



Sunshine
Water Control District

REGULAR MEETING AGENDA

May 8, 2024

**SUNSHINE
WATER CONTROL DISTRICT**

**AGENDA
LETTER**



May 1, 2024

Board of Supervisors
Sunshine Water Control District

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

Dear Board Members:

The Board of Supervisors of the Sunshine Water Control District will hold a Regular Meeting on May 8, 2024 at 6:30 p.m., at Sartory Hall, 10150 NW 29th Street, Coral Springs, Florida 33065. The agenda is as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments **[3-Minute Time Limit]** *(Comments should be made from the microphone to ensure recording. Please state your name prior to speaking.)*
5. Consideration of Resolution 2024-06, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
6. Consideration of Resolution 2024-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date
7. Acceptance of Unaudited Financial Statements as of March 31, 2024
8. Approval of Minutes
 - A. April 10, 2024 401(A) Committee Meeting
 - B. April 10, 2024 Regular Meeting
9. Supervisors' Communications
10. 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)
 - FPL Right-of-Way Permit No 2024-02- Permit Extension Request
- C. District Engineering Consultant: *John McKune*
- D. District Field Supervisor: *Cory Selchan*
- E. District Manager: *Wrathell, Hunt & Associates, LLC*
 - NEXT MEETING: June 12, 2024 at 6:30 PM
 - QUORUM CHECK

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

11. Public Comments

12. 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**

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RESOLUTION 2024-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNSHINE WATER CONTROL DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Sunshine Water Control District ("**District**") prior to June 15, 2024, proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("**Fiscal Year 2024/2025**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNSHINE WATER CONTROL DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2024/2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: _____

HOUR: 6:30 p.m.

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

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Broward County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 8TH DAY OF MAY, 2024.

ATTEST:

SUNSHINE WATER CONTROL DISTRICT

Secretary/Assistant Secretary

President/Vice President, Board of Supervisors

Exhibit A: Fiscal Year 2024/2025 Proposed Budget

Exhibit A: Fiscal Year 2024/2025 Proposed Budget

**SUNSHINE
WATER CONTROL DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2025**

**SUNSHINE
WATER CONTROL DISTRICT
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**SUNSHINE
WATER CONTROL DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	
REVENUES					
Assessment levy: gross	\$ 3,882,861				\$ 4,021,820
Allowable discounts (4%)	(155,314)				(160,873)
Assessment levy: net	3,727,547	3,418,376	\$ 309,171	\$ 3,727,547	3,860,947
Interest and miscellaneous	9,000	257,021	-	257,021	9,000
Cost recovery	17,500	-	17,500	17,500	17,500
Permit review fees	2,450	1,050	1,400	2,450	2,450
Total revenues	3,756,497	3,676,447	328,071	4,004,518	3,889,897
EXPENDITURES					
Professional & administration					
Supervisors	1,938	700	1,508	2,208	3,230
Supervisor health care benefits	25,000	4,615	5,000	9,615	30,000
Supervisors/staff travel	7,500	-	7,500	7,500	7,500
Management/accounting/recording	67,706	33,852	33,854	67,706	69,737
DSF accounting	15,816	7,908	7,908	15,816	16,290
Dissemination agent	1,000	500	500	1,000	1,000
Legal	95,000	14,206	80,794	95,000	95,000
Legal - legislative work	24,000	5,333	18,667	24,000	24,000
Audit	11,500	-	11,500	11,500	11,500
Arbitrage rebate calculation	750	-	750	750	750
Trustee	5,000	3,000	2,000	5,000	5,000
Retirement plan consulting	10,000	512	9,488	10,000	10,000
Human resource services	7,784	3,892	3,892	7,784	8,018
Communications costs	7,500	-	7,500	7,500	7,500
Postage: ROW clearing	500	-	500	500	500
Postage	1,200	513	687	1,200	1,200
Printing & binding	1,400	700	700	1,400	1,400
Legal advertising	2,500	324	2,176	2,500	2,500
Dues, subscriptions, etc.	4,500	4,675	-	4,675	4,500
Office supplies	1,500	385	1,115	1,500	1,500
Rent - operations facility	50,126	25,064	25,062	50,126	51,630
Insurance	27,630	25,997	-	25,997	37,476
Website	3,000	705	2,295	3,000	3,000
ADA website compliance	210	-	210	210	210
Contingencies	5,000	1,030	3,970	5,000	5,000
Total professional & admin	378,060	133,911	227,576	361,487	398,441
Field operations					
Salaries and wages	469,439	216,498	206,749	423,247	444,409
FICA taxes	35,912	16,872	15,796	32,668	33,997
Special pay	2,000	1,451	549	2,000	2,000
Bonus program	2,500	-	2,500	2,500	2,500
401a retirement plan	46,944	21,796	20,675	42,471	44,441
Health insurance	373,750	100,469	109,458	209,927	241,416
Workers' compensation insurance	16,500	11,908	-	11,908	16,500

