



REGULAR MEETING AGENDA

January 14, 2026

**SUNSHINE
WATER CONTROL DISTRICT**

**AGENDA
LETTER**



January 7, 2026

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 January 14, 2026 at 4:00 p.m. at Mullins Hall, 10170 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. Discussion/Consideration/Ratification: Performance Measures/Standards & Annual Reporting Form [October 1, 2025 - September 30, 2026]
6. Consideration of AvMed Policy Renewal
7. Consideration of Resolution 2026-02, Approving and Adopting a Public Records Policy and Providing an Effective Date
8. Acceptance of Unaudited Financial Statements as of November 30, 2025
9. Approval of December 12, 2025 Regular Meeting Minutes
10. Supervisors' Communications
11. Discussion/Consideration of SWCD Operational Audit
12. 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)

- TrueNet JB0001935363

C. District Field Supervisor: *Cory Selchan*

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

- NEXT MEETING DATE: February 11, 2026 at 4:00 PM

○ 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

13. Public Comments

14. New Business

15. 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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SUNSHINE WATER CONTROL DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2025 – September 30, 2026

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least six (6) regular Board of Supervisor meetings per year to conduct District related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of six (6) regular board meetings was held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2 Notice of Meetings Compliance

Objective: Publish the annual schedule of the District meetings on the District website as specified in Section 189.015, Florida Statutes. Publish the meeting agenda on the District website at least seven days in advance of the meeting, as specified in Section 189.069(2), Florida Statutes.

Measurement: Timeliness and method of publishing meeting notice and agendas as evidenced by posting to District website.

Standard: The annual schedule was published on the District website and the agenda for each meeting was published on the District's website 7 days' prior to the meeting.

Achieved: Yes ☐ No ☐

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. **INFRASTRUCTURE AND FACILITIES MAINTENANCE**

Goal 2.1 District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☐ No ☐

3. **FINANCIAL TRANSPARENCY AND ACCOUNTABILITY**

Goal 3.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on District website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the District website.

Achieved: Yes ☐ No ☐

Goal 3.2 Financial Reports

Objective: Publish to the District website the most recent versions of the following documents: current fiscal year budget with any amendments, most recent financials within the latest agenda package; and annual audit via link to Florida Auditor General website.

Measurement: Previous years' budgets, financials and annual audit, are accessible to the public as evidenced by corresponding documents and link on the District's website.

Standard: District website contains 100% of the following information: most recent link to annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐


Goal 3.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements, transmit to the State of Florida and publish corresponding link to Florida Auditor General Website on the District website for public inspection.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is transmitted to the State of Florida and available on the Florida Auditor General Website, for which a corresponding link is published on the District website.

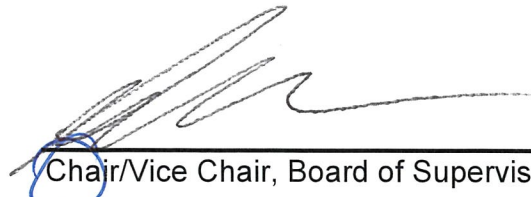
Standard: Audit was completed by an independent auditing firm per statutory requirements and results were transmitted to the State of Florida and corresponding link to Florida Auditor General Website is published on District website.

Achieved: Yes ☐ No ☐


District Manager

Jameri Sanchez
Print Name

12/12/25
Date


Chair/Vice Chair, Board of Supervisors

Lawrence Kabler
Print Name

12/12/25
Date

**SUNSHINE
WATER CONTROL DISTRICT**

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10/05/2025

PATTY VILLARAN
SUNSHINE WATER CONTROL
2300 Glades Rd Ste 410
Boca Raton, Florida, 33431

RE: YOUR AVMED RENEWAL

Dear Patty Villaran

We would like to thank you for entrusting us with your employees' healthcare coverage and remind you that it is time to renew. We are pleased to offer you a variety of Affordable Care Act(ACA) compliant options from which to choose. Please note that some of your current plan's benefits and cost sharing amounts may have changed. **Please be sure to carefully review the Renewing Plan's Key Benefits page for details.**

If you would like to renew on the plan(s) listed as your Renewing Plan(s): No further action is required, and you will auto-renew at the enclosed rates⁽¹⁾. **If you prefer another option OR wish to change your group information:** Email the Renewal Change Form to smallgrouprenewals@AvMed.org or fax to (305) 671-0154 prior to **12/2/2025**. We will otherwise begin the auto-renewal process, as detailed above.

Please feel free to direct questions to your agent, Patty Villaran, at (561) 793-1234, or call us directly. We look forward to serving you for another year.

Warmly,
AvMed Small Group Support
Center 1-800-835-6131

CC:
Patty Villaran
Gallagher Benefit Services, Inc. - Boca Raton
2255 Glades Rd Suite 240 W
Boca Raton, FL 33431

AHQK

(1) Subject to your continued adherence with all Underwriting Guidelines and Requirements.

Dear Policyholder,

We are writing to inform you that, consistent with federal guidance, you may keep your existing coverage for the upcoming policy year.

How Do I Keep My Current Policy?

To keep your current policy, please contact us.

As you think about your options, there are some things to keep in mind. If you choose to renew your current policy, it may NOT provide all of the protections of the Affordable Care Act. These include one or more of the following new protections of the Public Health Service Act (PHS Act) that were added by the health care law and took effect for coverage beginning in 2014. If you choose to renew your current policy, your coverage:

- May not meet standards for fair health insurance premiums, so you might be charged more based on factors such as gender or a pre-existing medical condition, and it might not comply with rules limiting the ability to charge older people more than younger people (PHS Act section 2701).
- May not meet standards for guaranteed availability, so it might exclude consumers based on factors such as a pre-existing medical condition (PHS Act section 2702).
- May not meet standards for guaranteed renewability (PHS Act section 2703).
- If the coverage is an individual market policy, may not meet standards related to preexisting medical conditions for adults, so it might exclude coverage for treatment of an adult's pre-existing medical condition such as diabetes or cancer (PHS Act section 2704).
- If the coverage is an individual market policy, may not meet standards related to discrimination based on health status (PHS Act section 2705).
- May not meet standards for non-discrimination with respect to health care providers (PHS Act section 2706).
- May not cover essential health benefits or limit annual out-of-pocket spending, so it might not cover benefits such as prescription drugs or maternity care, or might have unlimited cost sharing (PHS Act section 2707).
- May not meet standards for participation in clinical trials, so you might not have coverage for services related to a clinical trial for a life-threatening or other serious disease (PHS Act section 2709).

How Do I choose A Different Policy?

You have options for getting quality health insurance. [You may shop in the Health Insurance Marketplace, where all policies meet certain standards to help guarantee health care security, and no one who is qualified to purchase coverage through the Marketplace can be turned away or charged more because of a pre-existing medical condition. The Marketplace allows you to choose a private policy that fits your budget and health care needs. You may qualify for tax credits or other federal financial assistance to help you afford health insurance coverage purchased through the Marketplace.]*

[You can also get new health insurance outside the Marketplace.] All new policies guarantee certain protections, such as your ability to buy a policy even if you have a pre-existing medical condition. [However, federal financial assistance is not available outside the Marketplace.]

How Can I learn More?

To learn more about the Health Insurance Marketplace and protections under the health care law, visit HealthCare.gov or call 1-800-318-2596 or TTY: 1-855-889-4325.

If you have questions, please contact us.

*The bracketed language does not apply to the U.S. territories that do not have a Marketplace.

Prepared For: Sunshine Water Control
 Prepared by: AvMed
 Quote Request ID: 119479
 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

SUMMARY OF RENEWAL PLAN OPTIONS

Below you will find your current plan(s), renewing plan(s) and some alternate plan options for you to consider. The following pages contain benefit details and rates for each option.

Remember, no action is required if you wish to automatically renew on the renewing plan(s) listed below with updated benefits. Should you decide to select an Alternate Plan, please be sure to return the enclosed Renewal Change Form with your election.

Current Plan	Renewing Plan	Group #	Alternate Plan
HMO 5768	HMO 5768	AHQK	Elect B100-SG26 Elect S100-SG26 Elect S020-SG26 Elect G300-SG26 Elect G020-SG26 Elect HSAQ S650-SG26

IMPORTANT NOTES:

- Please refer to our online provider directory at www.avmed.org for an updated listing of participating in-network providers and pharmacies.
- MULTI OPTION GROUPS: In order to renew with more than one benefit plan, your group must continue to meet Underwriting requirements. As a reminder, dual-option requires four or more enrolled employees and triple-option requires fifteen or more enrolled employees. Each plan offering must have at least one enrolled employee.

Prepared For: Sunshine Water Control
 Prepared by: AvMed
 Quote Request ID: 119479
 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Current Plan: HMO 5768

Plan Name	Elect B100-SG26
	Alternate Plan
Network	In Network
Calendar Year Deductibles (Pediatric Dental Deductible does not apply to the Medical Deductible)	Medical-\$8,100 IND / \$16,200 FAM; Pediatric Dental - \$60 per child
Out-of-Pocket Maximums (Includes Deductible on Medical plan only)	Medical-\$8,750 IND / \$17,500 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children
Primary Care Physician (PCP) Cost Share	\$65 copay per visit
Specialist Cost Share	\$130 copay per visit
Virtual Visits Cost Share	\$0 copay
Retail Clinic Cost Share	\$75 copay per visit
Urgent Care Cost Share at Independent Facility	\$125 copay per visit
Urgent Care Cost Share at hospital owned or affiliated facility	30% coinsurance after deductible
Emergency Room Cost Share	\$0 copay after deductible
Outpatient Facility Surgery Cost Share at Independent Facility	\$0 copay after deductible
Outpatient Facility Surgery Cost Share at hospital owned or affiliated facility	30% coinsurance after deductible
Outpatient Physician Surgery Cost Share	\$0 copay after deductible
Inpatient Hospital Cost Share	\$100 copay per admission after deductible
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at Independent Facility	\$0 copay after deductible
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at hospital-owned or affiliated facility	30% coinsurance after deductible
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at Independent Facility	\$0 copay after deductible
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at hospital-owned or affiliated facility	30% coinsurance after deductible
Outpatient Routine Lab	\$65 copay per visit



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 Prepared by: AvMed
 Quote Request ID: 119479
 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Plan Name	Elect B100-SG26
	Alternate Plan
Network	In Network
Rx Tier 1 - Value Generic	\$25 copay per prescription
Rx Tier 2 - Generic	\$45 copay per prescription
Rx Tier 3 - Preferred Brand	\$120 copay per prescription
Rx Tier 4 - Non-Preferred	50% coinsurance after deductible
Rx Tier 5 - Specialty	50% coinsurance after deductible

*AD After deductible

Rating Method = Member Level Rating

For specific plan details, please refer to the Summary of Benefits and Coverage (SBC) of each plan design at www.avmed.org. For questions, please contact your independent agent or AvMed at 1-800-835-6131.

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 Prepared by: AvMed
 Quote Request ID: 119479
 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Quote Census

				Elect B100-SG26	
Employee Name	Employee Class	Date of Birth	# of Dependents	Subscriber Rate	Total Rate
CHRIS HOFFMAN	Active	6/1/1980	6	\$616.54	\$2,642.93
CORY SELCHAN	Active	5/18/1961	1	\$1,280.90	\$2,541.31
VINCENT MODICA	Active	10/24/1980	2	\$616.54	\$1,490.97
DANNY MONROY	Active	1/31/1980	3	\$616.54	\$1,935.87
MICHAEL SMILOVIC	Active	3/30/1980	2	\$616.54	\$1,609.24
JADEN VIZCARRONDO	Active	9/1/2005	0	\$414.16	\$414.16
Total Monthly Premium				\$10,634.48	

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Current Plan: HMO 5768

Plan Name	Elect S100-SG26	Elect S020-SG26
	Alternate Plan	Alternate Plan
Network	In Network	In Network
Calendar Year Deductibles (Pediatric Dental Deductible does not apply to the Medical Deductible)	Medical-\$4,750 IND / \$9,500 FAM; Pediatric Dental - \$60 per child	Medical-\$0 IND / \$0 FAM; Pediatric Dental - \$60 per child
Out-of-Pocket Maximums (Includes Deductible on Medical plan only)	Medical-\$9,100 IND / \$18,200 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children	Medical-\$9,500 IND / \$19,000 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children
Primary Care Physician (PCP) Cost Share	\$40 copay per visit	\$40 copay per visit
Specialist Cost Share	\$80 copay per visit	\$80 copay per visit
Virtual Visits Cost Share	\$0 copay	\$0 copay
Retail Clinic Cost Share	\$50 copay per visit	\$50 copay per visit
Urgent Care Cost Share at Independent Facility	\$125 copay per visit	\$125 copay per visit
Urgent Care Cost Share at hospital owned or affiliated facility	30% coinsurance after deductible	\$250 copay per visit
Emergency Room Cost Share	\$725 copay per visit	\$1,000 copay per visit
Outpatient Facility Surgery Cost Share at Independent Facility	\$750 copay per visit	\$1,500 copay per visit
Outpatient Facility Surgery Cost Share at hospital owned or affiliated facility	30% coinsurance after deductible	\$3,000 copay per visit
Outpatient Physician Surgery Cost Share	\$60 copay per provider	\$60 copay per provider
Inpatient Hospital Cost Share	\$750 copay per day for the first 3 days per admission after deductible	\$2,000 copay per admission
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at Independent Facility	\$125 copay per visit	\$150 copay per visit
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at hospital-owned or affiliated facility	30% coinsurance after deductible	\$300 copay per visit
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at Independent Facility	\$350 copay per visit	\$750 copay per visit
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at hospital-owned or affiliated facility	30% coinsurance after deductible	\$1,500 copay per visit
Outpatient Routine Lab	\$40 copay per visit	\$40 copay per visit



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 Rating Method: Member Level Rating
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Plan Name	Elect S100-SG26	Elect S020-SG26
	Alternate Plan	Alternate Plan
Network	In Network	In Network
Rx Tier 1 - Value Generic	\$25 copay per prescription	\$25 copay per prescription
Rx Tier 2 - Generic	\$45 copay per prescription	\$45 copay per prescription
Rx Tier 3 - Preferred Brand	\$115 copay per prescription	\$115 copay per prescription
Rx Tier 4 - Non-Preferred	50% coinsurance after deductible	50% coinsurance
Rx Tier 5 - Specialty	50% coinsurance after deductible	50% coinsurance

*AD After deductible

Rating Method = Member Level Rating

For specific plan details, please refer to the Summary of Benefits and Coverage (SBC) of each plan design at www.avmed.org. For questions, please contact your independent agent or AvMed at 1-800-835-6131.

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 Prepared by: AvMed
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 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Quote Census

				Elect S100-SG26		Elect S020-SG26	
Employee Name	Employee Class	Date of Birth	# of Dependents	Subscriber Rate	Total Rate	Subscriber Rate	Total Rate
CHRIS HOFFMAN	Active	6/1/1980	6	\$740.11	\$3,172.61	\$789.41	\$3,383.96
CORY SELCHAN	Active	5/18/1961	1	\$1,537.61	\$3,050.62	\$1,640.04	\$3,253.85
VINCENT MODICA	Active	10/24/1980	2	\$740.11	\$1,789.79	\$789.41	\$1,909.02
DANNY MONROY	Active	1/31/1980	3	\$740.11	\$2,323.85	\$789.41	\$2,478.66
MICHAEL SMILOVIC	Active	3/30/1980	2	\$740.11	\$1,931.76	\$789.41	\$2,060.45
JADEN VIZCARRONDO	Active	9/1/2005	0	\$497.16	\$497.16	\$530.28	\$530.28
Total Monthly Premium				\$12,765.79		\$13,616.22	

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 Prepared by: AvMed
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 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Current Plan: HMO 5768

Plan Name	Elect G300-SG26	Elect G020-SG26
	Alternate Plan	Alternate Plan
Network	In Network	In Network
Calendar Year Deductibles (Pediatric Dental Deductible does not apply to the Medical Deductible)	Medical-\$3,000 IND / \$6,000 FAM; Pediatric Dental - \$60 per child	Medical-\$0 IND / \$0 FAM; Pediatric Dental - \$60 per child
Out-of-Pocket Maximums (Includes Deductible on Medical plan only)	Medical-\$7,000 IND / \$14,000 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children	Medical-\$7,500 IND / \$15,000 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children
Primary Care Physician (PCP) Cost Share	\$30 copay per visit	\$30 copay per visit
Specialist Cost Share	\$60 copay per visit	\$60 copay per visit
Virtual Visits Cost Share	\$0 copay	\$0 copay
Retail Clinic Cost Share	\$40 copay per visit	\$40 copay per visit
Urgent Care Cost Share at Independent Facility	\$100 copay per visit	\$100 copay per visit
Urgent Care Cost Share at hospital owned or affiliated facility	20% coinsurance after deductible	\$250 copay per visit
Emergency Room Cost Share	\$600 copay per visit	\$500 copay per visit
Outpatient Facility Surgery Cost Share at Independent Facility	\$650 copay per visit	\$1,000 copay per visit
Outpatient Facility Surgery Cost Share at hospital owned or affiliated facility	20% coinsurance after deductible	\$2,000 copay per visit
Outpatient Physician Surgery Cost Share	\$0 copay	\$0 copay
Inpatient Hospital Cost Share	\$750 copay per day for the first 3 days per admission after deductible	\$1,500 copay per admission
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at Independent Facility	\$100 copay per visit	\$50 copay per visit
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at hospital-owned or affiliated facility	20% coinsurance after deductible	\$100 copay per visit
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at Independent Facility	\$350 copay per visit	\$400 copay per visit
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at hospital-owned or affiliated facility	20% coinsurance after deductible	\$800 copay per visit
Outpatient Routine Lab	\$30 copay per visit	\$30 copay per visit



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Renewal Date: 01/01/2026
Rating Method: Member Level Rating
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Plan Name	Elect G300-SG26	Elect G020-SG26
	Alternate Plan	Alternate Plan
Network	In Network	In Network
Rx Tier 1 - Value Generic	\$10 copay per prescription	\$10 copay per prescription
Rx Tier 2 - Generic	\$20 copay per prescription	\$15 copay per prescription
Rx Tier 3 - Preferred Brand	\$50 copay per prescription	\$40 copay per prescription
Rx Tier 4 - Non-Preferred	\$75 copay per prescription	\$75 copay per prescription
Rx Tier 5 - Specialty	50% coinsurance after deductible	50% coinsurance

*AD After deductible

Rating Method = Member Level Rating

For specific plan details, please refer to the Summary of Benefits and Coverage (SBC) of each plan design at www.avmed.org. For questions, please contact your independent agent or AvMed at 1-800-835-6131.



