Water Control District to review.

The Engineer for Indian Trail Improvement District forwarded some suggested edits based on the Village of Wellington's policy to South Indian River Water Control District, and the revisions are under review.



Doug Wise, the Building Director for Palm Beach County, requested that South Indian River Water Control District attend a Palm Beach County Workshop on July 9, 2024. The workshop included a discussion on Stormwater and Floodplain Management.

- G. We continue to receive, review, and comment on various permit applications for projects to be constructed within the District. Additionally, we attend site meetings and inspections related to permit applications and landowner requests.
- H. We continue to provide engineering assistance to the Executive Director, 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.