



**Sunshine**  
Water Control District

# **LANDOWNERS' MEETING AGENDA**

**March 13, 2024**



March 6, 2024

Landowners  
Sunshine Water Control District

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

Dear Landowners:

A Meeting of the Landowners of the Sunshine Water Control District will be held on March 13, 2024, at 6:30 p.m., at Sartory Hall, 10150 NW 29 St., Coral Springs, Florida 33065. The agenda is as follows:

1. Call to Order
2. Affidavit of Publication
3. Election of Chair and Secretary for the Purpose of Conducting the Landowners' Meeting
4. Determination of a Quorum Present
5. Election of Supervisor
  - A. Nominations
    - Seat Currently Held by Joe Morera (*three-year term*)
  - B. Casting of Ballots (*in order of nominations*)
    - Determine Number of Voting Units Represented
    - Determine Number of Voting Units Assigned by Proxy
  - C. Ballot Tabulation and Results
6. District Engineer's Annual Report to Landowners [Florida Statutes 298.14]
7. Landowners' Questions/Comments
8. Adjournment

Should you have any questions, please contact me directly at (561) 512-9027.

Sincerely,

  
Jamie Sanchez  
District Manager

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

SUN-SENTINEL

**Sold To:**

Sunshine Water Control District - CU00102173  
2300 Glades Rd, Ste 410W  
Boca Raton,FL 33431-8556

**Bill To:**

Sunshine Water Control District - CU00102173  
2300 Glades Rd, Ste 410W  
Boca Raton,FL 33431-8556

**Published Daily**

**Fort Lauderdale, Broward County, Florida**  
**Boca Raton, Palm Beach County, Florida**  
**Miami, Miami-Dade County, Florida**

**State Of Florida**  
**County Of Orange**

Before the undersigned authority personally appeared  
Rose Williams, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL,  
a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the  
attached copy of advertisement, being a Legal Notice in:

The matter of 11720-Notice of Public Meeting ,  
Was published in said newspaper by print in the issues of, and by publication on the  
newspaper’s website, if authorized on Feb 19, 2024; Feb 26, 2024  
SSC\_Notice of Public Meeting  
Affiant further says that the newspaper complies with all legal requirements for  
publication in Chapter 50, Florida Statutes.



Signature of Affiant

Sworn to and subscribed before me this: February 27, 2024.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped  
Personally Known (X) or Produced Identification ( )

**Affidavit Delivery Method:** E-Mail  
**Affidavit Email Address:** gillyardd@whhassociates.com  
7586418

**SUNSHINE WATER CONTROL DISTRICT  
NOTICE OF LANDOWNERS' MEETING  
AND REGULAR MEETING**

Notice is hereby given to the public and all landowners within the Sunshine Water Control District ("District") in Broward County, Florida advising that a meeting of the landowners will be held for the purpose of electing one (1) person to the District Board of Supervisors ("Board") on Wednesday, March 13, 2024, at 6:30 p.m., at Sartory Hall, 10150 NW 29 St., Coral Springs, Florida 33065, receiving annual reports and taking such action with respect thereto as the landowners may determine. Immediately following the landowners' meeting, there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

The landowners, when assembled, shall organize by the election of a chair and secretary of the meeting, who shall conduct the election. At the election, each and every acre of assessable land in the district shall represent one share, and each owner shall be entitled to one vote in person or by proxy in writing duly signed, for every acre of assessable land owned by him or her in the district. Landowners owning less than one assessable acre in the aggregate shall be entitled to one vote. Landowners with more than one assessable acre are entitled to one additional vote for any fraction of an acre greater than one-half acre, when all of the landowners' acreage has been aggregated for purposes of voting. Owners whose assessments have not been paid for the previous year are not entitled to vote.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for the meetings may be obtained by contacting the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 276-0889 during normal business hours or via the District's website, <http://www.sunshinewcd.net/>. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at the meetings because of a disability or physical impairment should contact the District Office at (877) 276-0889 at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 1-800-955-8770, for aid in contacting the District Office.

**SUN-SENTINEL**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager  
Sunshine Water Control District  
02/19/2024 & 02/26/2024 7586418

Order # - 7586418

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF THE  
SUNSHINE WATER CONTROL DISTRICT  
FOR THE ELECTION OF ONE (1) SUPERVISOR**

**DATE OF LANDOWNERS' MEETING:** March 13, 2024

**TIME:** 6:30 PM

**LOCATION:** Sartory Hall  
10150 NW 29 St.  
Coral Springs, Florida 33065

Pursuant to Chapter 298, Florida Statutes, after a Drainage and Water Control District ("District") has been established and the landowners have held their initial election, every year in the same month after the time of the initial election, there shall be a landowners' meeting for the purpose of electing members to the Board of Supervisors. The owners of land within the District shall meet at the stated time and place and elect one (1) Supervisor. The following instructions on how all landowners may participate in the election are intended to comply with Section 298.11 and Section 298.12, Florida Statutes.

