



Sunshine
Water Control District

REGULAR MEETING AGENDA

March 12, 2025

**SUNSHINE
WATER CONTROL DISTRICT**

**AGENDA
LETTER**



March 5, 2025

Board of Supervisors
Sunshine Water Control District

Dear Board Members:

The Board of Supervisors of the Sunshine Water Control District will hold a Regular Meeting on March 12, 2025 at 4:00 p.m. at Mullins Hall, 10170 NW 29th St., 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. Ratification of Permit Criteria Manual
6. Acceptance of Unaudited Financial Statements as of January 31, 2025
7. Approval of February 12, 2025 Regular Meeting Minutes
8. Supervisors' Communications
9. Staff Reports
 - A. District Counsel: *Lewis, Longman & Walker, P.A.*
 - B. District Engineer: *Craig A. Smith & Associates*
 - I. Presentation: Monthly Engineer's Report
 - II. Permit Application(s)
 - C. District Field Supervisor: *Cory Selchan*
 - D. District Manager: *Wrathell, Hunt & Associates, LLC*
 - NEXT MEETING DATE: April 9, 2025 at 4:00 PM

ATTENDEES:

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

NOTE: Meeting Time

○ QUORUM CHECK

SEAT 1	FRANKIE ROMANO	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	PETER PALMER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	LAURENCE KALDOR	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4		<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5		<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

10. Public Comments

11. 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

**SUNSHINE
WATER CONTROL DISTRICT**

**RATIFICATION
ITEMS**



SUNSHINE WATER CONTROL DISTRICT

PERMIT CRITERIA MANUAL

PREPARED FOR:

**Board of Supervisors
Sunshine Water Control District
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431**

PREPARED BY:

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

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PERMIT CRITERIA MANUAL UPDATE HISTORY

JUNE 1985

UPDATED AUGUST, 1986

UPDATED SEPTEMBER, 1988

UPDATED AUGUST, 1997

UPDATED FEBRUARY, 2005

UPDATED FEBRUARY, 2010

UPDATED MAY, 2014

UPDATED JUNE, 2017

UPDATED MARCH, 2025

INTRODUCTION

The purpose of this document is to set forth the information, procedure and requirements of preparing an application and obtaining permits granting permission to connect to, place structures in or across or make use of lands of the Sunshine Water Control District (hereinafter referred to as "District").

All permit applications are reviewed by the District Engineer and must be approved by the Board of Supervisors of the District. The approval is granted in the form of a permit with applicable special conditions.

The District may issue a Permit to authorize work within District rights-of-way or easements. See Exhibit 1 for Application for Permit.

Issuance of a District permit does not relieve the Permittee from any obligation to obtain appropriate Federal, State, Regional and Local approvals/permits. Environmental Resource Permits (ERP) are required and are issued by the South Florida Water Management District (SFWMD) and shall be in accordance with, as a minimum, the criteria of the District Master Permit originally issued by SFWMD. The District reserves the right to review the ERP and to require the use of more stringent criteria when the permitted activity has the potential to adversely impact the District Works. A District permit does not convey any property rights or privileges other than those specified in the permit; it does not authorize any injury to private property or invasion of private rights, nor does it waive the governing requirements of any other agency or authority. It simply expresses the consent of the District as it concerns the public's interest and protection under the Drainage and Water Control Laws of Florida, set forth in Florida Statutes Chapter 298.

POLICY OF THE DISTRICT IN CONSIDERING AND ISSUING PERMITS

1. No Right-of-Way (R/W) permit will be granted for any use of the District's Works that will adversely affect such Works; or interfere with or impose hardships upon the District's operations, maintenance or construction activities; or degrade the quality of District waters.
2. No R/W permit will be granted for any use of the District's Works when granting such use would be inconsistent with the Water Control Plan of the District.
 - a. The District reserves the right to amend or change any of its policies, practices, procedures or regulations, and such action shall not constitute any claim for damages nor become the basis of a legal suit by any Permittee.
3. "Works" is defined to include (but not limited to) all District water management facilities, lakes, canals, outfall structures, pump stations, District right-of-way and canal interconnect piping.
4. A permit is required for any work proposed on, over, under, or adjacent to any Works of the District.
5. Prior to the commencement of any construction under a permit issued pursuant to this criteria manual, the applicant shall provide and maintain financial assurances to be held by the District in an amount of 125 percent of the estimated cost of the construction as certified by an engineer licensed to practice in the State of Florida. This assurance shall either be in the form of a cash deposit, letter of credit issued by a state or national bank doing business in the State of Florida, or a surety bond issued by an insurance or guaranty company with a rating of A or better by the A.M. Best rating guide or its equivalent. In all cases, the form and issuer of the assurance shall be acceptable to the District.

Notwithstanding the above, permits for projects associated with single-family residences or for projects constructed by a state or local governmental entity, the District, in its sole discretion, shall determine the amount of financial assurance required, if any, on a case-by-case basis. In making the determination, the District shall consider the size and location of the proposed project and the potential impacts on the District right-of-way. This assurance shall either be in the form of a cash deposit, letter of credit issued by a state or national bank doing business in the State of Florida, or a surety bond issued by an insurance or guaranty company with a rating of A or better by the A.M. Best rating guide or its equivalent. In all cases the form and issuer of the assurance shall be acceptable to the District.

PERMITS

A Permit, as issued by the District, is an acknowledgement and consent that the proposed, specific use of District land or Works, as requested by the Permit Applicant (the "Permittee"), is proper and conforms to the requirements and standards of the District. Permits convey no property rights nor any other rights or privileges other than those specified in the permit.

The issuance of permits can be facilitated when contact with the District is made prior to the submission of a formal application. The design water surface elevations and other pertinent data (if available) will be furnished upon request for any desired location.

TEMPORARY PERMIT

Temporary permits may be issued for a limited use of District property to accomplish a specific task or as a preliminary measure in conjunction with a future permanent permit application.

Temporary permits will be issued only upon specific approval of the Board of Supervisors of the District, except for a Nuisance Alligator Removal permit, which may be approved by the District Manager. Temporary permits may also be issued to access or utilize District property for a limited time duration. The terms of all temporary permits will be specifically drafted to meet the situation involved for the type of installation for which said permit is requested. Permit cancellation shall be governed by the terms of said permit.

Temporary permits become effective upon the date of approval by the District and are valid for the period of time stated on the permit, unless cancelled sooner by the District. A temporary permit may be cancelled upon 30 days written notice to the Permittee.

EMERGENCY PERMIT

A letter of authorization for emergency use of the District's facilities can be obtained prior to the issuance of a permit if the Permittee demonstrates and the District concurs that delay due to normal permit procedure would cause public health or safety issues or endanger lives or property. All emergency authorizations must be ratified by the District's Board of Supervisors at the next regular meeting of the Board following the authorization, and may be subject to denial or revocation by the Board.

MODIFICATION OR RELOCATIONS OF WORKS UNDER PERMIT

Modifications to existing Works under permit can be made after submitting to the District a letter of request to amend the existing permit, in triplicate, accompanied by adequate drawings, also in triplicate. Approval or denial of the requested change will be granted in the form of a Letter of Acceptance. Additional permit and/or cost recovery fees may be required and will be determined at initial District review.

TRANSFER OF A PERMIT

By separate agreement, the holder of a District permit, may allow a third party the use of the permitted facility, but such agreement should be made known to the District. A valid permit, upon request, can be transferred from one owner to a new owner, but the request for transfer must be made in letter form by the new owner with the consent of the previous owner shown therein. Permits are not assignable without the specific prior consent of the District.

