



Sunshine
Water Control District

REGULAR MEETING AGENDA

August 9, 2023

**SUNSHINE
WATER CONTROL DISTRICT**

**AGENDA
LETTER**



August 2, 2023

Board of Supervisors
Sunshine Water Control District

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Sunshine Water Control District will hold a Regular Meeting on August 9, 2023 at 6:30 p.m., at the Sartory Hall, 10150 NW 29th Street, Coral Springs, Florida 33065. The agenda is as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments **[3-Minute Time Limit]** *(Comments should be made from the microphone to ensure recording. Please state your name prior to speaking.)*
5. Acceptance of Unaudited Financial Statements as of June 30, 2023
6. Approval of Minutes
 - A. July 12, 2023 401(A) Committee Meeting
 - B. July 12, 2023 Regular Meeting
7. Supervisors' Communications
8. Staff Reports
 - A. District Counsel: *Lewis, Longman & Walker, P.A.*
 - B. District Engineer: *Craig A. Smith & Associates*
 - Presentation: Monthly Engineer's Report
 - C. District Engineering Consultant: *John McKune*
 - D. District Field Supervisor: *Cory Selchan*
 - E. District Manager: *Wrathell, Hunt & Associates, LLC*
 - I. Obstructions Removal Agreement Request [7505 NW 40th PL]

II. NEXT MEETING DATE: September 13, 2023 at 6:30 PM [Fiscal Year 2024
Budget Adoption Hearing]


○ QUORUM CHECK

JOE MORERA	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
IVAN ORTIZ	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
CAROL SMITH	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

9. Public Comments

10. Adjournment

Should you have any questions, please contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,

Cindy Carbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 131 733 0895

**SUNSHINE
WATER CONTROL DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SUNSHINE
WATER CONTROL DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JUNE 30, 2023**

**SUNSHINE
WATER CONTROL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2023**

	General Fund	Debt Service Fund Series 2021	Total Governmental Funds
ASSETS			
Centennial Bank	\$ 1,611,354	\$ -	\$ 1,611,354
Centennial Bank - escrow	81,172	-	81,172
DS - Series 2021	-	542,142	542,142
Investments			
State Board of Administration			
A Investment account	5,349	-	5,349
A Bank maintenance reserve account	2,802	-	2,802
A Renewal & replacement reserve account	2,085	-	2,085
A Equipment replacement reserve account	220	-	220
Centennial Bank - MMA	260,661	-	260,661
FineMark Bank - MMA	249,014	-	249,014
FineMark Bank - ICS	11,974,243	-	11,974,243
Iberia Bank - MMA	5,540	-	5,540
Undeposited funds	350	-	350
Due from general fund	-	17,069	17,069
Total assets	<u>\$14,192,790</u>	<u>\$ 559,211</u>	<u>\$ 14,752,001</u>
LIABILITIES			
Liabilities:			
Retainage payable	211,026	-	211,026
Due to debt service	17,069	-	17,069
Deposits payable/trash bonds	224,500	-	224,500
Cost recovery deposits	52,878	-	52,878
Total liabilities	<u>505,473</u>	<u>-</u>	<u>505,473</u>
FUND BALANCES			
Assigned:			
3 months working capital	1,760,312	-	1,760,312
Disaster recovery	3,500,000	-	3,500,000
Truck replacement	180,000	-	180,000
Restricted for			
Debt service	-	559,211	559,211
Unassigned	8,247,005	-	8,247,005
Total fund balances	<u>13,687,317</u>	<u>559,211</u>	<u>14,246,528</u>
Total liabilities and fund balances	<u>\$14,192,790</u>	<u>\$ 559,211</u>	<u>\$ 14,752,001</u>