**SUNSHINE
WATER CONTROL DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	
Engineering	100,000	4,722	95,278	100,000	100,000
Engineering - capital outlay PS1 & PS2	-	85,675	-	85,675	-
Engineering - capital outlay NW 123 Ave	85,000	-	85,000	85,000	-
Engineering - capital outlay University Dr.	100,000	-	100,000	100,000	100,000
Engineering - telemetry	75,500	-	75,500	75,500	75,500
Engineering - WOFC phase 3	340,000	-	340,000	340,000	236,000
Engineering - PS 3	-	-	-	-	80,000
Consulting engineer services	25,000	-	25,000	25,000	25,000
Cost recovery	17,500	4,087	13,413	17,500	17,500
Water quality testing	5,224	2,506	2,718	5,224	5,224
Telephone	1,800	255	1,545	1,800	1,800
Electric	85,000	30,422	54,578	85,000	85,000
Insurance	89,438	67,237	-	67,237	73,961
Repairs and maintenance					
Canal banks	75,000	5,190	69,810	75,000	75,000
Canal dredging	50,000	-	50,000	50,000	50,000
Culvert inspection & cleaning	100,000	4,250	95,750	100,000	100,000
Dumpster service	13,000	8,074	4,926	13,000	13,000
Truck, tractor and generator	50,000	11,146	38,854	50,000	50,000
Other	10,000	2,588	7,412	10,000	10,000
Operating supplies					
Chemicals	90,000	9,216	80,784	90,000	100,000
Fuel - trucks/equipment	20,000	4,819	15,181	20,000	20,000
Fuel - pump station generator	50,000	-	50,000	50,000	50,000
Triploid carp	19,755	-	19,755	19,755	19,755
Uniforms	3,217	796	2,421	3,217	3,217
Other	4,000	720	3,280	4,000	4,000
Permit fees, licenses, schools	5,000	680	4,320	5,000	5,000
Capital outlay: pump station 1 & 2	-	-	-	-	-
Capital outlay - NW 123 Ave.	200,000	-	200,000	200,000	-
Capital outlay - University Dr. pipe repair	150,000	-	150,000	150,000	150,000
Capital outlay - telemetry	340,000	-	340,000	340,000	340,000
Capital outlay - WOFC phase 3	2,500,000	-	2,500,000	2,500,000	3,100,000
Capital outlay - PS 3	-	-	-	-	200,000
Field equipment	35,000	1,539	33,461	35,000	315,000
Pump station telemetry	40,000	2,496	37,504	40,000	40,000
Contingencies	5,000	-	5,000	5,000	5,000
Total field operations	5,631,479	615,412	4,857,217	5,472,629	6,235,220

**SUNSHINE
WATER CONTROL DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	
Other fees and charges					
Tax collector	38,829	34,162	4,667	38,829	40,218
Property appraiser	38,829	34,162	4,667	38,829	40,218
Property tax bills - fire & EMS assessment	100	40	60	100	100
Total other fees & charges	<u>77,758</u>	<u>68,364</u>	<u>9,394</u>	<u>77,758</u>	<u>80,536</u>
Total expenditures	<u>6,087,297</u>	<u>817,687</u>	<u>5,094,187</u>	<u>5,911,874</u>	<u>6,714,197</u>
Excess/(deficiency) of revenues over/(under) expenditures	\$ (2,330,800)	\$ 2,858,760	\$ (4,766,116)	\$ (1,907,356)	\$ (2,824,300)
Fund balance - beginning (unaudited)	<u>11,721,524</u>	<u>13,013,115</u>	<u>15,871,875</u>	<u>13,013,115</u>	<u>11,105,759</u>
Fund balance - ending (projected):					
Assigned:					
3 months working capital	1,609,625	1,609,625	1,609,625	1,609,625	1,762,127
Disaster recovery	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Truck replacement ¹	230,000	230,000	230,000	230,000	-
Unassigned	4,051,099	10,532,250	5,766,134	5,766,134	3,019,332
Fund balance - ending (projected)	<u>\$ 9,390,724</u>	<u>\$ 15,871,875</u>	<u>\$ 11,105,759</u>	<u>\$ 11,105,759</u>	<u>\$ 8,281,459</u>

¹See page 10

**SUNSHINE
WATER CONTROL DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional and administration	
Supervisors	\$ 3,230
Pursuant to Florida State Statute 218.14, supervisor fees are set at \$50 for each meeting of the Board of Supervisors. The District anticipates it will hold twelve meetings during the fiscal year.	
Supervisor health care benefits	30,000
Supervisors/staff travel	7,500
Attendance at FASD meetings and convention and other educational programs and or travel necessary to conduct the business of the district.	
Management/accounting/recording	69,737
Wrathell, Hunt and Associates, LLC specializes in managing special districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develops financing programs, administers the issuance of tax exempt bond financings and operates and maintains the assets of the community.	
DSF accounting	16,290
Debt service fund accounting	
Dissemination agent	1,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities & Exchange Act of 1934.	
Legal	95,000
Lewis, Longman & Walker, P.A. provides on-going general counsel and legal representation. This law firm advises the District Board of Supervisors concerning issues such as public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, the firm provides service as "local government lawyers," realizing that this type of local government is very limited in its scope – providing drainage and flood control protection to property owners within the District.	
Legal - legislative work	24,000
Audit	11,500
The District is required by Florida State Statute 218.39 to undertake an independent examination of its books, records and accounting procedures on an annual basis. Pursuant to an agreement, the District anticipates this service will be provided by Grau & Associates. This agreement is automatically renewed each year thereafter subject to mutual agreement by both parties to all terms and fees.	
Arbitrage rebate calculation	750
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Trustee	5,000
Retirement plan consulting	10,000
Human resource services	8,018
Includes the following services:	
■ Oversight of human resources	
■ Payroll services that include bi-weekly paychecks, W-2 preparation, employee file maintenance, administration of EEOC compliance & the personnel policy and record keeping	
■ Administration of the pension plan, health care insurance benefits, workers' compensation insurance and other state mandated levies	
■ Placement of employment ads, screening of potential candidates, drug screening and administration of the safety work-boot program.	
■ Information technology services and products	