OBLIGATION OF PERMITTEE

1. To abide by the terms and conditions of the permit.
2. To maintain any Works or structures, title to which remain with the Permittee, in a good and safe condition.
3. To indemnify and hold harmless the District, District Manager, District employees, District Consultants and its successors from any and all losses, damages, claims, or liabilities which may arise by reason of the construction, operation, maintenance or use of the work or structure involved in the permit.
4. To allow inspection at any time by the District of any Works or structure established upon permit.
5. To prevent the discharge of debris and/or growth of aquatic weeds such as hyacinths and naiad from entering into any District Works via a permitted facility.
6. To maintain the water quality of all waters discharging into District Works by following all state and local required and recommended Best Management Practices (BMP's).
7. To conform with any alterations of or amendments to this manual that may be deemed necessary by the District.
8. To make any immediate changes or repairs as requested by District personnel to ensure the safe operation of the District's waterways during storm events.
9. Upon completion of the construction specified in a Permit, the District requires three (3) sets of "as-built" plans and electronic media when requested for the referenced project embossed with the following statement, signed and sealed by an engineer registered in Florida:

"I, _____, a Florida-Registered Engineer, whose License Number is _____, certify that I have reviewed the As-built plans which accompany this certification and that the As-built plans are in conformance with the plans which had been originally submitted to the District for approval for which the PERMIT was issued.

**The changes or modifications to the plans as originally approved are as follows:
_____ (If no changes or modifications, state NONE)."**

CRITERIA APPLICABLE FOR ALL PERMITS

In the event that the requirements or interests of the District indicate that the removal or alteration of any structure or Works installed by a Permittee is necessary, 60 days written notice will be given. Should the Permittee fail or refuse to alter, repair or remove the structure or work when so notified, the District may alter, repair or remove the structure or work and the costs incident thereto will be charged to the Permittee. Notification by the District does not necessarily constitute a cancellation of the permit but simply advises the Permittee of the required alterations to or relocation of Works or structures under District permit.

The 60-day notice of removal or alteration of structures or Works which the District may give a Permittee, are further subject to immediate cancellation, removal or alteration by the District in emergency situations where the continued exercise of a permit might endanger lives or property. In such emergency situations, the District will notify Permittees (if possible) of the action required. Failure of Permittees to carry out such emergency action will be considered cause for immediate cancellation of permit, or removal or alterations to structures or Works for which the permit was issued.

Permittees may be required to obtain an Environmental Resource Permits (ERP's) issued by SFWMD for projects within the District. The District reserves the right to review and provide comments on all plans and calculations pertaining to the water management components of each project for compliance with regulations and to evaluate impact to the Works of the District.

APPLICATION FOR PERMIT

Requests for Permit Application forms (See Exhibit 1) can be made in person, online at www.sunshinewcd.net, by email (info@sunshinewcd.net), by letter, or by telephone directly to:

SUNSHINE WATER CONTROL DISTRICT

WRATHELL, HUNT & ASSOCIATES, LLC
2300 GLADES ROAD, SUITE 410W
BOCA RATON, FL 33431
(561) 571-0010

Please include the following:

INITIAL SUBMITTAL

One (1) hardcopy set of Plans and one (1) electronic set of plans are required, including survey, calculations, geotechnical engineering reports, studies and any other supporting documentation.

Permit application fees shall be in accordance with the current District fee schedule for projects requiring District approval. In addition, the cost of outside consulting services (including but not limited to engineering services, accounting services and legal services) at the rates charged by such consultants and any other costs and expenses incurred by the District in order to review applications shall be paid by the Permittee in the form of a cost recovery fee. Additional cost recovery fees may be required for District services during construction, as necessary, depending on the nature of each project.

FINAL SUBMITTAL

Three (3) hardcopy sets of plans and one (1) electronic set of plans are required, including all other supporting documents. All plans and calculations shall be signed and sealed by a Florida licensed Professional Engineer.

INSTRUCTIONS FOR APPLICATION

Instructions for preparing an application are as follows:

Item (1) – Simply state what use is intended, i.e., bridge crossing, culvert connection, beautification of right-of-way, surface water management system construction, etc.

Item (2) – Self-explanatory (information can be obtained from your deed or tax notice).

Item (3) – Refers to work involved (i.e., District Canal name).

Item (4) – The person or entity responsible for maintenance of facilities after construction is completed.

Item (5) – The applicant may be an agent of the owner (i.e., contractor or engineer) to which correspondence will be directed during the application process. A letter of authorization from the owner may be required by the District.

Item (6) – Of minor importance when not affecting water control. If a bridge is to provide access to owner's property – so state. This information must be completed for culvert and/or pump installations giving capacities as well as acreage being drained or irrigated.

PREPARATION OF THE DRAWING OR PLANS

Drawings shall be to scale and properly dimensioned. To be acceptable, a drawing or sketch will show a location plan, a plan view and profile view. Drawings for a drainage outfall connection should consist of complete paving and drainage plans that depict use of District Works.

The location plan should locate the installation or construction by referencing it to a section line, a road, or some obvious and permanent landmark.

For activities within the District rights-of-way or easements, the plan and cross-section or elevation should clearly portray the construction in its relationship to the channel and/or right-of-way. Certain elevations must be designated to facilitate processing of the application. These are: canal bottom elevation, water surface elevation and ground elevation expressed in North Geodetic Vertical Datum (NGVD) or other identified vertical datum such as American Vertical Datum (NAVD). The elevation of the low member of a bridge span must be shown. For overhead wire crossings and in the case of water or gas lines, low member elevation must be indicated on the drawings.

FINANCIAL ASSURANCE

Prior to commencing construction of projects, the applicant shall provide and maintain financial assurances equal to 125% of the estimated construction cost, as certified by an engineer licensed to practice in Florida. For permits for projects associated with single-family residences or for projects constructed by a state or local governmental entity, the District, in its sole discretion, shall determine the amount of financial assurance required, if any, on a case-by-case basis. This determination will consider the size and location of the proposed project and its potential impacts on the District's right-of-way.

Acceptable forms of financial assurance include a cash deposit, a letter of credit issued by a state or national bank operating in Florida, or a surety bond from an insurance or guaranty company with an A or better rating from A.M. Best or its equivalent. The form and issuer of the assurance must be acceptable to the District.

Upon completion of construction, the District Engineer shall inspect the project to verify compliance with the permit conditions. If the District Engineer determines that the construction activities have resulted in damage to District property or the release of debris into the District's right-of-way, the District Engineer will notify the permittee in writing. The permittee will have 30 days from the date of the notice to remedy the issue. If the permittee fails to cure the issue within the 30-day period, the District may make a claim against the financial assurance to cover the costs of remediation. Alternatively, the District may undertake the remediation directly and deduct the associated costs from the financial assurance.

Permittees shall be responsible for any engineering costs incurred by the District as a result of violations of permit conditions. This includes costs related to inspection, reporting, and oversight of remediation activities. The District may recover these costs through claims against the financial assurance provided by the permittee.

If necessary, the District will initiate claims against financial assurances in accordance with applicable legal procedures.

STANDARD CONDITIONS

(All permits issued will contain the following standard conditions.)

1. If this Permit involves the use of a right-of-way which is owned by the District, then, the Permittee acknowledges that the District title to the right-of-way which is the subject matter of this Permit is superior in right, title or dignity to the permit granted to the Permittee, and the Permittee's successors and assigns shall attorn their interest under this Permit to the district's title to this right-of-way. This Permit is subject to the right of condemnation of the right-of-way held by the District by any other authorized governmental agency; is further subject to the right of reversion held by the grantors of the right-of-way; and is subject to the continued existence of the District.
2. This Permit is not an exclusive permit and no leasehold or exclusive right is granted to the Permittee hereunder. To the extent that the permitted activity touches or affects a District's right-of-way, then the Permittee acknowledges that this Permit may be subject to the rights of other Permittee's to utilize the right-of-way. It is the obligation of the Permittee to conduct any and all surveys, title examinations, examinations of public records, to

ascertain the whereabouts of any other improvements located in the right-of-way before commencing any construction in the right-of-way.