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JUNE 30, 2023**

	Current Month	Year to Date	Adopted Budget	% of Budget
REVENUES				
Assessments	\$ 31,407	\$ 3,534,460	\$ 3,610,139	98%
Interest and miscellaneous	3,439	35,599	9,000	396%
Permit review fees	350	3,150	2,450	129%
Cost recovery	-	-	17,500	0%
Total revenues	<u>35,196</u>	<u>3,573,209</u>	<u>3,639,089</u>	98%
EXPENDITURES				
Administrative				
Supervisors	-	800	1,800	44%
Supervisor health care benefits	-	4,966	25,000	20%
Supervisors reimbursement	56	330	7,500	4%
Management/accounting/recording	5,477	49,300	65,734	75%
DSF & CPF accounting	1,279	11,516	15,355	75%
Dissemination fee	83	750	1,000	75%
Arbitrage rebate calculation	-	-	750	0%
Trustee	-	-	5,000	0%
Audit	-	11,500	11,500	100%
Legal	6,492	42,993	95,000	45%
Legal - legislative representation	6,417	51,750	53,100	97%
Retirement plan consulting	-	-	10,000	0%
Human resource services	630	5,668	7,557	75%
Communication	-	-	7,500	0%
Dues/subscriptions	-	4,000	4,500	89%
Rent - operations facility	4,055	36,501	48,666	75%
Insurance	-	25,118	35,440	71%
Legal advertising	145	1,139	2,500	46%
Office supplies and expenses	-	168	1,500	11%
Postage	82	764	1,200	64%
Postage-ROW clearing	-	-	500	0%
Printing and binding	117	1,050	1,400	75%
Website	-	1,109	3,000	37%
ADA website compliance	-	-	210	0%
Contingencies	-	4,981	5,000	100%
Total administrative expenses	<u>24,833</u>	<u>254,403</u>	<u>410,712</u>	62%
Field operations				
Salaries and wages	33,369	314,592	437,561	72%
FICA taxes	2,788	24,821	33,473	74%
Special pay	-	1,534	2,000	77%
Bonus program	-	5,000	2,500	200%
401a retirement plan	3,335	34,434	43,756	79%
Health insurance	24,228	212,291	325,000	65%
Workers' compensation insurance	807	13,327	15,000	89%
Engineering	1,831	18,648	100,000	19%
Engineering - capital outlay westchester	-	-	7,500	0%
Engineering - capital outlay ps1 & ps2	690	85,960	42,472	202%
Engineering - capital outlay ps1 h/s/c	1,385	67,297	134,000	50%
Engineering - capital outlay NW 123 ave	-	-	12,550	0%
Engineering - capital outlay Riverside drive	-	-	251,586	0%
Engineering - capital outlay University drive	-	-	89,627	0%
Engineering - telemetry	-	-	75,500	0%
Consulting engineer services	-	-	25,000	0%
Cost recovery	4,637	28,535	17,500	163%
Water quality testing	-	2,659	5,224	51%
Telephone	-	603	1,800	34%

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JUNE 30, 2023**

	Current Month	Year to Date	Adopted Budget	% of Budget
Electric	9,958	54,965	85,000	65%
Insurance	-	60,483	55,529	109%
Repairs and maintenance				
Canal banks	-	-	75,000	0%
Canal dredging	-	-	50,000	0%
Culvert inspection & cleaning	-	-	100,000	0%
Dumpster service	984	7,066	13,000	54%
Truck, tractor and generator	1,935	10,041	21,000	48%
Other	426	4,236	21,000	20%
Operating supplies				
Chemicals	-	40,752	90,000	45%
Fuel	1,027	8,952	20,000	45%
Fuel-pump station generator	-	-	35,000	0%
Triploid carp	-	-	19,755	0%
Uniforms	125	1,150	3,217	36%
Other	782	2,442	4,000	61%
Permit fees, licenses, schools	50	880	5,000	18%
Capital outlay - westchester culvert	-	20,915	288,125	7%
Capital outlay - pump station 1 & 2	1,104,040	2,161,114	1,444,200	150%
Capital outlay - ps1 hydra/struc/canal	-	-	625,440	0%
Capital outlay - NW 123 Ave	-	-	150,000	0%
Capital outlay - Riverside drive	-	-	985,000	0%
Capital outlay - University drive	-	-	150,000	0%
Capital outlay - telemetry	-	-	340,000	0%
Field equipment	-	-	35,000	0%
Pump station telemetry	656	2,705	40,000	7%
Contingencies	-	2,520	5,000	50%
Total field operations	<u>1,193,053</u>	<u>3,187,922</u>	<u>6,282,315</u>	51%
Other fees and charges				
Tax collector	628	36,001	37,606	96%
Property appraiser	-	34,588	37,606	92%
Property tax bills - fire & EMS assessment	-	33	100	33%
Total other fees & charges	<u>628</u>	<u>70,622</u>	<u>75,312</u>	94%
Total expenditures	<u>1,218,514</u>	<u>3,512,947</u>	<u>6,768,339</u>	52%
Excess/(deficiency) of revenues over/(under) expenditures	(1,183,318)	60,262	(3,129,250)	
Fund balance - beginning	14,870,635	13,627,055	13,725,082	
Fund balance - ending				
Assigned:				
3 months working capital	1,760,312	1,760,312	1,760,312	
Disaster recovery	3,500,000	3,500,000	3,500,000	
Truck replacement	180,000	180,000	180,000	
Unassigned	8,247,005	8,247,005	5,155,520	
Total fund balance - ending	<u>\$ 13,687,317</u>	<u>\$ 13,687,317</u>	<u>\$ 10,595,832</u>	

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED JUNE 30, 2023**

	Current Month	Year To Date	Adopted Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ 7,382	\$ 830,689	\$ 848,359	98%
Interest	2,204	11,416	-	N/A
Total revenues	<u>9,586</u>	<u>842,105</u>	<u>848,359</u>	99%
EXPENDITURES				
Debt service				
Principal	-	-	470,000	0%
Principal payments	-	651,246	-	N/A
Interest	-	181,247	362,493	50%
Total debt service	<u>-</u>	<u>832,493</u>	<u>832,493</u>	100%
Other fees and charges				
Tax collector	148	8,461	8,837	96%
Property appraiser	-	8,129	8,837	92%
Total other fees and charges	<u>148</u>	<u>16,590</u>	<u>17,674</u>	94%
Total expenditures	<u>148</u>	<u>849,083</u>	<u>850,167</u>	100%
Excess/(deficiency) of revenues over/(under) expenditures	9,438	(6,978)	(1,808)	
Fund balances - beginning	549,773	566,189	253,407	
Fund balances - ending	<u>\$ 559,211</u>	<u>\$ 559,211</u>	<u>\$ 251,599</u>	

