



# **REGULAR MEETING AGENDA**

**April 9, 2025**

**SUNSHINE  
WATER CONTROL DISTRICT**

**AGENDA  
LETTER**



April 2, 2025

**ATTENDEES:**

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

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 April 9, 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. Discussion: Memorandum Regarding Budget Process
6. Acceptance of Unaudited Financial Statements as of February 28, 2025
7. Approval of March 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: May 14, 2025 at 4:00 PM [Presentation of FY2026 Proposed Budget]

○ 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**

**5**

*Reply To: West Palm Beach***MEMORANDUM**

TO: Sunshine Water Control District Board of Directors

FROM: Janice Rustin, Esq. and Zoe Weiss Dalton, Esq.

DATE: April 2, 2025

SUBJECT: Board of Directors Duties Regarding the Annual Budget

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This memorandum outlines the Board of Supervisors' ("Board") duties in setting the annual budget for the Sunshine Water Control District (the "District"). Board Members should take note of the following for the May Board meeting, as this marks the commencement of the District's annual budget planning process.

**I. The Board Must Adopt a Budget by Resolution Each Fiscal Year**

Pursuant to Section 189.016, Florida Statutes, the Board must adopt a budget for the District each fiscal year. The District's fiscal year begins on October 1 and ends on September 30 of each year.

- **Adoption Deadline:** The Board must adopt the budget no earlier than 20 business days before November 1st and no later than September 15th of each year. For the 2026 fiscal year, this means the Board must adopt the District's annual budget between September 3, 2025, and September 15, 2025.
- **Adoption Process:** The District's annual budget must be adopted by Resolution during a public hearing held in accordance with Florida Sunshine law. This District will hold two public hearings regarding the annual budget. The first public hearing will take place in May of 2025. At the first public meeting, the District Manager will present a tentative budget to the Board. If a Board

01862158-1

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301 West Platt St.  
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**WEST PALM BEACH**  
360 South Rosemary Ave.  
Suite 1100  
West Palm Beach, FL 33401  
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Member has any comments or concerns regarding the budget, the Member should state his or her comments or concerns at this meeting. The District Manager will then incorporate these comments into the final budget. The second public hearing will take on a date between September 3, 2025, and September 15, 2025. At the second public hearing, the District Manager will present the final budget to the Board and the Board will adopt this budget by Resolution.

- **Notice:** The tentative budget must be posted on the District's official website at least 2 days before first public hearing in May and must remain on the website for at least 45 days. Additionally, the Board must provide notice of the public hearing in September 2025, where the final budget will be adopted, at least 20 days before the hearing. This notice must be sent via first-class United States mail to each person owning property subject to the District's assessment and published in a newspaper generally circulated within Broward County. The notice by mail must include:
  - The purpose of the assessment;
  - The total amount to be levied against each parcel;
  - The unit of measurement to be applied against each parcel to determine the assessment; the number of such units contained within each parcel;
  - The total revenue the local government will collect by the assessment;
  - A statement that failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title;
  - A statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and
  - The date, time, and place of the hearing.
- **Public Access:** The adopted budget must be posted to the District's website for the public to access within 30 days of adoption and remain on the website for a minimum of two years.

## **II. The District's Budget Must Adhere to Certain Legal Requirements**

The District Manager and the District Engineer will collaborate to draft a tentative budget for the District. The District Manager will modify this tentative budget based on comments by Board Members as described above to create the final budget. Chapter 189, Florida Statutes, sets forth minimum requirements for the District's annual budget. The District Manager will ensure that these requirements are met in both the tentative and final budgets. However, Board Members should be aware of the following key requirements for annual budgets.

- **Budget Funds:** The District's annual budget includes two funds: (1) the General Fund, which is the operating fund for the District, and (2) the Debt Service Fund, which is used to pay for long term-debts. The total amount of funds available for each is determined by estimating the revenue

the District is expected to generate that year from special assessments. The appropriation for expenditures and reserves must equal this expected revenue.

- **Required Information for the Annual Budget:** The annual budget must include the following information for each fund:
  - A detailed breakdown of the revenue and expenditures;
  - The total number of district employees compensated in the last pay period of the district's fiscal year being reported;
  - The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's fiscal year being reported;
  - All compensation earned by or awarded to employees, whether paid or accrued;
  - All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued;
  - Each construction project with a total cost of at least \$65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project;
  - The rate or rates of special assessments imposed by the district;
  - The total amount of special assessments collected by or on behalf of the district; and
  - The total amount of outstanding bonds issued by the district and the terms of such bond.
- **Expenditures:** The annual budget must regulate expenditures of the District. A District officer cannot expend or contract for expenditures except pursuant to the adopted budget.