**SUNSHINE
WATER CONTROL DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Communications costs	7,500
The District anticipates distributing newsletters twice annually.	
Postage: ROW clearing	500
The District has commenced its capital improvement program as well as its canal ROW clearing program. A mass-mailing is anticipated to communicate the purpose and impact of these programs to the residents.	
Postage	1,200
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	1,400
Letterhead, envelopes, copies, agenda packages, etc.	
Legal advertising	2,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc. The increase, as compared to the amount budgeted in the prior year, relates to notices that the District will likely have to mail to its residents pursuant to Florida Statute 197.3632.	
Dues, subscriptions, etc.	4,500
Pursuant to rule 9B-50.003, the Florida Department of Economic Opportunity requires all special districts to pay an annual fee.	
Office supplies	1,500
Accounting and administrative supplies.	
Rent - operations facility	51,630
Rent for facility for field superintendent and staff.	
<ul style="list-style-type: none"> ■ Administration of the uniforms contract, inventory, and Nextel repairs ■ Purchases office supplies (including paper goods & refreshments) ■ Addresses vendor inquiries when the supervisor is unavailable ■ Technology sharing ■ Electricity, water & sewer services, kitchen area, air conditioning, 24-hour security ■ On-site diesel & gasoline storage & dispensing and used oil recycling, which includes storage tank hazardous materials facility licensing, fuel pump meter calibrations, inspections, permitting and certification with the Department of Environmental Protection ■ Hurricane disaster command center, which includes: food, water, sanitary facilities, shelter, emergency satellite radio phones, 2-way CB radio and employee & equipment sharing ■ fax line & machine, internet access, printer, copiers, office supplies ■ Supervisor office that includes a desk, phone, etc. ■ Supervisor & employee back-up in case of injury or extended leave ■ Secure parking for all trucks, boats and two tractors ■ Workshop and garage area for equipment repair ■ Insured and assigned chemical storage area (793 sq. ft.) ■ SFWMD access gate key apportion and application ■ Water quality control sampling & analysis reporting through CSID contracted accounts with environmental laboratories 	
Insurance	37,476
Egis Insurance & Risk Advisors is the District's insurance agent and they provide insurance policies with Florida Insurance Alliance (FIA) for public officials, general liability insurance and employment practices liability.	
Website	3,000
ADA website compliance	210

**SUNSHINE
WATER CONTROL DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Contingencies	5,000
Bank charges, automated AP routing and other miscellaneous expenses incurred during the year.	
Field operations	
Salaries and wages	444,409
The amount budgeted allows for 9 positions (1 field supervisor, 3 crew leaders, and 3 field staff).	
FICA taxes	33,997
This expenditure is established by federal law, which is currently 7.65% of gross wages.	
Special pay	2,000
This is a holiday bonus that is based upon the number of years of employment.	
Bonus program	2,500
Discretionary performance bonuses to be administered by the field superintendent.	
401a retirement plan	44,441
The District contributes 10% of each employee's salary into a 401a retirement plan administered by ICMA-RC.	
Health insurance	241,416
Due to the unpredictability of the cost of health, life and disability insurance in prior years, the District has budgeted a 7% increase.	
Workers' compensation insurance	16,500
The District's workers' compensation Insurance policy is with Travelers Insurance.	
Engineering	100,000
These expenditures include general engineering support for potential District projects, ongoing operational activities and attendance at Board meetings.	
Engineering - capital outlay NW 123 Ave	-
Engineering - capital outlay University Dr.	100,000
Engineering - telemetry	75,500
Engineering - WOFC phase 3	236,000
Engineering - PS 3	80,000
Consulting engineer services	25,000
These expenditures relate to a variety of engineering services, which include: assisting with the development of operational & capital improvement programs, performing periodic field inspections, assisting with the designing processes and providing additional services as requested by the District. Pursuant to an agreement, these services are provided by McKune & Associates, Inc.	
Cost recovery	17,500
Water quality testing	5,224
The water quality testing program consists of quarterly sampling and analysis from different points within the District.	
Telephone	1,800
Electric	85,000
The District has three utility accounts with Florida Power & Light.	
Insurance	73,961
Egis Insurance & Risk Advisors is the District's insurance agent and they provide insurance policies with Preferred Governmental Insurance Trust (PGIT) for property, inland marine, crime and automobile liability & physical damage.	

**SUNSHINE
WATER CONTROL DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Repairs and maintenance	
Canal banks	75,000
Canal dredging	50,000
Culvert inspection & cleaning	100,000
Dumpster service	13,000
Truck, tractor and generator	50,000
Other	10,000
Operating supplies	
Chemicals	100,000
Fuel - trucks/equipment	20,000
Fuel - pump station generator	50,000
Triploid carp	19,755
Uniforms	3,217
Other	4,000
Permit fees, licenses, schools	5,000
These expenditures include educational necessities, permits, licenses and fees necessary for employees to obtain an aquatic license.	
Capital outlay - University Dr. pipe repair	150,000
Capital outlay - telemetry	340,000
Capital outlay - WOFC phase 3	3,100,000
Capital outlay - PS 3	200,000
Field equipment	315,000
Pump station telemetry	40,000
Contingencies	5,000
Other fees and charges	
Tax collector	40,218
Property appraiser	40,218
Property tax bills - fire & EMS assessment	100
Total expenditures	<u><u>\$6,714,197</u></u>

**SUNSHINE
WATER CONTROL DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2021
FISCAL YEAR 2025**

	Fiscal Year 2024				Proposed Budget FY 2025
	Adopted Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 883,707				\$ 883,707
Allowable discounts (4%)	(35,348)				(35,348)
Assessment levy: on-roll - net	848,359	\$ 778,010	\$ 70,349	\$ 848,359	848,359
Interest	-	16,195	-	16,195	-
Total revenues	848,359	794,205	70,349	864,554	848,359
ADOPTED BUDGET					
EXPENDITURES					
Debt service					
Principal	490,000	-	490,000	490,000	500,000
Interest	348,158	174,079	174,079	348,158	333,213
Total debt service	838,158	174,079	664,079	838,158	833,213
Other fees & charges					
Property appraiser	8,837	7,775	1,062	8,837	8,837
Tax collector	8,837	7,775	1,062	8,837	8,837
Total other fees & charges	17,674	15,550	2,124	17,674	17,674
Total expenditures	855,832	189,629	666,203	855,832	850,887
Excess/(deficiency) of revenues over/(under) expenditures	(7,473)	604,576	(595,854)	8,722	(2,528)
Net increase/(decrease) in fund balance	(7,473)	604,576	(595,854)	8,722	(2,528)
Fund balance - beginning (unaudited)	570,220	587,304	1,191,880	587,304	596,026
Fund balance - ending (projected)	\$562,747	\$1,191,880	\$ 596,026	\$ 596,026	593,498
Use of fund balance:					
Debt service reserve balance (required)					-
Interest expense - November 1, 2025					(158,981)
Projected fund balance surplus/(deficit) as of September 30, 2025					\$ 434,517

SUNSHINE

Water Control District

Special Assessment Revenue Refunding Bonds, Series 2021

\$12,010,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i
11/01/2024	-	-	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	\$10,925,000.00	-	\$3,236,812.50	\$14,161,812.50