3. Should Permittee violate the terms of this Permit it may be revoked at the option of the District without notice or waiting period.
4. Should this Permit involve the use of a District right-of-way, it is limited solely to the area depicted in the permit documents and does not extend to any other landowner used by the District.
5. Except as specifically permitted herein by the permit documents, no other improvements not included in the permit shall be constructed.
6. In the event the improvements authorized by this Permit are defectively constructed or are improperly maintained or negligently operated so as to endanger or damage adjacent property owners' improvements, or damage or endanger the Works of the District, or the Permittee discharges any hazardous materials or otherwise impedes or degrades the physical condition and functioning of the water control operations of the District, the District may, at its option, revoke this Permit.
7. The District shall have the right to employ engineers or other consultant's to determine the necessary costs of cleaning up any pollutants, hazardous materials or other materials which may impede or degrade the District's waterways, to determine the necessary repairs to any Works of the District, or to correct the operating procedures of the Permittee in order to restore the District's Works. The Permittee shall be responsible to pay for any cleanup costs or repairs, together with any engineering or other consultant's costs, or any legal or other costs incurred by the District. Should the Permittee decline to perform any required cleanup work or repairs or enact new operating procedures, the District may have said cleanup work accomplished, or said repairs made at the cost of the Permittee. Upon the completion of said cleanup or repairs, the District shall provide the Permittee with a notice detailing the cost incurred by the District, including any and all necessary engineering, consultant or legal costs in connection therewith to that date. The Permittee shall have thirty days from the date of the notice to reimburse the District. In the event that the Permittee does not reimburse the District within said thirty day period, the District shall have the right to assess the permittee to recover all of said costs incurred by it, including any engineering and consultant costs, or any attorney's fees or legal costs incurred.
8. This Permit may be revoked in the event that the Permittee does not submit to the District a Construction Completion/Construction Certificate on forms approved by the District, executed by its engineer supervising the construction called for by this Permit within **180 days** from date hereof certifying that the work and construction contemplated by this Permit has been completed according to the attached specifications and the requirements and minimum standard of construction referred to above, together with an "AS-BUILT" plan, signed by the Permittee's engineer or architect. The Board of Supervisors may extend the time for completion of said construction and the delivery of the aforementioned certificate.
9. In the event the improvement being constructed pursuant to this Permit is an improvement of a type which will be dedicated to the public, such as a bridge, roadway over a culvert, or other type of improvement dedicated to the public, the District shall have the right to

require the Permittee upon completion of said improvement and dedication of the same to the public to assign this Permit to the governmental body having jurisdiction over the improvement dedicated. It will also be the responsibility of the Permittee to secure the acceptance of said assignment by the appropriate governmental body indicating their agreement to accept the assignment of this Permit and to further agree to abide by the rules and regulations of the District, the conditions of this Permit and to maintain the structure, or structures, so assigned to said governmental body of no cost to the District.

10. Permittee will not do or permit any act or thing to be done which will subject the District, its employees, its supervisors, engineers or consultants to any liability or responsibility for injury or damage to persons or property or subject the District to responsibility for a violation of laws. Permittee will exercise control over its construction or the area of its permit so as to fully protect the District, its employees, its supervisors, engineers and consultants from such liability. Permittee will defend, indemnify and save the District, its employees, and supervisors, engineers and consultants harmless against any and all liabilities, suits, obligations, fines, damages, judgments, assessments, penalties, claims, costs, charges, expenses, including without limitation, court costs, deposition fees, investigative fees, expert fees and attorney's fees, which the District, its employees and its supervisors, engineers and consultants may incur as a result of any claims, lawsuits, administrative proceedings, governmental prosecution or legislative claim's bills arising out of the Permittee's use of this Permit whether at trial or upon appeal. This obligation to indemnify and hold harmless shall exist whether the acts complained of were caused by Permittee, its agents, servants, employees, independent contractors or other third parties. Additionally, Permittee shall permit no liens to be filed against any District real property or right-of-way, and shall at its own cost and expense, bond off the same and indemnify and hold the District harmless from any and all liability, suits, obligations, damages claims, costs, charges and expenses, including without limitation, court costs, investigative fees, deposition fees, engineer's fees, architect's fees, attorney's fees incurred by the District in defending such a claim, whether the same be before trial, at trial or at an appellate level.
11. Should this Permit involve a right-of-way of the District, Permittee accepts the right-of-way that is the subject of this Permit, to the extent this involves use of a right-of-way, in an "as-is" "where-is" condition, and acknowledges that no representations, statements, warranties, or affirmations concerning these lands or their suitability have been given by the District to Permittee and that Permittee has made its own independent analysis of the suitability of accepting this Permit and utilizing any right-of-way that is the subject matter of this Permit.
12. Notwithstanding the requirement for indemnification as contained herein, nothing shall enlarge the governmental immunity granted unto the District by the laws of the State of Florida. Notwithstanding the District's governmental immunity, the indemnity provisions contained in this Agreement shall also provide for, under the same terms, indemnity in the event of any claims or proceeding in front of the Legislature of the State of Florida, and Permittee shall be obligated in accordance with its indemnity agreement to indemnify and hold harmless the District for any claim's bill proceeding brought in the State of Florida and for any claim's bill imposed against the District in such a proceeding.
13. This Permit shall be governed in accordance with the laws of the State of Florida and venue shall be in Broward County.

14. This Permit shall not be recorded in the Public Records of Broward County, Florida. In the event that it is recorded in the Public Records of Broward County, Florida by Permittee, then Permittee shall pay all costs and fees incurred in removing the permit from the Public Records of Broward County, Florida, and shall agree to execute any and all documents necessary to remove the same. If anybody not party to this Permit, records this Permit in the Public Records, the Permittee shall execute the documents necessary to remove the permit from the Public Records.
15. This Permit shall not convey to Permittee any property rights nor any rights or privileges, nor relieve the Permittee from complying with any state, federal or other applicable law, regulation or requirement. All structures and works installed by Permittee hereunder shall remain the property of the Permittee unless otherwise provided immediately below.
16. In the event the District wishes to obtain the ingress or egress to its property, easement or right-of-way affected by this Permit, for any lawful District purpose, including but not limited to maintenance of any lake, canal or other Works of the District, any removal, demolition or reconstruction of the proposed work or structure permitted hereunder shall be at the sole expense of the owner or the owner's successors or assigns.
17. Permittee agrees that during the course of construction of the permitted activity, no debris will be placed into the waterways of the District.
18. District permits are revocable for Permittee's failure to comply with the terms and conditions of the Permit, or the District's Policies and Procedures. If the Permittee fails to take any action required by the terms and conditions of the permit, after due notice to the Permittee, the District may take the required action and assess the Permittee for the full cost of such action.

PERMIT REQUIREMENTS – RIGHT-OF-WAY PERMITS

A. Bridge Crossing

Bridges constructed over District Works require crossings to have a low member elevation a minimum of 6 ft. above the Basin Control Elevation or 1 ft. above the 100 Yr-3 Day storm elevation (see Table 1), whichever is greater .

Bents and bridge piers are required to be located so that they will not interfere with the normal flow of water or create adverse flow conditions. Pilings shall be placed parallel to the major axis of the canal and protected in order that future maintenance of the canal section can be accomplished. The piling system shall be designed with the assumption that the future channel bottom will be at elevation (-) 4.0 NGVD and that the channel width will be maximized within the District Right-Of-Way or Easement. Details may vary and will be site specific depending on canal right-of-way, soil conditions and other factors.

B. Culvert Connections

The connection of pumps or channels to District canals or levees is usually accomplished by means of culverts.

Culvert size, diameter and type vary with the requirements for each connection. However, in every instance a maintenance road or berm of not less than 15-feet top width must be provided with a side slope no steeper than 10:1(H:V) to be followed with a lake/canal bank having a slope no steeper than 4:1 (H:V). The diameter of the culvert must be such that the purpose of the installation will be adequately and properly served under maximum conditions. The culvert crown shall be 2-feet below basin control elevation (See Table 2) wherever possible, but in all cases no less than 1-foot minimum.

Installation made through or under District levees shall be of approved design and installations made under major levees shall have slope protection at each end.

Any installation above water shall include necessary erosion control measures such as slope walls. Four-inch slope paving is the preferred method of erosion protection. Slope paving will be required in all cases where the installation is in a sandy soil condition. Should any connections prove inadequate to serve the needs of the installation with resulting washout or shoaling, said damages to the District work will be repaired promptly by the Permittee at no cost to the District.