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 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Quote Census

				Elect G300-SG26		Elect G020-SG26	
Employee Name	Employee Class	Date of Birth	# of Dependents	Subscriber Rate	Total Rate	Subscriber Rate	Total Rate
CHRIS HOFFMAN	Active	6/1/1980	6	\$881.28	\$3,777.78	\$921.51	\$3,950.24
CORY SELCHAN	Active	5/18/1961	1	\$1,830.90	\$3,632.52	\$1,914.48	\$3,798.34
VINCENT MODICA	Active	10/24/1980	2	\$881.28	\$2,131.18	\$921.51	\$2,228.47
DANNY MONROY	Active	1/31/1980	3	\$881.28	\$2,767.11	\$921.51	\$2,893.44
MICHAEL SMILOVIC	Active	3/30/1980	2	\$881.28	\$2,300.23	\$921.51	\$2,405.24
JADEN VIZCARRONDO	Active	9/1/2005	0	\$592.00	\$592.00	\$619.02	\$619.02
Total Monthly Premium				\$15,200.82		\$15,894.75	

Prepared For: Sunshine Water Control
 Prepared by: AvMed
 Quote Request ID: 119479
 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Current Plan: HMO 5768

Plan Name	Elect HSAQ S650-SG26
	Alternate Plan
Network	In Network
Calendar Year Deductibles (Pediatric Dental Deductible does not apply to the Medical Deductible)	Medical-\$4,550 IND / \$9,100 FAM; Pediatric Dental - \$60 per child
Out-of-Pocket Maximums (Includes Deductible on Medical plan only)	Medical-\$6,000 IND / \$12,000 FAM; Pediatric Dental - \$450 per child or \$900 for two or more children
Primary Care Physician (PCP) Cost Share	50% coinsurance after deductible
Specialist Cost Share	50% coinsurance after deductible
Virtual Visits Cost Share	50% coinsurance after deductible
Retail Clinic Cost Share	50% coinsurance after deductible
Urgent Care Cost Share at Independent Facility	50% coinsurance after deductible
Urgent Care Cost Share at hospital owned or affiliated facility	50% coinsurance after deductible
Emergency Room Cost Share	50% coinsurance after deductible
Outpatient Facility Surgery Cost Share at Independent Facility	50% coinsurance after deductible
Outpatient Facility Surgery Cost Share at hospital owned or affiliated facility	50% coinsurance after deductible
Outpatient Physician Surgery Cost Share	50% coinsurance after deductible
Inpatient Hospital Cost Share	50% coinsurance after deductible
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at Independent Facility	50% coinsurance after deductible
Basic Imaging Tests Cost Share (X-ray, Ultrasound, etc.) at hospital-owned or affiliated facility	50% coinsurance after deductible
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at Independent Facility	50% coinsurance after deductible
Complex Imaging Tests Cost Share (CT/PET scans, MRI's, etc.) at hospital-owned or affiliated facility	50% coinsurance after deductible
Outpatient Routine Lab	50% coinsurance after deductible



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Renewal Date: 01/01/2026
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Quote Prepared On: 10/05/2025

Plan Name	Elect HSAQ S650-SG26
	Alternate Plan
Network	In Network
Rx Tier 1 - Value Generic	50% coinsurance after deductible
Rx Tier 2 - Generic	50% coinsurance after deductible
Rx Tier 3 - Preferred Brand	50% coinsurance after deductible
Rx Tier 4 - Non-Preferred	50% coinsurance after deductible
Rx Tier 5 - Specialty	50% coinsurance after deductible

*AD After deductible

Rating Method = Member Level Rating

For specific plan details, please refer to the Summary of Benefits and Coverage (SBC) of each plan design at www.avmed.org. For questions, please contact your independent agent or AvMed at 1-800-835-6131.

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 ZIP Code/County: 33431/PALMBEACH
 Renewal Date: 01/01/2026
 Rating Method: Member Level Rating
 Quote Prepared On: 10/05/2025

Quote Census

				Elect HSAQ S650-SG26	
Employee Name	Employee Class	Date of Birth	# of Dependents	Subscriber Rate	Total Rate
CHRIS HOFFMAN	Active	6/1/1980	6	\$620.02	\$2,657.85
CORY SELCHAN	Active	5/18/1961	1	\$1,288.14	\$2,555.67
VINCENT MODICA	Active	10/24/1980	2	\$620.02	\$1,499.39
DANNY MONROY	Active	1/31/1980	3	\$620.02	\$1,946.80
MICHAEL SMILOVIC	Active	3/30/1980	2	\$620.02	\$1,618.33
JADEN VIZCARRONDO	Active	9/1/2005	0	\$416.50	\$416.50
Total Monthly Premium				\$10,694.54	

Prepared For: Sunshine Water Control

Prepared by: AvMed

Quote Request ID: 119479

ZIP Code/County: 33431/PALMBEACH

Renewal Date: 01/01/2026

Rating Method: Member Level Rating

Quote Prepared On: 10/05/2025

Age Rate Matrix

Plan Name	Elect B100-SG26	Elect S100-SG26	Elect S020-SG26	Elect G300-SG26	Elect G020-SG26	Elect HSAQ S650-SG26
Age Group	Rate Value	Rate Value	Rate Value	Rate Value	Rate Value	Rate Value
0-14	\$326.63	\$392.09	\$418.21	\$466.88	\$488.20	\$328.47
15	\$355.66	\$426.94	\$455.39	\$508.38	\$531.59	\$357.67
16	\$366.76	\$440.27	\$469.60	\$524.25	\$548.18	\$368.84
17	\$377.87	\$453.60	\$483.82	\$540.12	\$564.78	\$380.00
18	\$389.82	\$467.95	\$499.12	\$557.21	\$582.64	\$392.02
19	\$401.78	\$482.30	\$514.43	\$574.30	\$600.51	\$404.05
20	\$414.16	\$497.16	\$530.28	\$592.00	\$619.02	\$416.50
21	\$426.97	\$512.54	\$546.68	\$610.30	\$638.16	\$429.38
22	\$426.97	\$512.54	\$546.68	\$610.30	\$638.16	\$429.38
23	\$426.97	\$512.54	\$546.68	\$610.30	\$638.16	\$429.38
24	\$426.97	\$512.54	\$546.68	\$610.30	\$638.16	\$429.38
25	\$428.68	\$514.59	\$548.87	\$612.75	\$640.72	\$431.10
26	\$437.21	\$524.84	\$559.81	\$624.95	\$653.48	\$439.68
27	\$447.46	\$537.14	\$572.93	\$639.60	\$668.80	\$449.99
28	\$464.11	\$557.13	\$594.25	\$663.40	\$693.68	\$466.73
29	\$477.78	\$573.53	\$611.74	\$682.93	\$714.11	\$480.47
30	\$484.61	\$581.73	\$620.49	\$692.70	\$724.32	\$487.34
31	\$494.86	\$594.03	\$633.61	\$707.34	\$739.63	\$497.65
32	\$505.10	\$606.33	\$646.73	\$721.99	\$754.95	\$507.95
33	\$511.51	\$614.02	\$654.93	\$731.15	\$764.52	\$514.40
34	\$518.34	\$622.22	\$663.68	\$740.91	\$774.73	\$521.27
35	\$521.75	\$626.32	\$668.05	\$745.79	\$779.84	\$524.70
36	\$525.17	\$630.42	\$672.42	\$750.68	\$784.94	\$528.14

Plan Name	Elect B100-SG26	Elect S100-SG26	Elect S020-SG26	Elect G300-SG26	Elect G020-SG26	Elect HSAQ S650-SG26
Age Group	Rate Value	Rate Value	Rate Value	Rate Value	Rate Value	Rate Value
37	\$528.59	\$634.52	\$676.80	\$755.56	\$790.05	\$531.57
38	\$532.00	\$638.62	\$681.17	\$760.44	\$795.15	\$535.01
39	\$538.83	\$646.82	\$689.92	\$770.20	\$805.36	\$541.88
40	\$545.66	\$655.02	\$698.66	\$779.97	\$815.57	\$548.75
41	\$555.91	\$667.32	\$711.78	\$794.62	\$830.89	\$559.05
42	\$565.73	\$679.11	\$724.36	\$808.65	\$845.57	\$568.93
43	\$579.39	\$695.51	\$741.85	\$828.18	\$865.99	\$582.67
44	\$596.47	\$716.02	\$763.72	\$852.60	\$891.52	\$599.84
45	\$616.54	\$740.11	\$789.41	\$881.28	\$921.51	\$620.02
46	\$640.45	\$768.81	\$820.03	\$915.46	\$957.25	\$644.07
47	\$667.35	\$801.10	\$854.47	\$953.91	\$997.45	\$671.12
48	\$698.09	\$838.00	\$893.83	\$997.85	\$1,043.40	\$702.03
49	\$728.41	\$874.39	\$932.64	\$1,041.18	\$1,088.71	\$732.52
50	\$762.56	\$915.39	\$976.38	\$1,090.00	\$1,139.76	\$766.87
51	\$796.29	\$955.88	\$1,019.57	\$1,138.22	\$1,190.18	\$800.79
52	\$833.44	\$1,000.47	\$1,067.13	\$1,191.32	\$1,245.70	\$838.15
53	\$871.01	\$1,045.58	\$1,115.24	\$1,245.02	\$1,301.86	\$875.93
54	\$911.58	\$1,094.27	\$1,167.17	\$1,303.00	\$1,362.48	\$916.72
55	\$952.14	\$1,142.96	\$1,219.11	\$1,360.98	\$1,423.11	\$957.51
56	\$996.11	\$1,195.75	\$1,275.42	\$1,423.84	\$1,488.84	\$1,001.74
57	\$1,040.52	\$1,249.06	\$1,332.27	\$1,487.31	\$1,555.21	\$1,046.40
58	\$1,087.91	\$1,305.95	\$1,392.95	\$1,555.06	\$1,626.04	\$1,094.06
59	\$1,111.40	\$1,334.14	\$1,423.02	\$1,588.62	\$1,661.14	\$1,117.67
60	\$1,158.79	\$1,391.03	\$1,483.70	\$1,656.37	\$1,731.98	\$1,165.33
61	\$1,199.78	\$1,440.23	\$1,536.18	\$1,714.96	\$1,793.24	\$1,206.55
62	\$1,226.68	\$1,472.52	\$1,570.63	\$1,753.41	\$1,833.45	\$1,233.60
63	\$1,260.41	\$1,513.01	\$1,613.81	\$1,801.62	\$1,883.86	\$1,267.53
64 +	\$1,280.90	\$1,537.61	\$1,640.04	\$1,830.90	\$1,914.48	\$1,288.14

Underwriting Assumptions & Caveats

- To be eligible for these rates and benefits all employers must: 1) have its principal place of business in AvMed's Service Area 2) have employed an average of at least 2 but not more than 50 employees on business days during the preceding calendar year, and 3) employ at least 2 employees on the first day of the plan year. For details on AvMed's service area, visit www.avmed.org.
NOTE: Certain products may be available only in select counties within our service area. Please contact your service representative for details.
- These rates are valid for total replacement coverage and include a standard commission schedule. ACA Composite rates require 10 or more Subscribers (excluding Cobra qualified beneficiaries) to enroll; otherwise, Per-Member rates will be issued.
- Eligible employers must have, and be willing to prove, the existence of an employer/employee relationship. Companies that consist of only a sole owner, or a sole owner and his/her spouse or dependent children, do not meet the definition of employer or employee under ERISA, and are therefore ineligible for group coverage.
- Eligible employees are those employees that are permanent and work on a full-time basis with a normal workweek of at least 25 hours, that live or work in AvMed's Service Area, and that have met any authorized waiting period requirements. Part-time, temporary or substitute employees are not eligible for coverage under this plan. Coverage must be extended to all employees meeting the underlying conditions. Management carve-outs are not permitted.
- The employer must contribute a minimum of 50% toward the single premium rate.
- If the employer pays 100% of the single premium rate, 100% of all eligible employees must have coverage through AvMed or through qualifying existing coverage. Otherwise, at least 70% of all eligible employees (less those with qualifying other coverage) must enroll in an AvMed product offering. Qualifying other coverage is defined as: Coverage through a spouse's employer-based group insurance plan or an ERISA qualified self-insurance plan, Medicare, Medicaid, Individual coverage, CHAMPUS, CHAMPVA, or Tricare.
- Groups that are not able to meet the minimum participation or employer contribution requirement may apply for coverage during an annual enrollment period from November 15 through December 15 of the preceding year for a January 1 Effective Date.
- 1099 eligibility will be limited to those groups where the number of 1099 eligible employees does not exceed 25% of the total eligible population (i.e. W-2 and 1099 combined).
- COBRA qualified beneficiaries are not included when determining group size, group participation, or if the group meets the minimum size requirements for ACA Composite rating.
- This proposal assumes a waiting period of no longer than the first of the month following 60 days from date of hire. In addition, the group's waiting period must be applied uniformly to all employees.
- Final rates and benefits are guaranteed for 12 months from the proposed effective date. However, AvMed reserves the right to adjust (re-rate) the Premium Rates during the Contract Year to account for material changes in group size or in the data supplied by the Subscribing Group to AvMed.
- Additional documentation may be required to verify compliance with AvMed's underwriting requirements.
- Current group coverage should not be cancelled until written confirmation of acceptance of coverage by AvMed is received.
- Renewal rates will be provided to the Subscribing Group, or their appointed representative, at least 30 days in advance of the Subscribing Group's anniversary date, unless there is a reduction in benefits. In instances where there is an increase in a copayment, deletion, amendment, or limitation of any of the Subscribing Group's contracted benefits, at least a 45-day advance notice will be provided. This notification requirement does not apply in instances where an increase in benefits occurs. Additionally, the 45-day notice requirement shall not apply if benefits are amended, deleted, or limited at the request of the contract holder. The Subscribing Group will in turn notify the individual members of the group, and AvMed will be deemed to have complied with its notification requirements by providing such notice to the Subscribing Group, or their appointed representative.
- AvMed has made every effort to ensure the accuracy of the information provided but given the continuous improvements and ongoing development of our products and services, no warranty is made that the information provided is error-free. In addition, the information provided is limited in nature and may not contain all applicable terms, conditions, limitations, or exclusions of the products and services referenced.
- Multi-Option Guidelines:
 - o Multi-Option Coverage is only available on an exclusive, total-replacement basis.
 - o All plan option offerings must be made available to ALL eligible employees.
 - o At least one "Active" employee must enroll in each plan offering (plans with COBRA-only enrollment are prohibited), and at least one Subscriber must be maintained in each plan in order for the group to renew under a multi-option offering.
 - o Dual-Option is only available to groups with four or more enrolled Active employees.
 - o Triple-Option is only available to groups with fifteen or more enrolled Active employees.

Renewal Change Form



Group Name: Sunshine Water Control

Account No: AHQK

Renewal Date: 01/01/2026

I would like to make the following changes to my AvMed Small Group Benefit Plan(s) for the upcoming year:

(Please enter all the selected plan numbers below.)

Plan Type _____ Plan Number _____

Plan Type _____ Plan Number _____

Plan Type _____ Plan Number _____

Group Demographic Changes (check all options applicable below and provide details in the space below):

☐ Group Name ☐ Group FEIN ☐ Group/Subgroup Address ☐ Contact Name/Info ☐ Other:

Other Group Changes:

Waiting Period (Check One): First of the month following ☐ Date of Hire ☐ 30 days ☐ 60 days

Anticipated Employer Contribution: % _____ or \$ _____

H.S.A. Administration (For HSAQ Plans Only.): ☐ Enroll with Health Equity ☐ Dis-Enroll with Health Equity

Please complete the following information so we may confirm your eligibility and sign below (**REQUIRED**):

1. Did the group employ an average of at least one but not more than 50 employees on business days during the preceding calendar year, and employ at least one employee on the first day of the plan year? ☐ Yes ☐ No
2. Medicare Payor: In either the preceding or current calendar year, did the group employ 20 or more full-time and/or part-time employees during 20 or more calendar weeks? ☐ Yes ☐ No
3. COBRA: Did the group, on at least 50% of its working days in the preceding year, employ 20 or more employees including full time, part time and/or seasonal? ☐ Yes ☐ No
4. Does the group offer health care benefits to any retirees? ☐ Yes ☐ No
5. Employee Census Details:

A.	Total employees on current RT-6 or payroll:		
B.	Other employees not on RT-6 or payroll (1099, Owners, etc.):		
C.	Total Active employees:		(C = A + B)
D.	Ineligible - Part-time:		
E.	Ineligible - In waiting period:		
F.	Ineligible - Out of Area:		
G.	Other ineligible employees not on RT-6 or payroll (COBRA, Work Visa, etc.):		
H.	Total eligible employees:		(H = C-Sum(D+ E + F + G))
I.	Waiving with other coverage:		
J.	Waiving without other coverage:		
K.	Total enrolling employees:		

I understand that any misrepresentation, omission, concealment of fact or incorrect statement may prevent recovery under the contract if: 1) the misrepresentation, omission, concealment or statement is fraudulent or is material either to the acceptance of the risk or to the hazard assumed by AvMed; or 2) if the true facts had been known to AvMed pursuant to a policy requirement or other requirement, AvMed in good faith would not have issued the policy or contract, would not have issued it at the same premium rate, would not have issued a policy or contract in as large an amount, or would not have provided coverage with respect to the hazard resulting in the loss.

Signature: _____ Date: _____

(Print Name of Group Benefit Contact/Owner/Officer)

Please return the completed and signed form to Small Group Support at **1-305-671-0154** or email to **smallgrouprenewals@avmed.org**. Please note that a Change Form cannot be accepted after the renewal date.

Questions? Call us at 1-800-835-6131. Thank you for your business!

**SUNSHINE
WATER CONTROL DISTRICT**

7

RESOLUTION NO. 2026-02

**A RESOLUTION OF THE SUNSHINE WATER CONTROL DISTRICT
APPROVING AND ADOPTING A PUBLIC RECORDS POLICY AND PROVIDING
AN EFFECTIVE DATE.**

WHEREAS, the Sunshine Water Control District (the “District”) is an independent special district subject to Chapter 119, Florida Statutes (the “Public Records Act”); and

WHEREAS, under the Public Records Act, the District must provide access to public records for the personal inspection and copying by any person; and

WHEREAS, under the Public Records Act, the District may charge certain fees associated with the inspection and copying of public records; and

WHEREAS, the Board of Supervisors desires to establish a policy pertaining to public records requests that is in accordance with the Public Records Act;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the Sunshine Water Control District:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by reference.

Section 2. Public Records Policy. The Board of Supervisors hereby adopts the Public Records Policy attached hereto as **Exhibit “A”**.

Section 3. Effective Date. This Resolution shall become effective upon passage.

PASSED AND ADOPTED THIS 14TH DAY OF JANUARY, 2026.

Board President

ATTEST:

Board Secretary

Exhibit "A"
Public Records Policy

Sunshine Water Control District

Policy Title: District Board of Supervisors Public Records Request Policy
Date Adopted:

1. Purpose

The purpose of this Public Records Request Policy (the “Policy”) is to provide guidance to the Sunshine Water Control District (the “District”) on responding to a public records request from any entity making such request, charging appropriate fees for making such request, and ensuring that the District complies with its duties under Chapter 119, Florida Statutes (the “Public Records Act”).

2. Policy

It is the policy of the District to allow public records of the District to be inspected by any person desiring to do so, at any reasonable time, under reasonable conditions, and under supervision District personnel, absent statutory exemption providing otherwise. Further, it is the policy of the District to provide copies of the Public Record to any person requesting them, within a reasonable time after such request, absent statutory exemption providing otherwise. As an additional means of inspecting or copying public records, the District may provide access to public records by remote electronic means.