SUNSHINE

Water Control District

Special Assessment Revenue Refunding Bonds, Series 2021

\$12,010,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2022		-	181,246.25	181,246.25
05/01/2023	470,000.00	3.050%	181,246.25	651,246.25
11/01/2023	-	-	174,078.75	174,078.75
05/01/2024	490,000.00	3.050%	174,078.75	664,078.75
11/01/2024	-	-	166,606.25	166,606.25
05/01/2025	500,000.00	3.050%	166,606.25	666,606.25
11/01/2025	-	-	158,981.25	158,981.25
05/01/2026	515,000.00	3.050%	158,981.25	673,981.25
11/01/2026	-	-	151,127.50	151,127.50
05/01/2027	530,000.00	3.050%	151,127.50	681,127.50
11/01/2027	-	-	143,045.00	143,045.00
05/01/2028	550,000.00	3.050%	143,045.00	693,045.00
11/01/2028	-	-	134,657.50	134,657.50
05/01/2029	565,000.00	3.050%	134,657.50	699,657.50
11/01/2029	-	-	126,041.25	126,041.25
05/01/2030	585,000.00	3.050%	126,041.25	711,041.25
11/01/2030	-	-	117,120.00	117,120.00
05/01/2031	600,000.00	3.050%	117,120.00	717,120.00
11/01/2031	-	-	107,970.00	107,970.00
05/01/2032	615,000.00	3.050%	107,970.00	722,970.00
11/01/2032	-	-	98,591.25	98,591.25
05/01/2033	635,000.00	3.050%	98,591.25	733,591.25
11/01/2033	-	-	88,907.50	88,907.50
05/01/2034	655,000.00	3.050%	88,907.50	743,907.50
11/01/2034	-	-	78,918.75	78,918.75
05/01/2035	675,000.00	3.050%	78,918.75	753,918.75
11/01/2035	-	-	68,625.00	68,625.00
05/01/2036	690,000.00	3.050%	68,625.00	758,625.00
11/01/2036	-	-	58,102.50	58,102.50
05/01/2037	720,000.00	3.050%	58,102.50	778,102.50
11/01/2037	-	-	47,122.50	47,122.50
05/01/2038	735,000.00	3.050%	47,122.50	782,122.50
11/01/2038	-	-	35,913.75	35,913.75
05/01/2039	760,000.00	3.050%	35,913.75	795,913.75
11/01/2039	-	-	24,323.75	24,323.75
05/01/2040	785,000.00	3.050%	24,323.75	809,323.75
11/01/2040	-	-	12,352.50	12,352.50
05/01/2041	810,000.00	3.050%	12,352.50	822,352.50
Total	\$11,885,000.00	-	\$3,947,462.50	\$15,832,462.50

**SUNSHINE
WATER CONTROL DISTRICT**

MINUTES A

DRAFT

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

The 401(A) Committee of the Sunshine Water Control District will hold a Meeting on July 12, 2023 at 6:00 p.m., at Sartory Hall, 10150 NW 29 St., Coral Springs, Florida 33065.

Present were:

Joe Morera	President/Committee Member
Ivan Ortiz (via telephone)	Vice President/Committee Member
Carol Smith	Secretary/Committee Member

Also present were:

Jamie Sanchez	District Manager
Matt Dickey (via telephone)	NFP Senior Plan Advisor
Al Malefatto	District Counsel
Cindy Cerbone (via telephone)	Committee Member
Cory Selchan	Committee Member

FIRST ORDER OF BUSINESS

Call to Order

Ms. Sanchez called the meeting to order at 6:01 p.m. Committee Members Morera, Smith and Selchan were present, in person. Committee Members Cerbone and Ortiz attended via telephone.

SECOND ORDER OF BUSINESS

Presentation from NFP

Mr. Dickey stated he conferred with Mr. Larsen prior to the meeting and received updated information about the plan and wants to provide an update on what is happening within the regulatory environment before going over the market review.

Mr. Dickey stated NFP continues to communicate with all recordkeepers and regulators about how the current 2.0 and other looming legislation will affect the District's retirement plan and the timing of the implementation around that. NFP recently executed and forwarded a letter to Congress regarding the Roth Catch-Up Contribution, wherein anybody participating in the Catch-Up contribution provision, over age 50 and making \$145,000 or more, those contributions would have to go into a Roth account upon that Catch-Up contribution. The notice to Congress pushes back on the legislation by two years. While awaiting a response from

40 Congress, NFP expects to receive clarification from the Internal Revenue Service (IRS) regarding
41 this item by the end of July. This is the biggest update on the regulatory environment.

42 Referencing a PowerPoint presentation, Mr. Dickey reviewed the Fiduciary Investment
43 Review dated June 14, 2023 and discussed the Q1 2023 Market Kaleidoscope Chart, positive
44 returns in U.S. and International equities, Fixed Income, the Federal Reserve's focus on
45 steadying inflation and not raising interest rates, European Stock Markets, emerging markets in
46 India, Brazil and China, Bank Outlook, Tier 1 Capital Ratio, Dodd-Frank Legislation, the Federal
47 Reserve's continued strict lending standards and Plan Allocation by Investment Type.

