



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

April 17, 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
 - C) Discussion of Rescheduling or Combining June Board Meeting
- 3) Landowner Items
- 4) Public Information Report
 - A) Website Update
- 5) Treasurer's Report
- 6) Executive Director's Report
 - A) Letter of Intent – Transition to Florida Deferred Compensation 457(b) for Employees
 - B) Cell Tower Fund Creation
 - C) Meeting Update with Florida Department of Transportation on Maintenance of Turnpike Canals and Palm Beach Country Estates Outfall
 - D) Trailwood Community Update
 - E) Solid Waste Authority Update
- 7) Supervisor of Operations Report
- 8) Engineer's Report
 - A) Pay Request No. 1 for Rio-Bak for Canal C Project
 - B) Rio-Bak Change Order No. 1 for Canal C Project
 - C) Busch Wildlife Update
 - D) Water Quality Update
- 9) Attorney's Report
- 10) Old Business
- 11) New Business
 - A) Resolution 2025-2: Consideration of Termination of Easements at 169th Place North and Acceptance of Express Easements
- 12) Adjourn

Public Information Monthly Report April 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 (Apr. 17, 2025) release

The following items were updated or added to the website:

- 1) Copy changes on most pages – updating in conjunction with the new website review
- 2) Monthly Meeting (Feb. 20, 2025) minutes
- 3) Board of Supervisors Monthly Meeting (Apr. 17) information and Zoom registration invitation
 - Agenda, Staff Reports and Slide Presentation

Attended monthly Board meeting on Mar. 20, 2025, at District office.

After discussion at an earlier Teams meeting, we completed a comprehensive review of the existing District website in preparation for the development of a new ADA accessible website. An overview was then prepared for committee and staff review of any needed updates and revisions to current content, potential new content, and compliance with statutory requirements. A navigation outline and current content on all pages of the website was prepared and disseminated to the team. We updated some content and verified/updated all external links on the site from an accessibility standpoint. Staff, the Executive Director, Mr. Howard, and Mr. Meyer are currently reviewing the overview. **We have received some comments back and are reviewing and implementing them while awaiting additional staff comments.**

On March 13, 2025, we attended a Teams meeting where a Standard Operating Procedure was discussed for handling permit-related emails. This will provide data for potential new forms for the website such as permits, work orders, inspection requests, etc. In addition, 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 eventually provide a link from the website.

We are working with the District Engineer on a Public Comment Form that is integrated into the GIS mapping for the District. The form includes contact information, the issue or concern details, comments, and the issue/comment type: General, Drainage, Roadway, Solid Waste Authority Damage and Other. It also will allow for the ability to upload images of the issue, as well as documents. In addition, there is input for the location of the issue. Suggested changes are being made to the form and we will be embedding this into the website once it has been approved.

We also plan to take new photographs throughout the District for use on the new site. We hope to have the new site up and running within the next 3 to 4 months.

We are continuing discussions with two potential service providers – CivicsPlus and Streamline. Both companies offer the creation and hosting of government ADA-accessible websites. We are awaiting updated prices from both, but it appears that both have lowered their pricing over previous estimates. This information will then be provided to Mr. Kennedy and the committee for consideration.

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. The road paving

petition that was approved at the January 16, 2025, meeting has been added to the manual. The Executive Director and Policies and Procedures committee have reviewed additions/revisions to the manual, as well as an updated proxy form, and they were sent to the Board for review and approval at the February meeting. **We implemented the approved revisions in the master document and copies were sent to all Board members and Staff for their files. In addition, we have put a temporary copy on the website while remediation of the document is being done.**

The premier of the Drainage in the District Video was shown at the Annual Landowners' Meeting in September 2022, and links to the You-Tube video were provided to community social media. **The video has received 675 views, 12 likes, and 4 subscribers as of April 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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Memorandum

TO: Board of Supervisors
FROM: Executive Director
SUBJECT: Report for March 12, 2025, through April 10, 2025
DATE: April 10, 2025

Policies and Procedures

Transition to the State of Florida Deferred Compensation 457b Plan from the existing Florida League of Cities 457b.

The Executive Director requests the Board of Supervisors' approval to "roll" the existing assets in the District's employee's current 457b retirement plan into the State of Florida Deferred Compensation Plan 457b. The move is consistent with the District's fiduciary responsibility to the employees by reducing administrative fees, providing increased investment options and providing immediate 457b vesting for District employees.

The Executive Director has reviewed the fee structure charged to District staff for the Florida League of Cities, Inc., services and has determined that all employees investing in the District's 457B Deferred Compensation Plan would benefit from moving to the State of Florida Deferred Compensation Plan. This will reduce costs for employees and there is no cost to the District to make the change.