**SUNSHINE
WATER CONTROL DISTRICT
PROJECTED ASSESSMENTS**

	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Assessable units	17,003	17,003	16,943	16,943
Assessment per unit - general	\$ 213.22	\$ 221.17	\$ 229.17	\$ 237.37
Assessment per unit - debt	<u>\$ 51.97</u>	<u>\$ 51.97</u>	<u>\$ 52.16</u>	<u>\$ 52.16</u>
Total projected assessment	<u>\$ 265.19</u>	<u>\$ 273.14</u>	<u>\$ 281.33</u>	<u>\$ 289.53</u>
Total assessment % variance yr over yr	3.00%	3.00%	3.00%	3.00%

**SUNSHINE
WATER CONTROL DISTRICT**

6

RESOLUTION 2024-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SUNSHINE WATER CONTROL DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Sunshine Water Control District ("District") is a local unit of special-purpose government organized and existing in accordance with Chapter 298, Florida Statutes, and situated entirely within Broward County, Florida; and

WHEREAS, the Board of Supervisors of the District ("Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SUNSHINE WATER CONTROL DISTRICT

SECTION 1. ADOPTING REGULAR MEETING SCHEDULE. Regular meetings of the District's Board shall be held during Fiscal Year 2024/2025 as provided on the schedule attached hereto as **Exhibit A**.

SECTION 2. FILING. The District Manager is hereby directed to submit a copy of the Fiscal Year 2024/2025 annual public meeting schedule to Broward County and the Department of Economic Opportunity.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 8th day of May, 2024.

ATTEST:

SUNSHINE WATER CONTROL DISTRICT

Secretary /Assistant Secretary

President/Vice President, Board of Supervisors

EXHIBIT "A"

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>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 9, 2024	Regular Meeting	6:30 PM
November 13, 2024	Regular Meeting	6:30 PM
December 11, 2024	Regular Meeting	6:30 PM
January 8, 2025	Regular Meeting	6:30 PM
February 12, 2025	Regular Meeting	6:30 PM
March 12, 2025	Regular Meeting	6:30 PM
April 9, 2025	Regular Meeting	6:30 PM
May 14, 2025	Regular Meeting	6:30 PM
June 11, 2025	Regular Meeting	6:30 PM
July 9, 2025	Regular Meeting	6:30 PM
August 13, 2025	Regular Meeting	6:30 PM
September 10, 2025	Regular Meeting	6:30 PM

**SUNSHINE
WATER CONTROL DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SUNSHINE
WATER CONTROL DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2024**

**SUNSHINE
WATER CONTROL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	General Fund	Debt Service Fund Series 2021	Total Governmental Funds
ASSETS			
Centennial Bank	\$ 5,300,311	\$ -	\$ 5,300,311
Centennial Bank - escrow	82,465	-	82,465
DS - Series 2021	-	1,176,900	1,176,900
Investments			
State Board of Administration			
A Investment account	5,577	-	5,577
A Bank maintenance reserve account	2,922	-	2,922
A Renewal & replacement reserve account	2,174	-	2,174
A Equipment replacement reserve account	229	-	229
Centennial Bank - MMA	261,939	-	261,939
FineMark Bank - MMA	40,474	-	40,474
Bank United - MMA	250,000	-	250,000
Bank United - ICS	10,325,054	-	10,325,054
Iberia Bank - MMA	5,560	-	5,560
Due from general fund	-	14,980	14,980
Due from other sources	2,160	-	2,160
Total assets	<u>\$16,278,865</u>	<u>\$ 1,191,880</u>	<u>\$ 17,470,745</u>
LIABILITIES			
Liabilities:			
Accounts payable	\$ (510)	\$ -	\$ (510)
Retainage payable	\$ 100,141	\$ -	\$ 100,141
Due to debt service	14,980	-	14,980
Deposits payable/trash bonds	239,500	-	239,500
Cost recovery deposits	52,879	-	52,879
Total liabilities	<u>406,990</u>	<u>-</u>	<u>406,990</u>
FUND BALANCES			
Assigned:			
3 months working capital	1,760,312	-	1,760,312
Disaster recovery	3,500,000	-	3,500,000
Truck replacement	180,000	-	180,000
Restricted for			
Debt service	-	1,191,880	1,191,880
Unassigned	10,431,563	-	10,431,563
Total fund balances	<u>15,871,875</u>	<u>1,191,880</u>	<u>17,063,755</u>
Total liabilities and fund balances	<u>\$16,278,865</u>	<u>\$ 1,191,880</u>	<u>\$ 17,470,745</u>

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Adopted Budget	% of Budget
REVENUES				
Assessments	\$ 67,162	\$ 3,418,376	\$ 3,727,751	92%
Interest and miscellaneous	44,235	257,021	9,000	2856%
Permit review fees	-	1,050	2,450	43%
Cost recovery	-	-	17,500	0%
Total revenues	<u>111,397</u>	<u>3,676,447</u>	<u>3,756,701</u>	98%
EXPENDITURES				
Administrative				
Supervisors	150	700	1,938	36%
Supervisor health care benefits	2,175	4,615	25,000	18%
Supervisors reimbursement	-	-	7,500	0%
Management/accounting/recording	5,642	33,852	67,706	50%
DSF & CPF accounting	1,318	7,908	15,816	50%
Dissemination fee	83	500	1,000	50%
Arbitrage rebate calculation	-	-	750	0%
Trustee	-	3,000	5,000	60%
Audit	-	-	11,500	0%
Legal	4,398	14,206	95,000	15%
Legal - legislative representation	5,333	5,333	24,000	22%
Retirement plan consulting	-	512	10,000	5%
Human resource services	648	3,892	7,784	50%
Communication	-	-	7,500	0%
Dues/subscriptions	-	4,675	4,500	104%
Rent - operations facility	4,177	25,064	50,126	50%
Insurance	-	25,997	27,630	94%
Legal advertising	-	324	2,500	13%
Office supplies and expenses	385	385	1,500	26%
Postage	174	513	1,200	43%
Postage-ROW clearing	-	-	500	0%
Printing and binding	117	700	1,400	50%
Website	-	705	3,000	24%
ADA website compliance	-	-	210	0%
Contingencies	-	1,030	5,000	21%
Total administrative expenses	<u>24,600</u>	<u>133,911</u>	<u>378,060</u>	35%
Field operations				
Salaries and wages	34,128	216,498	469,439	46%
FICA taxes	2,784	16,872	35,912	47%
Special pay	-	1,451	2,000	73%
Bonus program	-	-	2,500	0%
401a retirement plan	3,097	21,796	46,944	46%
Health insurance	16,744	100,469	373,750	27%
Workers' compensation insurance	-	11,908	16,500	72%
Engineering	1,225	4,722	100,000	5%
Engineering - capital outlay ps1 & ps2	8,130	79,900	-	N/A
Engineering - capital outlay NW 123 ave	-	5,775	85,000	7%
Engineering - capital outlay University drive	-	-	100,000	0%
Engineering - telemetry	-	-	75,500	0%
Engineering - wofo phase 3	-	-	340,000	0%
Engineering - sw 20 yrs reporting	-	-	-	N/A
Consulting engineer services	-	-	25,000	0%
Cost recovery	762	4,087	17,500	23%
Water quality testing	-	2,506	5,224	48%