At the Landowners' Meeting, the first step is to elect a Chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and/or second motions. Candidates must be nominated and then shall be elected by a vote of the landowners.

A landowner may vote in person at the Landowners' Meeting, or if the landowner is unable to attend the Landowners' Meeting, then that landowner may assign a proxy holder to vote at the Meeting in place of the absent landowner. Whether in person or by proxy, each landowner shall be entitled to cast one (1) vote per acre of land owned by him or her and located within the District. At the election, each and every acre of assessable land in the District shall represent one (1) share, and each owner shall be entitled to one (1) vote in person or by proxy in writing duly signed, for every acre of assessable land owned by him or her within the District. Landowners owning less than one (1) assessable acre in the aggregate shall be entitled to one (1) vote. Landowners with more than one (1) assessable acre are entitled to one (1) additional vote for any fraction of an acre greater than one-half (1/2) acre, when all of the landowners' acreage has been aggregated for purposes of voting. Landowners whose assessments have not been paid for the previous year are not entitled to vote. Nominees may be elected only to a position on the Board of Supervisors that is open for election for the upcoming term. The term of office for each successful candidate shall commence upon election.

**Please note that a particular real property is entitled to only one (1) vote for each eligible acre of land or fraction thereof; therefore, two (2) or more people who own real property in common, that is one (1) acre or less, are together entitled to only one (1) vote for that real property.**

To be valid, each proxy must be signed by one (1) of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one (1) vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

Proxy forms are available on the Sunshine Water Control District website at <http://www.sunshinewcd.net/> or landowners may call the District Manager's office at 561-571-0010 to request a copy of the proxy. Landowners may access the Broward County Property Appraiser website at <http://www.bcpa.net/> to print out the details relating to their property, including the street address, legal description of the property and tax parcel identification number. Landowners should have this information printed out and attached to proxy form prior to the commencement of the Landowners' Meeting. This information is necessary to validate the votes being cast. **Ballots will be provided at the meeting.**



# DISTRICT ENGINEER ANNUAL REPORT

FISCAL YEAR

September 30, 2022 - October 1, 2023

March 13, 2023 (Board Meeting)

## BOARD OF SUPERVISORS

Joe Morera – President

Ivan Ortiz– Vice President

Vacant – Carol Smith

## District Manager

Wrathell, Hunt & Associates, LLC

Jamie Sanchez

## District Engineer:

Orlando A. Rubio, P.E., VP Stormwater Engineering

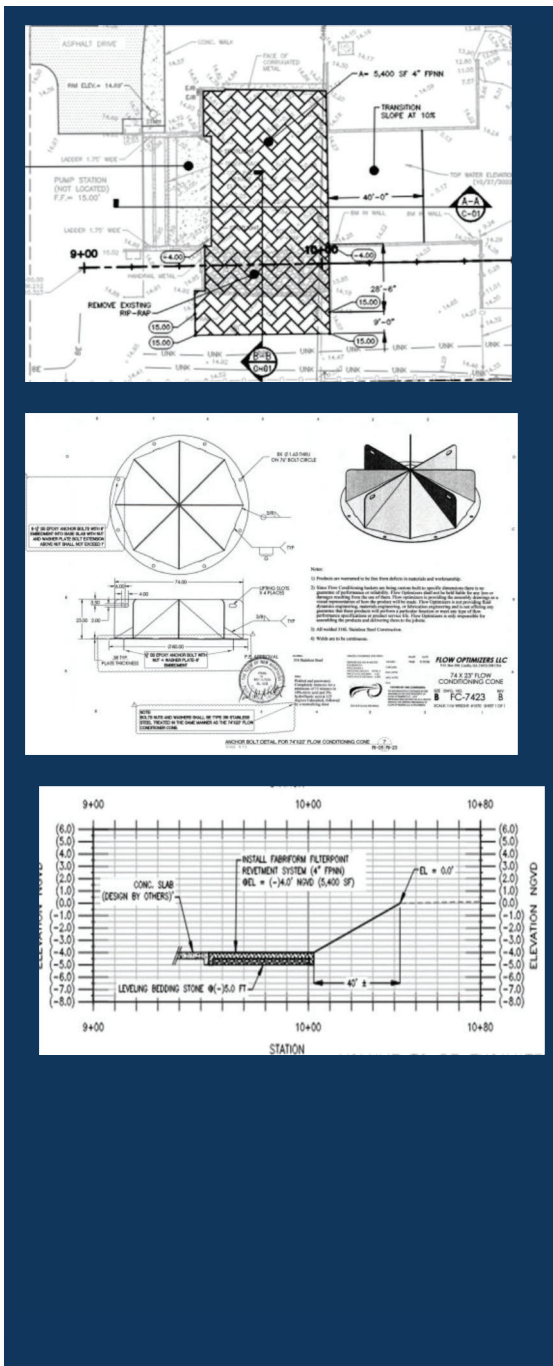
Craig A. Smith & Associates, Inc.