Background

Commissioned in 1982, the Florida Deferred Compensation Plan helps more than 90,000 current and former employees to save for retirement and invest in the future. The Plan was initiated as an opportunity to allow State of Florida employees to invest and save more towards retirement as a supplement to the required Florida Retirement System. Now, all of Florida's Government Employers are eligible to join, including State, County, City, **Special Districts**, Water Management Districts, and others. The Deferred Compensation Plan is separate from the Florida Retirement System and is completely voluntary for employees. The Plan is designed so each participant can save at a comfortable pace while benefitting from tax sheltered investments with both 457b Pre-Tax and 457b Roth payroll contributions. Reference: [Florida Deferred Compensation Plan](#).

Administrative

Creation of Cell Tower Fund

Staff seeks Board approval to establish the "Cell Tower Fund" to be used for the purpose of supporting the South Indian River Water Control District Board of Supervisors sanctioned activities with the understanding that the District Treasurer and Executive Director will manage the fund according to its established guidelines and distribute funds as needed to obtain grants that act as a financial force multiplier to conduct activities that are aligned with this

District's purpose. It is important to document that the source of this money was from the Cell Phone Tower sale and was not generated from assessments.

Establishing and managing the Cell Tower Fund is a crucial aspect of financial planning that can offer significant benefits for the District and its landowners. The Cell Tower Fund will provide a structured way to manage this financial asset as it is distributed according to specific needs of the District and as determined by the Board of Supervisors. The Cell Tower Fund can be instrumental in providing for future infrastructure improvements while reducing the need for landowner assessments.

Fund Guidelines

The fund will be restricted to endeavors that result in the funds being matched, reimbursed, or increased by 15% or more when used within the District's authority to benefit the landowners of the District. The Cell Tower Fund monies are intended to be used as a financial force multiplier, for example Cost Share. Cost Share or "match" and "non-federal share," or "non-State share" is the portion of the costs of a federal or state assisted project or program not borne by the State or federal government. Cost sharing augments use State or Federal funding to increase the project's impact. It also ensures that recipients, like the District, have a financial stake in the project's success. The assets in the fund will be separately accounted.

Cost share contributions must be specified in the project budget, verifiable from the District's records, and be necessary and reasonable for proper and efficient execution of the project. Every cost share contribution must be reviewed and approved by the District Treasurer and Executive Director in advance, as well as by the Board of Supervisors, prior to being incorporated into the project budget and before any fund expenditures are incurred.

Outreach

- A) The Executive Director participated in the March 31st Loxahatchee River Management Coordination Council Meeting.
- B) The Executive Director provided a presentation to the April 7th Loxahatchee River Preservation Initiative in to describe the "vision" for the Districts survey of Jupiter Farms for stormwater management benefits for landowners and the Loxahatchee River.

Human Resource Management

The Executive Director, the Supervisor of Operations, and the Office Administrator are continuing to draft and refine updates to the Employee handbook. The draft document will be shared with the Policy Committee prior to going to the Board of Supervisors.

Infrastructure and Equipment

- A) Palm Beach County Estates Stormwater through the Florida Turnpike and Interstate 95
On March 13th, the Executive Director received an email from the Florida Department of Transportation's contractor with two attached files containing an agreement dated 09/21/1984 and an Addendum dated 01/30/2012 which clearly indicate that, "... the DEPARTMENT and the DISTRICT entered into that certain Agreement on September 21, 1984 ("Agreement") that permitted the DISTRICT to operate and maintain the Turnpike Borrow Canals located within the DEPARTMENT'S right-of-way as part of the DISTRICT'S Surface Water Management Plan..." it also states that, "...Under the terms of this Agreement should the DISTRICT fail to operate and maintain the subject Turnpike canals, the DEPARTMENT may, at its option, perform such maintenance and the DISTRICT will in such event, upon bill rendered, pay to the DEPARTMENT the entire cost, incurred by it for such operation and maintenance."

After learning of these agreements, the District initiated planning to re-establish stormwater flow.

On April 7th, the District Engineer, Supervisor of Operations, and the Executive Director met with the Florida Department of Transportation staff from the Florida Turnpike and Interstate 95 to reach a consensus on a plan to open flow through the highways' swales, culverts and canals.

Within the Turnpike easement, the District is going to use contractors to do the vegetation work to open the canal on the west side of the Turnpike, The east side of the Turnpike is more complicated because of all the large trees. The plan is to install a culvert immediately east of the cattle tunnel to gain access to remove the trees along the canal to create an open path for heavy equipment to use for maintenance.