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year to Date	Adopted Budget	% of Budget
Telephone	-	255	1,800	14%
Electric	684	30,422	85,000	36%
Insurance	-	67,237	89,438	75%
Repairs and maintenance				
Canal banks	2,990	5,190	75,000	7%
Canal dredging	-	-	50,000	0%
Culvert inspection & cleaning	-	4,250	100,000	4%
Dumpster service	1,019	8,074	13,000	62%
Truck, tractor and generator	1,130	11,146	32,000	35%
Other	778	2,588	10,000	26%
Operating supplies				
Chemicals	-	9,216	90,000	10%
Fuel	682	4,819	20,000	24%
Fuel-pump station generator	-	-	50,000	0%
Triploid carp	-	-	19,755	0%
Uniforms	221	796	3,217	25%
Other	-	720	4,000	18%
Permit fees, licenses, schools	-	680	5,000	14%
Capital outlay - NW 123 Ave	-	-	200,000	0%
Capital outlay - University drive	-	-	150,000	0%
Capital outlay - telemetry	-	-	340,000	0%
Capital outlay - wofc phase 3	-	-	2,500,000	0%
Field equipment	-	1,539	35,000	4%
Pump station telemetry	579	2,496	40,000	6%
Contingencies	-	-	5,000	0%
Total field operations	<u>74,953</u>	<u>615,412</u>	<u>5,613,479</u>	11%
Other fees and charges				
Tax collector	672	34,162	38,831	88%
Property appraiser	672	34,162	38,831	88%
Property tax bills - fire & EMS assessment	-	40	100	40%
Total other fees & charges	<u>1,344</u>	<u>68,364</u>	<u>77,762</u>	88%
Total expenditures	<u>100,897</u>	<u>817,687</u>	<u>6,069,301</u>	13%
Excess/(deficiency) of revenues over/(under) expenditures	10,500	2,858,760	(2,312,600)	
Fund balance - beginning	15,861,375	13,013,115	11,721,524	
Fund balance - ending				
Assigned:				
3 months working capital	1,760,312	1,760,312	1,760,312	
Disaster recovery	3,500,000	3,500,000	3,500,000	
Truck replacement	180,000	180,000	180,000	
Unassigned	10,431,563	10,431,563	5,155,520	
Total fund balance - ending	<u>\$ 15,871,875</u>	<u>\$ 15,871,875</u>	<u>\$ 9,408,924</u>	

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED MARCH 31, 2024**

	Current Month	Year To Date	Adopted Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ 15,286	\$ 778,010	\$ 848,359	92%
Interest	4,392	16,195	-	N/A
Total revenues	<u>19,678</u>	<u>794,205</u>	<u>848,359</u>	94%
EXPENDITURES				
Debt service				
Principal	-	-	490,000	0%
Interest	-	174,079	348,158	50%
Total debt service	<u>-</u>	<u>174,079</u>	<u>838,158</u>	21%
Other fees and charges				
Tax collector	153	7,775	8,837	88%
Property appraiser	153	7,775	8,837	88%
Total other fees and charges	<u>306</u>	<u>15,550</u>	<u>17,674</u>	88%
Total expenditures	<u>306</u>	<u>189,629</u>	<u>855,832</u>	22%
Excess/(deficiency) of revenues over/(under) expenditures	19,372	604,576	(7,473)	
Fund balances - beginning	1,172,508	587,304	570,220	
Fund balances - ending	<u>\$ 1,191,880</u>	<u>\$ 1,191,880</u>	<u>\$ 562,747</u>	

SUNSHINE

Water Control District

Special Assessment Revenue Refunding Bonds, Series 2021

\$12,010,000

Debt Service Schedule

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

**SUNSHINE
WATER CONTROL DISTRICT**

MINUTES A

DRAFT

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

The 401(A) Committee of the Sunshine Water Control District held a Meeting on April 10, 2024 at 6:00 p.m., at Sartory Hall, 10150 NW 29 St., Coral Springs, Florida 33065.

Present were:

Joe Morera	President/Committee Member
Ivan Ortiz	Vice President/Committee Member
Carol Smith	Secretary

Also present were:

Jamie Sanchez	District Manager
Brad Larsen	NFP
Seth Behn	District Counsel
Orlando Rubio	District Engineer
Cory Selchan	Committee Member

FIRST ORDER OF BUSINESS

Call to Order

Ms. Sanchez called the meeting to order at 6:00 p.m. Committee Members Morera, Ortiz and Selchan were present. Committee Member Cindy Cerbone was not present.

SECOND ORDER OF BUSINESS

Presentation from NFP

Mr. Larsen presented the NFP Fiduciary Investment Review dated April 10, 2024. He outlined the items that will be reviewed during the meeting, including the current financial markets, the investment lineup that is offered to employees, the scorecard and a fund change, given that there is one fund that is currently on the watchlist. Otherwise, the investment lineup looks very good.