1425 E. Newport Center Dr.

Deerfield Beach, Florida 33442

(561) 314-4445 Phone

(561) 314-4457 Fax



Orlando A. Rubio, State of Florida Professional Engineer, License No. 48265.

This item has been digitally signed and sealed by Orlando A. Rubio, P.E. on the date indicated here. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed by Orlando A. Rubio  
 DN:  
 E=orubio@craigasmith.com,  
 CN=Orlando A. Rubio,  
 O=Craig A. Smith & Associates, L=Boca Raton,  
 S=Florida, C=US  
 Date: 2024.03.06  
 12:30:57-05'00'

Orlando A. Rubio



# **Sunshine Water Control District Annual District Engineer Report September 30, 2022- October 1, 2023**

As District Engineer, Craig A. Smith & Associates (CAS) is pleased to provide the SWCD Board with the Annual Report regarding the status of the “Works of the District”. This report is intended to update the Board regarding the major projects and activities affecting the District and not intended for updating the everyday activities of the District. Effects of the COVID19 pandemic are still affecting the operation of private businesses and governmental agencies and their respective employees have continued.

CAS officially began functioning as District Engineer on March 11, 2015. We continue to strive to meet the challenges involved in determining the status of various projects throughout the District. As District Engineer, we attended District staff meetings, board meetings, site meetings, address resident requests, and agency meetings as requested by the District. We maintain close communication with the District Manager – Wrathell Hunt & Associates (WHA), District Staff, and District Attorney – (Lewis, Longman & Walker) as needed. We have addressed various permitting issues, capital projects, and Board requests. We are in communication with and have assisted all private entities and agencies involved in pursuing projects throughout the District, including the City of Coral Springs, Broward County and FDOT. We are happy to report that the electrical repairs and hydraulic improvements at Pump Station Nos. 1 & 2 have been completed. The West Outfall Canal Improvements remain a priority to the District and are being implemented as funding becomes available.

A summary of the highlights of projects and activities are listed below and are intended to represent what occurred during the fiscal year. We should note that it has been a busy year for the SWCD team and the work could not have been accomplished without the cooperation of all team members and the support of the Board.