On the I-95 side, the District will be creating a platform where an excavator can be located to reach down to remove debris from the water and keep the box culvert under I-95 open during high flow or hurricane situations. The District will not be required to obtain any authorization to conduct maintenance. However, the construction is beyond the scope of the existing agreements. Thus, the proposed construction work within the Turnpike and I-95 easements will require engineered drawings to be submitted for Florida Department of Transportation approval prior to doing the work.

- B) The Trailwood Community Homeowners Association and the District are scheduled to replace the gravity discharge pipe from Trailwood into District Canal 2 the week of April 14th. The Trailwood Homeowners Association provided the District with a temporary construction easement to do the work on their portion of the site. The District emphasizes that this work is a maintenance activity and will NOT provide additional or increased flood protection for the Trailwood community. Review of the historic records indicate that the Trailwood site was constructed at elevations below what the District Engineer suggested prior to it being constructed. The Trailwood area requires a stormwater pump station to provide flood protection for storm events that do not allow gravity flow discharge.
- C) The vegetation clam shell damage caused by Solid Waste Authority contractors at over 1,200 locations along roadsides within South Indian River Water Control District is still in negotiation. The damage destabilizes roads, creates erosion, and has an adverse impact on water quality.
- D) The Supervisor of Operations and Executive Director have been working closely with the District Engineer to acquire Geographical Information Systems instrumentation to enhance the field staff ability to identify easement lines, elevations, and generate data to help with identifying and prioritizing the required maintenance within the District. Focus areas where Geographical Information Systems technology will be used include restoring road crest elevations, documenting culvert condition and elevations, and realigning and recontouring canals. The Geographical Information Systems hardware has been obtained, and the District received the software the April 11th.

William C. Kennedy

William Chad Kennedy
Executive Director



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Treasurer Monthly Report – April 2025

To: Board of Supervisors
From: Charles F. Haas, Treasurer
RE: Treasurer's Report for the April 17, 2025 Board Meeting
CC: Staff
Date: April 17, 2025

Routine Business

- 1) The District has received nine distributions of an expected twelve from the Palm Beach County Tax Collector's Office for Fiscal Year 2024-25. We received \$5,511,242 from these distributions. This represents 96% of the expected receipts, which is slightly better than the previous year.
- 2) We have been looking into investing the proceeds of the Cell Tower Lease sale in its own CD rather than having it as a component of the District's pooled investment. BankUnited, whom we have a relationship with, are the owner of the 2015 Water Distribution Bond and as part of the original deal, we maintain \$500,000 in the form of a CD with them. They have offered an attractive rate, considerably higher than Regions has offered, so we are in the process of moving the funds to them. The CD would be issued as public funds with all of the considerable protection afforded by the State of Florida Statutes, Chapter 280, "Florida Security for Public Deposits Act." (The "Qualified Public Depository".)
- 3) We are preparing the semi-annual budget report. In the past, this report, with a breakdown corresponding to the details found in the Budget Workbook, has gone to the Budget Committee for their review, after which the summary report has gone to the Board. While this procedure has served the Board for many years, we recognize that more financial information would be beneficial for all. We will be working with staff and board members to develop a new format.
- 4) We continue with the year-end close in preparation for audit commencement.
- 5) 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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Supervisor of Operations Report – April 17, 2025

TO: Board of Supervisors
FROM: Supervisor of Operations
SUBJECT: Report for March 21, 2025, to April 17, 2025
DATE: April 10, 2025

Administrative

- 1) The Supervisor of Operations successfully completed the Florida Association of Special Districts Certified District Manager program.
- 2) The Supervisor of Operations gave an update/report at the Jupiter Farms Residents meeting on April 8, 2025.
- 3) South Indian River Water Control District received three awards from the Safety Council of Palm Beach County for excellence in vehicle safety and worker safety. The Supervisor of Operations was also recognized with a Special Recognition Award for his Proactive Approach to Workplace Safety in implementing a Commercial Driver's License program for District employees.
- 4) The Supervisor of Operations gave an update/report at the Jupiter Farms Residents meeting on March 11th.
- 5) On-site meetings and phone conversations were held with Landowners related to maintenance activities throughout the District.
- 6) The Mechanic's maintenance log was reviewed for April.