All trenches within the District right-of-way shall be backfilled and compacted to a density of 100% as determined by AASHTO T-99.

Silt screens or turbidity curtains shall be installed upstream and downstream of the proposed construction. Screens or curtains shall remain in place at all times until construction is complete.

Open channel connections to District canals are prohibited.

C. Drainage Pump Connections

Since no permanent pumping stations are allowed on District rights-of-way, a culvert connection is the usual means by which a pump connection is made. The standards applicable to culvert connections are the criteria used in such installations.

The settling basin or forebay also should be located clear of District rights-of-way.

Under no circumstances will the discharging of aquatic weeds (such as hyacinths or naiads) or any debris be permitted. Every installation must incorporate adequate erosion and anti-shoaling measures in the design and construction.

D. Right-of-Way Beautification/Grading

Any landscaping or other improvements made within the District's right-of-way are made at the risk and peril of the Permittee and are subject to prompt removal by Permittee at its expense upon notification by the District. Upon failure of the Permittee to remove such improvements, when so requested, the District may remove or otherwise destroy the same without liability or responsibility, and the Permittee will be charged or assessed for the cost of such work.

E. Utility Crossing

1. Overhead Crossings

Overhead power and telephone line crossings must have a minimum vertical clearance of forty (40) feet between low wire elevation and elevation of the berm or natural ground, whichever is greater.

When such installations cross District levees, a minimum clearance of 25 feet between low wire elevation and top of the levee will be required.

2. Overwater Crossings

When such construction is supported on pilings, the required clearance (both horizontal and vertical) for bridge crossings are in effect. (See Section A)

Should installation be made adjacent to an existing bridge, any new piling will be aligned with the bridge piling, so that a minimum of obstruction to the flow of water by accumulation of debris is assured.

3. Subaqueous Crossings

Subaqueous crossings of any nature such as, cables, water or fuel (gas) lines, etc., shall be laid to a pre-determined depth and cross-section that will provide for ten (10) foot cover below the design bottom elevation. This depth and section will be furnished by the District if available.

F. Seawalls, Bulkheads

Construction of seawalls or bulkheads, not detrimental to the water control program, may be authorized under permit. Each application will be judged on its merits and must meet the requirements of the specific location.

The Permittee should contact the District prior to permit application for the local requirements in the area. SFWMD Environmental Resource Permit Information Manual should be consulted in order that the drawings submitted with the application will show all pertinent data required for processing.

G. Fences

Fencing on District rights-of-way that would prohibit continuous access is not allowed; except under certain conditions fencing along the right-of-way and parallel to it may be permitted consistent with the policy and procedures set forth below. The District should be contacted prior to the planning of any fencing adjacent to its rights-of-way.

Right-of-Way Fence Encroachment Policy and Procedures

On July 17, 2013, the Coral Springs City Commission passed Ordinance No. 2013-108, Amending Section 250128 of the Land Development Code entitled "Fences, Walls and Hedges", to allow for fences to be placed in a Special District right-of-way with District permission and under certain conditions. Permittee shall file the form – Request for Fence Right-of-Way Encroachment Determination in Exhibit 2, along with

all supporting documentation. The District's Board of Supervisors recognizes that, under certain conditions, it may be in the public interest to consider fence installation applications within District right-of-ways under the following conditions:

- 1) The subject right-of-way space is wide enough to conduct District operation and maintenance functions along with adequate space to erect a proposed fence. A fence application on District property will only be considered where the aggregate usable right-of-way is thirty-five (35) feet or greater from the top of canal bank to the Permittee/owner property line. The maximum space then allotted for an approved fence encroachment in the District right-of-way will be limited to ten (10) feet from the landowner's property line.

If future improvements to the District canal system requires widening or reshaping of the canal and there is less than thirty-five (35) feet from the right-of-way to the top of bank, the District will notify the owner that they must permanently remove the fence to achieve the minimum required distance.

- 2) The landowner is required to initially submit a Request for Fence Encroachment Determination form (www.sunshinewcd.net) from Sunshine to confirm if the canal right-of-way is both wide enough and free of obstructions to allow for a proposed fence encroachment. The request for determination should be submitted to the SWCD District Manager. (See Exhibit 2)
- 3) Upon review of the Request for Fence Encroachment Determination, a written response will be provided to the landowner with one of following findings:
 - a. The canal right-of-way is not wide enough to allow a proposed fence encroachment and the request is denied.
 - b. The canal right-of-way is wide enough to allow a proposed fence encroachment but has existing obstructions (ex: vegetation, structures, trees) that must be removed or relocated by Owner, or by District at Owner's expense, before proceeding with fence application.
 - c. The canal right-of-way is wide enough to allow a proposed fence encroachment and is clear and free of any obstructions.
- 4) For those Permittees receiving conditional approval above, a Right-of-Way Permit Application (www.sunshinewcd.net) along with the Sunshine Permit fee of \$350.00 must be submitted to the office of the District Manager. A Fence Encroachment Agreement between the District and the Property Owner will be required to be signed by Permittee containing the terms and conditions of the fence encroachment and right-of-way maintenance responsibilities.
- 5) Upon receipt of Right-of-Way Permit Application, a check in the amount of the permit fee made payable to Sunshine Water Control District and a signed Fence Encroachment Agreement, the District will issue a Letter of No Objection to the Fence Encroachment. The Permittee can then proceed with the necessary City of Coral Springs Fence Permit requirements appending the Sunshine District Letter of No Objection.
- 6) **Sunshine Water Control District's conditional approval does not guarantee that the City will issue a Fence Permit. A City of Coral Springs Fence Permit**

must be obtained prior to the construction of a fence. Sunshine Water Control District is not responsible for any actions by the City.

- 7) All City fence code requirements pertaining to type of fence composition and construction, landscaping buffer and fence maintenance will have to be met as specified in the current Land Development Code, Section 250128.
- 8) The District requires the following fence construction and legal documentation conditions be satisfied prior to the issuance of a Sunshine Right-of-Way Permit:
 - a. Plans for the proposed fence construction must include separate independent posts being placed on Landowner property corners to facilitate removal of the fence, if necessary, from the SWCD right-of-way and minimize potential damage to the remaining fence on private property.
 - b. An access gate must be included in the construction plans to allow landowner access to maintain the entire abutting SWCD right-of-way as required by City ordinance.
 - c. If a fence landscape buffer is required under Section 250128, the City Fence Code requires landscape plantings be placed behind fence construction in a space of 3.5 feet. This would dictate that an approved fence could only be constructed at a point of 6.5 feet from the landowner's property line to remain within the 10 foot allotment as set forth in paragraph H (1) above.
 - d. The Right-of-Way Fence Encroachment Agreement must be recorded in the Public Records of Broward County, Florida.
 - e. The landowner shall notify Sunshine Water Control District at least 48 hours in advance of construction so the proposed fence layout can be confirmed in the field.

H. Irrigation Withdrawal Facilities

Non-single family home irrigation systems must apply for a Consumptive Water Use permit from the SFWMD under FAC Chapter 40E-2, Florida Administrative Code prior to any water withdrawals.

Installation of supply lines within District rights-of-way for withdrawal of water from District canals for irrigation purposes may be authorized under a consumptive water use permit from SFWMD. Supply lines shall be installed at a maximum elevation of 0.5 foot below the Basin Control Elevation. Permittees may be notified at any time that withdrawals must be curtailed immediately for any reason and shall not resume until further notification from the District.

Pumps are not allowed to be located on District rights-of-way.

Table 1 – Bridge Crossing Criteria

Bridge Crossing Criteria			
Basin	Basin Control Elevation (ft-NGVD)	100-Year Flood Elevation (ft-NGVD)	Minimum Low Chord Elevation (ft-NGVD)
East	7.5	12.5	13.5
West	7.5	11.5	13.5
Notes:			
1. All elevations referenced above are in North Geodetic Vertical Datum (1929) (NGVD)			
2. To obtain North American Vertical Datum ('88) subtract 1.50 ft from NGVD as per Broward County			
3. Basin water levels will vary seasonably.			