48 Regarding two flagged fixed income funds, Mr. Dickey stated NFP will continue to
49 monitor them; no action will be taken today and, as part of the District's transition to Lincoln
50 from Mission Square, there will be an updated enhanced investment lineup wherein all the
51 proprietary funds from Mission Square will be removed and replaced by a completely refreshed
52 lineup.

53 Mr. Morera asked if the cash position in the allocation of funds is by design or historical
54 investment pattern. Mr. Dickey stated it is by design. He explained that, initially, participants
55 enrolled in the 401a plan were automatically placed in the Mission Square trust fund and, due
56 to lack of momentum or inertia, participant monies were left in the fund and never moved
57 anywhere else. Asked if it is a participant's individual choice to reallocate funds or if it is up to
58 the managers to protect the employees, Mr. Dickey stated it would be up to the participant
59 individually and NFP will facilitate a re-enrollment. Mr. Morera asked if additional meetings will
60 be held prior to the funds being transferred and if participants will be able to make investment
61 choices and have accompanying options prior to the conversion to Lincoln.

62 Mr. Dickey stated NFP will provide a group seminar to answer participant's questions
63 about the updated investment lineup and Lincoln will likely provide educational seminars as
64 well and all of the investment information is available through the Lincoln portal. Ms. Cerbone
65 voiced her understanding that the transition to Lincoln already occurred and applicable changes
66 could be made. She recalled that, in the previous Committee Meeting, the Committee approved
67 the change to Lincoln and formally adopted the transfer in the subsequent Board Meeting.

68 Discussion ensued regarding the transfer date, Mission Square information in the
69 Fiduciary report, on-site group education, the 90-day equity-wash rule, NFP's investment
70 strategy and additional follow up questions for Mr. Dickey to pose to Mr. Larsen.

71 Mr. Dickey discussed the ESG Rating Methodology, Fiduciary Fitness Program, Target
72 Date Funds (TDFs), Addressing the Participant Experience, Fee Levelization, the Scorecard
73 System Methodology, Active Strategies including style factors, risk/return factors, peer group
74 rankings and qualitative factors.

75 Mr. Dickey concluded that NFP tries to engage investment managers that are able to
76 have continuous, successful quarters for months and years over the longer term and that have
77 the top rankings among their peer groups.

78 The Committee had no further questions.

79 Mr. Dickey will follow up with Mr. Larsen and confirm that both NFP and Lincoln will
80 provide education to the District’s employees by reviewing investments and providing an
81 updated investment lineup to help in the education process.

82 Mr. Morera asked if employees can choose to make additional contributions to the plan.
83 Mr. Dickey replied that employee contributions must come from their District paycheck, unless
84 it is coming from an IRA or another retirement plan that could be rolled into the 401a plan. Mr.
85 Morera stated the District currently contributes 10% of the gross into the plan and asked if it is
86 possible, under the Lincoln Agreement, for an employee to add additional funding to their
87 individual plan. Mr. Dickey stated the 401a plan focuses on District funds and the District could
88 also open another plan, such as Plan 457b for employee money, to make sure there is no
89 comingling of the assets. There are special provisions in 457b that do not exist in 401a; it is an
90 exceptional vehicle available for government employees. Asked if the Committee wants to add
91 the 457b option to the account, Mr. Morera stated the participants must decide and he would
92 like to make sure they know that the option exists and know what is required for them to take
93 advantage of it.

94 Mr. Dickey will add the 457b option to the follow-up questions for Mr. Larsen and report
95 his findings.

96 **Mr. Dickey left the call.**

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98 **THIRD ORDER OF BUSINESS**

Adjournment

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100 The meeting adjourned at 6:41 p.m.

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Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

MINUTES B

DRAFT

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

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The Board of Supervisors of the Sunshine Water Control District held a Regular Meeting on July 12, 2023 at 6:30 p.m. at the La Quinta Inn & Suites, 3701 N. University Drive, Coral Springs, Florida 33065.

Present were:

Joe Morera	President
Ivan Ortiz (via telephone)	Vice President
Carol Smith	Secretary

Also present were:

Jamie Sanchez	District Manager
Al Malefatto	District Counsel
Chris Lyons	Lewis, Longman & Walker, P.A.
Orlando Rubio	District Engineer
Cory Selchan	Field Superintendent
Tony Grau	Grau & Associates
Ron Foertmeyer	Member of the public

FIRST ORDER OF BUSINESS

Call to Order

Mr. Morera called the meeting to order at 6:30 p.m. Supervisors Morera and Smith were present, in person. Supervisor Ortiz attended via telephone.

SECOND ORDER OF BUSINESS

Roll Call

All Supervisors were present.

THIRD ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

FOURTH ORDER OF BUSINESS

**Public Comments [3-Minute Time Limit]
(Comments should be made from the microphone to ensure recording. Please state your name prior to speaking.)**

There were no public comments.