3. Responding to Public Record Requests

The District shall acknowledge all requests to inspect or copy records promptly and respond to all such requests in good faith. A good faith response includes making reasonable efforts to determine whether such a record exists and, if so, the location at which the record can be accessed.

If a portion of a public record is exempt from inspection or copying, the District shall redact that portion of the record which is exempt and produce the remainder of such record for inspection and copying. If an entire public record is exempt from inspection or copying, the District shall state the basis of the exemption that is applicable to the record, including the statutory citation to an exemption created or afforded by statute in its response to the public records request. If requested by the person seeking to inspect or copy the record, the District shall state in writing and with particularity the reasons for the conclusion that the record is exempt or confidential.

4. Fees for Copies of Public Records

The District shall charge the following fees for requests to copy public records, in compliance with section 119.07, Florida Statutes.

Type of Record	Fee
One-sided copy not larger than 14" by 8.5"	\$ 0.15 per page
Two-sided copy not larger than 14" by 8.5"	\$ 0.20 per page
Other copies	Actual cost of duplication
Certification	\$1.00 per document
Maps, plans or oversized document	Actual cost of duplication by third-party

Where it is necessary to provide another room or place to photograph public records, the person desiring to photograph the public records shall pay for such expense.

5. Special Service Charge for Public Records

The District shall charge a special service charge when a public records request requires the "extensive use of information technology resources," the "extensive clerical or supervisory assistance" by personnel of the District, or both. This charge is in addition to the fee for copying public records and applies to requests for both inspection and copies of public records, when warranted.

The District shall determine whether a public records request warrants a special service charge on a case-by-case basis. In determining whether a special service charge is warranted, the District shall consider whether the nature or volume of the public records request requires extensive use of District information technology resources, clerical resources, supervisory assistance, or any combination thereof. Clerical or supervisory assistance includes searching for and/or locating the requested record, reviewing records for legally exempt or confidential information, the redaction of such exempt or confidential information, and preparing, copying, and re-filing of the requested records. In this context, "extensive" means that the District must spend more than fifteen (15) minutes of time such resources to respond to a public records request.

The special service charge shall be reasonable and shall reflect the actual costs incurred by the District for the extensive use of District resources or personnel. The charge will be calculated using the hourly rate of the employee(s) whose time is necessary to respond to the public records request, rounded up to the nearest 15-minute increment. The hourly rate shall include both salary and benefits of the employee(s). Personnel whose time may be included in this calculation include, but are not limited to, administrative staff, information technology staff, District engineers, and/or District legal counsel.

If a special service charge is warranted, the District shall provide an estimate such charge to the requester and collect a deposit amounting to fifty percent (50%) of the estimate prior to fulfilling

the request. If the actual costs incurred are less than the deposit paid, the District shall refund the overpayment to the requestor. If actual costs incurred are greater than the deposit paid, the District shall require the requestor to remit the additional funds before the District releases the requested public records.

6. Effective Date:

This policy was adopted by the Board of Supervisors by motion at the meeting of _____, 2026.

**SUNSHINE
WATER CONTROL DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**SUNSHINE
WATER CONTROL DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2025**

**SUNSHINE
WATER CONTROL DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2025**

	General Fund	Debt Service Fund Series 2021	Total Governmental Funds
ASSETS			
Stonegate Bank	1,094,575	-	1,094,575
DS - Series 2021	-	506,377	506,377
Investments			
A Investment account	6,042	-	6,042
A Bank maintenance reserve account	3,165	-	3,165
A Renewal & replacement reserve account	2,355	-	2,355
A Equipment replacement reserve account	249	-	249
Centennial Bank - MMA	264,791	-	264,791
FineMark Bank - MMA	43,372	-	43,372
Bank United - MMA	250,000	-	250,000
Bank United - ICS	17,719,423	-	17,719,423
Iberia Bank - MMA	5,577	-	5,577
Prepaid expense	1,229	-	1,229
Accounts receivable	1,135	-	1,135
Due from general fund	-	136,977	136,977
Due from other sources	1,576	-	1,576
Total assets	<u>\$19,393,489</u>	<u>\$ 643,354</u>	<u>\$ 20,036,843</u>
LIABILITIES			
Liabilities:			
Due to debt service	\$ 136,977	\$ -	\$ 136,977
Deposits payable/trash bonds	279,516	-	279,516
Cost recovery deposits	55,960	-	55,960
Total liabilities	<u>472,453</u>	<u>-</u>	<u>472,453</u>
FUND BALANCES			
Assigned:			
3 months working capital	575,077	-	575,077
Disaster recovery	3,500,000	-	3,500,000
Restricted for			
Debt service	-	643,354	643,354
Unassigned	14,795,959	-	14,795,959
Total fund balances	<u>18,921,036</u>	<u>643,354</u>	<u>19,564,390</u>
 Total liabilities and fund balances	 <u>\$19,393,489</u>	 <u>\$ 643,354</u>	 <u>\$ 20,036,843</u>

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ 577,653	\$ 577,653	\$ 3,995,731	14%
Interest and miscellaneous	49,914	103,311	9,000	1148%
Cost recovery	-	-	17,500	0%
Permit review fees	350	9,100	3,150	289%
Total revenues	<u>627,917</u>	<u>690,064</u>	<u>4,025,381</u>	17%
EXPENDITURES				
Administrative				
Supervisors	150	150	3,230	5%
Supervisor health care benefits	-	-	30,000	0%
Supervisors/staff travel	-	-	7,500	0%
Management/accounting/recording	5,986	11,971	71,829	17%
DSF accounting	1,398	2,796	16,779	17%
Dissemination fee	83	167	1,000	17%
Legal	4,646	4,646	95,000	5%
Legal - legislative representation	-	-	24,000	0%
Audit	-	-	11,500	0%
Arbitrage rebate calculation	-	-	750	0%
Trustee	-	3,000	5,000	60%
Retirement plan consulting	512	512	10,000	5%
Human resource services	688	1,376	8,259	17%
Communication costs	-	-	7,500	0%
Postage-ROW clearing	-	-	500	0%
Postage	53	64	1,200	5%
Printing and binding	116	233	1,400	17%
Legal advertising	165	165	2,500	7%
Dues/subscriptions	-	4,175	4,500	93%
Office supplies	-	-	1,500	0%
Rent - operations facility	-	4,431	53,179	8%
Insurance	-	27,817	41,011	68%
Website	-	-	3,000	0%
ADA website compliance	-	-	210	0%
Contingencies	-	-	6,000	0%
Total administrative expenses	<u>13,797</u>	<u>61,503</u>	<u>407,347</u>	15%

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
Field operations				
Salaries and wages	36,017	71,094	466,629	15%
FICA taxes	2,773	5,451	35,697	15%
Special pay	190	190	2,000	10%
Bonus program	-	-	2,500	0%
401a retirement plan	3,591	7,092	46,663	15%
Health insurance	20,562	40,969	290,205	14%
Workers' compensation insurance	-	10,845	16,500	66%
Engineering	437	437	100,000	0%
Engineering - capital outlay University drive	7,301	7,301	100,000	7%
Engineering - telemetry	-	-	75,500	0%
Engineering - wofo phase 3	29,433	29,433	98,000	30%
Engineering - PS 3	-	-	40,000	0%
Consulting engineer services	-	-	25,000	0%
Cost recovery	9,205	9,205	17,500	53%
Water quality testing	1,341	1,341	5,224	26%
Telephone	-	305	1,800	17%
Electric	13,773	13,773	85,000	16%
Insurance	-	67,997	75,000	91%
Repairs and maintenance				
Canal banks	2,600	2,600	75,000	3%
Canal dredging	-	-	100,000	0%
Culvert inspection & cleaning	-	-	100,000	0%
Dumpster service	-	506	13,000	4%
Truck, tractor and generator	1,256	1,256	50,000	3%
Other	339	689	10,000	7%
Operating supplies				
Chemicals	-	-	100,000	0%
Fuel	-	1,048	20,000	5%
Fuel-pump station generator	-	-	50,000	0%
Triploid carp	-	-	19,755	0%
Uniforms	124	231	3,217	7%
Other	38	38	4,000	1%
Permit fees, licenses, schools	-	-	5,000	0%
Capital outlay - University drive	-	-	150,000	0%
Capital outlay - telemetry	-	-	340,000	0%
Capital outlay - wofo phase 3	-	-	3,100,000	0%
Capital outlay - PS 3	-	-	200,000	0%
Field equipment	-	-	35,000	0%
Pump station telemetry	-	418	40,000	1%
Contingencies	-	-	5,000	0%
Total field operations	<u>128,980</u>	<u>272,219</u>	<u>5,903,190</u>	5%
Other fees and charges				
Tax collector	2,893	2,893	41,622	7%
Property appraiser	2,893	2,893	41,622	7%
Property tax bills - fire & EMS assessment	55	55	100	55%
Total other fees & charges	<u>5,841</u>	<u>5,841</u>	<u>83,344</u>	7%
Total expenditures	<u>148,618</u>	<u>339,563</u>	<u>6,393,881</u>	5%
Excess/(deficiency) of revenues over/(under) expenditures	479,299	350,501	(2,368,500)	

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

	Current Month	Year to Date	Adopted Budget	% of Budget
Fund balance - beginning	18,441,737	18,570,535	13,075,320	
Fund balance - ending				
Assigned:				
3 months working capital	1,685,479	1,685,479	1,685,479	
Disaster recovery	3,500,000	3,500,000	3,500,000	
Truck replacement	50,000	50,000	50,000	
Unassigned	13,685,557	13,685,557	5,471,341	
Total fund balance - ending	<u>\$ 18,921,036</u>	<u>\$ 18,921,036</u>	<u>\$ 10,706,820</u>	

**SUNSHINE
WATER CONTROL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

	Current Month	Year To Date	Adopted Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ 122,269	\$ 122,269	\$ 845,782	14%
Interest	2,195	4,342	-	N/A
Total revenues	<u>124,464</u>	<u>126,611</u>	<u>845,782</u>	15%
EXPENDITURES				
Debt service				
Principal	-	-	515,000	0%
Interest	158,981	158,981	317,963	50%
Total debt service	<u>158,981</u>	<u>158,981</u>	<u>832,963</u>	19%
Other fees and charges				
Tax collector	612	612	8,810	7%
Property appraiser	612	612	8,810	7%
Total other fees and charges	<u>1,224</u>	<u>1,224</u>	<u>17,620</u>	7%
Total expenditures	<u>160,205</u>	<u>160,205</u>	<u>850,583</u>	19%
Excess/(deficiency) of revenues over/(under) expenditures	(35,741)	(33,594)	(4,801)	
Fund balances - beginning	679,095	676,948	636,236	
Fund balances - ending	<u>\$ 643,354</u>	<u>\$ 643,354</u>	<u>\$ 631,435</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
11/01/2025	-	-	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	\$10,425,000.00	-	\$2,903,600.00	\$13,328,600.00

**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 December 12, 2025 at 10:00 a.m. at Mullins Hall, 10170 NW 29th Street, 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
Gloria Guillo	Resident
Joe Morera	Resident

FIRST ORDER OF BUSINESS

Call to Order

Mr. Kaldor called the meeting to order at 10:05 a.m.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Kaldor, Palmer and Romano 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.)

40

41 Mr. Kaldor reviewed the protocols for public comments.

42

43 Resident Gloria Guillo asked if there is a procedure for requesting more public comment
44 time or an extension. Ms. Sanchez stated, if additional time is requested, it is up to the Board to
45 grant or deny it. If granted, Staff recommends that the Board grant additional time to not just
46 one individual, but to all who need it.

46

Ms. Guillo read the following prepared statement into the record:

47

48 "My name is Gloria Guillo, a Coral Springs homeowner, and I represent approximately
49 60 families surrounding Windings Park and Canal with our group 'Safe Water South Florida.' On
50 December 11th, we re-sent our formal public records request to every Board Member by email."

50

Please be sure to enter it in today's official minutes.

51

52 "We are here today because of the District's ongoing negligence, which is literally
53 flooding our backyards and destroying our shoreline. On December 21st, flood water covered
54 the trunks of several park trees by almost 3' and came within inches of entering our properties;
55 all because the pumps were not adequately-monitored or operated. Secretary Romano
56 defended the District's sloppy pump record-keeping and use and declared that flooding is fine
57 because the District technically owns the land the trees are planted on; that is unacceptable.
58 Superintendent Selchan's remarks showed clear contempt for the residents who pay his salary.
59 Mr. Selchan, we are not here because we are confused or misinformed. We are here because
60 we are the ones watching toxic, unannounced spraying, endanger our families and pets and kill
61 the grass that holds our shoreline together. We are here because we are watching preventable
62 flooding threaten our homes. We seek the mechanical harvesting of plants and debris at least
63 once per year, advanced notice and community input on all chemicals and spray schedules,
64 proper pump operation and accurate record-keeping to prevent flooding. More can be
65 accomplished by working with us than insulting us or having us removed from meetings, by
66 force, to stop our questions mid-sentence. Mr. Palmer, we are not intimidated by threatening
67 off-the-record comments and we will keep coming back until this board starts serving the public
instead of rubber-stamping District failures. Thank you."

Resident Joe Morera noted a few errors on one of the contracts that needs to be corrected. The name of the Parks Director should be changed from Greg Engell to Rob Hunter and the name of the clerk is Georgia Elliott.

In response to Ms. Guillo's public statement, Mr. Kaldor referenced the minutes of the previous meeting and stated Mr. Selchan addressed her concerns point by point during Staff Reports but she had already exited the meeting. He stated that he personally requested that Mr. Selchan's statements be transcribed verbatim and read the following statements from the November 12, 2025 meeting minutes:

"Regarding the Board's direction to tally her legal fees related to the resident's public records requests, the total amount from the first request on April 1, 2025 through November 2025 is \$8,274," and "The last request that was put forth by the resident was calculated at \$3,200 for Ms. Sanchez's and Mr. Rubio's time."

Mr. Kaldor stated his understanding from today's discussion is that does not include additional funds that the City had to pay for Ms. Sanchez's work as well as other work excluding the legal fees. Public records requests will be addressed further in the Sixth Order of Business. Mr. Kaldor stated he has a fervent belief in the public's access to information but, at the same time, his job as District President is to be fiscally responsible. If there is a public records issue or need for information, he does not want there to be abuse by the government; everything should be transparent but, at the same time, if the issues are already being addressed, there is a certain point when it becomes a burden on the community. If Ms. Guillo wants to address his points or the minutes, she is at liberty to do so in the second public comments section at the end of the meeting. But #1, Mr. Selchan addressed her concerns, which is included in the minutes, and she can address those comments at that time.

Mr. Selchan clarified that the comments he made were not in reference to anything Ms. Guillo said in a meeting; he was referring to an email she sent to the City.

Ms. Guillo exited the meeting.

FIFTH ORDER OF BUSINESS

**Discussion/Consideration/Ratification:
Performance Measures/Standards &
Annual Reporting Form**

98
99 **A. October 1, 2024 - September 30, 2025 [Posted]**

100 Ms. Rustin noted that Water Control Districts have different publishing and advertising
101 requirements than CDDs; therefore, the following change will be made to both Reports:

102 Goal 1.2, "Notice of Meetings Compliance": Change "Section 190.007 (1)" to "Section
103 189.0105"

104 **On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the**
105 **Goals and Objectives Reporting Fiscal Year 2025 Performance Measures and**
106 **Standards, as amended, were ratified.**
107
108

109 **B. October 1, 2025 - September 30, 2026**

110 Mr. Kaldor stated in Goal 3.3 related to the "Annual Financial Audit" states that the
111 audit satisfies the minimum requirements for special districts. As a representative of the
112 District, he does not like that and wondered if there could be a "maximum" audit of the budget.

113 Ms. Sanchez stated all the financials are audited and asked where the word "minimum"
114 is under the Goal 3.3.

115 Ms. Rustin stated Mr. Kaldor is referring to the audit required by State law, which is
116 Florida Statute 215.97, which requires all local governments to have an annual audit or have
117 one every three years for smaller organizations. This District is the threshold that requires it
118 annually. She reviewed the auditing process and stated Mr. Kaldor is referring to an accounting
119 audit, in addition to what is required by law.

120 Mr. Kaldor clarified that Goal 3.3 does not contain the word "minimum" the language of
121 the actual statements reads "Conduct an annual independent financial audit per statutory
122 requirements." and those statutory requirements use the word "minimum." Ms. Rustin stated
123 every district is allowed to set its own performance objectives. Mr. Kaldor could move the
124 Board to institute a procedure to have an additional audit performed that addresses his
125 concern.

126 Ms. Sanchez stated, regarding the budget discussion, the Board previously agreed that
127 she, Mr. Rubio, and Mr. Selchan would confer with the Board President before the next

proposed budget to discuss the line items so the Board can come to the proposed budget meeting aware of what is in the proposed budget.

Discussion ensued regarding the history of the Performance Measures and Goals, the Florida Legislature, the District's Policies and Procedures, a budgetary audit, the monthly unaudited financials, overspending by municipalities and governments throughout Florida, hiring an Independent Auditor, and the Board trusting District Staff.

Ms. Sanchez described the vendor invoices and payment approval process.

Ms. Rustin stated, regarding a DOGE audit, the Florida Executive Officer for Government Efficiency put together a packet on how local governments can do its own DOGE audit. She suggested contacting other districts to see if they hired DOGE consultants.

On MOTION by Mr. Palmer and seconded by Mr. Romano, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, as amended, were approved.

Mr. Kaldor motioned to authorize District Counsel to contact the Florida Association of Special Districts (FASD) and other districts regarding their hiring of DOGE consultants, request a how-to DOGE packet from the State and forward it to Ms. Sanchez for dissemination to the Board, and for the Board to revisit whether to form a committee or engage a consultant.

The motion died due to lack of a second.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-02, Approving and Adopting a Public Records Policy and Providing an Effective Date

Mr. Kaldor presented Resolution 2026-02.

Mr. Palmer motioned to approve Resolution 2026-02.

Mr. Romano seconded the motion.

Ms. Rustin recalled that the Board previously directed Staff to prepare a Public Records Request Policy, which is attached to the Resolution. She reviewed the Policy and stated State Law asserts that local governments can charge reasonable costs related to public records; the minimum amount of time required by law that Staff can commence charging is 15 minutes,

which ranges depending on the firm and the case. Asked if there is a minimum number of pages, Ms. Rustin replied no, it is just by time.

Mr. Kaldor voiced his opinion that the Policy lacks specificity. He noted that it came about because numerous requests were being made with no end in sight. He stated that the Board does not want to be an impediment from reasonable requests from reasonable individuals who just have a question, which could take 30 minutes to answer. He noted that the court system charges the general public for everything. He does not want the District to alienate members of the public in that manner, as this is a small local government. He stated the District is currently experiencing someone who is becoming a burden on the public and this must be addressed.

Ms. Rustin expressed her opinion that the Policy must address everyone in the same way, whether they make voluminous requests or a singular request. Mr. Kaldor clarified that he would like to address everyone equally but with specificity.