Table 2 – SFWMD Master Permit Data

South Florida Water Management District Master Permit Data for SWCD					
Basin	Basin Control Elevation (ft-NGVD)	10-Year Flood Elevation (ft-NGVD)	100-Year Flood Elevation (ft-NGVD)	Required Minimum Storage @ 10-yr Elevation (ac-ft/ac)	Required Minimum Storage @ 100-yr Elevation (ac-ft/ac)
East	7.5	11.1	12.5	0.02	0.68
West	7.5	10.0	11.5	0.53	1.05
Notes:					
1. All elevations referenced above are in North Geodetic Vertical Datum (1929) (NGVD)					
2. To obtain North American Vertical Datum ('88) subtract 1.50 ft from NGVD as per Broward County					
3. (ac-ft/ac) = Acre-feet per acre. Storage required per acre of Project Area. Information provided as guidance only. Permittee & Engineer of Record are responsible for complying with the SFWMD Master Permit requirements.					



EXHIBIT 1 - APPLICATION FOR PERMIT & FEE SCHEDULE

TO: BOARD OF SUPERVISORS
SUNSHINE WATER CONTROL DISTRICT
2300 Glades Road, Suite 410W
Boca Raton, FL 33431
(561) 571-0010

1. PROPOSED USE OF DISTRICT FACILITY: _____
2. LOCATION OF WORK: _____

Subdivision _____ Lot No. _____ Block No. _____
Section: _____ Township: _____ Range: _____
3. DISTRICT WORKS INVOLVED IN PROPOSED CONSTRUCTION OR USE: _____
4. NAME, ADDRESS, PHONE AND FAX OF OWNER OF PROPOSED WORK OR STRUCTURE: _____
5. NAME, ADDRESS, PHONE AND FAX OF APPLICANT OTHER THAN OWNER (if any): _____

6. AREA PROPOSED TO BE SERVED: (Give property description sufficient for identification, including size in acres, and **attaching survey or property sketch**).

7. This application, including sketches, drawings or plans and specifications attached, contains a full and complete description of the work proposed or use desired of the above described facilities of the District and for which permit is herewith applied. It shall be part of any permit that may be issued. It is agreed that all work or the use of the District's facilities involved will be in accordance with the permit to be granted and with the Permit Criteria Manual heretofore adopted by the District, which have been examined and are understood by the applicant and as the same may be hereafter from time to time amended, changed or revised and which (it is further understood) shall be incorporated in reference as a part of any permit which may be granted.

District Permit Fee Schedule

	<u>Permit</u>		
	Surface Water Management	Right-of-Way	Nuisance Alligator Removal
SWCD	N/A	\$350.00*	N/A

* In addition to the permit fee, the applicant must provide financial assurance in an amount equal to 125% of cost of construction within Works of the District. For single-family residences and governmental entities, the financial assurance required for these projects will be determined on a case-by-case basis.

Note:

The Right-of-Way permit fee amount noted above is the minimum fee and represents the fee for the initial permit application review by the District, not to exceed three (3) hours. Additional fees for review by District engineering, legal, accounting or other consultants, at the consultant's standard rates, as well as other costs and expenses incurred by the District in order to review the application, shall also be paid by the permit applicant.



EXHIBIT 2 - REQUEST FOR FENCE ROW ENCROACHMENT DETERMINATION

Request for Fence Right-of-Way Encroachment Determination

Homeowner's name(s) _____

Address _____

Home Phone # _____ Cell # _____

I have read the Fence Encroachment requirements described in the Permit Criteria Manual, Permit Requirements – Right-of-Way Permits, Subsection G found at www.sunshinewcd.net. I request District review of the right-of-way adjacent to my property for the purpose of a fence installation that encroaches on District property.

Signature(s): _____
Property Owner

Property Owner

Date

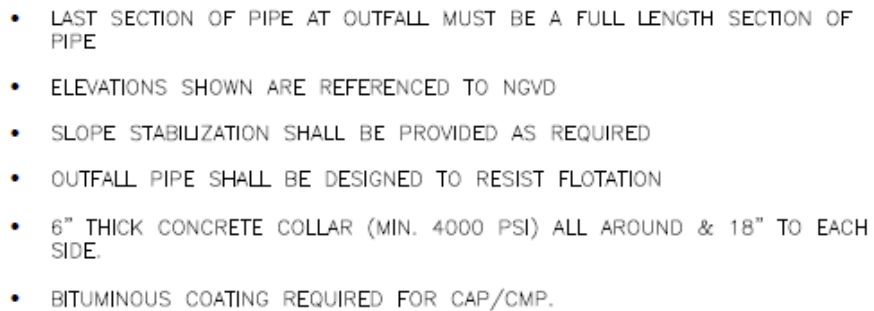
Submit form by:

Fax: (561) 571-0013

Email: info@sunshinewcd.net

Mail: Wrathell, Hunt and Associates
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

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MARCH, 2025



SUNSHINE WATER CONTROL DISTRICT BOUNDARY MAP

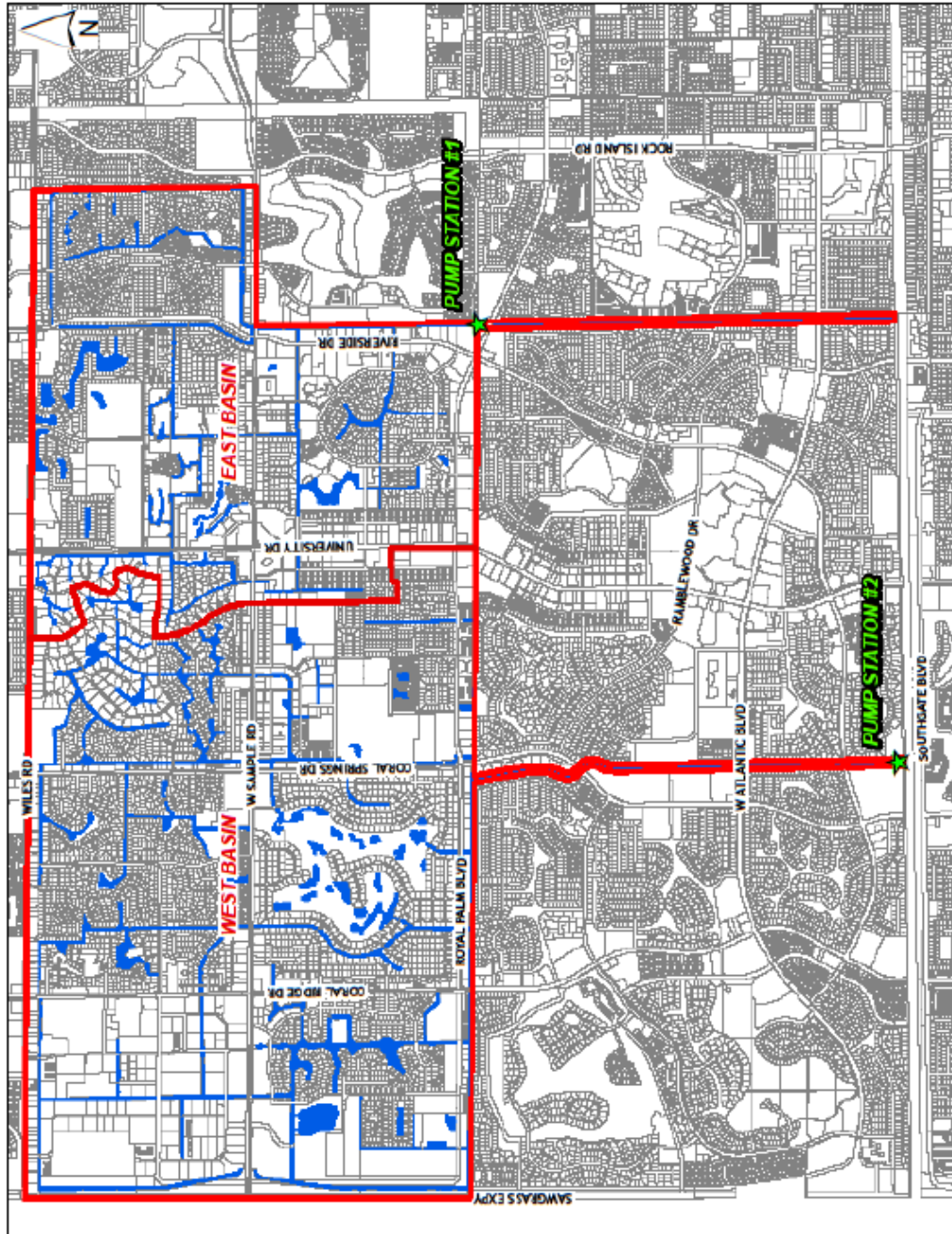


EXHIBIT 4 – SWCD BOUNDARY MAP

**SUNSHINE
WATER CONTROL DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SUNSHINE
WATER CONTROL DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2025**