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44 **FIFTH ORDER OF BUSINESS****Consideration of 401(A) Related Matters**

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46 Ms. Sanchez stated there is nothing to consider; the Committee Meeting was
47 informational.

48 **▪ Staff Reports - District Engineer – Presentation: Monthly Engineer’s Report**

49 **This item, previously Item 13BI, was presented out of order.**

50 Mr. Rubio presented the Monthly Engineer’s Report. He discussed the electrical repairs
51 at Pump Stations 1 and 2 and presented Change Order #3, in the amount of \$27,570. Mr.
52 Selchan stated he requested the Change Order items from the vendors and asked the Board to
53 consider Change Order #3 to improve and update the Pump Stations.

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55 **On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, Change**
56 **Order #3, in the amount of \$27,570, was approved.**

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59 **▪ Presentation of Audited Financial Report for the Fiscal Year Ended September 30,**
60 **2022, Prepared by Grau & Associates**

61 **This item, previously the Eighth Order of Business, was presented out of order.**

62 Mr. Grau presented the Audited Financial Report for the Fiscal Year Ended September
63 30, 2022 and noted the pertinent information. There were no findings, recommendations,
64 deficiencies on internal control or instances of non-compliance; it was a clean audit.

65 Discussion ensued regarding cash reserves, current interest rate and District projects.

66 **Mr. Grau left the meeting.**

67 **▪ Consideration of Resolution 2023-05, Hereby Accepting the Audited Financial Report**
68 **for the Fiscal Year Ended September 30, 2022**

69 **This item, previously the Ninth Order of Business, was presented out of order.**

70 Ms. Sanchez presented Resolution 2023-05.

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72 **On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor,**
73 **Resolution 2023-05, Hereby Accepting the Audited Financial Report for the**
74 **Fiscal Year Ended September 30, 2022, was adopted.**

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77 **SIXTH ORDER OF BUSINESS**

**Consideration of Quotes for District Access
at 9725 NW 36 Manor**

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Mr. Selchan recapped that the resident at 9725 NW 36 Manor wants to enclose his property; however, the District uses the area to launch a boat to spray the canals. The resident offered to allow the District to access the property if it pays for a gate. Mr. Selchan presented a \$1,700 proposal from Extreme Fence to install a gate to enable continued access to the canals.

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the Extreme Fence proposal, in the amount of \$1,700, was approved.

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89 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2023/2024 and Providing for an Effective
Date**

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Ms. Sanchez presented Resolution 2023-04.

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Discussion ensued regarding the February 14, 2024 Regular Meeting, the March 13, 2024 Landowners’ Meeting, the election cycle, attracting qualified candidates, educating potential candidates on the aspects of the Sunshine Water Control District (SWCD), advertising, the Supervisor of Elections (SOE), the budget and the District’s website.

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Ms. Sanchez will email the Board and Staff to find out if February 15, 2024 or February 21, 2024 works best for everyone. The Resolution with the revised date will be brought back.

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Mr. Malefatto will email the District’s Statutes to Supervisor Smith. Ms. Sanchez and Mr. Malefatto will coordinate to discuss options on how best to educate potential candidates and provide an update at the next meeting.

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On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

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113 EIGHTH ORDER OF BUSINESS

Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2022, Prepared by Grau & Associates

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This item was presented following the Fifth Order of Business.

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119 NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022

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This item was presented following the Fifth Order of Business.

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126 TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2023

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On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the Unaudited Financial Statements as of May 31, 2023, were accepted.

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134 ELEVENTH ORDER OF BUSINESS

Approval of May 10, 2023 Regular Meeting Minutes

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On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the May 10, 2023 Regular Meeting Minutes, as presented, were approved.

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142 TWELFTH ORDER OF BUSINESS

Supervisors' Communications

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Ms. Smith stated she would like to make sure everything runs as smoothly as it has and will continue with future changes in Board memberships.

146 Mr. Ortiz thanked his fellow Board Members and Staff for their dedication and diligence.

147 Mr. Morera stated the SWCD celebrated its 60th anniversary on July 10, 2023. The
148 District was established at the same time as the City of Coral Springs. He thanked Staff for their
149 hard work and hoped the District would continue to run smoothly despite future changes.

150 Ms. Smith suggested including the 60th anniversary on the District's website. Mr.
151 Malefatto stated, because of the Americans with Disabilities Act (ADA) requirement for
152 websites, it is best to only include essential information on the website.

153

154 **THIRTEENTH ORDER OF BUSINESS****Staff Reports**

155

156 **A. District Counsel: Lewis, Longman & Walker, P.A.**

157 Mr. Malefatto issued a reminder that, under the Sunshine Law, Board Members are
158 restricted from communicating with each other outside of Board Meetings, including sending
159 emails and texting.

160 Mr. Lyon stated that he specializes in legislative work, handles local bills for Special
161 Districts and successfully re-enacted this District in a special session in Tallahassee. Mr. Lyon
162 stated, moving forward, he wants to continue working with the District and proposed a
163 monitoring contract whereby he would monitor anything involving Special Districts, water,
164 Delegation Meetings for local bills and drainage grants from the State. Mr. Malefatto noted
165 that, when the Fiscal Year 2024 proposed budget was approved, an amount was set aside for
166 legislative work. Mr. Morera stated the Board will consider Mr. Lyon's proposal.