Discussion ensued regarding the verbiage in the Policy, reasonable requests, the \$10,000 in legal fees attributed to a prolific public records requester, how best to handle a prolific requester, how to proceed if a requester threatens to sue the District, a resident's request to change the District's lake maintenance policy to mechanical harvesting, photocopying fees, a reimbursement policy and revisions to the Policy.

Ms. Rustin will update the language of the Public Records Request Policy and present it again at the next meeting.

The motion was rescinded and removed.

Mr. Kaldor asked if the District needs an additional policy regarding prolific requesters.

Ms. Rustin will research how other Districts have handled similar situations and apprise the Board at the next meeting.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2025

<p>On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the Unaudited Financial Statements as of October 31, 2025, were accepted.</p>
--

EIGHTH ORDER OF BUSINESS**Approval of November 12, 2025 Regular Meeting Minutes**

The following changes were made:

Line 244: Change "street" to "canal"

Line 251: Change "somewhere it got" to "the area got" and change "that" to "this"

Line 252: Insert "in Boca" after "occurred" and change "this time" to "in Coral Springs"

Line 255: Change "when" to "before"

Line 267: Change "if you see a gap, it starts at 200 hours to 205 and so on. So, there are no gaps. Staff" to "if you see a gap, they did not run"

Line 268: Delete "write zeros every day; that is not how the data is recorded."

Line 271: Change "happening. That holds no water" to "running"

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

NINTH ORDER OF BUSINESS**Supervisors' Communications**

Mr. Palmer referred to a residents' public comment where she referenced "off-record threats." He stated that there have been zero threats made to that member of the public in any way shape or form. Secondly, regarding Lines 298 and 299 of the November 12, 2025 minutes, Mr. Palmer clarified that he did not go out and solicit a bank. He reviewed his extensive professional background as a real estate investor and agent, and asked for the Board's approval to designate him as a liaison to communicate with banks on the District's behalf.

Ms. Rustin stated, under the Sunshine Law, Mr. Palmer can meet with bankers for information gathering only but must report back. Ms. Sanchez stated District Management will not be switching banks for the Insured Cash Sweep (ICS) account and Staff sees no purpose in the designation.

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, designating Mr. Palmer as a District liaison to perform fact-finding related to District banking, at no cost to the District, was approved.

Regarding Ms. Guillo's comment that members of the public should not be cut off so they cannot be heard, Mr. Kaldor stated he was present at the meeting in question and she was not cut off. Her time expired by more than 15 seconds and she was politely asked to stop speaking.

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

- Consideration of Rio-Bak Corporation Revocable License Agreement**

Ms. Rustin presented the Revocable License Agreement for the West Outfall Canal (WOFC) Phase 2 project and asked for approval of the Agreement in substantially similar form.

Asked if there is a performance bond, Mr. Rubio replied affirmatively.

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the Rio-Bak Corporation Revocable License Agreement, in substantial form, was approved.

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

Mr. Rubio presented the Monthly Engineer's Report from November 12, 2025 to December 5, 2025. He presented the following ROW permit requests:

II. Permit Application(s)

- Mastec FB-HCS345**

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Right-of-Way Permit Application, submitted by Mastec Communications Group for directional bore installation of 140-LF HDPE conduit of the SWCD Canal running parallel to Coral Springs Drive, subject to the Special Conditions set forth in the October 21, 2025 recommendation letter, was approved.

- Mastec D-HCS350**

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Right-of-Way Permit Application, submitted by Mastec Communications Group, for directional bore installation of 50-LF HDPE conduit by the SWCD

Canal on Coral Hills Drive, subject to the Special Conditions set forth in the October 20, 2025 recommendation letter, was approved.

- Mastec FB-HCS334

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Right-of-Way Permit Application, submitted by Mastec Communications Group, for directional bore installation of 240-LF HDPE conduit by the SWCD Canal along NW 110TH Ave. & W. Sample Rd, subject to the Special Conditions set forth in the November 19, 2025 recommendation letter, was approved.

- Mastec D-HCS319

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Right-of-Way Permit Application, submitted by Mastec Communications Group, for directional bore installation of 70-LF HDPE conduit by NW 113th Way, subject to the Special Conditions set forth in the October 27, 2025 recommendation letter as revised November 19, 2025, was approved.

- Mastec D-HSC348

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Right-of-Way Permit Application, submitted by Mastec Communications Group, for directional bore installation of 208-LF HDPE conduit by 2 SWCD Canals (by NW 39th Ct and NW 99th Ave), subject to the Special Conditions set forth in the November 19, 2025 recommendation letter, was approved.

C. District Field Supervisor: Cory Selchan

- **Update: Letter from Florida Department of Agriculture and Consumer Services**

Mr. Selchan reported the following:

- Rainfall: Very little rainfall was received since the last meeting. Water levels continue to fall, especially with the current wind activity.
- Daily operations continue as always. The District is in good shape and received very few complaints from homeowners in the past month.
- An electric motor that was burned out was recently re-built and placed back in the pump station as a back-up motor and is ready for use.

Mr. Selchan stated that a resident made a complaint to the Florida Department of Agriculture and Consumer Services (FDAC), part of which entailed several other complaints. He

presented the letter from the FDAC and discussed the resident's concerns, including Mr. Selchan not having a spray license. He stated that he does not need a license; however, he had a spray license for 40 years and let it lapse but he has since re-instated it. He pointed out that the letter states that the District is in compliance with all the relevant requirements and the FDAC did not find any violations in its investigation.

Asked who paid for the report and how much it cost the District, Mr. Selchan stated he was unsure; the FDAC absorbed the costs.

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

- **Obstructions Removal Agreement – Option 2: 4324 NW 76th Avenue, Coral Springs, Florida 33065**

This item was an addition to the agenda.

Ms. Sanchez presented the Option 2 Agreement.

Mr. Selchan explained the obstruction removal process and asked the Board to approve Option 2 and engaging the lowest bidder for the project.

On MOTION by Mr. Kaldor and seconded by Mr. Palmer, with all in favor, the Option 2 Agreement for 4324 NW 76th Avenue, Coral Springs, Florida 33065 and engaging the lowest bidder, was approved.

- **Discussion: Meeting Location**

Ms. Sanchez stated Sartory Hall and Mullins Hall cannot guarantee meeting dates for the 2026 calendar year. She is working with them to secure dates. She asked if the Board is open to a different meeting location.

Discussion ensued regarding area hotels, particularly the La Quinta.

- **NEXT MEETING DATE: January 14, 2026 at 4:00 PM**

- **QUORUM CHECK**

The next meeting will be on January 14, 2026.

ELEVENTH ORDER OF BUSINESS

Public Comments

Mr. Morera stated that the Board always has the option to go through the Request for Proposals (RFP) process if the Board's goal is to seek potential savings. The RFP process allows the Board to examine all its options. Additionally, the District has a five-year Capital Improvement Plan (CIP) through Mr. Selchan and the District Engineer to proceed with projects that are most impactful. He discussed the budget, a previous State audit, and engaging financial institutions.

TWELFTH ORDER OF BUSINESS**New Business**

There was no new business.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Kaldor and seconded by Mr. Romano, with all in favor, the meeting adjourned at 11:57 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

343

344

345

346 _____
Secretary/Assistant Secretary

President/Vice President

**SUNSHINE
WATER CONTROL DISTRICT**

11

SUNSHINE WATER CONTROL DISTRICT

Operational Audit



**BOARD MEMBERS, DISTRICT MANAGER, DISTRICT ATTORNEY,
AND DISTRICT ENGINEER**

The Sunshine Water Control District Board Members, District Manager, District Attorney, and District Engineer who served during the period October 2011 through August 2013 are listed below:

Board of Supervisors

Jose "Joe" Morera, President

Emily Heafy, Vice President

Daniel Prudhomme, Secretary from March 13, 2013

David L. Hulett to March 12, 2013

District Manager

Craig Wrathell

Wrathell, Hunt & Associates, LLC

District Attorney

Terry Lewis, Esq.

Lewis, Longman & Walker, P.A.

District Engineer

IBI Group, Inc.

The audit team leader was Diana G. Garza, CPA, and the audit was supervised by M. Hardee Ratliff, Jr., CPA. Please address inquiries regarding this report to Marilyn D. Rosetti, CPA, Audit Manager, by e-mail at marilynrosetti@aud.state.fl.us or by telephone at (850) 412-2881.

This report and other reports prepared by the Auditor General can be obtained on our Web site at www.myflorida.com/audgen; by telephone at (850) 412-2722; or by mail at G74 Claude Pepper Building, 111 West Madison Street, Tallahassee, Florida 32399-1450.

SUNSHINE WATER CONTROL DISTRICT

EXECUTIVE SUMMARY

Our operational audit of the Sunshine Water Control District (District) disclosed the following:

GENERAL MANAGEMENT CONTROLS

Finding No. 1: The District had not adopted policies and procedures for the mitigation, detection, and reporting of fraud.

CONTRACTUAL SERVICES

Finding No. 2: District records did not adequately document the basis for selecting the District Manager, District Engineer, and District Attorney to provide professional services. Also, the District had not, since entering into contracts for these services in 2007, 2008, and 2009, respectively, employed a competitive selection process for these services.

Finding No. 3: Payments to the District Engineer were not always in accordance with rates or positions established in the contract. Also, District records did not evidence the specific basis upon which increases in the District Manager's compensation were determined.

Finding No. 4: The agreements and invoices related to the 2010-11 and 2011-12 fiscal year financial audits were not in accordance with Section 218.391(7), Florida Statutes.

MAJOR CAPITAL PROJECTS FINANCING

Finding No. 5: The District did not include all related costs or projects in developing its capital improvement plan used as the basis for determining the amount of needed long-term financing.

PUMP STATIONS REPLACEMENT PROJECT

Finding No. 6: The District did not procure engineering services for the pump stations replacement project, contrary to Section 287.055, Florida Statutes.

Finding No. 7: District records did not always evidence for the pump stations replacement project that subcontractors were selected, and materials or equipment purchased, using the competitive bid process required by the construction management company contract. Also, the District did not rebid certain work although the scope of the work significantly changed after the subcontractor was selected.

Finding No. 8: The District needed to enhance its procedures for monitoring and processing change orders on construction projects.

DISBURSEMENTS

Finding No. 9: District records did not adequately document the authorized public purpose served by some expenditures.

PERSONNEL ADMINISTRATION

Finding No. 10: The District did not always prepare written performance evaluations, contrary to its Personnel Manual.

CAPITAL ASSETS

Finding No. 11: The District's policies and procedures over tangible personal property needed improvement.

BACKGROUND

The Sunshine Water Control District (SWCD or District) is a special-purpose local government that was established on July 10, 1963, by Chapter 63-609, Laws of Florida, under the authority of Chapter 298, Florida Statutes. The SWCD is a drainage district that manages water from the environment that is channeled into its 22 miles of canals and waterways to protect its property owners from flooding. The SWCD covers the central area of the City of Coral Springs and comprises a total of approximately 3,000 acres.

The District's water control system consists of canals that convey water flow from north to south, terminating at the C-14 Canal. The system also includes numerous culverts allowing for system connections and water passage under roads, structures, and earthen obstacles. During periods of high canal and ground water level, the system is designed to discharge excess water south into the C-14 Canal by a forced-flow method utilizing pumps at two locations. For the District's West Basin, four water pumps pump up to approximately 50,000 gallons of water per minute per each pump. For the District's East Basin, four water pumps pump up to approximately 40,000 gallons of water per minute per each pump. This dispersing of excess water into the C-14 Canal is permitted and monitored by the South Florida Water Management District. Conversely, during periods of low ground water level, water flows to the District from the C-14 Canal by gravity, from south to north, allowing for the replenishment of ground water recharge system, used primarily for the benefit of the City of Coral Springs well fields.

The District is governed by a three-member Board of Supervisors (Board) elected by the owners of the property within the District for three year alternating terms. The Board exercises all powers granted to the District pursuant to Chapter 298, Florida Statutes. The Board has the responsibility for: 1) assessing and levying assessments; 2) approving budgets; 3) exercising control over facilities and properties; 4) controlling the use of funds generated by the District; 5) approving the hiring and firing of key personnel; and 6) financing improvements.

The Board contracts for a District Manager and administrative services, District Engineer (engineering firm), District Attorney, and employs a Field Superintendent and seven field staff to perform the District's water control operations. The District also contracts with other third-party vendors as needed.

FINDINGS AND RECOMMENDATIONS

General Management Controls

Finding No. 1: Fraud Policies and Procedures

Policies and procedures for communicating and reporting known or suspected fraud are essential to aid in the detection and prevention of fraud. Such policies and procedures should clearly identify actions constituting fraud, incident reporting procedures, responsibility for fraud investigation, and consequences for fraudulent behavior. Fraud policies and procedures are necessary to educate employees about proper conduct, create an environment that deters dishonesty, and maintain internal controls that provide reasonable assurance of achieving management objectives and detecting dishonest acts. In addition, such policies and procedures serve to establish the responsibilities for investigating potential incidents of fraud, taking appropriate action, reporting evidence of such action to the appropriate authorities, and avoiding damage to reputations of persons suspected of fraud but subsequently found innocent.

The District's Personnel Manual includes Policy No. 104 *Public Agency Ethics and Conduct* and Policy No. 108 *Standards of Ethical Conduct*. Although the Policies referred to the Code of Ethics for Public Officers and Employees, and

provided detailed information relating to ethical violations and what may constitute a conflict of interest, they did not identify actions constituting fraud, reporting procedures for suspected fraud, responsibility for fraud investigation, and consequences for fraudulent behavior.

In response to our inquiry, District management stated that the District was aware of the potential for fraud and provided compensating controls. While no instances of fraud were noted by us in the conduct of this audit, in the absence of formal fraud policies and procedures, there is an increased risk that a known or suspected fraud may be identified but not reported to the appropriate authority.

Recommendation: The Board should revise its formal policies and procedures to identify actions constituting fraud, incident reporting procedures, responsibility for fraud investigation, and consequences of fraudulent behavior.

Contractual Services

Finding No. 2: Acquisition of Professional Services

As a matter of good business practice, procurement of services should be done periodically using a competitive selection process to provide an effective means of procuring services at the lowest cost consistent with desired quality. Absent use of a competitive selection process, the District's ability to demonstrate the fair, equitable, and economical procurement of professional services may be limited. For professional services, it is imperative that criteria be established for the evaluation of potential contractors to ensure that the services obtained will be provided by individuals or firms best suited to meet the District's needs. Such criteria could include professional certifications, past performance, workload and availability, and location of the individual or firm. Criteria may also be weighted to emphasize the relative importance of the criteria to the service being obtained.

During the period October 2011 through August 2013, the District paid \$954,425 for District Engineer services, \$142,617 for District Manager services, and \$203,284 for District Attorney services. Our review disclosed that the District's procedures for procuring these services could be enhanced as discussed below.

Selection of Firms. Our review of the District's selection of the District Engineer (in 2008), District Manager (in 2007), and District Attorney (in 2009) disclosed the following:

- **District Engineer.** Section 298.16, Florida Statutes, requires the District to appoint a District Engineer, who may be an individual, copartnership, or corporation. The request for qualifications (RFQ) to select the District Engineer indicated that the District would comply with the procedures established in Section 287.055, Florida Statutes, in the selection process. Board meeting minutes (June 11, 2008) indicate that the District Manager advised the Board to include the following selection criteria: professional qualification, past performance, workload, location, certifications, timing, and budget. The Board elected to have the four respondents provide presentations during its June 11, 2008, Board meeting and established a numerical one to four ranking system for applying the criteria with one being the best firm. After presentations by the four respondents, each Board member prepared a ranking sheet showing their individual ranking of the four respondents. The highest rated firm was then selected by the Board. However, the individual Board member ranking sheets did not indicate how the selection criteria were applied using the ranking system.
- **District Manager.** The District did not use an RFQ to acquire district management services. Rather, the District placed an advertisement in the newspaper for interested firms to submit pricing and qualifications information to the District. Minutes of the Board's July 26, 2007, meeting indicated that four firms made presentations to the Board for management services. The minutes indicate that there was general discussion by the Board members and questions asked of each presenter by the Board members concerning matters such as pricing, accounting and budgeting services, management style, communication with the City and

residents of the District, professional liability insurance, financial strength of the firms, and transition planning. After the presentations, the Board voted unanimously to award the contract for management services to the District Manager. However, District records did not evidence the specific criteria used by the Board in evaluating the firms or the process used to rank the four firms.

- **District Attorney.** The RFQ for general counsel services did not establish criteria to be used during the evaluation process. Six responses were received by the District and three firms were selected to make presentations to the Board; however, absent criteria established to evaluate the responses and determine which firms would be invited to make presentations, the basis relied upon by the Board in making this decision was not evident. After the presentations, the Board ranked the firms one to three with one being the best firm. However, District records did not evidence the process used to rank the three firms.

The District has a responsibility to demonstrate proper stewardship over the expenditure of public funds, which includes maintaining sufficient evidence in its records to show the basis relied upon by the Board in selecting firms providing professional services to the District. While there was no specific requirement in law for the District to employ a specific competitive selection process for District Management and District Attorney services, the District recognized a need to use some form of a competitive selection process similar to that used for District Engineering services. The District's efforts in this regard could have been enhanced by documenting the specific criteria used in the evaluation and ranking process, which would have better demonstrated, of record, that the District selected these services in a fair, equitable, and economical manner.

Periodic Competitive Selection of Services. The District's contracts for District Management, District Engineer, and District Attorney services do not contain provisions defining a finite contract period and the District has not, since entering into contracts for these services in 2007, 2008, and 2009, respectively, employed a competitive selection process for these services to determine if other firms are willing to provide these services to the District at a lesser cost. Since the inception of these contracts, the fees for services have increased and, for the District Manager, services have been added. Periodically soliciting competitive proposals for these services would provide the District assurance that it is obtaining these services at the lowest possible costs consistent with desired quality.

Recommendation: The District should enhance its procedures for acquiring professional services to ensure that evaluation criteria are established, and the ranking and evaluation of individuals or firms are documented in the District's records. In addition, the District should consider competitively selecting professional services on a periodic basis to evidence that such services are obtained at the lowest cost consistent with desired quality.

Finding No. 3: Payments for Services

The District Engineer and District Manager were compensated in the manner described in their respective written contracts with the District. As discussed below, District records did not always evidence that payments to the District Engineer and District Manager were in accordance with the terms of the Board-approved contracts.

Payments to District Engineer. Of the \$954,425 paid to the District Engineer during the period October 2011 through August 2013, \$318,638 was for a pump stations replacement project, \$39,041 was for a culvert repair project, \$587,877 was for general services and meetings, and \$8,869 was for other miscellaneous work. The District's July 2008 written contract with the District Engineer established two methods to be utilized for compensation: lump sum amount and hourly personnel rates. The contract provided that hourly personnel rates would be utilized for services or projects where the scope of services is not clearly defined, and for recurring services or other projects where the District desires the use of the hourly compensation rates outlined in Schedule A of the contract. Additionally, the contract provided for the renegotiation of hourly rates on the annual anniversary of the contract.