**SUNSHINE
WATER CONTROL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2025**

	General Fund	Debt Service Fund Series 2021	Total Governmental Funds
ASSETS			
Stonegate Bank	1,128,200	-	1,128,200
DS - Series 2021	-	1,161,742	1,161,742
Investments			
A Investment account	5,825	-	5,825
A Bank maintenance reserve account	3,052	-	3,052
A Renewal & replacement reserve account	2,271	-	2,271
A Equipment replacement reserve account	240	-	240
Centennial Bank - MMA	263,366	-	263,366
FineMark Bank - MMA	41,986	-	41,986
Bank United - MMA	250,000	-	250,000
Bank United - ICS	17,200,574	-	17,200,574
Iberia Bank - MMA	5,568	-	5,568
Undeposited funds	350	-	350
Assessments receivable	1,135	-	1,135
Due from general fund	-	24,138	24,138
Due from other sources	1,576	-	1,576
Total assets	<u>\$18,904,143</u>	<u>\$ 1,185,880</u>	<u>\$ 20,090,023</u>
LIABILITIES			
Liabilities:			
Due to debt service	\$ 24,138	\$ -	\$ 24,138
Deposits payable/trash bonds	257,000	-	257,000
Cost recovery deposits	52,878	-	52,878
Payroll liabilities	1,135	-	1,135
Total liabilities	<u>335,151</u>	<u>-</u>	<u>335,151</u>
FUND BALANCES			
Assigned:			
3 months working capital	575,077	-	575,077
Disaster recovery	3,500,000	-	3,500,000
Truck replacement	-	-	-
Restricted for			
Debt service	-	1,185,880	1,185,880
Unassigned	14,493,915	-	14,493,915
Total fund balances	<u>18,568,992</u>	<u>1,185,880</u>	<u>19,754,872</u>
Total liabilities and fund balances	<u>\$18,904,143</u>	<u>\$ 1,185,880</u>	<u>\$ 20,090,023</u>

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JANUARY 31, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
REVENUES				
Assessments	\$ 112,062	\$ 3,342,284	\$ 3,860,947	87%
Interest and miscellaneous	48,412	200,406	9,000	2227%
Permit review fees	1,050	2,800	2,450	114%
Cost recovery	-	-	17,500	0%
Total revenues	161,524	3,545,490	3,889,897	91%
EXPENDITURES				
Administrative				
Supervisors	150	450	3,230	14%
Supervisor health care benefits	-	4,240	30,000	14%
Supervisors reimbursement	-	-	7,500	0%
Management/accounting/recording	5,812	23,246	69,737	33%
DSF & CPF accounting	1,358	5,430	16,290	33%
Dissemination fee	83	333	1,000	33%
Arbitrage rebate calculation	-	-	750	0%
Trustee	-	3,000	5,000	60%
Audit	-	-	11,500	0%
Legal	5,614	14,653	95,000	15%
Legal - legislative representation	2,000	2,000	24,000	8%
Retirement plan consulting	-	513	10,000	5%
Human resource services	668	2,673	8,018	33%
Communication	-	-	7,500	0%
Dues/subscriptions	-	4,175	4,500	93%
Rent - operations facility	4,302	17,210	51,630	33%
Insurance	-	27,817	37,476	74%
Legal advertising	-	379	2,500	15%
Office supplies and expenses	217	217	1,500	14%
Postage	52	410	1,200	34%
Postage-ROW clearing	-	-	500	0%
Printing and binding	117	467	1,400	33%
Website	705	705	3,000	24%
ADA website compliance	-	-	210	0%
Contingencies	534	2,174	5,000	43%
Total administrative expenses	21,612	110,092	398,441	28%
Field operations				
Salaries and wages	46,541	148,212	444,409	33%
FICA taxes	3,565	11,625	33,997	34%
Special pay	-	1,470	2,000	74%
Bonus program	-	-	2,500	0%
401a retirement plan	7,146	17,291	44,441	39%
Health insurance	19,960	81,487	241,416	34%
Workers' compensation insurance	938	11,443	16,500	69%
Engineering	788	2,887	100,000	3%
Engineering - capital outlay ps1 & ps2	1,539	7,222	-	N/A
Engineering - capital outlay University drive	-	-	100,000	0%
Engineering - telemetry	-	-	75,500	0%
Engineering - wofo phase 3	-	-	236,000	0%
Engineering - PS 3	-	-	80,000	0%
Consulting engineer services	-	-	25,000	0%
Cost recovery	525	2,100	17,500	12%
Water quality testing	-	1,253	5,224	24%

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED JANUARY 31, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
Telephone	170	255	1,800	14%
Electric	585	36,973	85,000	43%
Insurance	865	69,443	73,961	94%
Repairs and maintenance				
Canal banks	17,500	17,500	75,000	23%
Canal dredging	-	-	50,000	0%
Culvert inspection & cleaning	-	-	100,000	0%
Dumpster service	438	3,217	13,000	25%
Truck, tractor and generator	6,480	11,878	50,000	24%
Other	386	1,057	10,000	11%
Operating supplies				
Chemicals	-	13,428	100,000	13%
Fuel	684	2,135	20,000	11%
Fuel-pump station generator	-	-	50,000	0%
Triploid carp	-	-	19,755	0%
Uniforms	186	559	3,217	17%
Other	2	24	4,000	1%
Permit fees, licenses, schools	-	180	5,000	4%
Capital outlay - University drive	-	-	150,000	0%
Capital outlay - telemetry	-	-	340,000	0%
Capital outlay - wofc phase 3	-	-	3,100,000	0%
Capital outlay - PS 3	-	-	200,000	0%
Field equipment	-	-	35,000	0%
Pump station telemetry	772	1,971	40,000	5%
Contingencies	-	40	5,000	1%
Total field operations	<u>109,070</u>	<u>443,650</u>	<u>5,955,220</u>	7%
Other fees and charges				
Tax collector	1,101	33,403	40,218	83%
Property appraiser	1,101	33,403	40,218	83%
Property tax bills - fire & EMS assessment	-	45	100	45%
Total other fees & charges	<u>2,202</u>	<u>66,851</u>	<u>80,536</u>	83%
Total expenditures	<u>132,884</u>	<u>620,593</u>	<u>6,434,197</u>	10%
 Excess/(deficiency) of revenues over/(under) expenditures	 28,640	 2,924,897	 (2,544,300)	
 Fund balance - beginning	 18,540,352	 15,644,095	 11,105,759	
Fund balance - ending				
Assigned:				
3 months working capital	1,692,127	1,692,127	1,692,127	
Disaster recovery	3,500,000	3,500,000	3,500,000	
Unassigned	13,376,865	13,376,865	3,369,332	
Total fund balance - ending	<u>\$ 18,568,992</u>	<u>\$ 18,568,992</u>	<u>\$ 8,561,459</u>	

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED JANUARY 31, 2025**

	Current Month	Year To Date	Adopted Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ 24,622	\$ 734,368	\$ 848,359	87%
Interest	2,200	8,865	-	N/A
Total revenues	<u>26,822</u>	<u>743,233</u>	<u>848,359</u>	88%
EXPENDITURES				
Debt service				
Principal	-	-	500,000	0%
Interest	-	166,606	333,213	50%
Total debt service	<u>-</u>	<u>166,606</u>	<u>833,213</u>	20%
Other fees and charges				
Tax collector	242	7,340	8,837	83%
Property appraiser	242	7,339	8,837	83%
Total other fees and charges	<u>484</u>	<u>14,679</u>	<u>17,674</u>	83%
Total expenditures	<u>484</u>	<u>181,285</u>	<u>850,887</u>	21%
Excess/(deficiency) of revenues over/(under) expenditures	26,338	561,948	(2,528)	
Fund balances - beginning	1,159,542	623,932	596,026	
Fund balances - ending	<u>\$ 1,185,880</u>	<u>\$ 1,185,880</u>	<u>\$ 593,498</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

DRAFT

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

The Board of Supervisors of the Sunshine Water Control District held a Regular Meeting on February 12, 2025 at 6:30 p.m. at Mullins Hall, 10170 NW 29th St., Coral Springs, Florida 33065.