### III. The Board Can Amend the Adopted Budget

The Board can amend the District's budget at any time in the fiscal year or for 60 days following the end of the fiscal year pursuant to Florida Statutes Section 189.016. If the annual budget is amended, the amendment, must be posted to the District's website for the public to access within 30 days of adoption and remain on the website for a minimum of two years. There are three ways the budget can be amended:

- **Line-Item Adjustments:** The Board amend the adopted budget by increasing or decreasing the amounts allocated to specific line-item expenses in the budget. However, the Board may not increase the total amount allocated for the budget during this process. These adjustments may be made through a motion presented at a Board meeting and recorded in the minutes.
- **Amendments by the District Manager or Treasurer:** The District Manager and Treasurer are authorized to amend the budget by increasing or decreasing the amount appropriated for a line-item expense in the budget. However, the amendments may not increase the total amount



allocated for the budget and the change in the original appropriation item cannot exceed \$15,000 or 15% of the original appropriation.

- **Other Amendments:** Amendments which are not discussed above must be adopted by a Resolution at a public meeting subject to Florida's Sunshine Laws.

#### **IV. The District's Budget is Funded by Special Assessments**

Chapter 298, Florida Statutes, authorizes and requires the Board to levy special assessments on all lands in the District that benefit from the District's services and operation. The annual budget is funded by revenue that the District receives from levying these assessments.

- **Assessments:** Special Assessments are non-ad valorem assessments on all platted lots within the District. Assessments are levied each year on November 1 on property as of the previous January 1.
- **Assessment Rate:** The assessment rate for the 2025 fiscal year was \$289.33 per acre or fraction of an acre. This consists of a \$237.21 assessment for the general fund, and a \$52.12 assessment for the debt fund. The assessment rate is increased by approximately 3% each fiscal year. The total revenue generated from these assessments determines the total amount of revenue available in the budget for each fiscal year.
- **Adoption of Assessment Rate:** The Board adopts the assessment rate for the next fiscal year by Resolution. The Board considers and adopts the District's assessment rate at the same time as the budget, using the same procedures, timeline, and notice as the budget adoption. These two items are considered together because the revenue generated from these assessments sets the total amount of funds for the budget.
- **Assessment Collection:** The District's annual assessments are billed and collected by the Broward County Tax Collector. After the Board adopts a Resolution adopting the next years assessment rate, the Board must certify a non-ad valorem assessment roll to the Broward County Tax Collector. The revenue remitted to the District is net of applicable discounts or fees and includes interest on funds held from the day of collection to the day of distribution.

In conclusion, Board Members should be aware of the above process regarding the District's budget for the upcoming Board Meeting in May. Board Members should be prepared to discuss any budget concerns and make comments regarding District spending at this meeting. To prepare, Board Members are encouraged to review Resolutions 2024-09 and 2024-10, which adopted the current fiscal year's budget and assessment rate.

**SUNSHINE  
WATER CONTROL DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**SUNSHINE  
WATER CONTROL DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
FEBRUARY 28, 2025**

**SUNSHINE  
WATER CONTROL DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
FEBRUARY 28, 2025**

	General Fund	Debt Service Fund Series 2021	Total Governmental Funds
<b>ASSETS</b>			
Stonegate Bank	1,111,274	-	1,111,274
DS - Series 2021	-	1,188,175	1,188,175
Investments			
A Investment account	5,845	-	5,845
A Bank maintenance reserve account	3,062	-	3,062
A Renewal & replacement reserve account	2,278	-	2,278
A Equipment replacement reserve account	241	-	241
Centennial Bank - MMA	263,498	-	263,498
FineMark Bank - MMA	42,115	-	42,115
Bank United - MMA	250,000	-	250,000
Bank United - ICS	17,246,381	-	17,246,381
Iberia Bank - MMA	5,568	-	5,568
Prepaid expense	22,293	-	22,293
Undeposited funds	2,500	-	2,500
Accounts receivable	1,135	-	1,135
Due from general fund	-	22,283	22,283
Due from other sources	1,576	-	1,576
Total assets	<u>\$18,957,766</u>	<u>\$ 1,210,458</u>	<u>\$ 20,168,224</u>
<b>LIABILITIES</b>			
<b>Liabilities:</b>			
Due to debt service	\$ 22,283	\$ -	\$ 22,283
Deposits payable/trash bonds	262,000	-	262,000
Cost recovery deposits	52,878	-	52,878
Total liabilities	<u>337,161</u>	<u>-</u>	<u>337,161</u>
<b>FUND BALANCES</b>			
Assigned:			
3 months working capital	575,077	-	575,077
Disaster recovery	3,500,000	-	3,500,000
Restricted for			
Debt service	-	1,210,458	1,210,458
Unassigned	14,545,528	-	14,545,528
Total fund balances	<u>18,620,605</u>	<u>1,210,458</u>	<u>19,831,063</u>
 Total liabilities and fund balances	<u>\$18,957,766</u>	<u>\$ 1,210,458</u>	<u>\$ 20,168,224</u>