Mr. Larsen stated the scorecard is the technology that NFP uses, and it is the most widely-used in the qualified retirement plan space; all the details on how that works are in the back of the Report. He stated that NFP has a very sophisticated way of analyzing investments, utilizing a very easy decision-making tool, without having to know all the particulars that back it up. On a scale of 1 to 10, scores of 10, 9 and 8 are good, 7 is acceptable, 6 is on the watchlist and anything lower than that, NFP Staff will replace.

39 Mr. Larsen stated the Q4 2023 Market Review, on Page 3, provides a view of the
40 markets. He noted that the fourth quarter data is reflected only because the first quarter data
41 does not come out until April 15, 2024. The first quarter data will be reviewed at the next
42 meeting; the changes will be slight.

43 Mr. Larsen discussed and recapped the following:

44 ➤ Page 4, U.S. Equity: Includes index performance, growth versus value and sector charts.
45 Here, NFP recommends continued diversification for plan participants and individual investors.

46 ➤ Page 5, International Equity: Includes index performance, developed versus emerging
47 markets and international versus domestic charts. Here, the consensus is that there will be a
48 cyclical back and forth between U.S. and International stocks, which is good news.

49 ➤ Page 6, Fixed Income: Includes performance by maturity, yield curve and sector charts.
50 The good news for retirement plan participants is that the best quality portion of the fixed
51 income market is starting to see a really nice rebound.

52 ➤ Page 7, The Periodic Table of Investments: Includes a ranking by color of major asset
53 classes from best performing to worst performing. Most participants have funds in the yellow
54 boxes, which are more consistently-performing; never at the top or bottom.

55 ➤ Page 8, The Magnificent Seven: The chart reflects that Apple, Amazon, Alphabet,
56 Microsoft, Meta, Nvidia and Tesla are responsible for a majority of the performance in the S&P
57 500 Index.

58 ➤ The market is and will remain volatile for the foreseeable future.

59 ➤ Page 11, Summary of Considerations: Features a fund on the watchlist, LNL DirCII-
60 American Funds Washington Mutual R6, that has a score of 7; a fund that will be eliminated,
61 LNL DirCII-Western Asset Core Plus bond IS, with a score of 4; and a fund to be added, LNL
62 DirCII-Loomis Sayles Core Plus Bond B, with a score of 10.

63 In response to a question, Mr. Larsen stated the District's employees are picking either
64 asset allocation solutions or sticking to cash. Mr. Selchan stated his staff of seven would
65 appreciate being better informed on investment options and asked if Mr. Larsen or another
66 NFP representative can meet with his team. Mr. Larsen was receptive and stated an initial
67 group meeting can be held, followed by individual, one-on-one sessions with team members.

68 Mr. Morera asked if Mr. Selchan's team will have the ability to perform asset-allocation
69 based on their target dates of growth and rebalance their portfolios in the investment meetings
70 that will be scheduled. Mr. Larsen replied affirmatively.

71 ➤ Pages 12, 13 and 14, Plan Allocation by Investment Type: Include specialty,
72 international/global equity, U.S. Equity, fixed income, asset allocation, cash alternatives and
73 asset class information.

74 Discussion ensued regarding risks that come with diversified investments, returns,
75 interest rates and stable value funds.

76 ➤ Page 15, Style Box: Outlines a variety of investment options, including large cap, mid
77 cap, small cap, international and U.S. stocks, cash alternatives and fixed income.

78 ➤ Pages 16 through 19, Returns Analysis: Reflects the performance numbers.

79 ➤ Pages 20 through 24, NFP’s Scorecard System Methodology: Includes the scorecard
80 point system; Acceptable is 7 to 10 points, Watchlist is 5 to 6 points and Review is 0 to 4 points.

81 Discussion ensued regarding Roth payroll deductions, fund changes, employer
82 contributions, when the District changed from a retirement account to an investment group,
83 what percentage the District contributes to employee 401 plans, rebalancing employee
84 retirement accounts and building a diversified portfolio.

85 Ms. Sanchez stated that Ms. Cindy Cerbone will be removed from the 401(A) Committee
86 and she and Ms. Smith will be added as Committee members. Mr. Larsen will prepare a new
87 governance document that lists all current members, which will replace the previous
88 document.

89 Mr. Selchan and Mr. Larsen will communicate offline to schedule an investment options
90 meeting for District employees. Asked if any action needs to be taken, Ms. Sanchez stated
91 action will be taken at the regular meeting.

92 Mr. Larsen stated NFP recently entered into an agreement to be acquired by Aon
93 Investments, a large employee management/risk management firm, which was fast-tracked
94 and could be confirmed by May 1, 2024. This will provide additional resources and contribute to
95 NFP’s growth. Asked if the fees will remain the same, Mr. Larsen stated, despite the merger,
96 NFP will continue to operate independently.

97

98 **THIRD ORDER OF BUSINESS**

Adjournment

99

100 The meeting adjourned at 6:44 p.m.

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Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

MINUTES B

DRAFT

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

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The Board of Supervisors of the Sunshine Water Control District held a Regular Meeting on April 10, 2024 at 6:30 p.m., at Sartory Hall, 10150 NW 29th Street, Coral Springs, Florida 33065.

Present were:

Joe Morera	President
Ivan Ortiz	Vice President
Carol Smith	Secretary

Also present:

Jamie Sanchez	District Manager
Seth Behn	District Counsel
Orlando Rubio	District Engineer
Cory Selchan	Field Superintendent

FIRST ORDER OF BUSINESS

Call to Order

Mr. Morera called the meeting to order at 6:47 p.m.

SECOND ORDER OF BUSINESS

Roll Call

All Supervisors were present in person.

THIRD ORDER OF BUSINESS

Pledge of Allegiance

All present recited the Pledge of Allegiance.

FOURTH ORDER OF BUSINESS

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

There were no public comments.

40

41 **FIFTH ORDER OF BUSINESS**

Consideration of 401(A) Related Matters

42

43 At the 401(A) Committee meeting held just prior to this meeting, Mr. Brad Larsen, of
44 NFP gave a presentation regarding the investment market and the District’s employee 401(A)
45 investment options.