Present were:

Laurence Kaldor	President
Peter Palmer	Vice President
Frankie Romano	Secretary

Also present:

Jamie Sanchez	District Manager
Seth Behn	District Counsel
Orlando Rubio	District Engineer
Cory Selchan	Field Superintendent
Chris Mathew	Resident
Sreesha Mathew	Resident
Joe Morera	Resident

FIRST ORDER OF BUSINESS

Call to Order

Ms. Sanchez called the meeting to order at 6:34 p.m.

SECOND ORDER OF BUSINESS

Roll Call

All Supervisors were present. Two seats are vacant.

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.)

Ms. Sanchez explained the protocols for public comment.

Resident Joe Morera asked for an update regarding his prior request to join the Board and if any additional steps were taken with regard to that.

Mr. Behn stated there were no updates and asked if the vacant seats were advertised and about a recent amendment modifying the ability of the Board to make Board appointments.

Ms. Sanchez explained that it is up to the Governor to make the appointments to fill the vacant seats. She recalled that, in previous discussions about engaging Mr. Lyon as the District's Legislative representative, he mentioned that he could perhaps refer a few candidates to the Governor to fill the vacancies. She stated, regarding Mr. Morera's desire to fill one of the vacant seats, Counsel recommended providing the Governor with a slate of three candidates instead of one interested individual.

Mr. Kaldor asked Staff to include an item on the next agenda regarding considering and submitting a slate of individuals to the Governor to consider appointing to fill the vacant seats.

Discussion ensued regarding how best to fill the two vacancies and soliciting letters of interest from interested individuals to submit to the Governor.

Ms. Sanchez suggested Mr. Morera forward his letter of interest to her attention. In response to Mr. Morera's question, Mr. Behn stated the letter should include the reason for his interest in serving on the Board and his background information.

FIFTH ORDER OF BUSINESS

Discussion: Trash Bonds

Referencing a Permit Criteria Manual, Mr. Rubio reviewed the current updates and modifications, along with the three options for obstruction removal. Regarding trash bonds for commercial and residential developments, he stated, similar to what another municipality requires, Landowners must submit a financial statement showing the cost of the improvement that is going to occur in the right of way (ROW), along with a 125% bond to ensure that, if something goes awry, funds are available to cover any necessary ROW repairs. If the Manual is

approved today, it can be validated and, if additional changes are made, it can be brought back at the next meeting for ratification. For any permits submitted after this is approved, Staff will ask permittees if their projects are cost-recovery or non-cost recovery in reference to work in the ROW.

Mr. Rubio recapped the information about financial insurance, temporary permits and nuisance alligator removal permits.

Mr. Kaldor voiced his opinion that the language in the manual seems vague.

Discussion ensued regarding trash bonds, construction bonds, City of Coral Springs permit requirements, items in District ROWs, letters of no objections and homeowner permits.

Ms. Sanchez stated this item will be included on the March agenda for ratification with Ms. Rustin's input.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2024

Ms. Sanchez presented the Unaudited Financial Statements as of December 31, 2024.

Mr. Palmer asked for the current interest rate for the District's "Bank United – ICS" account.

Ms. Sanchez will re-send the bank account data to Mr. Palmer.

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of December 13, 2024 Regular Meeting Minutes

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the December 13, 2024 Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Supervisors' Communications

There were no Supervisor comments.

104

105 **NINTH ORDER OF BUSINESS****Staff Reports**

106

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

108 Mr. Behn stated Staff provided limited comments for the West Outfall Canal (WOFC)
109 Project Request for Proposals (RFP). Work on the manual will continue.

110 **B. District Engineer: Craig A. Smith & Associates**111 **I. Presentation: Monthly Engineer's Report (MER)**

112 Mr. Rubio presented the January Monthly Engineer's Report and reviewed the WOFC
113 Phase 3 Improvements tentative project schedule dates and provided updates regarding the
114 Pump Station #3 replacement project.

115

116 **On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the**
117 **project/bidding schedule for the West Outfall Canal Phase 3 Improvements,**
118 **was approved.**

119

120

121 **II. Permit Application(s)**

122 Mr. Rubio presented the following permit application and recommended approval:

- 123 a. **Chris Mathew, Owner – residential work adjacent to SWCD Canal "L"**
124 **9027 NW 21ST CT – S27/T48S/R41E**

125

126 **On MOTION by Mr. Romano and seconded by Mr. Kaldor, with all in favor, the**
127 **CAS PROJECT NO. 15-1826 Right-of-Way Permit Application, submitted by Chris**
128 **Mathew, Owner, for residential work adjacent to SWCD Canal "L" 9027 NW**
129 **21ST Court, S27/T48S/R41E, subject to the Special Conditions set forth in the**
130 **January 7, 2025 recommendation letter, was approved.**

131

132

133 Resident Sreesha Mathew submitted a recent survey, which shows that the pavers, shed
134 and fence were removed and asked if their project is approved. Mr. Selchan confirmed approval
135 of the project and stated that the trees must be removed. The District will facilitate removal of
136 the trees at no charge but the property owner must accept the program and sign a contract.

Mr. Behn stated property owners/residents must maintain their properties to the water's edge, free and clear of any obstructions, whether the obstructions are on their private property or not.

Ms. Sanchez will forward the contract to Mr. and Mrs. Mathew.

- b. Comcast, Directional Bore Installation of 312 LF of 1/2" HDPE Conduits at 4 SWCD Canal Locations (L22-1, V (2), & W)**

On MOTION by Mr. Palmer and seconded by Mr. Kaldor, with all in favor, the CAS Project No. 15-1826 Right-of-Way Permit Application, submitted by Comcast, S21/T48S/R41E, for the directional bore installation of 1-2" HDPE conduits at 4 SWCD Canal locations (312 LF total) at SWCD Canals L22-1, V (2), & W, subject to the Special Conditions set forth in the January 28, 2025 recommendation letter, was approved.

- c. Comcast, Directional Bore Installation of 240 LF of 1/2" HDPE Conduits at 4 SWCD Canal Locations (D, L14-4, B & A)**

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the CAS Project No. 15-1826 Right-of-Way Permit Application, submitted by Comcast, S21/T48S/R41E, for the Directional bore installation of 1-2" HDPE conduits at 4 SWCD Canal locations (240 LF total) at SWCD Canals D, L14-4, B & A, subject to the Special Conditions set forth in the January 29, 2025 recommendation letter, was approved.

- d. Blue Stream Communications, LLC Installation of 115 LF of 1.5" HDPE Pipe w/FOC Under SWCD Canals "G" & "M"**

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the CAS Project No. 15-1826 Right-of-Way Permit Application, submitted by Blue Stream Communications, LLC, S14/15/16T48S/R41E, for the Installation of 115 LF of 1.5" HDPE Pipe w/FOC Under SWCD Canals "G" & "M", subject to the Special Conditions set forth in the January 24, 2025 recommendation letter, was approved.