Although the contract established hourly rates for services, invoices submitted for payment were not, in some instances, in sufficient detail to demonstrate that compensation was in accordance with the terms of the contract. Initially, invoices submitted from October 2011 to November 2012 did not include the hourly breakdown. In December 2012, several invoices for services from March through November 2012 were revised to include the hourly breakdown and all invoices issued subsequently included the hourly breakdown; however, the revised invoices included rates that were not in accordance with the established rate schedule and included positions that were not included in the rate schedule provided in the contract, as follows:

- The contract's hourly rate schedule established an hourly rate of \$195 for the Managing Principal but the invoices submitted for payment included an hourly rate of \$225. The rate schedule also included \$41 per hour for Administrative personnel, but invoices included rates of \$65 and \$54.90 per hour.
- Hourly rates for the following positions were not included in the rate schedule but were invoiced: Engineer (\$85 per hour), Senior CADD Technician (\$95 per hour), and Senior Transportation Engineer (\$175 per hour).

District records did not evidence annual renegotiations of the hourly rates since inception of the contract. Based on our review of invoices paid during the period October 2011 through August 2013, invoices totaling \$395,891 were not sufficiently detailed to demonstrate compliance with the contract rates, \$11,273 was billed for positions not included on the rate schedule, and \$17,474 was billed in excess of contract rates for positions included on the rate schedule.

Absent detailed invoices describing the hourly rate charged and the number of hours billed, and an adequate pre-audit of detailed invoices submitted, the District has limited assurance that payments made for services rendered are in compliance with the contract.

Payments to District Manager. The \$142,617 amount paid to the District Manager during the period October 2011 through August 2013 was based on compensation provisions included in the written contract dated September 12, 2007. The contract with the District Manager provided that the District Manager would initially be paid \$48,000 annually for various services categorized as financial accounting, management, recording, and special assessment services¹. The contract also provided for price adjustments to be considered each twelve-month period to compensate for market conditions, and the anticipated type and amount of work to be performed during the next twelve-month period. The contract further provided that fees for subsequent fiscal years would be adjusted by the Consumer Price Index (CPI), but in no event would the resulting increase be more than five percent per annum; however, the contract did not indicate the month or specific CPI index that would be used. The CPI is published monthly by the U.S. Bureau of Labor Statistics and is presented in various ways. For example, the CPI is presented as unadjusted or seasonally adjusted; for all urban consumers and for urban wage earners and clerical workers; and by size of city or regional location within the country; and the CPI could include all items or specified expenditure groups, such as food or energy. The annual fee paid to the District Manager for services increased by 3.5 and 3 percent for the 2008-09 and 2009-10 fiscal years, respectively, and by 1.5 percent each fiscal year thereafter. District records did not document the specific basis upon which the increases in the District Manager's compensation were determined.

¹ Subsequent to the September 2007 contract, the Board approved contract amendments for the addition of human resources services (\$6,000 annually, approved October 2010) and additional accounting services for bonds (\$13,500 annually, approved July 2011).

Recommendation: The District should enhance its procedures to ensure that invoices submitted by the District Engineer are in sufficient detail, and compensation billed is determined to be in accordance with contract terms prior to payment. The District should also obtain from the District Engineer sufficiently detailed documentation to support payments made and take appropriate action to recover overpayments. Additionally, the District should enhance its procedures to document the specific basis upon which increases in the District Manager's compensation are determined.

Finding No. 4: Auditing Services

Pursuant to Section 218.39, Florida Statutes, the District must provide for an annual financial audit. The audit must be conducted by an independent certified public accountant selected pursuant to Section 218.391, Florida Statutes. Section 218.391(7), Florida Statutes, requires a procurement of audit services to be evidenced by a written contract that includes a provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract.

In December 2007, the District entered into a contract with an auditing firm for auditing services. Under the terms of the contract, the contract would apply to audits for the 2006-07 fiscal year and each fiscal year thereafter through the 2011-12 fiscal year, provided that the District Manager renewed the contract for each fiscal year subsequent to the 2006-07 fiscal year. For the 2007-08 through 2011-12 fiscal year audits, engagement letters, approved by the District Manager, served to renew the contract and establish the terms and fees for the audits. The engagement letters for the 2010-11 and 2011-12 fiscal years provided for maximum fee amounts of \$15,300 and \$15,500, respectively, and the District paid the maximum amounts. The contract also required that invoices be rendered each month as work progressed and invoices submitted in sufficient detail to demonstrate compliance with the terms of the contract. However, the invoices the auditing firm submitted to the District provided no detail as to the amounts billed, such as the staff level or hourly rates for each staff level. As such, District records did not demonstrate that the amount invoiced and paid was in accordance with the contract.

Recommendation: The District should enhance its monitoring procedures over auditing services to ensure that invoices submitted are in sufficient detail, and compensation billed is determined to be in accordance with contract terms prior to payment.

Major Capital Projects Financing

Finding No. 5: Capital Improvement Plan

The Government Finance Officers Association (GFOA) issues a series of guides for elected officials, including one regarding debt issuance. In this guide, the GFOA indicates that a capital improvement plan (CIP) identifies projects to be funded, funding sources, and project expenditures over a specified period. The CIP is a management tool that assists in establishing priorities to balance capital needs with all available financing, matching projects with appropriate funding alternatives, ensuring that debt-financed projects do not exceed legally permitted levels of debt issuance, and establishing a plan for debt issuance to meet expenditure requirements.

On April 28, 2011, the District issued \$12,880,000 of Special Assessment Revenue Improvement Bonds, Series 2011. The bonds were issued to finance the acquisition and construction of certain public infrastructure components of the District's five-year CIP approved by the Board on December 8, 2010. The Series 2011 Bonds were issued pursuant to Chapter 298, Florida Statutes; Chapter 63-609, Laws of Florida; and a resolution adopted by the Board on

March 9, 2011. The total cost of the five-year CIP was estimated to be \$18,006,750 which, with the addition of a ten percent contingency of \$1,800,675, totaled \$19,807,425. According to the Official Statement associated with the bonds, the District planned to fund a portion of the costs of the five-year CIP in the amount of \$11,247,557 with bond proceeds and the balance of the costs in the amount of \$8,559,868 with internally generated funds and designated capital reserves. The bond indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of the proceeds to pay for infrastructure improvements and the procedures to be followed by the District in assessing property owners to repay the bonds.

Of the \$18,006,750 of capital improvements listed in the five-year CIP, \$6,612,000 (37 percent) was planned for the replacement of pump station Nos. 1 and 2, and \$1,008,000 (6 percent) was planned for the replacement of 9 culverts and repairs to 15 culverts. Thus, the total estimated cost for the two pump stations and 24 culverts was \$7,620,000. An additional \$300,000 was planned for new culverts or future culvert replacements. Our review of the pump stations replacement project disclosed the following:

- A total of 26 change orders were issued for the pump stations replacement project increasing the project cost by a total of \$2,086,798 or 31 percent (see further discussion in finding No. 8). For example, one of the change orders on the pump stations replacement project was for the restoration of two culverts for a total of \$1,176,389, excluding engineering costs totaling \$176,441 paid to the District Engineer through November 2013 associated with the culvert restoration. The two culverts restored were not included on the list of 24 culverts to be replaced or repaired as contemplated by the District's five-year CIP.
- According to District records, payments to the District Engineer related to the pump stations replacement project included \$918,259 for engineering costs for the period March 2009 through November 2013. The District Engineer's Report for the Amended Water Control Plan, included as part of the Official Statement, indicated that engineering costs were included in the estimated \$6,612,000 cost of the pump stations replacement project shown in the District's five-year CIP. However, District records did not evidence that the \$6,612,000 cost of the project shown in the five-year CIP included engineering costs.

Given the numerous change orders increasing the project cost and the apparent omission of engineering costs from the five-year CIP, the actual costs of the pump stations replacement project was considerably more than what the District estimated costs would be. Failure to accurately estimate the scope and costs of capital improvements increases the District's risk that sufficient resources will not be available to fund all needed improvements.

Recommendation: The District should ensure that all project costs are considered in preparing its five-year CIP to ensure that adequate funds are available for all needed projects, particularly when long-term financing will be needed.

Pump Stations Replacement Project

According to District personnel, the two new pump stations replaced existing 45-year old facilities that were a critical part of the stormwater management system, serving approximately 16,000 landowners and 5,000 acres of residential and commercial lands in Coral Springs, Florida. The new pump stations included an emergency generator, diesel fuel storage tank, telemetry system, four electrical pumps, security system, and access and storage for maintenance and operations equipment.

Finding No. 6: Project Engineering Services

Section 287.055, Florida Statutes, the Consultant's Competitive Negotiation Act (CCNA), sets forth requirements for the procurement and contracting of professional services, including engineering services, for each project the basic construction cost of which is estimated to exceed \$325,000. The initial contract with the construction management

services company for the pump stations replacement project totaled \$6,639,031, which exceeded the threshold established in the CCNA. However, the District did not procure the engineering services for the project using the competitive selection process required by the CCNA. Rather, the District used the District Engineer for the project's engineering services. Absent utilization of the required competitive selection process, the District's ability to demonstrate the fair, equitable, and economical procurement of professional services is limited.

In response to our inquiry, the District Attorney indicated that the selection process used by the District in 2008 to acquire the services of the District Engineer was, in his opinion, in compliance with all substantive provisions of Section 287.055, Florida Statutes, and that Section 298.16, Florida Statutes, provides a separate authority for the appointment of water control district engineers and does not require the competitive selection specified by the CCNA. The District Attorney also indicated that among the reasons for the 2008 RFQ for District Engineer was the need for a thorough analysis by qualified engineers of everything that would need to be done in the way of District restoration including pump station renovation or restoration and design of new facilities if necessary. However, District records did not evidence contemplation of the pump stations project in the RFQ issued. Further, while Section 298.16, Florida Statutes, provides authority for the District to hire a District Engineer, nothing in Section 298.16, Florida Statutes, indicates that the District is not subject to the requirements of the CCNA for project costs that exceed the threshold indicated therein.

Recommendation: **The District should seek an Attorney General's opinion concerning the applicability of Section 287.055, Florida Statutes, for engineering services when estimated project costs exceed the threshold indicated therein.**

Finding No. 7: Awarding of Subcontractor Contracts

The District employed a construction management company for the pump stations replacement project. The construction management company was responsible for all scheduling and coordination in both design and construction phases and was generally responsible for the successful, timely, and economical completion of the project. The District entered into a guaranteed maximum price (GMP) contract with the construction management company. A GMP contract allows for the difference between the actual costs of the project and the GMP amount, or the net cost savings, to be returned to the District. A GMP contract requires District personnel to closely monitor construction costs and the award of bids to subcontractors.

Section 2.3.2.1 of the contract with the construction management company required the construction management company to obtain a District-approved list of subcontractors and suppliers of materials or equipment. Our review disclosed the following instances in which District records did not evidence that the construction management company selected subcontractors, or purchased materials or equipment, using the required competitive bid process:

- The District utilized advance procurements of certain specialized equipment as a means to ensure that such specialized equipment would be available in a timely manner to facilitate timely completion of the project. The Board approved the advance procurement purchase of equipment totaling \$1,391,467 for pumps (\$795,367), emergency generators (\$418,000), and controls (\$178,100). District records evidenced the receipt of bids for the purchases of the pumps and emergency generators. Regarding the purchase of the controls, minutes of the Board's April 13, 2011, meeting indicated that the Board engineer "assured the Board that the contractor was selected based on an evaluation of an exhaustive set of proposals" and that three control companies provided proposals and qualifications to the construction management company. However, District records did not evidence that the controls were purchased using a competitive bid process.
- A subcontract totaling \$2,965,800 was awarded for various work to be performed. A letter dated May 9, 2011, from the construction management company recommended a specific company be awarded the

subcontract for this work and the District subsequently awarded the subcontract to the recommended company. The letter identified the work as: earthwork (including temporary cofferdam and dewatering), paving, underground utility, installation of pumps, demolition, concrete, and miscellaneous metals.

The District provided us summary bid sheets prepared by the construction management company for the following work: dewatering, concrete shell package, demolition, and miscellaneous metals. However, summary bid sheets were not provided for the remaining work identified above in the recommendation letter (i.e., temporary cofferdam, paving, underground utility, or installation of pumps). Further, the summary bid sheet for the concrete shell package appeared incomplete as no base quote was indicated for the company awarded the subcontract. Additionally, District records did not evidence the bids submitted by the companies.

- A subcontract totaling \$20,640 was awarded for stucco work. District records evidenced a bid summary sheet showing four bidders with bids of \$19,188, \$20,640, \$29,956, and \$34,038, respectively. Although the bid summary sheet indicated that the selected company submitted a bid for \$20,640, the contract indicated an original amount of \$37,800 and contained a handwritten notation adding \$14,000 for extra scaffolding, bringing the total to \$51,800. District personnel stated that there were additional costs due to elevation issues, and an additional 20 feet of exposed wall due to the canal embankment, that was not shown on the contract documents and because of the small amount of added scope, the work was not rebid to all the bidders. However, given that the cost of these services increased 151 percent from an initial bid of \$20,640 to a final contract amount of \$51,800, without rebidding the project, District records did not demonstrate that the services were acquired for the best possible cost.

Absent competitive selection of goods and services using the competitive bid process required by Section 2.3.2.1 of the contract with the construction management company, and rebidding subcontractor services when the scope of the services substantially changed after the subcontractor was selected, the District had limited assurance that it maximized cost savings under the GMP.

Recommendation: The District should revise its procedures to require the retention of bids received from potential subcontractors and suppliers, and rebidding of subcontractor services when the scope of the services substantially changes after the subcontractor is selected.

Finding No. 8: Project Change Orders

Section 7.2.1 of the contract with the construction management company required that change orders addressing changes in the scope of work be signed by the engineer (District Engineer), the owner (Board), and the contractor (construction management company), and indicated that the signing of change orders by these parties signifies their agreement with all the required elements. A total of 26 change orders totaling \$2,086,798 were issued related to the pump stations replacement project. Our review of the change orders disclosed the following:

- Twelve change orders totaling \$357,633, including nine change orders ranging from \$23,769 to \$59,170, were not approved by the Board prior to the dates on which the work identified on the change order commenced. Also, for eight other change orders totaling \$354,638, including four change orders ranging from \$19,532 to \$269,171, District records did not evidence whether or not the Board approved the change orders prior to the dates on which the work commenced because District records did not indicate when the work commenced. The Board had not adopted a policy delegating approval authority for commencement of the work, prior to Board approval, for change orders below a specified cost threshold. Prior approval by the Board of the work included on a change order affords the District the opportunity to review the scope and cost of the work contemplated thus ensuring that the Board is in agreement with any such changes before the commencement of any work.
- Three change orders totaling \$273,819, including one for \$172,880, were not signed or dated by the contractor. Change orders signed by all involved parties establish responsibility and accountability for the work to be completed.

Recommendation: The District should ensure that its records demonstrate that any needed change orders are reviewed and approved, and signed by all applicable parties, prior to commencement of work contemplated by the change orders. If it is the Board's intent to allow staff to approve commencement of work pursuant to change orders before Board approval, the Board should develop a policy providing the conditions under which such approvals are permitted.

Disbursements

Finding No. 9: Questioned Expenditures

Expenditures of public funds must, to qualify as authorized expenditures, be shown to be authorized by applicable law or ordinance; reasonable in the circumstances and necessary to the accomplishment of authorized purposes of the governmental unit; and in pursuit of a public, rather than a private, purpose. Additionally, the Attorney General has indicated on numerous occasions that documentation of an expenditure in sufficient detail to establish the authorized public purpose served, and how that particular expenditure serves to further the identified public purpose, should be present at the point in time when the voucher is presented for payment of funds. The Attorney General has further indicated that unless such documentation is present, the request for payment should be denied.

Our test of 15 expenditures totaling \$770,727, and review of other selected expenditure transactions, disclosed that the District records generally evidenced the public purpose of District expenditures. However, we noted the following expenditures totaling \$1,878 for which the authorized public purpose was not evident in District records:

- A bonus of \$1,000 paid to the former District Attorney based on his long years of service to the District.
- Field office expenses totaling \$728, including coffee (\$383) and holiday luncheons (\$345).
- Flowers for the District's consulting engineer's mother's funeral totaling \$150.

Our review also disclosed that the District paid sales tax totaling \$1,410 for diesel fuel purchased by a subcontractor in connection with the pump stations replacement project, although the contract with the subcontractor stated that the subcontractor would coordinate direct purchases with the District as a part of the tax-exempt savings plan. District records did not evidence why the District did not elect to take advantage of this opportunity to avoid sales taxes.

Recommendation: The District should document in its public records the reasonableness of, and public purpose served by, the questioned expenditures totaling \$1,878. Additionally, the District should take advantage of its sales tax exemption status by making direct purchases of materials when possible.

Personnel Administration

Finding No. 10: Performance Evaluations

District Personnel Manual Section 209, Performance Evaluations, provides that "... formal performance evaluations are conducted to provide both supervisors and employees the opportunity to discuss job tasks, identify and correct weaknesses, encourage and recognize strengths, and discuss positive, purposeful approaches for meeting goals. The performance of all employees is generally evaluated according to an ongoing 12 month cycle, beginning at the fiscal-year end." The Personnel Manual further provides that "Merit-based pay adjustments are awarded by the Sunshine Water Control District in an effort to recognize truly superior employee performance. The decision to

award such an adjustment is dependent upon numerous factors, including the information documented by this formal performance evaluation process.”

Although there was a written evaluation of the Field Superintendent performed by the District Manager, there were no written performance evaluations of the Field Superintendent’s employees. District personnel stated that those reviews have historically been verbal; however, such evaluations should be written so that they constitute formal evaluations as required by the Personnel Manual. In addition, when performance evaluations are not written, District records do not demonstrate feedback provided to employees, including identification of noted weaknesses and approaches for meeting goals. Further, although merit pay was not awarded during our audit period, when evaluations are not written, there is no documented performance basis for awarding merit pay.

Recommendation: The District should ensure that performance evaluations are written in accordance with the Personnel Manual.

Capital Assets

Finding No. 11: Tangible Personal Property

To ensure proper accountability and safeguarding of tangible personal property (i.e., furniture, fixtures, and equipment, and vehicles), the District should maintain an adequate record of each property item and should perform comparisons of detailed property records with existing assets at reasonable intervals, and take appropriate action with respect to any differences. The District reported tangible personal property totaling \$233,457 as of August 31, 2013.

The District’s property records did not include all of the information necessary to properly identify and evidence the establishment of accountability for tangible personal property. The records included serial numbers and vehicle identification numbers; however, other information, such as model and year of vehicles and equipment, was not recorded. Additionally, the location and condition of property items was not indicated in the property records. Further, a physical inventory of tangible personal property had not been performed and reconciled to the District’s tangible personal property records during the period October 2011 through August 2013. District personnel indicated that the Field Superintendent performed a yearly count of the District’s tangible personal property for insurance purposes, and the District updates its listing of tangible personal property when new property is purchased or property is disposed of; however, District records did not evidence the yearly count or a reconciliation of the count to the property records.