46 Ms. Sanchez stated that Ms. Cindy Cerbone needs to be removed from the 401(A)
47 Committee and she and Ms. Smith will be added as Committee members. A new governance
48 document that lists the current members will be prepared to replace the previous document.

49

50 **On MOTION by Mr. Ortiz and seconded by Ms. Smith, with all in favor,**
51 **removing Ms. Cindy Cerbone as a 401(A) Committee Member and adding Ms.**
52 **Carol Smith and Ms. Jamie Sanchez as Committee Members, was approved.**

53

54

55 Ms. Sanchez noted action to be taken to change/replace the LNL DirCl1-Western Asset
56 Core Plus Bond IS with a higher performing investment option.

57

58 **On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor,**
59 **replacement of the LNL DirCl1-Western Asset Core Plus Bond IS investment**
60 **option with a higher performing option, as explained by Mr. Larsen, was**
61 **approved.**

62

63

64 **SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of February 29, 2024**

65

66

67 Ms. Sanchez presented the Unaudited Financial Statements as of February 29, 2024 and
68 pointed out that the “Tax collector” line item, on Page 3 was corrected from 167% to 86%.

69 Mr. Ortiz questioned the “Interest and miscellaneous” line item, on Page 2, being at
70 2364%.

71 Ms. Sanchez stated it is likely due to the change that was made, switching the District’s
72 accounts from FineMark Bank to Bank United. She will double-check with Accounting and
73 report her findings.

74

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

77

78

SEVENTH ORDER OF BUSINESS

Approval of Minutes

80

81 Ms. Sanchez presented the following:

A. March 13, 2024 Landowners’ Meeting

83

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the March 13, 2024 Landowners’ Meeting Minutes, as presented, were approved.

86

87

B. March 13, 2024 Regular Meeting

89

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the March 13, 2024 Regular Meeting Minutes, as presented, were approved.

92

93

EIGHTH ORDER OF BUSINESS

Supervisors’ Communications

95

96 Ms. Smith stated everything is well with her and thanked Mr. Selchan for his hard work.

97 Mr. Ortiz wished everyone a good Passover and thanked Staff for their dedication.

98 Mr. Morera stated the Festival of the Arts was a success. He thanked District Staff for

99 their continued contributions to the well-being of the District.

100

NINTH ORDER OF BUSINESS

Staff Reports

102

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

I. Discussion: Memorandum Regarding November Election of Supervisors

105 Mr. Behn stated the Broward County Supervisor of Elections (SOE) issued a notice for

106 the November 5, 2024 General Election. With the new election process, the number of

107 Supervisors will increase from three to five.

108 Mr. Behn presented the Memorandum with information regarding the November 2024
109 General Election of District Supervisors, including the terms of the Seats, candidate qualifying
110 requirements and period, etc.

- 111 • **Consideration of Resolution 2024-05, Calling a General Election for the**
112 **Purpose of Electing a Board of Supervisors on November 5, 2024,**
113 **Including Seat 1, Seat 2, Seat 3, Seat 4, and Seat 5; Qualifying**
114 **Candidates; Setting Terms; and Applicable Law**

115 Ms. Smith voiced her concern and noted the need to attract qualified, environmentally-
116 aware individuals to run for election to the Board. She voiced her opinion that the openings
117 should be heavily-promoted.

118 Discussion ensued regarding the SOE, advertising for potential Supervisors, the District’s
119 accomplishments, the name change from the Sunshine Drainage District to the Sunshine Water
120 Control District, the District’s boundaries and the current political system.

121 Ms. Sanchez will contact the City about alerting residents of the Board openings.

122 Ms. Sanchez presented Resolution 2024-05 and read the title.

123

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, Resolution 2024-05, Calling a General Election for the Purpose of Electing a Board of Supervisors on November 5, 2024, Including Seat 1, Seat 2, Seat 3, Seat 4, and Seat 5; Qualifying Candidates; Setting Terms; and Applicable Law, was adopted.

129

130

131 **II. Discussion: District Board of Supervisors Compensation Policy**

132 Mr. Behn presented the District Board of Supervisors Compensation Policy.

133 The following change was made to the Policy:

134 Page 1, Section 3, Supervisor Compensation, last sentence: Delete “first”

135

On MOTION by Ms. Smith and seconded by Mr. Ortiz, with all in favor, the District Board of Supervisors Compensation Policy, as amended, was approved.

138

139

140 Mr. Behn stated a bill was passed that sets a 12-year term limit for Supervisors, starting
141 with the next term; the bill has yet to be signed by the Governor. There is a new requirement
142 that Special District Boards will have to establish basic standards and objectives and prepare an
143 annual report for the following year.

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

145 **I. Presentation: Monthly Engineer's Report**

146 Mr. Rubio presented the Monthly Engineer's Report and provided updates on the Pump
147 Station 3 Replacement and the West Outfall Canal (WOFC) Phase 3 projects.

148 Discussion ensued regarding the need to have homeowners remove encroachments
149 within the limits of the District's Right-of-Way (ROW) at 11 properties near the canal.

150 The consensus was to move forward and send letters alerting those homeowners of
151 their responsibility for the removal of the encroachments by the end of June 2024.

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

153 • **Lady Bird Academy, Permit 2022-14 Extension Request**

154 Mr. Rubio recommended approval of the Permit Extension Request.

155

156 **On MOTION by Mr. Ortiz and seconded by Ms. Smith, with all in favor, the**
157 **Extension Request for the CAS Project No. 15-1826-P31, Ladybird Academy**
158 **Right-of-Way Permit No. 2022-14, extending the permit for an additional 180**
159 **days, subject to all previously approved plans and permit conditions remaining**
160 **in full force and effect and the Special Conditions set forth in the original**
161 **recommendation letter, was approved.**

162

163

164 **C. District Engineering Consultant: John McKune**

165 There was no report.

166 **D. District Field Supervisor: Cory Selchan**

167 Mr. Selchan reported the following:

168 ➤ There was one rain event at the end of March that resulted in 2.7" of rain and a total
169 average of 5.5", which is well above the average for March.