## **Summary of Projects**

- **Pump Stations 1 & 2 Electrical Repairs**

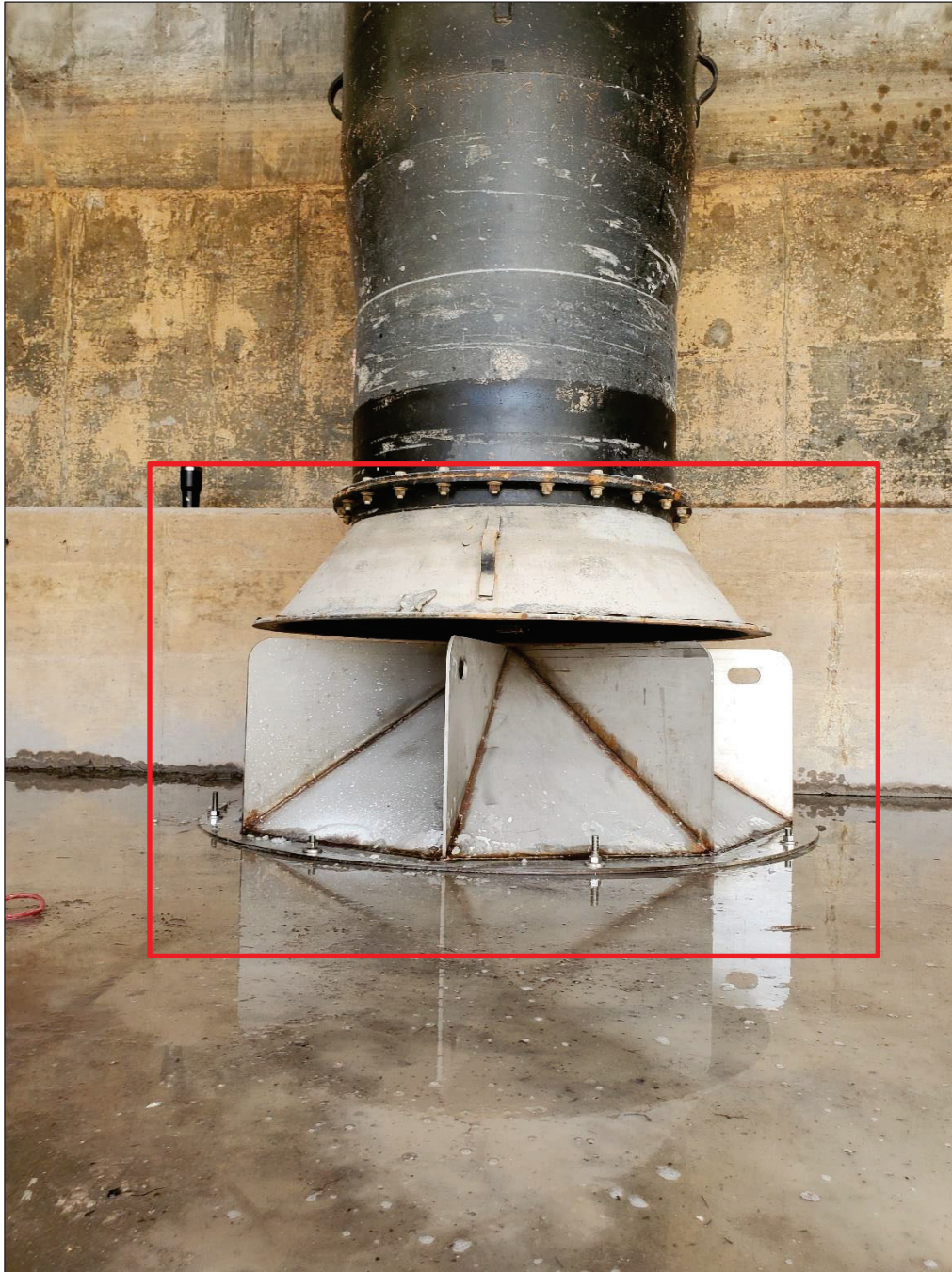
Completed with a final construction contract price of \$1,537,200.00. The majority of the contract price was paid for in the prior fiscal year (21-22). Changer order nos. 2 and 3 were paid under this reporting fiscal year with a combine total of \$53,180.00 covering a temporary use of a diesel fuel tank and for the painting and replacement of lights at PS2.

- **West Outfall Canal Improvements Project (WOFC)**

While the WOFC Phase 2B project was initiated in the previous fiscal year, project change orders were issued for this reporting fiscal year for construction at Pump Station 1 (PS1) intake area and short canal segment and Canal “F” demucking. Similar to the work at PS2, the installation of Vortex Suppression

Cones (VSC See Figure 1) as designed by others<sup>1</sup> were made of this project phase. The VSC were installed under the intake bell at each pump. Final contract price for Phase 2B was in the amount of \$3,031,838.73.

*Figure 1-Vortex Suppression Cone*



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<sup>1</sup> Designed by Clemson Hydraulic Engineering, Dr. David E. Werth, PhD, PE (retained as an advising consultant)



Figure 2 – Pump Station 1



The SWCD had a productive and busy year. The table below summarizes the commitment to improving the operations and functions of the SWCD with the support of the Board of Supervisors. We look forward to improving the everyday function of the SWCD with future planned projects for the upcoming FY.

*Table 1 - Summary of Capital Projects*

<b>Capital Projects for FY22-23</b>	<b>Construction Costs</b>
<b>PS1 &amp; PS2 Electrical Repairs Bid (Change Order Work)</b>	\$ 33,280.00
<b>WOFC Phase 2B Canal Work (Change Order @ PS1)</b>	\$ 704,390.00
<b>WOFC Phase 2B Canal Work (Change Order for Canal "F")</b>	\$ 141,850.00
<b>Total</b>	\$ 879,520.00

**Planned capital projects to be considered for FY23 are as follows:**

- WOFC Phase 3: Estimated - \$2,750,000.00 - ***Currently under design***
- Pump Station 3 Replacement Control Structure (Cost TBD) - ***Currently under design***
- WOFC Phase 4: Estimated - \$3,400,000.00
- Royal Palm Blvd Culvert Replacements
- Improvements to Canals DD, EE, & RR (Corporate park)

**RIGHT-OF-WAY PERMIT APPROVALS FOR FY22-23**

Past permit functions are shown in the following table. The permit issued date will be used for the reporting FY from here on out.