The establishment of sufficiently detailed property records and periodic physical inventory of property items, with a reconciliation to the detailed property records, are necessary to provide a basis for accountability over and the safeguarding of tangible personal property. In the absence of such controls, there is an increased possibility that errors and misappropriation of property could occur and not be timely detected.

Recommendation: To ensure proper accountability and safeguarding of tangible personal property, the District should maintain an adequate record of each property item. The District should also conduct an annual complete physical inventory of all tangible personal property and reconcile the physical inventory to the property records.

OBJECTIVES, SCOPE, AND METHODOLOGY

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations. We conducted this audit pursuant to Section 11.45(3), Florida Statutes.

We conducted this operational audit from September 2013 to January 2014 in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

The objectives of this operational audit were to:

- Evaluate management's performance in establishing and maintaining internal controls, including controls designed to prevent and detect fraud, waste, and abuse, and in administering assigned responsibilities in accordance with applicable laws, rules, regulations, contracts, grant agreements, and other guidelines.
- Examine internal controls designed and placed in operation to promote and encourage the achievement of management's control objectives in the categories of compliance, economic and efficient operations, reliability of records and reports, and the safeguarding of assets, and identify weaknesses in those controls.

This audit was designed to identify, for those programs, activities, or functions included within the scope of the audit, deficiencies in management's internal controls, instances of noncompliance with applicable laws, rules, regulations, contracts, grant agreements, and other guidelines, and instances of inefficient or ineffective operational policies, procedures, or practices. The focus of this audit was to identify problems so that they may be corrected in such a way as to improve government accountability and efficiency and the stewardship of management. Professional judgment has been used in determining significance and audit risk and in selecting the particular transactions, legal compliance matters, records, and controls considered.

For those programs, activities, and functions included within the scope of our audit, our audit work included, but was not limited to, communicating to management and those charged with governance the scope, objectives, timing, overall methodology, and reporting of our audit; obtaining an understanding of the program, activity, or function; exercising professional judgment in considering significance and audit risk in the design and execution of the research, interviews, tests, analyses, and other procedures included in the audit methodology; obtaining reasonable assurance of the overall sufficiency and appropriateness of the evidence gathered in support of our audit findings and conclusions; and reporting on the results of the audit as required by governing laws and auditing standards.

The scope and methodology of this operational audit are described in Exhibit A. Our audit included the selection and examination of various records and transactions occurring from October 2011 through August 2013, and selected actions taken prior and subsequent thereto. Unless otherwise indicated in this report, these records and transactions were not selected with the intent of projecting the results, although we have presented for perspective, where practicable, information concerning relevant population value or size and quantifications relative to the items selected for examination.

An audit by its nature does not include a review of all records and actions of agency management, staff, and vendors, and, as a consequence, cannot be relied upon to identify all instances of noncompliance, fraud, waste, abuse, or inefficiency.

AUTHORITY

Pursuant to the provisions of Section 11.45, Florida Statutes, I have directed that this report be prepared to present the results of our operational audit.



David W. Martin, CPA
Auditor General

MANAGEMENT'S RESPONSE

Management's response is included as Exhibit B. The response was accompanied by attachments, which may be viewed on our Web site.

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EXHIBIT A
AUDIT SCOPE AND METHODOLOGY

Scope (Topic)	Methodology
Organizational Issues	Reviewed the duties and responsibilities administratively assigned to the District and examined and reviewed documentation such as organizational charts and minutes of board meetings.
Written Policies and Procedures	Determined whether the District had written policies and procedures in place for major District functions.
Capital Assets	Tested transactions to determine whether expenditures of bond proceeds were made in accordance with restrictions contained in the bond resolutions. Determined whether records to account for tangible personal property purchased with bond proceeds were established, and proper accountability maintained by a periodic comparison of subsidiary ledgers with control accounts and a physical inventory of property acquired.
Long-Term Debt	Reviewed policies and procedures for administration of debt issued to determine compliance with applicable laws, rules, regulations, contracts, District policies and procedures, and other guidelines.
Procurement of Goods and Services	Tested transactions to determine whether expenditures were made in accordance with applicable laws, rules, regulations, contracts, District policies and procedures, and other guidelines.
Contractual Agreements and Expenditures	Tested contractual services payments to determine whether expenditures were made in accordance with applicable laws, rules, regulations, contracts, District policies and procedures, and other guidelines. Determined whether contractors were selected in accordance with applicable laws, rules, regulations, contracts, District policies and procedures, and other guidelines.
Board of Supervisor Election Process	Reviewed supervisor election policies and procedures for compliance with applicable laws, rules, regulations, contracts, District policies and procedures, and other guidelines.
Related-Party Transactions	For selected District officials, reviewed Department of State Division of Corporation records and District records to identify any potential relationships that represent a conflict of interest with District vendors.
Land Transactions for Rights-of-Way and/or Buffer Zones	Reviewed District actions related to land transactions for rights-of-way and/or buffer zones as to propriety and legal sufficiency.

**EXHIBIT B
MANAGEMENT'S RESPONSE**



June 10, 2014

Mr. David W. Martin, CPA
Auditor General, State of Florida
G74 Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

Dear Mr. Martin:

Enclosed are the Sunshine Water Control District's ("SWCD") responses to the tentative audit findings and recommendations of the Auditor General.

Finding No. 1: The District had not adopted policies and procedures for the mitigation, detection, and reporting of fraud.

SWCD response: No instances of fraud were discovered during the operational audit. There is no federal or state statute or regulation that obligates a local government to affirmatively adopt individual written policies regarding fraud. However, all entities doing business with the district are required to execute affidavits of public entity crimes swearing that they have not been charged with or convicted of any white collar crime, including fraud on a local government. Additionally, any evidence of fraud on the district by its employees or contractors will be investigated and prosecuted to the fullest extent of the law.

SWCD believes it has strong internal controls in place to prevent fraud. SWCD understands that it does not have a formal fraud reporting procedure. Therefore, SWCD is drafting and will present a Fraud Reporting Policy to the SWCD Board for consideration.

Finding No. 2: District records did not adequately document the basis for selecting the District Manager, District Engineer, and District Attorney to provide professional services. Also, the District had not, since entering into contracts for these services in 2007, 2008, and 2009, respectively, employed a competitive selection process for these services.

SWCD response: For Legal and Management services, there is no legal requirement to conduct a Request for Qualifications/Request For Proposals selection process. For both the selection of District Legal Counsel and District Manager, the Board relied upon Chapter 298.19 F.S. However, in both instances, the Board exceeded state statute and mimicked the process under Chapter 287.055 F.S., in selecting District Counsel and District Management. Thus, in both instances, the SWCD exceeded state statute.

For the RFQ for legal services, the Board advertised in a newspaper of general circulation (proof of publication attached for the Sun-Sentinel). Six responses were received from qualified legal

6131 Lyons Road, Coconut Creek, Florida 33073 ■ 954-426-2105 Phone ■ 954-426-2147 Fax
www.sunshinewcd.net

EXHIBIT B (CONTINUED)
MANAGEMENT'S RESPONSE

firms. Those firms were R. Bruce Cranmer, P.A., Rothstein, Rosenfeldt, Adler, Caldwell, Pacetti, Edwards, Schoech & Viator, LLP, Lewis, Longman & Walker, P.A., Weiss, Serota, Helfman, Pastoriz, Cole & Boniske, P.L., and Becker & Poliakoff, P.A. Three of the six firms were shortlisted and invited to give presentations. Extensive presentations were provided by each firm with a question and answer session following. After this deliberative process, the Board unanimously ranked Lewis, Longman, & Walker as the #1 firm. Enclosed, please find the applicable May 13, 2009 and June 10, 2009 meeting minutes. All discussions and presentations occurred at publicly advertised Board meetings held at the City of Coral Springs City Hall Commission Chambers in accordance with the Sunshine Law.

Of note, SWCD is highly confident that its General Counsel selection process successfully performed as intended by the Sunshine Water Control District. Rothstein, Rosenfeldt, Adler (RFQ response attached) was not selected for presentation by SWCD. Convicted Ponzi schemer Scott Rothstein of Rothstein, Rosenfeldt, Adler was sentenced to 50 years in federal prison for masterminding a \$1.4 billion Ponzi scheme in June 2010 (approximately one year after responding to the SWCD RFQ for legal services). Lewis, Longman, & Walker continues to successfully serve the Sunshine Water Control District.

For the RFP/RFQ for District Management Services, the Board advertised in a newspaper of general circulation (proof of publication attached for the Broward Daily Business Review). Four responses were received from qualified management firms. Those firms were New Community Strategies, District Offices, LLC, Wrathell, Hart, Hunt & Associates, LLC, and Severn Trent Services. The four firms were invited to give presentations. Extensive presentations were provided by each firm with a question and answer session following. After this deliberative process, the Board unanimously ranked Wrathell, Hart, Hunt & Associates, LLC, as the #1 firm. Enclosed please find the applicable meeting minutes from the July 26, 2007 Sunshine Water Control District Board meeting. All discussions and presentations occurred at publicly advertised Board meetings held at the City of Coral Springs City Hall Commission Chambers in accordance with the Sunshine Law.

Of final note, SWCD is confident that its District Manager selection process performed as intended by the Sunshine Water Control District. Wrathell, Hunt & Associates, LLC continues to successfully serve the Sunshine Water Control District.

For District Engineering services, per Chapter 298.16 F.S., SWCD has specific authorization to appoint a District Engineer without being required to follow the RFQ process outlined by Chapter 287.055 F.S. In this instance, the Board exceeded state statute and mimicked the process under Chapter 287.055 F.S., in selecting the District Engineer.

For the RFQ for Engineering Services, the Board advertised in newspapers of general circulation (proofs of publication attached for the Sun-Sentinel, Miami Herald, and Palm Beach Post). Four responses were received from qualified engineering firms. Those firms were CH2M Hill, Craig A. Smith & Associates, Hydra Engineering, and Rhon Ernest-Jones Consulting Engineers (acquired by the IBI Group). The four firms were invited to give presentations. Extensive presentations were provided by each firm with a question and answer session following. After this deliberative process, the Board ranked Rhon Ernest-Jones Consulting Engineers as #1 firm and authorized staff to enter into negotiations. Enclosed please find the applicable May 14, 2008

EXHIBIT B (CONTINUED)
MANAGEMENT'S RESPONSE

and June 11, 2014 meeting minutes. All discussions and presentations occurred at publicly advertised Board meetings held at the City of Coral Springs City Hall Commission Chambers in accordance with the Sunshine Law.

Of note, SWCD is highly confident that its District Engineer selection process performed as intended by the Sunshine Water Control District. IBI Group (acquired Rhon Ernest-Jones Consulting Engineers) continues to successfully serve the Sunshine Water Control District. Pursuant to Chapter 298, Florida Statutes, the district engineer, attorney and manager's employment is reviewed each year at the district's annual landowner's meeting, as well as during budget preparation. These employees are terminable at will. The Sunshine Water Control District holds publicly advertised monthly Board meetings. At any of those meetings, District Manager, District Counsel, and District Engineering service providers can be terminated with a simple motion of a Board member and a majority vote of the Board. The SWCD Board has a Board of three and therefore, only a motion and an affirmative vote of two of the three Board members is required to terminate the contract of said service providers. Moreover, SWCD presents a proposed district budget each May/June and adopts the Budget each September. During this four to five month process, the Board extensively reviews the costs and performance of all service providers and staff members. Lastly, it is clear based upon the fact that the SWCD Board made wholesale changes to District Management, General Counsel, and the District Engineer in the instances described above, the SWCD Board is fully capable and adept at determining the performance and cost-effectiveness of its service providers and staff. If a service provider is failing in its service delivery and/or increases its cost for services beyond what is accepted in the market, the Board has and will replace those ineffectual and/or costly service providers. In summation, SWCD strongly believes it has closely adhered to all statutory requirements and has in fact exceeded statutory requirements in these instances.

Finding No. 3: Payments to the District Engineer were not always in accordance with rates or positions established in the contract. Also, District records did not evidence the specific basis upon which increases in which the District Manager's compensation were determined.

SWCD response: The discrepancies that have been pointed out are in the process of being addressed. SWCD will draft a letter to the District Engineer outlining the deficiencies to be corrected for the period March through November 2012. The District Engineer will be required to cure any deficiencies noted and remit any required reimbursements to SWCD. Moreover, District Engineer will be required to provide an updated hourly rate schedule to be approved by the SWCD Board at a publicly advertised Board meeting.

Regarding District Manager, at the discretion of the SWCD Board, the contract can be amended to reflect the necessary scope of services to serve SWCD.

Finding No. 4: The agreements and invoices related to the 2010-11 and 2011-12 fiscal year financial audits were not in accordance with Section 218.391, Florida Statutes.

SWCD response: The District has recently gone through the auditor selection process. Auditor has agreed to amend fee schedule to be on a flat fee basis.

EXHIBIT B (CONTINUED)
MANAGEMENT'S RESPONSE

Finding No. 5: The District did not include all related costs or projects in developing its capital improvement plan used as the basis for determining the amount of needed long-term financing.

SWCD response: Sunshine Water Control District is more than 50 years old. Many of the original engineering drawings and final as-built drawings simply no longer exist. Further, original district construction, in many cases, was not completed due to geological conditions (dense cap rock that could not be excavated with available equipment). Hence, current district engineers and contractors were dealing with the unknown in many instances and had no alternative but to adjust design and construction plans, as these conditions were discovered.

Finding No. 6: The District did not procure engineering services for the pump stations replacement project, contrary to Section 287.055, Florid Statutes.

SWCD response: Thank you for your recommendation and guidance on this matter. SWCD will take the Auditor General's recommendations on this matter under advisement for future projects.

Finding No. 7: District records did not always evidence for the pump stations replacement project that subcontractors were selected, and materials or equipment purchased, using the competitive bid process required by the construction management company contract. Also, the District did not rebid certain work although the scope of the work significantly changed after the subcontractor was selected.

SWCD response: The vast majority of the bids were retained by SWCD and supplied to the Auditor General. For those instances bids were not retained, SWCD will for future projects adhere to your recommendations.

Finding No. 8: The District needed to enhance its procedures for monitoring and processing change orders on construction projects.

SWCD response: SWCD will develop a policy that will provide for and outline the parameters to allow staff to commence work pursuant to change orders before Board approval.

Finding No. 9: District records did not adequately document the authorized public purpose served by some expenditures.

SWCD response: Recognition of district employees who protect the property of more than 16,000 property owners of Coral Springs during flood disasters is legally authorized.

SWCD recognizes the Auditor General's recommendation regarding the bonus awarded to the former District General Counsel and will keep under advisement.

Finding No. 10: The District did not always prepare written performance evaluations, contrary to its Personnel Manual.

SWCD response: Noted and will be remedied in the future.

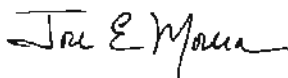
Finding No. 11: The District's policies and procedures over tangible personal property needed improvement.

EXHIBIT B (CONTINUED)
MANAGEMENT'S RESPONSE

SWCD response: SWCD does inventory all materially valuable property annually for insurance purposes. SWCD recognizes the Auditor General's recommendation regarding this matter and will enhance its inventory procedures.

In closing, SWCD recognizes and appreciates the findings and recommendations of the Auditor General. Perhaps, part of this Operational Audit process should dedicate a section of the Auditor General's report to outlining the fact that the SWCD has dramatically improved the functionality of the District's drainage system originally built nearly fifty years ago. SWCD replaced two antiquated liquid propane powered pump stations, built in the 1960s, that could not be manned and safely operated during hurricane force winds; thus shutting down the District's ability to drain water during the most critical times. SWCD is in the process of excavating and widening its main drain canals, which were not initially constructed according to the original design specifications and had multiple decades worth of silt buildup impeding water flows. SWCD also removed large trees and vegetation from canal banks that were blocking the District's ability to access vital canals for on-going maintenance, excavation, and widening work. Moreover, the vegetation that was illegally placed on Sunshine canal ROW has been removed to ensure that during high-wind hurricane events, those obstructions will not fall into vital main drain canals and impede or completely block critical drainage. Furthermore, the two 84" culverts, referenced in the Operational Audit, that were installed and were not a part of the District Engineer's original Capital Improvement Plan, were key components to drastically improving drainage flow to the main drain canals leading to one of the two SWCD pump stations. Moreover, all of the work described herein, will dramatically improve drainage in the Westchester area of the City of Coral Springs. Lastly, all of the work undertaken by SWCD was reviewed by the City of Coral Springs City Engineer in the summer of 2013. The City Engineer concurred with the SWCD Capital Improvement Plan being implemented. It is the mission of the Sunshine Water Control District to protect the life, health, safety, and property of its constituents, business owners, City Hall, and critical City public safety facilities. We are proud to say, under our watch, that our mission is well on the way of being accomplished!

Best regards,



Joe Morera
President
Sunshine Water Control District

Encl.

cc: Board of Supervisors
District Counsel

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS**

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
B**

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
BI**

January 7, 2026

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)
December 12, 2025 – January 7, 2026
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 January 14, 2026, BOS meeting.

SWCD Pump Station 3 Replacement (PS3) at Royal Lands

Project is nearly complete and review of as-built drawings was made with punch list items from the as-built review to be addressed by the contractor following the holidays.

Figure 1 – Pond bank regrading



561.314.4445



1425 E. Newport Drive
Deerfield Beach, FL 33442



West Outfall Canal Phase 3 Encroachments Removal Project

Encroachments Removal: Tree Jaws, Inc indicated work is to commence on 1.5.2026.

West Outfall Canal Improvements Project

Canal Improvements: Rio-Bak Corporation is scheduled to begin mobilizing on 1.5.2026 to begin work following the encroachment removal phase by Tree Jaws, Inc.

The revocable license agreement between the SWCD and the City remains under development.

SWCD Right-of-Way Permitting

Recommended is the permit issuance to Comcast (JB0001935363) for the directional bore installation of 570-LF 2 – 2" HDPE conduit at SWCD Canal A.

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, Ruta Viola, Gianna Denofrio, Brenda Silva
CAS - Stephen C. Smith, PE, Jonathan Lash, File

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
BII**



January 7, 2026

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

RE: SWCD RIGHT-OF-WAY (ROW) PERMIT APPLICATION
Directional bore installation of 570-LF of 2 – 2" HDPE conduit at Canal A
Permittee: Comcast (JB0001935363) – S17/T48S/R41E
CAS PROJECT NO. 15-1826

Dear Board of Supervisors:

We have reviewed a ROW permit application submitted by Comcast for the installation of 570-LF of 2-2" HDPE conduits at SWCD Canal A. Cost of the work was estimated by the applicant to be in the amount of \$5,016. The applicant has met SWCD applicable criteria and we recommend that the SWCD Board of Supervisors issue a Right-of-Way Permit to the applicant, subject to the following Special Conditions to be made part of the Permit:

1. All work must be in compliance with the latest SWCD Permit Criteria Manual.
2. Permittee will ensure that all necessary Sediment & Erosion Control devices will be utilized at the SWCD right-of-way during construction.
3. Surety/bond (\$6,270) shall be submitted prior to permit issuance and the Contractor shall repair and replace any SWCD facilities damaged during construction at no cost to the District.
4. A copy of Record As-builts and Engineer Certification shall be provided to SWCD upon completion of all work.
5. All applicable permits and approvals for Work shall be obtained.
6. All disturbed areas are to be restored.
7. SWCD shall be notified at least 48 hours prior to construction.