**SUNSHINE  
WATER CONTROL DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
<b>REVENUES</b>				
Assessments	\$ 101,521	\$ 3,443,805	\$ 3,860,947	89%
Interest and miscellaneous	46,866	247,272	9,000	2747%
Permit review fees	-	2,800	2,450	114%
Cost recovery	-	-	17,500	0%
Total revenues	148,387	3,693,877	3,889,897	95%
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Supervisors	150	600	3,230	19%
Supervisor health care benefits	-	4,240	30,000	14%
Supervisors reimbursement	-	-	7,500	0%
Management/accounting/recording	5,811	29,057	69,737	42%
DSF & CPF accounting	1,358	6,787	16,290	42%
Dissemination fee	84	417	1,000	42%
Arbitrage rebate calculation	-	-	750	0%
Trustee	-	3,000	5,000	60%
Audit	-	-	11,500	0%
Legal	5,460	20,113	95,000	21%
Legal - legislative representation	2,000	4,000	24,000	17%
Retirement plan consulting	-	513	10,000	5%
Human resource services	668	3,341	8,018	42%
Communication	-	-	7,500	0%
Dues/subscriptions	-	4,175	4,500	93%
Rent - operations facility	4,302	21,512	51,630	42%
Insurance	-	27,817	37,476	74%
Legal advertising	-	379	2,500	15%
Office supplies and expenses	-	217	1,500	14%
Postage	62	472	1,200	39%
Postage-ROW clearing	-	-	500	0%
Printing and binding	116	583	1,400	42%
Website	-	705	3,000	24%
ADA website compliance	-	-	210	0%
Contingencies	-	1,641	5,000	33%
Total administrative expenses	20,011	129,569	398,441	33%
<b>Field operations</b>				
Salaries and wages	31,076	179,292	444,409	40%
FICA taxes	2,384	14,009	33,997	41%
Special pay	-	1,470	2,000	74%
Bonus program	-	-	2,500	0%
401a retirement plan	3,097	20,388	44,441	46%
Health insurance	22,396	103,883	241,416	43%
Workers' compensation insurance	-	11,443	16,500	69%
Engineering	788	3,675	100,000	4%
Engineering - capital outlay ps1 & ps2	1,026	8,248	-	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	2,275	4,375	17,500	25%
Water quality testing	1,341	2,594	5,224	50%

**SUNSHINE  
WATER CONTROL DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED FEBRUARY 28, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
Telephone	85	341	1,800	19%
Electric	605	37,578	85,000	44%
Insurance	-	69,443	73,961	94%
Repairs and maintenance				
Canal banks	-	17,500	75,000	23%
Canal dredging	-	-	50,000	0%
Culvert inspection & cleaning	-	-	100,000	0%
Dumpster service	1,511	4,728	13,000	36%
Truck, tractor and generator	6,863	18,741	50,000	37%
Other	106	1,163	10,000	12%
Operating supplies				
Chemicals	-	13,428	100,000	13%
Fuel	785	2,920	20,000	15%
Fuel-pump station generator	-	-	50,000	0%
Triploid carp	-	-	19,755	0%
Uniforms	124	683	3,217	21%
Other	695	719	4,000	18%
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	103	2,074	40,000	5%
Contingencies	-	40	5,000	1%
Total field operations	<u>75,260</u>	<u>518,915</u>	<u>5,955,220</u>	9%
<b>Other fees and charges</b>				
Tax collector	1,016	34,419	40,218	86%
Property appraiser	1,016	34,419	40,218	86%
Property tax bills - fire & EMS assessment	-	45	100	45%
Total other fees & charges	<u>2,032</u>	<u>68,883</u>	<u>80,536</u>	86%
Total expenditures	<u>97,303</u>	<u>717,367</u>	<u>6,434,197</u>	11%
 Excess/(deficiency) of revenues over/(under) expenditures	 51,084	 2,976,510	 (2,544,300)	
 Fund balance - beginning	 18,569,521	 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	13,428,478	13,428,478	3,369,332	
Total fund balance - ending	<u>\$ 18,620,605</u>	<u>\$ 18,620,605</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 FEBRUARY 28, 2025**