167 **B. District Engineer: Craig A. Smith & Associates**168 **I. Presentation: Monthly Engineer's Report**

169 This item was presented following the Fifth Order of Business.

170 **II. Consideration of CAS Proposal No. 3681B for NW 123rd Avenue Control**
171 **Structure Modification at Canal "LL"**

172 Discussion ensued regarding the pump stations, Phase 2B additional work, South Florida
173 Water Management District (SFWMD), geotechnical issues and Radise International.

174 Mr. Rubio presented CAS Proposal No. 3681B for NW 123rd Avenue Control Structure
175 Modification at Canal "LL".

176

177 **On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, CAS**
178 **Proposal No. 3681B, for surveying, engineering design, permitting, bidding and**
179 **engineering services during construction for the NW 123rd Avenue Control**
180 **Structure Modification at Canal "LL", in the amount of \$52,165, was approved.**

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183 **III. Permit Application(s)**

184 Mr. Rubio presented the following:

- 185 • **Comcast [Directional Bore Installation of Fiber Optic Cable]**

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On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the ROW permit application for the Comcast Directional Bore Installation of Fiber Optic Cable, consisting of 200 FL of 2” HDPE Conduit under the East Outfall Canal at the Atlantic Boulevard Bridge, subject to the Special Conditions set forth in the May 30, 2023 recommendation letter, was approved.

- **Broward County Board of County Commissioners (BCBOCC) [Bridge Deck Repair]**

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the ROW permit application for Bridge Deck Repair at Riverside Drive Bridge, submitted by FG Construction Services, LLC on behalf of the Broward County Board of County Commissioners, subject to the Special Conditions set forth in the May 31, 2023 recommendation letter, was approved.

- **Foundry Commercial Acquisitions, LLC [Industrial Development]**

On MOTION by Mr. Ortiz and seconded by Ms. Smith, with all in favor, CAS Project No. 08-23-006, the ROW permit application submitted by Langan Engineering on behalf Foundry Commercial Acquisitions, LLC, for the Industrial Trailer Parking & Storage facility adjacent to SWCD Canal “EE”, subject to the Special Conditions set forth in the June 26, 2023 recommendation letter, was approved.

C. District Engineering Consultant: John McKune

There was no report.

D. District Field Supervisor: Cory Selchan

Mr. Selchan reported the following:

- It has been raining daily but passing over very quickly.
- Due to ongoing issues at Pump Station #2, the water levels have been kept low in the West Basin. The East Basin is still not back to its normal elevation of 7.5.
- The University Drive canal project with the City is completed; Rio-Bak did a great job.
- The electrician will address the minor punch list electrical items at the pump stations.
- There were few complaints but most residents are happy with the District’s service.
- All ROW obstruction issues with homeowners were resolved.

225 E. District Manager: Wrathell, Hunt & Associates, LLC

226 Ms. Sanchez presented the following:

227 I. Obstructions Removal Agreement Request [10955 NW 40th St.]

228

229 On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the
230 Obstruction Removal Agreement – Option 2, with Maritza Meneses, of 10955
231 NW 40th Street, to remove vegetation, in the amount of \$2,000, was approved.

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233

234 II. Obstructions Removal Agreement Request [10560 NW 41st St.]

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236 On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the
237 Option 2 Obstructions Removal Agreement with Andrea Fails and Moglie Ezene
238 for vegetation removal at 10560 NW 41st Street, by Just Call James, in the
239 amount of \$9,750, was approved.

240

241

242 ■ Obstructions Removal Agreement Request [7505 NW 40th Place]

243 This item was an addition to the agenda.

244 Ms. Sanchez stated the homeowner brought the Agreement to the meeting.

245

246 On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the
247 Option 2 Obstructions Removal Agreement with the homeowner at 7505 NW
248 40th Place, in a not-to-exceed amount of \$7,500, was approved.

249

250

251 III. NEXT MEETING DATE: August 9, 2023 at 6:30 PM

252 ○ QUORUM CHECK

253 The next meeting will be held on August 9, 2023 at 6:30 p.m., at Sartory Hall.

254

255 FOURTEENTH ORDER OF BUSINESS

Public Comments

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257 No members of the public spoke.

258

259 FIFTEENTH ORDER OF BUSINESS

Adjournment

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261 The meeting adjourned at 8:57 p.m.

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267 _____
Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
B**



August 2, 2023

Board of Supervisors
Sunshine Water Control District
2300 Glades Road, Suite 410W
Boca Raton, Florida 33073

**RE: SUNSHINE WATER CONTROL DISTRICT – COMBINED JUNE/JULY MONTHLY ENGINEER’S REPORT (MER)
July 5, 2023 – August 2, 2023
CAS PROJECT NO. 15-1826**

Dear Board of Supervisors:

Craig A. Smith & Associates, Inc. (CAS) is pleased to provide you with the MER summarizing activity performed by our team on behalf of SWCD during the referenced period including future work. Anything of significance or modifications occurring after this writing will be brought up at the August 9, 2023 BOS meeting. Furthermore, CAS has moved its Boca Raton office to the following location.