Water Control

- 1) The District received 1.88 inches of rain in this reporting period.
- 2) The District received the repaired Remote Terminal Unit from OmniSite for the Canal 4 control structure telemetry.
- 3) The District began Hurricane Milton debris removal in Jupiter Farms Canals. This work was originally contracted out and then funded by the Natural Resources Conservation Service. Currently, these funds are on hold by the Federal Government.
- 4) Swale elevation, surveying, and swale cleaning operations continue as dry conditions allow.
- 5) Crews installed seven driveway culverts, prepared swales for five new construction culvert installations, inspected three new construction culverts, and installed one temporary construction culvert.

- 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) Road grading is still scheduled weekly for shell rock roads. Grader operators are authorized to do single passes during dry conditions. A single pass combats corrugation (wash boarding), while maintaining road stability.
- 2) Road pull-ins are postponed due to dry conditions.

Dustin Fazio

Dustin Fazio
Supervisor of Operations

Memorandum

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| To | South Indian River Water Control District Board of Supervisors |
| CC | William Chad Kennedy, Executive Director |
| Subject | Engineer's Report for March |
| From | Karen D. Brandon, PE, District Engineer |
| Board Meeting Date | April 17, 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 aerals 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. Rio-Bak 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.

A pre-construction meeting was held on site on January 30th, with the contractor, Rio-Bak. The Notice to Proceed was issued for February 3, 2025. Rio-Bak has mobilized some equipment and is in the process of filing an National Pollutant Discharge Elimination System Construction Permit and temporary dewatering permit from South Florida Water Management District.

Rio-Bak is approximately 35% complete on the project. They anticipate being substantially complete in early April.

Rio-Bak is approximately 55% complete on the project. They now anticipate being substantially complete by the end of April. Rio-Bak has submitted Pay Request No. 1. They have also submitted a Change Order for some additional culvert extensions, which will be covered by the Contingency.

- 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.

The petitioners paid the additional funds needed to the District on February 10, 2025, in order for the project to move forward to construction. Wynn and Sons, the low bidder, is agreeable to signing the contract. A Notice of Award for the construction contract is on the February 20th Board agenda.

The Notice of Award was approved at the February 20th Board meeting. The Contractor, Wynn and Sons, is in the process of executing the documents and securing his Payment and Performance Bonds. A Notice to Proceed is anticipated to be issued for the middle of April.

The Notice to Proceed was issued for April 14, 2025. A Pre-construction meeting was held on April 8, 2025. The contractor will begin with the construction survey.

- C. 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.

- D. 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.

Drafts of the updated Water Control Plan and the Public Facilities Report are being finalized for distribution and review and comments.

The updated Water Control Plan and Public Facilities Report have been submitted for review by the South Florida Water Management District. The District – Florida Department Of Transportation maintenance agreement will be added as a Public Facilities Report exhibit.

The South Florida Water Management District has 60 days to review the Water Control Plan and Public Facilities Report.

II. Operation And Maintenance

- A. Staff continues to advance the development and buildout of the Geographic Information System utilizing ArcGIS Pro and the associated Field Collector application. All necessary hardware has been received and configured for use. A purchase order has been issued to ESRI for the required software licenses. AECOM has been actively compiling essential data, including surveys, as-built drawings, and permit information. Once the software licenses are activated and fully operational, staff will begin uploading the compiled data into the Geographic Information System platform for District use.
- B. 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.

The Natural Resources Conservation Service confirmed on February 14, 2025, that the funds approved for the District have been frozen indefinitely through the Presidential executive order.

- C. 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.

Staff is preparing a design memorandum describing work completed to date for future use, should South Indian River Water Control District decide to move forward with these structures.

Staff is finalizing the draft design memorandum for submittal to the District for review and comments.

The draft design memorandum is undergoing internal Quality Control review and editing.

- D. **The National Pollutant Discharge Elimination System Steering Committee Meeting was held on February 19, 2025. The budget, the Cycle 5 Permit update, and assigning alternates for Board members were discussed. On March 19, 2025, the annual Refresher Training for Illicit Discharge Detection, Spill Prevention and Control, and Sediment and Erosion Control was held for co-permittees. District staff participated in the training. The next scheduled meetings are April 16 and/or June 18, 2025, depending on topics requiring discussion.**

- E. 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.

Staff attended the April 7, 2025, Loxahatchee River Preservation Initiative meeting where the District's Executive Director presented a vision for improving the District's operational flexibility for water management to benefit water conservation, flood protection and potential benefits to the Northwest Fork of the Loxahatchee River.

- F. **Staff met with representatives from the Turnpike Authority and Florida Department of Transportation on April 7, 2025, to discuss maintenance of the canal/ditches on the east and west sides off the Turnpike. Topics discussed included the importance of clearing the canals and outfall route for flood protection and access for District maintenance staff.**

- G. 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 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.

- H. 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.

- I. 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.
- J. 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.