170 ➤ He is working with Mr. Rubio on the Pump Station 3 replacement project.

171 ➤ Resident complaints have been few and far between; there are very few issues to
172 report. In his opinion, the District is in great shape.

173 ➤ The new employees are enjoying the work and doing an excellent job cleaning out the
174 canals.

175 ➤ A former employee who left to become a police officer in Riviera Beach recently
176 completed his certification.

177 Mr. Selchan responded to questions regarding when the guardrail to block access on
178 Royal Palm Boulevard will be installed and if a letter should be sent to the Margate City
179 Commission informing them of why the District is having a guardrail installed on its ROW and
180 how the guardrail will impact Margate residents.

181 Mr. Morera stated he does not want the guardrail issue to put the District in a bad light.

182 Mr. Selchan stated, when the guardrail is in place and before any communication with
183 Margate residents, he will email the individuals who brought this matter to his attention and
184 ask them if the Margate City Administrators support the District’s decision to install the
185 guardrail.

186 **E. District Manager: Wrathell, Hunt & Associates, LLC**

187 Ms. Sanchez stated she will coordinate with Mr. Rubio and Mr. Selchan on the budget
188 numbers for Fiscal Year 2025. The proposed Fiscal Year 2025 budget will be presented at the
189 next meeting.

- 190 • **NEXT MEETING: May 8, 2024 at 6:30 PM**

- 191 ○ **QUORUM CHECK**

192

193 **TENTH ORDER OF BUSINESS**

Public Comments

194

195 There were no members of the public present.

196

197 **ELEVENTH ORDER OF BUSINESS**

Adjournment

198

199 There being nothing further to discuss, the meeting adjourned at 8:20 p.m.

200

201

202

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

203
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206
207
208

Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
BI**



May 1, 2024

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

RE: SUNSHINE WATER CONTROL DISTRICT – MAY MONTHLY ENGINEER’S REPORT (MER)
April 10, 2024 – May 1, 2024
CAS PROJECT NO. 15-1826

Dear Board of Supervisors:

Craig A. Smith & Associates, Inc. (CAS) is pleased to provide you with the MER summarizing activity performed by our team on behalf of SWCD during the referenced period including future work. Anything of significance or modifications occurring after this writing will be brought up at the May 8, 2024 BOS meeting.

Pump Station 3 Replacement

To date, coordination with the SFWMD has been made and the project received a positive response. A formal permit application will be submitted by CAS.

West Outfall Canal (WOFC) Phase 3

To date, resident outreach exhibits are being drafted to address the encroachment issues with outreach to occur on after June of this year. Plans are being prepared for permitting. An Environmental Resource License and a construction dewatering permit will be submitted to Broward County and the South Florida Water Management District, respectively.

Right-of-way Permitting

The work authorized under ROW Permit Nos. 2022-13 (Culvert Crossing), 2023-07 (Waste Transfer Site Access), and 2023-11 (Trailer Park Storage) which were issued to Foundry Commercial Acquisition, LLC has been completed per the permittee’s consultant. Engineering certifications have been submitted for the latter two for review and field visit(s) are pending. In addition, ROW Permit No. 2022-13 authorized the installation of a culvert on Canal “RR” to grant the permittee access to their site to the south. Similar to other authorizations, an access and maintenance easement agreement needs to be executed to define maintenance responsibilities for each party. A draft document has been submitted and is under review by SWCD team members,



561.314.4445



1425 E. Newport Drive
Deerfield Beach, FL 33442



Board of Supervisors – May 8, 2024 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

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

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**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
BII**



April 15, 2024

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

RE: SWCD Right-of-Way Permit No. 2024-02 – Permit Extension Request
Directional bore installation: ~170 LF of 2 - 6" HDPE Conduits under the SWCD East Outfall Canal
Permittee: Florida Power & Light Company (FPL)
S34/T48S/R41E
CAS PROJECT NO. 15-1826

Dear Board of Supervisors (BOS):

Recommended is an extension of FPL's ROW Permit No. 2024-02 for an additional 180 days (original permit issued on 10.11.23) The permit authorizes the directional bore installation of ~170 LF of 2 - 6" HDPE Conduits under the SWCD East Outfall Canal. All previously approved plans and permit conditions remain in full force and effect.

Sincerely,

CRAIG A. SMITH & ASSOCIATES

Orlando A. Rubio, PE
VP - Stormwater Engineering

cc: SWCD – Cory Selchan (via e-mail)
WHA – Jamie Sanchez, Gianna Dinofrio, (via e-mail)
CAS – Stephen C. Smith, PE (via e-mail)

\\cas-file\Projects\Districts\Sunshine_Water_Control\19-2064-1CP-SWCD Non recovery\01-RIGHT-OF-WAY\2023\15-1826-FPL_WR#10035904\06-Permit\Permit 2024-02 FPL Work Request #10035904ExtRec.docx



561.314.4445



1425 E. Newport Center Dr
Deerfield Beach, FL 33442



**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
E**

SUNSHINE WATER CONTROL DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

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

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 11, 2023	Regular Meeting	6:30 PM
November 8, 2023	Regular Meeting	6:30 PM
December 6, 2023	Regular Meeting	6:30 PM
December 13, 2023 <i>Rescheduled to December 6, 2023</i>	Regular Meeting	6:30 PM
January 10, 2024	Regular Meeting	6:30 PM
February 14, 2024 <i>Rescheduled to February 15, 2024</i>	Regular Meeting	6:30 PM
February 15, 2024	Regular Meeting	6:30 PM
March 13, 2024	Landowners' Meeting & Regular Meeting	6:30 PM
April 10, 2024	401(a) Committee Meeting	6:00 PM
April 10, 2024	Regular Meeting	6:30 PM
May 8, 2024	Regular Meeting	6:30 PM
June 12, 2024	Regular Meeting	6:30 PM
July 10, 2024	Regular Meeting	6:30 PM
August 14, 2024	Regular Meeting	6:30 PM
September 11, 2024	Regular Meeting	6:30 PM