	Current Month	Year To Date	Adopted Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ 22,306	\$ 756,674	\$ 848,359	89%
Interest	2,718	11,584	-	N/A
Total revenues	<u>25,024</u>	<u>768,258</u>	<u>848,359</u>	91%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	500,000	0%
Interest	-	166,606	333,213	50%
Total debt service	<u>-</u>	<u>166,606</u>	<u>833,213</u>	20%
<b>Other fees and charges</b>				
Tax collector	223	7,563	8,837	86%
Property appraiser	223	7,563	8,837	86%
Total other fees and charges	<u>446</u>	<u>15,126</u>	<u>17,674</u>	86%
Total expenditures	<u>446</u>	<u>181,732</u>	<u>850,887</u>	21%
Excess/(deficiency) of revenues over/(under) expenditures	24,578	586,526	(2,528)	
Fund balances - beginning	<u>1,185,880</u>	<u>623,932</u>	<u>596,026</u>	
Fund balances - ending	<u>\$ 1,210,458</u>	<u>\$ 1,210,458</u>	<u>\$ 593,498</u>	

**SUNSHINE**

Water Control District

Special Assessment Revenue Refunding Bonds, Series 2021

\$12,010,000

**Debt Service Schedule**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>
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
<b>Total</b>	<b>\$11,885,000.00</b>	<b>-</b>	<b>\$3,947,462.50</b>	<b>\$15,832,462.50</b>



**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 March 12, 2025 at 4:00 p.m. at Mullins Hall, 10170 NW 29th St., Coral Springs, Florida 33065.

**Present:**

Laurence Kaldor	President
Peter Palmer	Vice President
Frankie Romano	Secretary

**Also present:**

Jamie Sanchez	District Manager
Janice Rustin	District Counsel
Orlando Rubio	District Engineer
Cory Selchan	Field Superintendent
Julio Tejeda	South Florida Water Management District

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Sanchez called the meeting to order at 4:05 p.m.

**SECOND ORDER OF BUSINESS**

**Roll Call**

All sitting 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.)**

Mr. Julio Tejeda stated he is part of the Intergovernmental Team at the South Florida Water Management District (SFWMD), which covers all of Broward County and all levels of

government. Mr. Tejeda distributed his business card and responded to questions regarding the mission of the SFWMD, current projects and Everglades restoration.

**FIFTH ORDER OF BUSINESS****Ratification of Permit Criteria Manual**

Ms. Sanchez recalled that the Board previously approved the Permit Criteria Manual; however, it had to be updated and modified and is currently in final form.

**On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Permit Criteria Manual, was ratified.**

**SIXTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of January 31, 2025**

Ms. Sanchez presented the Unaudited Financial Statements as of January 31, 2025. She responded to questions regarding fund transfers into the cash sweep account with Bank United and debt service payments. Ms. Sanchez will provide details of a \$2 million transaction at the next meeting.

**On MOTION by Mr. Palmer and seconded by Mr. Kaldor, with all in favor, the Unaudited Financial Statements as of January 31, 2025, were accepted.**

**SEVENTH ORDER OF BUSINESS****Approval of February 12, 2025 Regular Meeting Minutes**

The following changes were made:

Line 46: Change "a recent amendment modifying the ability of the Board to make Board appointments" to "a recent Board submitted a request for Board appointments to be made"

Line 186: Change "Mr. Palmer" to "Mr. Romano"

**On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the February 12, 2025 Regular Meeting Minutes, as amended, were approved.**

**EIGHTH ORDER OF BUSINESS****Supervisors' Communications**

In response to a Board Member's question regarding the meeting location, Ms. Sanchez stated the meeting is being held in the current location because the meeting time was changed from 6:30 p.m. to 4:00 p.m., and another venue could not be secured. The District is at the mercy of what was available. She stated, every time there are changes to the meeting schedule, she emails the Board and will continue emailing reminders. The next few 4:00 p.m. meetings will be in Mullins Hall.

**NINTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Lewis, Longman & Walker, P.A.**

Ms. Rustin reported the following:

➤ Since the last meeting, an application was received from an interested candidate for one of the vacant Board seats. Since the new legislative session starts on Monday and the Governor will not be available to make appointments, there is a bit of flexibility with respect to a quorum. She reminded the Board Members to urge their friends and colleagues to join the Board and stated, as soon as a few applicant names are collected, they will be submitted to the Governor's office, so that two new Board Members can be appointed.

➤ Legislative Update: The Florida Association of Special Districts (FASD) forwarded a bill that simplifies/streamlines doing business in Florida, mostly by allowing special districts to publish notices for meetings and Requests for Proposals (RFPs) on their website as opposed to in a local newspaper. If the bill passes, Mr. Rubio, for example, will be able to post RFP notices on the District's website and any other online sources to seek vendors for District projects, which is more cost-effective and practical than placing an advertisement in a newspaper. The law would allow special districts to piggyback off other government contracts that have been competitively procured, which is especially helpful for small districts with limited resources, as they would not have to go through the full RFP process; they could look to another governmental agency that went through the competitive solicitation process and piggyback off of that agreement. The language in the Statute is a bit limiting, so part of the FASD bill is standard to government cooperatives and other state cooperatives.

➤ Goals and Objectives Update: In 2024, the Legislature passed a bill that required special districts to submit annual goals and objectives to the Governor and, at the end of the year,

follow up with an assessment of how those goals were achieved. Recently, a bill was introduced to repeal that requirement. Staff will continue monitoring and provide updates about this.

➤ Staff is monitoring the Federal Government's initiative to reduce fraud, waste and abuse. The Governor initiated his own statewide agency to address State agreements but there is a movement to have it apply to agreements and contracts of local governments, as well.

**B. District Engineer: Craig A. Smith & Associates**

**I. Presentation: Monthly Engineer's Report (MER)**

Mr. Rubio presented the Monthly Engineer's Report from February 12, 2025 to March 5, 2025, and reviewed the West Outfall Canal (WOFC) Phase 3 Improvements Project and the Updated Encroachment Removal Schedule and a cover letter that will accompany the documents for Board approval.

**II. Permit Application(s)**

**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 AT&T via SHR Communications, LLC for a directional bore installation: 1 – 70 LF of 1.5" Conduit under SWCD Canal "NN", Crossing under NW 120<sup>th</sup> Ave., south of NW 37<sup>th</sup> Ave., subject to the Special Conditions set forth in the March 12, 2025 recommendation letter, was approved.**

Mr. Rubio requested Board approval of a cover letter to 11 property owners regarding the WOFC Encroachments Removal Project Phase 3A, including an exhibit of items that need to be removed from the District's ROW. The letter will be sent via certified mail.

The following errors will be corrected prior to dissemination:

Change "Project Communications Line at (954) 501-9518 or visit [www.sunshinewcdnet](http://www.sunshinewcdnet)" to Ms. Sanchez's contact information

Change "Laurence Parker" to "Laurence Kaldor"

**On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the WOFC cover letter, dated March 13, 2025, in substantial form and subject to the changes noted, was approved.**

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

Mr. Selchan reported the following:

➤ Rainfall since the last meeting was  $\frac{1}{10}$ ", which had no effect on the water levels in the canals. There was very little rain.

➤ Crews have been recharging the City's wellfield via handheld flow meters to determine the flow coming out of the pipes; un-recharged pipes will dry up because of the lack of rainfall. Roughly two million gallons of water per day is recharged into the East Basin to help the City with its wellfield. Although recharging does not provide normal water levels, it serves a purpose by keeping resident complaints at a minimum. The dry season allows crews to catch up on spraying and cleaning the canals without having to worry about running pump stations.

➤ Some of the ditches in the District are very old and basically dry. Residents who live adjacent to them are not pleased but understand that very little can be done about it.

➤ The District is in good shape; operations are functioning as normal.

Asked if it is impractical to have a reservoir in Coral Springs, Mr. Selchan stated there is not enough space to build an impoundment.

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

Ms. Sanchez stated the meeting venue for the remainder of the year is Mullins Hall, except for the July 9, 2025 meeting, which will be held in Veterans Hall.