*Table 2*

AUTHORIZATION TYPE	PERMIT NO. (IF APPLICABLE)	Date Issued (on permit)	Cost Recovery	PERMITTEE or Project	GENERAL DESCRIPTION OF WORK AUTHORIZED
Right-of-way	2023-01	10/12/2022	Yes	Sawgrass Place Owner, LLC	Industrial Development – 22.22 Acre Site for Warehouse Development
Right-of-way	2023-02	10/12/2022	No	Broward County Board of County Commissioners	Repair of West Atlantic Boulevard Bridge Over East Outfall Canal
Right-of-way	2023-04	11/9/2022	No	Broward County Board of County Commissioners	Repair of Coral Springs Drive Bridge Over West Outfall Canal
Right-of-way	2023-03	11/9/2022	No	AT&T Florida	Directional bore of 1-3” conduit under SWCD Canal “GG”
Right-of-way	2023-06	1/11/2023	No	Blue Stream Communications, LLC	installation of (2) 2” HDPE Conduits with Fiber optic cable via directional bore under the two 36” culverts on Coral Ridge Drive and NW 39th Street (180” Minimum cover
Right-of-way	2023-05	1/11/2023	No	FPL	FPL proposed installation of fiber optic cables via directional bore 3-2” HDPE conduit; Proposed installation of 48” handholes
Right-of-way	2023-07	4/12/2023	Yes	Foundry Commercial Acquisitions, LLC	Within the limits of SWCD Canal “RR”, the installation of a stormwater outfall with an FDOT Headwall along with canal demucking as shown on the plans.
Right-of-way	2023-08	5/10/2023	No	FDOT	Right-of-way permit for surface water management system construction
Right-of-way	2023-10a	6/14/2023	No	Broward County Board of County Commissioners	Repair Riverside Drive Bridge over West outfall drainage canal.
Right-of-way	2023-11	7/12/2023	Yes	Foundry Commercial Acquisitions, LLC	Discharge into Sunshine Water Control District owned canal & utility crossings of canal
Right-of-way	2023-10b	9/13/2023	No	MCI Metro Access Transmission Service Corp	Installation of 1-2” HDPE Conduit via Directional Bore method for 70 linear feet along NW 120th Ave.

AUTHORIZATION TYPE	PERMIT NO. (IF APPLICABLE)	Date Issued (on permit)	Cost Recovery	PERMITTEE or Project	GENERAL DESCRIPTION OF WORK AUTHORIZED
Right-of-way	2023-09	9/23/2023	No	Comcast	200' Directional Bore Crossing 170' Water District Right-of-Way (ROW)
LONO	n/a	2/28/2023	No	Kimley-Horn & Assoc	McDonald's, 9180 Wiles Road
LONO	n/a	6/13/2023	No	HSQ Group	Publix Super Markets, INC
LONO	n/a	8/8/2023	No	ATT	ATT job CFAS:A02KVV8
LONO	n/a	8/21/2023	No	Corp Park	4360-4380NW120AVE
LONO	n/a	9/18/2023	No	Sun-Tech	Pepsico Coral Springs

## **District Personnel**

CAS has worked with the SWCD staff and consultants along with the District Manager and maintain that the SWCD staff is very responsive and competent in their field of expertise. Based upon our experience, we feel that the District is staffed, financed, and equipped to perform all necessary functions to operate the “Works of the District”. CAS continues to acquire and assimilate the information regarding the details of the operation of the District, as well as learning and implementing the programs and processes. Staff continues to assist the CAS team, when requested, in completing work tasks which ultimately can result in money savings in comparison to requiring outside services and fees. CAS appreciates being a proud member of the SWCD team and is looking forward to continuing to provide services to the District and Landowners. I can be reached at the cover page numbers shown or by electronic mail at [orubio@craigasmith.com](mailto:orubio@craigasmith.com) should there any questions or comments regarding this report.

Sincerely,

**CRAIG A. SMITH & ASSOCIATES**



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Orlando A. Rubio, PE – District Engineer  
Sunshine Water Control District

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