**Craig A. Smith & Associates
1425 E. Newport Center Drive
Deerfield Beach, FL 33442**

Electrical Repairs at Pump Station Nos. 1 and 2

Current Connections Inc (CCI) work at both stations is nearly complete. Smith Engineering Consultants performed a field visit on Friday, July 28, 2023 and made the following observations which are being addressed.

Pump Station #1:

1. Provide labels on all MCC buckets. If the breakers are spare, then they shall be label as spare.
2. Provide caulking around conduit penetrations thru the exterior walls.
3. Control wires from the MCC are not connected to the existing PLC at this time.

Pump Station #2:

1. Provide labels on all MCC buckets. If the breakers are spare, then they shall be label as spare.
2. Provide the required seal under the generator housing. The bare aluminum shall not be in contact with the concrete pad. Furthermore, the housing should be sealed from water entering the unit. At the time of inspection, there was standing water within the generator unit at one end.
3. The fuel tank was not installed at the time of inspection.
4. The temporary fuel lines should be protected from damage such as lawn equipment, etc.
5. Control wires from the MCC are not connected to the existing PLC at this time.

Steve P. Hockman



2161 Palm Beach Lakes Blvd., Suite 312
West Palm Beach, Florida 33403



561.314.4445



1425 E. Newport Drive
Deerfield Beach, FL 33442



Materials for change order no. 3 have been ordered. Pay application nos. 9 and 10 have been processed by CAS and have been recommended for approval.

SWCD Phase 2B – Additional Work

Rio-Bak Corporation (RBC) has completed all work with recently performed work invoiced under Pay application no. 7. Pending are the updated as-built plans at both pump stations and the final pay application to release the contract retainage.

Project: NW 123rd Avenue Existing Control Structure Modification

To date the survey field work is complete with survey plans under preparation. Geotechnical field work is scheduled for this week. Cory Selchan and I had a virtual pre-application meeting with the SFWMD’s Dustin Wood, PE, Section Leader regarding the proposed work. He indicated the work can be approved so as long as it’s demonstrated that work does not create new adverse rising water conditions.

Figure 1 – Twin Risers Looking West from NW 123rd Ave



Right-of-Way Permitting

Recommended for Approval:

Nothing is recommended for approval but in order to expedite applications, recommendations may be brought to the board the scheduled meeting for consideration.

Under Review:

- Comcast Directional Bore Under West Atlantic Blvd over the East Outfall Canal.

- Amera Downtown Development Co., LLC – Sample Road and University Drive: An alternate canal location has been investigated by the permittee's consultant and preliminary plans have been submitted for our review.

As always, we continue to look forward to working with the SWCD staff on current and future important projects. Should there be any questions, I can be reached at the letterhead numbers shown or by electronic mail at orubio@craigasmith.com.

Sincerely,

CRAIG A. SMITH & ASSOCIATES



Orlando A. Rubio, PE
VP of Stormwater Engineering

cc via e-mail: **SWCD** - Cory Selchan, District Superintendent
WHA - Jamie Sanchez, Cindy Cerbone, Daphne Gillyard, Gianna Denofrio, Caryn Kupiec
CAS - Steve C. Smith, PE

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**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
EI**

RETURN TO:
Sunshine Water Control District
2300 Glades Road, Suite 410W
Boca Raton FL 33431

OBSTRUCTIONS REMOVAL AGREEMENT – OPTION 2

THIS AGREEMENT made and entered into this 13th day of April 13, 2023, by and between **William P. Knoll and Ronald Sniffen** (hereinafter referred to as “Owner”) whose address is **7505 NW 40th PL, Coral Springs, FL 33065** and the SUNSHINE WATER CONTROL DISTRICT (hereinafter referred to as “District”) whose address is 2300 GLADES ROAD, SUITE 410W, BOCA RATON FL 33431

WITNESSETH:

WHEREAS, Owner holds title to a certain parcel of real estate more particularly described as:

THE DELLS 64-40 B LOT 32 BLK C

(hereinafter referred to as the “Property”), and

WHEREAS, the Property is encumbered by a certain right-of-way/easement (hereinafter referred to as the “ROW/Easement”), such Easement being for the benefit of the District and its drainage system, and

WHEREAS, the ROW/Easement has been obstructed by the unauthorized growth of vegetation and/or construction of structures within said ROW/Easement; and

WHEREAS, Owner, pursuant to Option 2 of the District’s Right-of-Way/Easement Clearing Policy, elects to have the District remove said obstructions at the District’s expense,

NOW THEREFORE, for and in consideration of the covenants set forth herein, Owner hereby agrees as follows:

1. The foregoing recitals are true and correct and are incorporated herein by reference.
2. The District will remove all obstructions located in the ROW/Easement at the District’s expense subject to the terms herein. For purposes of this Agreement, “obstructions” shall be defined as all vegetation and all structures located on District property that prevent required maintenance and present a threat to human life, property, public health and safety, as depicted on Attachment A hereto. The District shall have sole discretion to determine what constitutes an obstruction pursuant to this Agreement.