Discussion ensued regarding the proposed budget presentation meeting, set for May 14, 2025.

- **NEXT MEETING: April 9, 2025 at 4:00 PM**

- **QUORUM CHECK**

**TENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

<p><b>On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the meeting adjourned at 4:43 p.m.</b></p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

178

179

180

181

182 \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
President/Vice President

**SUNSHINE  
WATER CONTROL DISTRICT**

**STAFF  
REPORTS  
BI**





April 2, 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 - MONTHLY ENGINEER'S REPORT (MER)**  
**March 12, 2025 – April 2, 2025**  
**CAS PROJECT NO. 15-1826**

Dear Board of Supervisors:

Craig A. Smith & Associates, Inc. (CAS) is pleased to provide 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 April 9, 2025 BOS meeting.

**West Outfall Canal Phase 3 Improvements (WOFC)**

The project has been advertised for bid and bids are expected to be received at the District Manager's office on April 8, 2025 as previously stated.

**SWCD Pump Station No. 3 Replacement**

The project has been advertised for bid and bids are expected to be received at the District Manager's office on April 15, 2025 as previously stated.

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On March 14, 2025, SWCD's Cory Selchan and myself attended a City Stormwater Master Plan coordination meeting at the request of the City of Coral Springs staff. Note that the City and SWCD have cost shared capital stormwater projects of similar interests and goals in the past and this was an effort to consider the same or at least be in technical support of the City's future projects. The City discussed its tentative project priority list. The following table reflects the current list which may be updated.



561.314.4445



1425 E. Newport Drive  
Deerfield Beach, FL 33442



[www.craigasmith.com](http://www.craigasmith.com)

Priority <sup>1</sup>	Capital Improvement Project Name	Total Cost	Initial Phase Cost	Future Phase Cost (if applicable)
1	Woodside & The Dells	\$2,017,950	\$1,138,500	\$879,450
2	Glenwood & Wood Lake	\$667,425	\$667,425	
3	The Crossings	\$1,254,825	\$1,254,825	
4	Forest Hill	\$1,901,625	\$1,901,625	
5	Royal Land	\$3,050,025	\$740,025	\$2,310,000
6	Castlewood	\$1,434,675	\$1,434,675	
7	Coral Springs Country Club	\$4,416,638	\$2,246,888	\$2,169,750
8	Greenwood	\$2,865,638	\$506,550	\$2,359,088
9	Maplewood	\$463,650	\$463,650	
10	NW 39 <sup>th</sup> Street	\$5,214,825	\$2,738,175	\$2,476,650
	<b>Total</b>	<b>\$23,287,276</b>	<b>\$13,092,338</b>	<b>\$10,194,938</b>

Priority 5 is the area being served by the current SWCD project that entails the replacement of pump station no. 3 (PS3). At this location, the City proposed twin 84" diameter storm pipes. We indicated that this is in conflict with the current PS3 replacement project and that it would also be in conflict with the South Florida Water Management District's (SFWMD) allowable discharge requirements, i.e., the twin 84" pipes would exceed the allowable discharge of the Royal Lands Area basin. We believe the area may not have been fully vetted of existing SFWMD permits during the City's evaluation. Other upstream improvements were proposed. However, no exception was taken for any upstream improvement to the tertiary drainage system within Royal Lands. The City will revisit this area at the appropriate time and re-evaluate.

It was pointed out to the City that future stormwater improvements in areas that meet the goals of the SWCD should be implemented with the intent of optimizing the performance and service of the regional SWCD Pump Station nos. 1 and 2. As such, major pipe crossings are to be installed deep enough so that their openings can be fully utilized after pre-storm drawdown conditions (at the beginning of a moderate to severe rain event).

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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](mailto:orubio@craigasmith.com).

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<sup>1</sup> City of Coral Springs Stormwater Master Plan Report Jan-2025; Page 8

Sincerely,

**CRAIG A. SMITH & ASSOCIATES**

A handwritten signature in blue ink, appearing to read 'Orlando A. Rubio', with a horizontal line extending to the right.

Orlando A. Rubio, PE

VP - Stormwater Engineering

cc via e-mail: **SWCD** - Cory Selchan, District Superintendent

**WHA** - Jamie Sanchez, Daphne Gillyard, Gianna Denofrio

**CAS** - Stephen C. Smith, PE, File

**SUNSHINE  
WATER CONTROL DISTRICT**

**STAFF  
REPORTS  
D**

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

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