Sincerely,

CRAIG A. SMITH & ASSOCIATES

Orlando A. Rubio, PE
VP - Stormwater Engineering

Enclosures: Plans

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

\\\\192.168.44.12\\projects\\districts\\sunshine_water_control\\19-2064-1cp-swcd non recovery\\01-right-of-way\\2025\\15-1826-ncr-jb0001935363 - 7380 wiles rd\\04-correspondence\\02-letters\\15-1826-ncr-jb0001935363.docx



561.314.4445



1425 E Newport Center Drive
Deerfield Beach, FL 33486



INDEX OF DRAWINGS

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07 of 13	MOT (102-602)
08 of 13	MOT (102-604)
09 of 13	RESTORATION DETAIL (570-010)
10 of 13	RESTORATION DETAIL (522-001)
11 of 13	PLAT BOOK 65 - 34
12 of 13	PLAT BOOK 109 - 31
13 of 13	VAULT DETAIL


DANIEL E. WILLIAMS, Jr P.E.
PROFESSIONAL ENGINEER
FL. LIC. NO. 92321

NINE ENGINEERING
8751 W BROWARD BLVD,
SUITE 505
PLANTATION, FL, 33324

TWP/RNG/SEC: 48 / 41 / 14 PLAT BOOK: 65 PAGE: 34


TWP/RNG/SEC: 48 / 41 / 14 PLAT BOOK: 109 PAGE: 31

-PPROVED BY:



COMCAST

ADRIAN MIGUEZ

DR-WN BY:


NINE
ENGINEERING

954-298-6561



Know what's below
Call before you dig

PERMITTING AGENCY: SUNSHINE WATER DISTRIC	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S.	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 01 OF 13

LOCATION MAP N.T.S.



PROJECT:

JB0001935363
SUNSHINE WATER DISTRICT, 7380 WILES RD
CITY OF CORAL SPRINGS

SHEET INDEX

No.	DESCRIPTION
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03 of 13	KEY MAP
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06 of 13	MOT (102-600)
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09 of 13	RESTORATION DETAIL (570-010)
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13 of 13	VAULT DETAIL

FOOTAGE DATA

PLACEMENT DESCRIPTION	FTG
BURIED ROUTE	570'
VAULTS	2

PROJECT TYPE

- | | |
|---|---|
| <input type="checkbox"/> NEW BUILD | <input checked="" type="checkbox"/> FORCED RELOCATION |
| <input type="checkbox"/> MAINTENANCE | <input type="checkbox"/> PLANT EXTENSION |
| <input type="checkbox"/> SPAN REPLACEMENT | <input type="checkbox"/> POWER SUPPLY |
| <input type="checkbox"/> METRO-E | <input type="checkbox"/> C.O.I. |
| <input type="checkbox"/> HYPERBUILD | <input type="checkbox"/> EASEMENT ACQUISITION |
| <input type="checkbox"/> SMB | <input type="checkbox"/> RE-WIRE |
| <input type="checkbox"/> RESIDENTIAL | <input type="checkbox"/> FTTP |
| <input type="checkbox"/> NODE SPLIT | <input type="checkbox"/> SDU-EPON |

CONSTRUCTION NOTES:

- UTILITIES MUST BE FIELD VERIFIED VIA SOFT DIG AND CONTRACTOR TO FIELD ADJUST ACTUAL LOCATION OF THE PROPOSED WORK TO MEET ABOVE CLEARANCE REQUIREMENTS.
- MAINTAIN MINIMUM 18" VERTICAL & 4' HORIZONTAL CLEARANCE FROM THE OUTSIDE OF PROPOSED CONDUIT & OUTSIDE OF EXISTING CITY'S PIPE/STRUCTURE. BELOW ALL CITY UTILITIES.
- ALL WORK AREAS WILL BE RESTORED TO ORIGINAL STATE WITHIN 7 DAYS OF JOB COMPLETION. PROVIDE 24HR NOTICE BEFORE COMMENCING WORK IN THE RIGHT OF WAY.

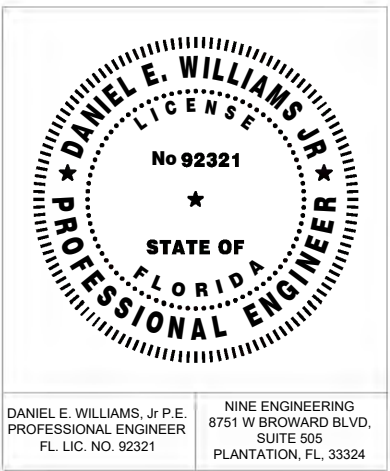
1. ALL SIDEWALK WORK MUST COMPLY WITH ADA TITLE II.
2. SIDEWALK WITHIN LIMITS OF THE PROJECT MUST BE ACCESSIBLE AND ADA COMPLIANT.
3. ANY DAMAGED SIDEWALKS SHALL BE REPLACED. REPLACE COMPLETE CONCRETE FLAGS, FROM JOINT TO JOINT, NO
4. MINIMUM SIDEWALK CLEAR PEDESTRIAN ACCESS ROUTE (PAR) IS 48" WIDE.
5. THE MAXIMUM CROSS-SLOPE FOR NEW SIDEWALK AND PEDESTRIAN ACCESS ROUTE (PAR) IS 2%.
6. AVOID PLACING PULL BOXES, MANHOLES, ETC. IN THE SIDEWALK, OTHERWISE ALL LIDS SURFACE ON THE SIDEWALK MUST BE FLUSH AND ADA COMPLAINT.
7. USE FOOT STANDARDS PLANS FOR ROAD CONSTRUCTION INDEX NO. 102-660 FOR PEDESTRIAN CONTROL FOR CLOSURE OF SIDEWALK

LINETYPES

CATV - Proposed UG	---
CATV - Proposed OH	—OH—
Right of Way Line	---
Easement	---
Centerline	—C/L—
Property Line	---
Buried Electric	—E—
Water	—W—
Sanitary Sewer	—SEW—
Force Main	—FM—
Storm Sewer	—SD—
Buried Telephone	—T—
Gas	—G—
Traffic	—SL/TS—
Existing CATV	—TV—
Other FOC	---
Guardrail	—○—
Fence	—X—
Proposed Trench	---
Proposed Fiber	—FO—
Proposed Coax	---

SYMBOLS

	CATV Service Box
	CATV Vault - Proposed
	Fiber Vault
	Utility Pole
	Light Pole
	Mast Arm Signal Pole
	Traffic Cabinet
	Sanitary Manhole
	Storm Inlet
	Traffic Vault
	Traffic Pullbox
	Telephone Manhole
	Telephone Cabinet
	Fire Hydrant
	Water Valve
	Electric Manhole
	Power Transformer
	Existing Ped
	Proposed Ped
	Proposed Splice Case
	Proposed Down Guy & Anchor
	Slack Coil
	U.E. Utility Easement
	D.E. Drainage Easement
	P.E. Planting Easement
	M.E. Maintenance Easement



ALL EXISTING UTILITIES SHOWN ON THESE PLANS ARE TO BE CONSIDERED APPROXIMATE & SHOULD BE VERIFIED BY THE CONTRACTORS PRIOR TO THE START OF WORK OPERATIONS

MOT NOTES:
TRAFFIC CONTROL SHALL COMPLY WITH FEDERAL MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND F.D.O.T. DESIGN STANDARD

NOTES AND SPECIFICATIONS
(WHEN APPLICABLE)

- SAW CUT AND REMOVE EXISTING ASPHALT PAVEMENT FOR DUCTBANK INSTALLATION. BACKFILL, RESTORE AND REPAVE AS PER PERMITTING SPECIFICATIONS GOVERNMENT AGENCY.

- PLACE FLUSH MOUNTED CONCRETE VAULTS IN SIDEWALK AT LOCATIONS NOTED.

- ALL TRENCHES SHALL BE BACKFILLED AND TAMPED IN 6" LAYERS AS PER PERMITTING SPECIFICATIONS GOVERNMENT AGENCY.

- REPLACE TO EXPANSION JOINTS WHEN RESTORING CONCRETE SIDEWALKS.

- MAINTAIN A MINIMUM HORIZONTAL SEPARATION OF 4' FROM ANY CITY UTILITIES.

- MAINTAIN A MINIMUM VERTICAL SEPARATION OF 18" OF ANY CITY UTILITIES.

- TUNNEL UNDER ALL CURBS AND GUTTERS.

- PLACE MARKER TAPE 12" ABOVE DUCTBANK THROUGHOUT ROUTE.

-HAND TRENCHING IS REQUIRED WHERE DUCTBANK CROSSES OTHER UTILITIES. SUPPORT EXISTING UTILITIES EXPOSED DURING EXCAVATION TO PREVENT DAMAGE DUE TO SAGGING AND DISTORTION.

- INFORMATION SHOWN ON DRAWINGS REGARDING THE PRESENCE, CHARACTER AND LOCATION OF EXISTING UTILITIES IS A SCHEMATIC REPRESENTATION TAKEN FROM THE BEST AVAILABLE INFORMATION. THERE IS NO CERTAINTY OF THE ACCURACY OF THIS INFORMATION. UTILITIES AND STRUCTURES NOT SHOWN MAY BE ENCOUNTERED.

- NO CONSTRUCTION SHALL COMMENCE PRIOR TO THE LOCATION OF ALL UNDERGROUND UTILITIES. UTILITY LOCATION SERVICE: 1-800-432-4770.

.THIS NOTES APPLY TO ALL PERMITS IN THIS SET.

.USE THE "ACCUPUNCTURE TYPE MISSILE" FOR ALL SIDEWALK CROSSINGS AND DRIVEWAY CROSSINGS UP TO 40' MAXIMUM.

.ALL OPEN ASPHALT CUTS SHALL BE RESTORED TO PERMITTING AUTHORITY "MINIMUM STANDARDS" WHEN APPLICABLE.

.CONTRACTOR TO FIELD ADJUST ACTUAL LOCATION OF THE PROPOSED WORK TO MEET THE MINIMUM SEPARATION REQUIREMENTS.

.EXACT LOCATION OF TRENCH MAY VARY DUE TO THE LOCATION OF EXISTING UTILITIES AND OTHER HAZARDS.

.NO OPEN TRENCH TO LEFT OVERNIGHT, UNLESS THERE IS A UTILITY DAMAGED, IN THAT CASE CONTRACTOR SHALL PLACE A SAFETY NETTING AROUND OPEN TRENCH.

TWP/RNG/SEC: 48 / 41 / 14 PLAT BOOK: 65 PAGE: 34

TWP/RNG/SEC: 48 / 41 / 14 PLAT BOOK: 109 PAGE: 31

APPROVED BY:



ADRIAN MIGUEZ

DRAWN BY:



954-298-6561



Know what's below
Call before you dig

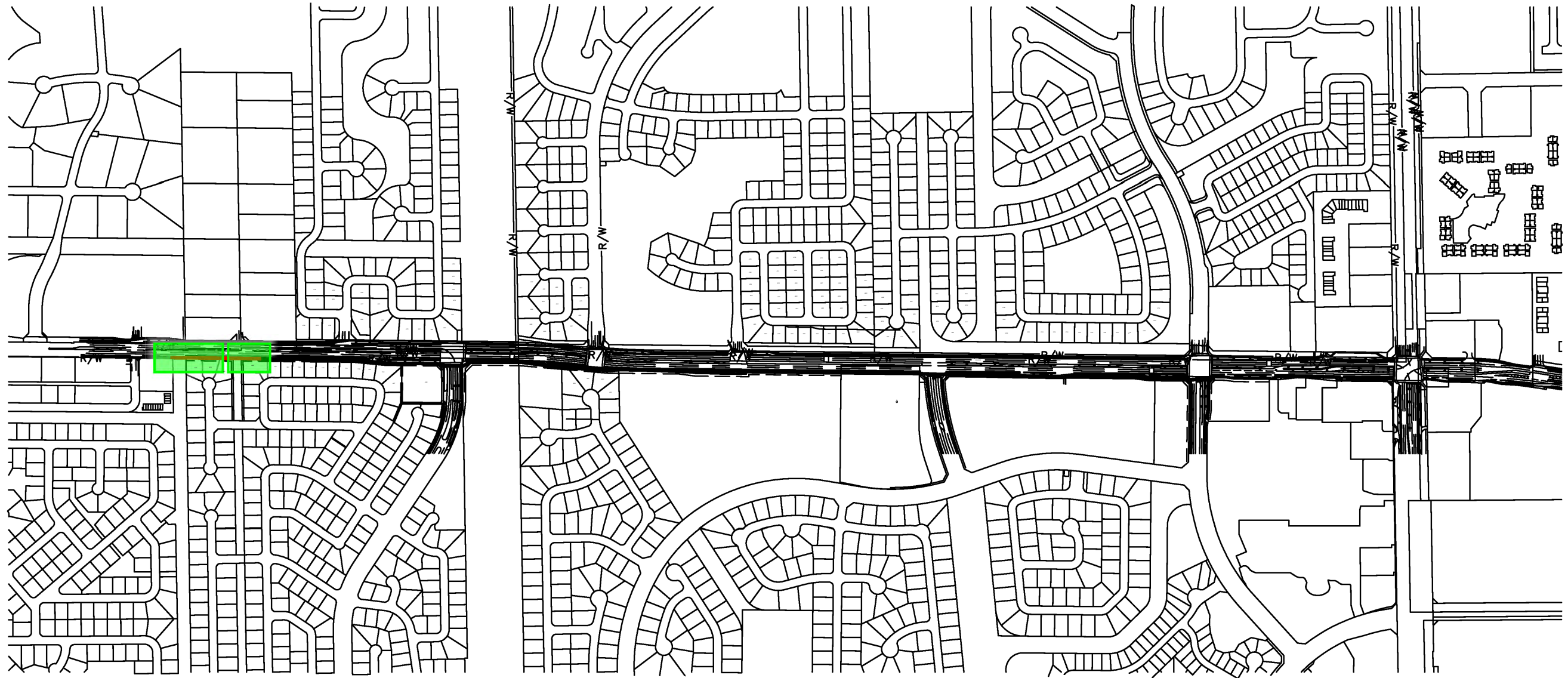


UNDERGROUND CABLE CONSTRUCTION

COVER SHEET

PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S.	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 02 OF 13





PERMIT 1 

UNDERGROUND CABLE CONSTRUCTION

KEY MAP

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PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S.	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 03 OF 13

CONSTRUCTION NOTES:
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ALL EXISTING UTILITIES SHOWN ON THESE PLANS ARE TO BE CONSIDERED APPROXIMATE & SHOULD BE VERIFIED BY THE CONTRACTOR PRIOR TO THE START OF WORK OPERATIONS.

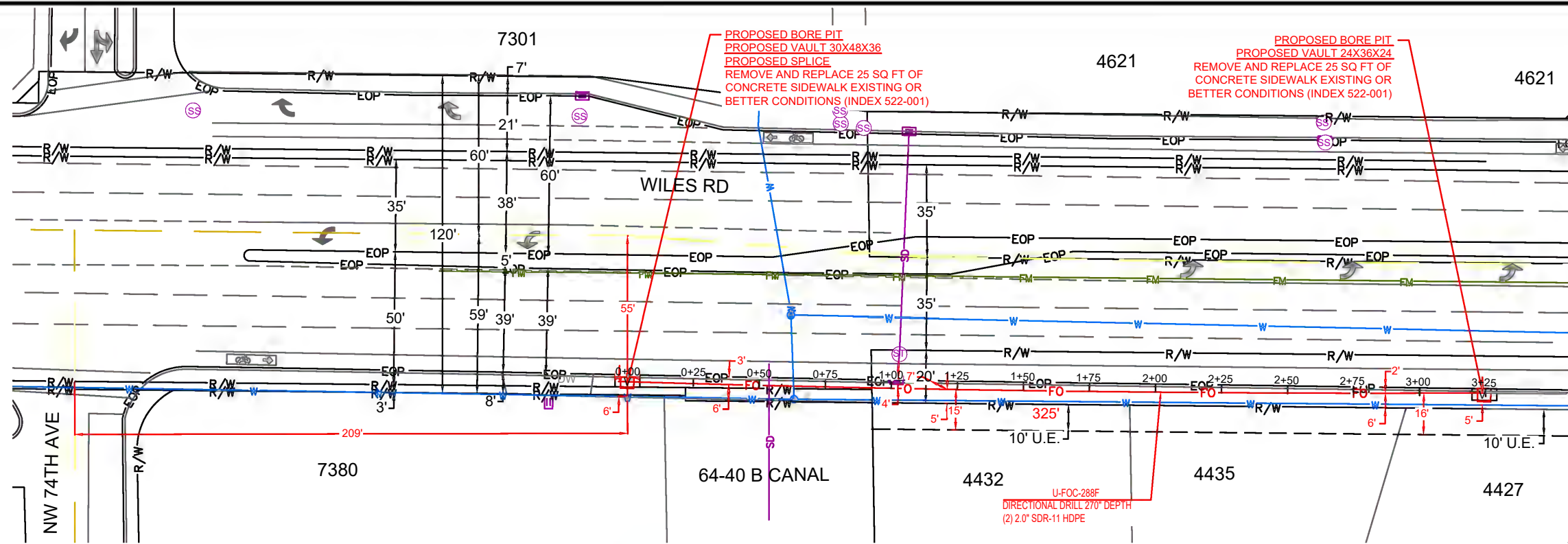
All existing utilities shown on these plans are to be considered approximate & should be verified by the contractor prior to the start of work operations.