173

174 **C. District Field Supervisor: Cory Selchan**

175 Mr. Selchan reported the following:

176 ➤ Broward County is experiencing moderate drought conditions. The water levels are
177 falling extremely fast. The east basin is at 2½' and the west basin is at 5' due to a slight recharge
178 from the Everglades.

179 ➤ Staff is currently having issues with a system that monitors how much water is brought
180 in from the South Florida Water Management District (SFWMD), so it will be deactivated and
181 repaired. Otherwise, all systems are working as usual.

182 ➤ The canals are in good shape, crews are carrying out their duties effectively and there
183 are no resident complaints.

184 Discussion ensued regarding the lack of rain, the culverts and the pipes.

185 **D. District Manager: Wrathell, Hunt & Associates, LLC**

186 Mr. Palmer asked about changing the meeting times.

187 Ms. Sanchez stated, if the Board wishes to entertain different dates, that is a possibility;
188 Staff would have to secure a location and confirm availability.

189 Discussion ensued regarding the need to have a quorum, advertising, Supervisor
190 availability and calendar invites.

191 Ms. Sanchez suggested that Mr. Palmer review the remaining meeting dates for the
192 current Fiscal Year and inform her if 4:00 p.m. is convenient for him. This can be included as a
193 discussion item on the next agenda.

194 • **NEXT MEETING: March 12, 2025 at 6:30 PM**195 ○ **QUORUM CHECK**

196

197 **TENTH ORDER OF BUSINESS****Public Comments**

198

199 Mr. Morera commented that the Board should keep in mind that the meetings are
200 scheduled in the evenings so that the public can conveniently attend them. Typically, most
201 residents do not attend meetings; however, holding a meeting at 4:00 p.m., would create a
202 hardship for some that might wish to attend, as residents are usually at work at that hour.

203

204 **ELEVENTH ORDER OF BUSINESS**

Adjournment

205

206 **On MOTION by Mr. Palmer and seconded by Mr. Kaldor, with all in favor, the**
207 **meeting adjourned at 7:38 p.m.**

208

209

210

211

212

213

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

214
215
216
217
218

Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
BI**



March 5, 2025

Board of Supervisors
Sunshine Water Control District (via e-mail)
2300 Glades Road, Suite 410W
Boca Raton, Florida 33073

RE: SUNSHINE WATER CONTROL DISTRICT – JANUARY MONTHLY ENGINEER’S REPORT (MER)
February 12, 2025 – March 5, 2025
CAS PROJECT NO. 15-1826

Dear Board of Supervisors:

Craig A. Smith & Associates, Inc. (CAS) is pleased to welcome the new board to the district and hereby provides the board 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 March 12, 2025 BOS meeting.

West Outfall Canal Phase 3 Improvements (WOFC)

The project has been advertised for bid and the updated schedule is provided in the table below. Informational project fact sheet, encroachment removal option agreements, and drawing exhibits reflecting removal of encroachments were presented at the February 12, 2025 meeting. Attached in this report is the cover letter that will accompany the documents for Board of Supervisors approval.

Encroachment Removal Schedule			
Bid Advertisement		3/7/2025	Friday
Last Day for questions		3/28/2025	Friday
Bids Received		4/8/2025	Tuesday
CAS Bid Recommendation to TGB		5/7/2025	Wednesday
Bid Award		5/14/2025	Wednesday
Pre-Construction Mtg		6/4/2025	Wednesday
Notice To Proceed		6/11/2025	Wednesday
Project Duration:	4	Months	=
Substantial Completion		9/25/2025	Thursday
Project Close-Out		10/9/2025	Thursday



561.314.4445



1425 E. Newport Drive
Deerfield Beach, FL 33442



Board of Supervisors – March 12, 2025 Board Meeting

RE: SUNSHINE WATER CONTROL DISTRICT - MONTHLY ENGINEER'S REPORT (MER)

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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 - Stormwater Engineering

Enclosure: WOFC Cover Letter to Residents

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

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**SUNSHINE WATER CONTROL DISTRICT (SWCD)
WEST OUTFALL CANAL IMPROVEMENT PROJECT (WOFC)
March 13, 2025**

To: Property Owners adjacent to SWCD – WOFC – Phase 3

From: Board of Supervisors of the SWCD

Re: **RESPONSE REQUESTED by April 12, 2025** – West Outfall Canal Construction Project (WOFC) Encroachments Removal Project Phase 3A

The Sunshine Water Control District (SWCD) is continuing implementation of our Capital Improvement Plan, taking proactive steps to improve overall canal infrastructure in a fiscally responsible way. In the spring of 2025, SWCD will embark on a project to remove encroachments within the West Outfall Canal (WOFC) right-of-way, the canal behind your home. The WOFC Project is necessary to improve stormwater management and flood protection and this phase will be followed by canal improvements consisting of widening and deepening the canal in the winter of 2026. We have included important information in this communication that we believe will give you an understanding of the WOFC Project and your options as a potentially impacted property owner.

Please be advised that encroachments (trees, shrubs, decks, auxiliary structures, etc.) within SWCD right-of-way must be moved/removed as part of this project. However, items will not be moved/removed for several months. We are communicating well in advance to attempt to minimize any impact to property owners.

We ask that you carefully review the enclosed documents:

- **Project Fact Sheet**
- **Aerial View of Owner's Property** showing encroachments on SWCD right-of-way
- **Encroachment Election Form** (please complete and return the Encroachment Election Form to SWCD in the enclosed envelope no later than April 12, 2025.)

We welcome your attendance at the next meeting of the Sunshine Water Control District Board of Supervisors: April 9, 2025, 4:00 p.m., at Mullins Hall, located in Mullins Park, 10170 NW 29 St, Coral Springs, FL 33065. Our mission to make certain you fully understand the “why” and the “how” of this aspect of our Capital Improvement Plan. If you have any questions, please call our Project Communications Line at (954) 501-9518 or visit www.sunshinewcd.net. Please note SWCD is a separate government entity from the City of Coral Springs and all inquiries about this project should be directed to the Project Communications Line.

Sincerely,

Laurence Parker – President
Peter Palmer – Vice President
Frankie Romano - Secretary

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
D**

SUNSHINE WATER CONTROL DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION <i>Sartory Hall, 10150 NW 29th St., Coral Springs, Florida 33065</i> ¹ <i>Mullins Hall, 10170 NW 29th St, Coral Springs, Florida 33065</i> ² <i>LaQuinta Inn Coral Springs, 3701 N. University Drive, Coral Springs, Florida 33065</i> ³ <i>Cypress Hall, Cypress Hammock Park, 1300 Coral Springs Drive, Coral Springs, Florida, 33065</i> ⁴ <i>Veterans Hall, 2521 Coral Springs Drive, Coral Springs Florida 33065</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 9, 2024 <i>rescheduled to October 22, 2024</i>	Regular Meeting	6:30 PM
October 22, 2024¹	Regular Meeting	6:30 PM
November 13, 2024 <i>rescheduled to November 19, 2024</i>	Regular Meeting	6:30 PM
November 19, 2024²	Regular Meeting	6:30 PM
December 4, 2024 <i>rescheduled to December 13, 2024</i>	Regular Meeting	6:30 PM
December 11, 2024 <i>rescheduled to December 4, 2024</i>	Regular Meeting	6:30 PM
December 13, 2024³	Regular Meeting	9:30 AM
January 8, 2025 CANCELED	Regular Meeting	6:30 PM
February 12, 2025¹	Regular Meeting	6:30 PM
March 12, 2025¹	Regular Meeting	4:00 PM
April 9, 2025¹	Regular Meeting	4:00 PM
May 14, 2025¹	Regular Meeting	4:00 PM
June 11, 2025¹	Regular Meeting	6:30 PM

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
July 9, 2025 ⁴	Regular Meeting	6:30 PM
August 13, 2025 ¹	Regular Meeting	6:30 PM
September 10, 2025 ¹	Regular Meeting	6:30 PM