3. The District's obligations pursuant to this Agreement are limited to a single, one-time-only removal of obstructions existing within the ROW/Easement at the time of this Agreement. The District shall not be obligated to remove, at its expense, obstructions placed within the ROW/Easement by Owner subsequent to the execution of this Agreement.
4. Subsequent to District's removal of existing obstructions from the ROW/Easement, Owner shall be required to maintain and mow the grassy areas within the ROW/Easement that remain adjacent to his/her property and keep the same free from all structures and growth of vegetation which may become obstructions of the ROW/Easement. Failure of Owner to comply with this requirement shall constitute a material breach of this Agreement and Owner shall be liable to the District for all costs associated with District's having to remove any subsequent obstructions or perform required maintenance.
5. If the District notifies Owner that he/she is in material breach of this Agreement and Owner fails to remedy the identified breach by removing the obstruction or performing the required maintenance within 30 days of receipt of notice, the District shall take all necessary steps to resolve the obstruction and Owner shall be invoiced and/or assessed on the Broward County tax roll the cost for the removal of all obstructions and/or performance of required maintenance, as well as any related administrative or legal fees that may be incurred by the District.
6. This Agreement shall be binding upon the Owner, its heirs, successors, legal representatives and assigns. This Agreement shall run with the title to the Property and shall forever benefit the District and bind the Owner and all future owners of the Property, including without limitation, their heirs, successors, legal representatives and assigns. This Agreement shall be recorded in the property records of Broward County, Florida and will become a legal obligation of the Property in perpetuity.
7. Owner for itself and on behalf of all future owners of the Property, hereby agrees to indemnify and hold the District harmless from and against any and all liabilities, damages, claims, costs and expenses, including attorney's fees, which may be imposed upon or asserted against the District arising from or in any way connected with the District's removal of obstructions within the ROW/Easement and/or related to Owner's subsequent maintenance of the ROW/Easement.
8. To the extent the terms of this Agreement vary from the District's Right-of-Way/Easement Policy, the terms of this Agreement shall prevail.
9. This Agreement may only be amended by written mutual consent of the District and Owner.
10. This Agreement shall be governed by the laws of the State of Florida. Venue for enforcement of this Agreement shall be in Broward County, Florida.

IN WITNESS WHEREOF, the Owner has executed this Agreement as of the date first above written.

OWNER:

[Signature]
Owner Signature

William P. Knoll
Owner Name (Printed)

[Signature]
Owner Signature

Ronald Sniffen
Owner Name (Printed)

WITNESS:

[Signature]
Witness Signature

William DeRonda
Witness Name (Printed)

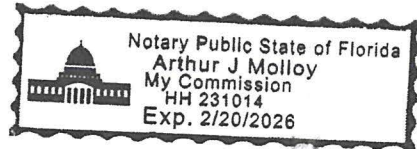
STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 19 day of July, 2023, by William P. Knoll, Ronald Sniffen of who is/are personally known to me and who did not take an oath.

[Signature]
Notary Signature

Arthur J. Molloy
Print Name
Notary Public - State of Florida
Commission No.

My Commission Expires:
2/20/28



SUNSHINE WATER CONTROL DISTRICT:

District Manager Signature

District Manager Name (Printed)

WITNESS:

Witness Signature

Witness Name (Printed)

Witness Signature

Witness Name (Printed)

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____, _____ of the Sunshine
Water Control District who is personally known to me and who did not take an oath.

Notary Signature

Print Name
Notary Public - State of Florida
Commission No.

My Commission Expires:

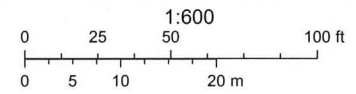


Property Id: 484114040700

**Please see map disclaimer



August 1, 2023



**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
EII**

SUNSHINE WATER CONTROL DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

La Quinta Inn Coral Springs, 3701 N. University Drive, Coral Springs, Florida 33065

² Sartory Hall, 10150 NW 29 St., Coral Springs, Florida 33065

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 12, 2022	Regular Meeting	6:30 PM
November 9, 2022 CANCELED WEATHER RELATED	401(a) Committee Meeting	6:00 PM
November 9, 2022 CANCELED WEATHER RELATED	Regular Meeting	6:30 PM
December 7, 2022*	Regular Meeting	6:30 PM
December 16, 2022	401(a) Committee Meeting	10:00 AM
January 11, 2023	Regular Meeting	6:30 PM
February 8, 2023²	Regular Meeting	6:30 PM
March 8, 2023²	Landowners' Meeting & Regular Meeting	6:30 PM
April 12, 2023²	Regular Meeting	6:30 PM
May 10, 2023²	Regular Meeting	6:30 PM
June 14, 2023² CANCELED	401(a) Committee Meeting	6:00 PM
June 14, 2023² CANCELED NO QUORUM	Regular Meeting	6:30 PM
July 12, 2023	401(a) Committee Meeting	6:00 PM
July 12, 2023	Regular Meeting	6:30 PM
August 9, 2023²	Regular Meeting	6:30 PM
September 13, 2023²	Public Hearing & Regular Meeting	6:30 PM

Exception:

**December meeting is one week earlier to accommodate Coral Springs Holiday Parade*