	WATER
	FORCE MAIN
	SANITARY
	STORM

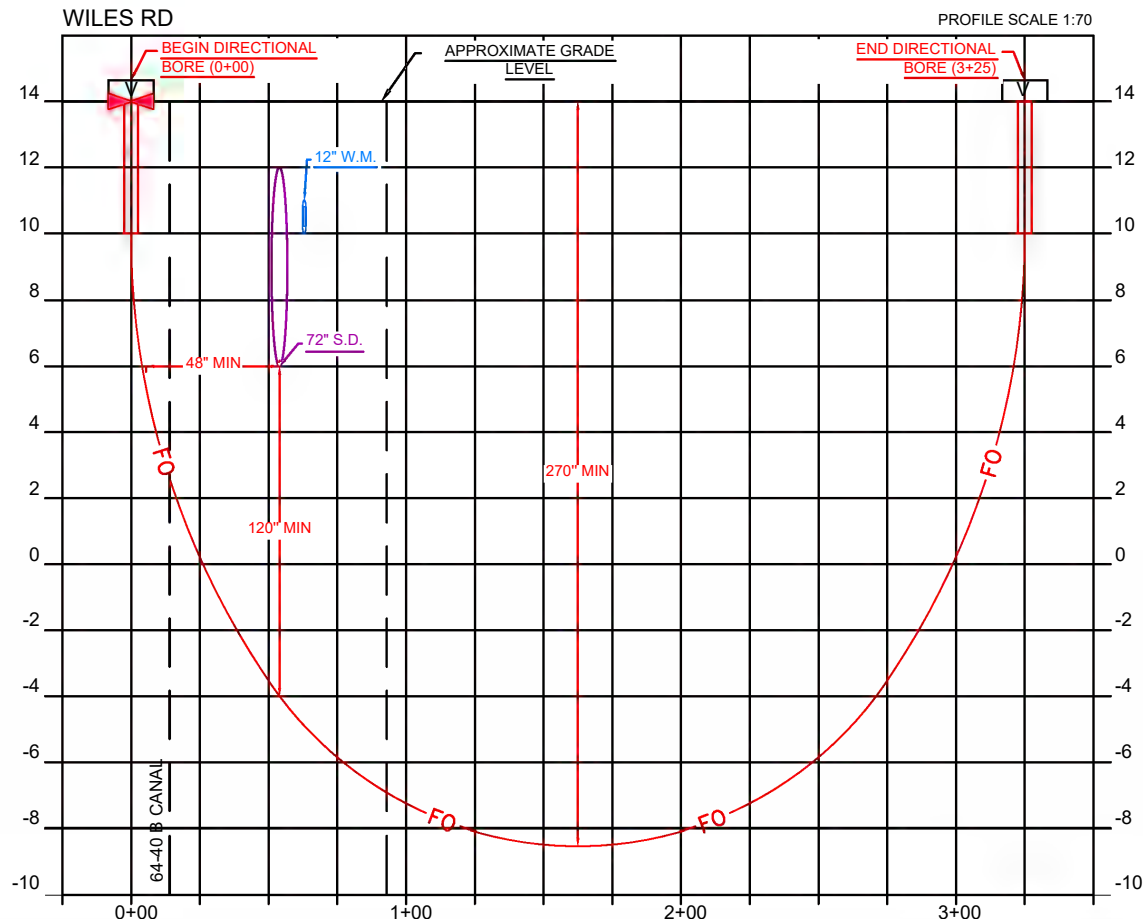


DANIEL E. WILLIAMS, Jr. P.E.
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8751 W BROWARD BLVD.,
SUITE 505
PLANTATION, FL, 33324



MOT (102-602)
MOT (102-604)



UNDERGROUND CABLE CONSTRUCTION

CANAL CROSSING WILES RD (SOUTH) - 1



PERMITTING AGENCY:	SUNSHINE WATER DISTRICT	PROJECT:	FORCED RELOCATION
DATE:	SEPTEMBER 19, 2025	TRACKING #:	25C-90037
SCALE:	1:50	LOCATION:	7380 WILES RD
FILE NAME:	JB0001935363	SHEET NUMBER:	04 OF 13



CONSTRUCTION NOTES:

UTILITIES MUST BE FIELD VERIFIED VIA SOFT DIG AND CONTRACTOR TO FIELD ADJUST ACTUAL LOCATION OF THE PROPOSED WORK TO MEET ABOVE CLEARANCE REQUIREMENTS.
MAINTAIN MINIMUM 18" VERTICAL & 4' HORIZONTAL CLEARANCE FROM THE OUTSIDE OF PROPOSED CONDUIT & OUTSIDE OF EXISTING CITY'S PIPE/STRUCTURE. BELOW ALL CITY UTILITIES.
ALL WORK AREAS WILL BE RESTORED TO ORIGINAL STATE WITHIN 7 DAYS OF JOB COMPLETION. PROVIDE 24HR NOTICE BEFORE COMMENCING WORK IN THE RIGHT OF WAY.

1. ALL SIDEWALK WORK MUST COMPLY WITH ADA TITLE II.
2. SIDEWALK WITHIN LIMITS OF THE PROJECT MUST BE ACCESSIBLE AND ADA COMPLIANT.
3. ANY DAMAGED SIDEWALKS SHALL BE REPLACED. REPLACE COMPLETE CONCRETE FLAGS, FROM JOINT TO JOINT.
4. MINIMUM SIDEWALK CLEAR PEDESTRIAN ACCESS ROUTE (PAR) IS 48" WIDE.
5. THE MAXIMUM CROSS-SLOPE FOR NEW SIDEWALK AND PEDESTRIAN ACCESS ROUTE (PAR) IS 2%.
6. AVOID PLACING PULL BOXES, MANHOLES, ETC. IN THE SIDEWALK, OTHERWISE ALL LIDS SURFACE ON THE SIDEWALK MUST BE FLUSH AND ADA COMPLIANT.
7. USE FOOT STANDARDS PLANS FOR ROAD CONSTRUCTION INDEX NO. 102-660 FOR PEDESTRIAN CONTROL FOR CLOSURE OF SIDEWALK

ALL EXISTING UTILITIES SHOWN ON THESE PLANS ARE TO BE CONSIDERED APPROXIMATE & SHOULD BE VERIFIED BY THE CONTRACTOR PRIOR TO THE START OF WORK OPERATIONS.

All existing utilities shown on these plans are to be considered approximate & should be verified by the contractor prior to the start of work operations.

WATER
FORCE MAIN
SANITARY
STORM



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PLAT BOOK: 65 PAGE: 34
PLAT BOOK: 109 PAGE: 31

COMCAST
PROPRIETARY AND CONFIDENTIAL

4621

PROPOSED BORE PIT
PROPOSED VAULT 24X36X24
REMOVE AND REPLACE 25 SQ FT OF
CONCRETE SIDEWALK EXISTING OR
BETTER CONDITIONS (INDEX 522-001)

4621

GODFREY RD

4600

PROPOSED BORE PIT
REMOVE AND REPLACE 25 SQ FT OF
CONCRETE SIDEWALK EXISTING OR
BETTER CONDITIONS (INDEX 522-001)

WILES RD

4435

4427

10' U.E.

U-FOC-288F
DIRECTIONAL DRILL 229" DEPTH
(2) 2.0" SDR-11 HDPE

109-31 B CANAL

10' U.E.

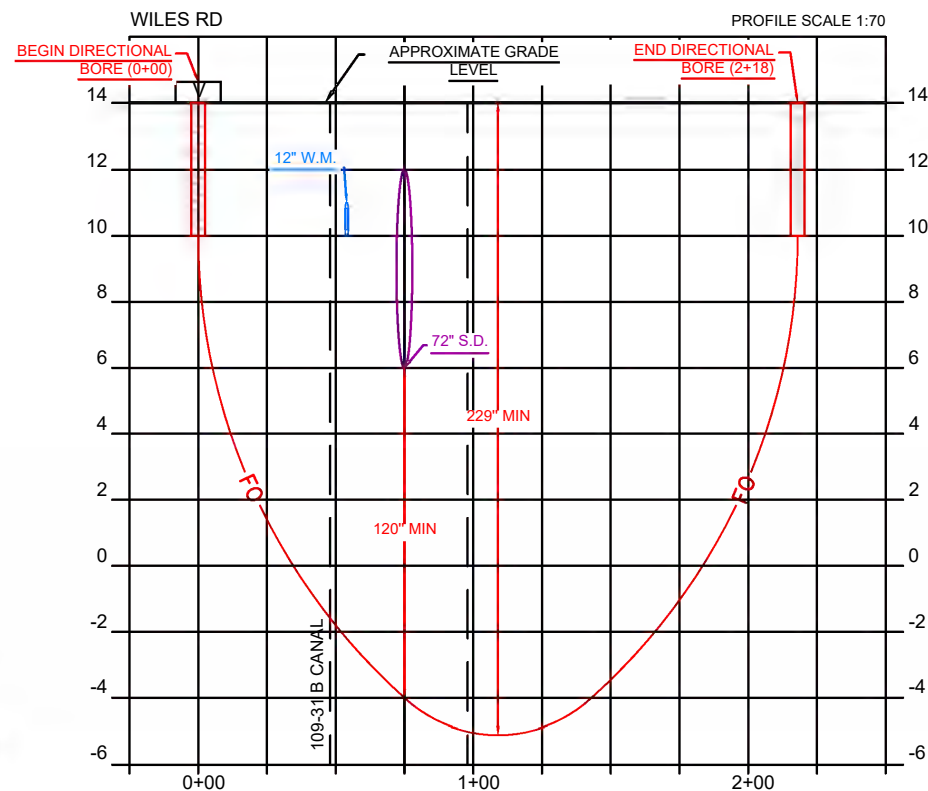
4506

10' U.E.

5' BUFFER STRIP EASEMENT

7211

7207



UNDERGROUND CABLE CONSTRUCTION

CANAL CROSSING WILES RD (SOUTH) - 2

PERMITTING AGENCY:	SUNSHINE WATER DISTRICT	PROJECT:	FORCED RELOCATION
DATE:	SEPTEMBER 19, 2025	TRACKING #:	25C-90037
SCALE:	1:50	LOCATION:	7380 WILES RD
FILE NAME:	JB0001935363	SHEET NUMBER:	05 OF 13



9/10/2024 10:42:48 AM

SHEET	TABLE OF CONTENTS
1	General Notes, TTC Tables
2	Definitions Temporary Traffic Control Devices Overhead Work Railroads Sight Distance Above Ground Hazard
3	Clear Zone Widths For Work Zones Superelevation Length Of Lane Closures Overweight/Oversize Vehicles Lane Widths High-Visibility Safety Apparel Speed Reduction Signing
4	Flagger Control Survey Work Zones Signs
5	Work Zone Sign Supports
6	Commonly Used Warning and Regulatory Signs In Work Zones
7	Manholes/Crosswalks/Joints Truck Mounted Attenuators Signals Channelizing Devices Channelizing Devices Consistency Advanced Warning Arrow Boards
8	Drop-Offs In Work Zones
9	Business Entrance Temporary Asphalt Separator
10	Channelizing Devices Notes Temporary Barrier Notes
11	Pavement Markings

GENERAL NOTES:

1. This Index contains information specific to the Federal and State guidelines and standards for the preparation of traffic control plans and for the execution of traffic control in work zones, for construction and maintenance operations and utility work on highways, roads and streets on the State Highway System. Certain requirements in this Index are based on the high volume nature of State Highways. For highways, roads and streets off the State Highway System, the local agency (City/County) having jurisdiction may adopt requirements based on the minimum requirements provided in the MUTCD.
2. Use this Index in accordance with the Plans and Indexes 102-601 through 102-680. Indexes 102-601 through 102-680 are Department-specific typical applications of commonly encountered situations. Adjust device location or number thereof as recommended by the Worksite Traffic Supervisor and approved by the Engineer. Devices include, but are not limited to, flaggers, portable temporary signals, signs, pavement markings, and channelizing devices. Comply with MUTCD or applicable Department criteria for any changes and document the reason for the change.
3. Except for emergencies, any road closure on State Highway System must comply with Section 335.15, F.S.

TABLE 1 CHANNELIZING DEVICE SPACING				
Work Zone Speed (mph)	Max. Spacing (feet)			
	Cones or Temporary Tubular Markers		Type I Barricades, Type II Barricades, Vertical Panels, or Drums	
	Taper	Tangent	Taper	Tangent
≤ 45	25	50	25	50
≥ 50	25	50	50	100

TABLE 3 WORK ZONE SIGN SPACING "X"	
Road Type	Min. Spacing (feet)
Arterials and Collectors with Work Zone Speed ≤ 40 mph	200
Arterials and Collectors with Work Zone Speed ≥ 45 mph	500
Limited Access Roadways *	1,500
* For Limited access roadways with work zone speed ≤ 55 mph, the minimum spacing may be reduced in accordance with the MUTCD and as approved by the Engineer.	

SYMBOLS:

Work Area

Channelizing Device

Work Zone Sign

Type III Barricade

Lane Identification and Direction of Traffic

TABLE 2 TAPER LENGTH "L"	
Work Zone Speed (mph)	Min. Length (feet)
≤ 40	$L = \frac{WS^2}{60}$
≥ 45	$L = WS$
Where: W = width of offset in feet S = speed in mph	

TABLE 4 BUFFER LENGTH "B"	
Work Zone Speed (mph)	Min. Length (feet)
25	155
30	200
35	250
40	305
45	360
50	425
55	495
60	570
65	645
70	730
Note: When Buffer Length "B" cannot be attained due to geometric constraints, use the greatest length possible, but not less than 155 feet.	

LAST REVISION 11/01/23	DESCRIPTION:	 FY 2025-26 STANDARD PLANS	GENERAL INFORMATION FOR TRAFFIC CONTROL THROUGH WORK ZONES	INDEX 102-600	SHEET 1 of 11
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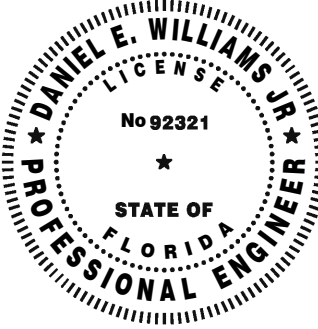
This Certifies that
ORLANDO DAGER
Has Completed a Florida Department of Transportation Approved Temporary Traffic Control (TTC) Advanced Course.
Date Expires: 11/12/2024
Instructor: Juan Morales

Certificate # 67357
FDOT Provider # 37

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COMCAST
PROPRIETARY AND CONFIDENTIAL


UNDERGROUND CABLE CONSTRUCTION


MOT (102-600)


PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 06 OF 13


- NOTE:**
1. This Index applies to Two-Lane, Two-Way and Multilane Roadways, including Medians of divided roadways, with work on the shoulder.
 2. L = Taper Length
X = Work Zone Sign Spacing
B = Buffer Length
See Index 102-600 for "L", "X", "B", and channelizing device spacing values.
 3. Where work activities are between 2' and 15' from the edge of traveled way, the Engineer may omit signs and channelizing devices for work operations 60 minutes or less.
 4. When four or more work vehicles enter the through traffic lanes in a one hour period (excluding establishing and terminating the work area), use a flagger or lane closure to accommodate work vehicle ingress and egress.
 5. For work less than 2' from the traveled way and work zone speed is greater than 45 MPH, use a lane closure.
 6. The "Speeding Fines Doubled When Workers Present" signs (MOT-13-06) and "End Road Work" Signs (G20-2) along with the associated work zone sign spacing distances may be omitted when the work operation is in place for 24 hours or less.
 7. Temporary pavement markings may be omitted when the work operation is in place for 3 days or less.
 8. Omit "Shoulder Closed" signs (W21-5a) along with associated work zone sign spacing distances for work on the median.
 9. When there is no paved shoulder, the "Worker" sign (W21-1) may be used instead of the "Shoulder Closed" sign (W21-5a).

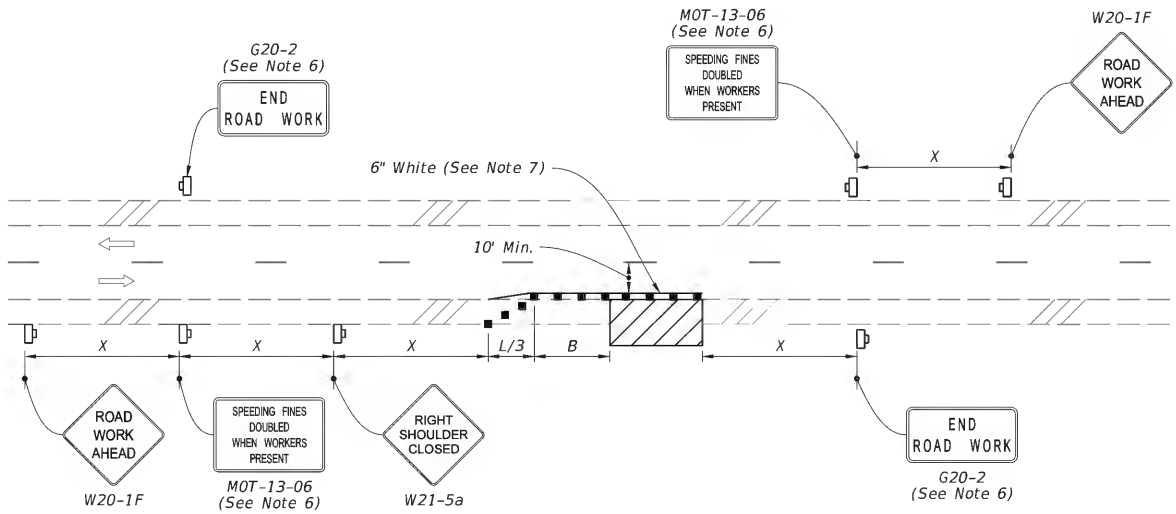
SYMBOLS:

 Work Area

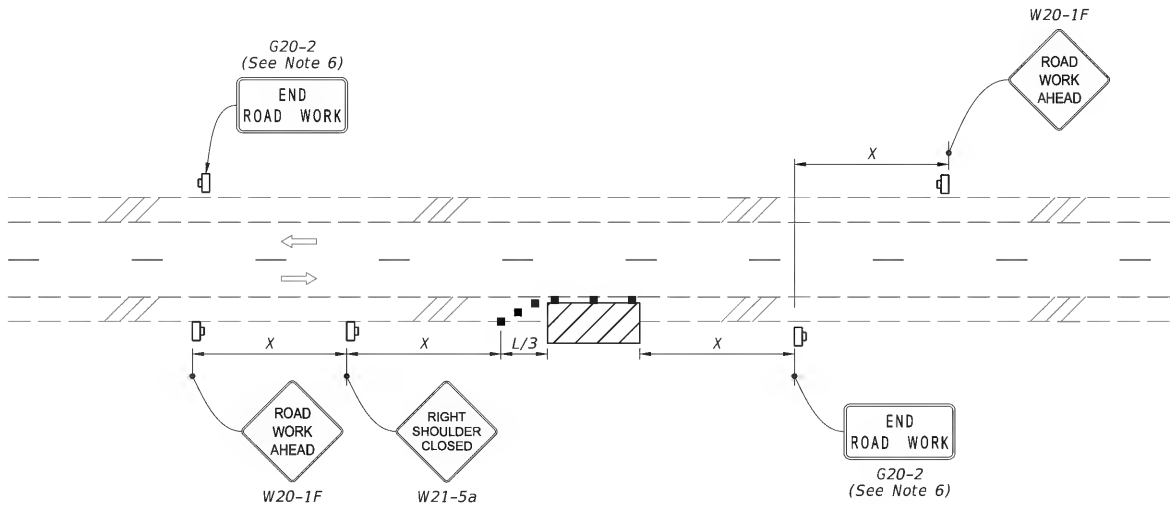
 Channelizing Device (See Index 102-600)

 Work Zone Sign

 Lane Identification and Direction of Traffic



TWO-LANE ROADWAY
SHOULDER WORK LESS THAN 2' FROM THE TRAVELED WAY
WITH WORK ZONE SPEED OF 45 MPH OR LESS



TWO-LANE ROADWAY
SHOULDER WORK BETWEEN 2' AND 15' FROM THE TRAVELED WAY



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PLANTATION, FL, 33324

9/10/2024
10:45:37 AM

LAST
REVISION
11/01/21

DESCRIPTION:



FY 2025-26
STANDARD PLANS

TWO-LANE AND MULTILANE, WORK ON SHOULDER

INDEX
102-602

SHEET
1 of 2



UNDERGROUND CABLE CONSTRUCTION








MOT (102-602)

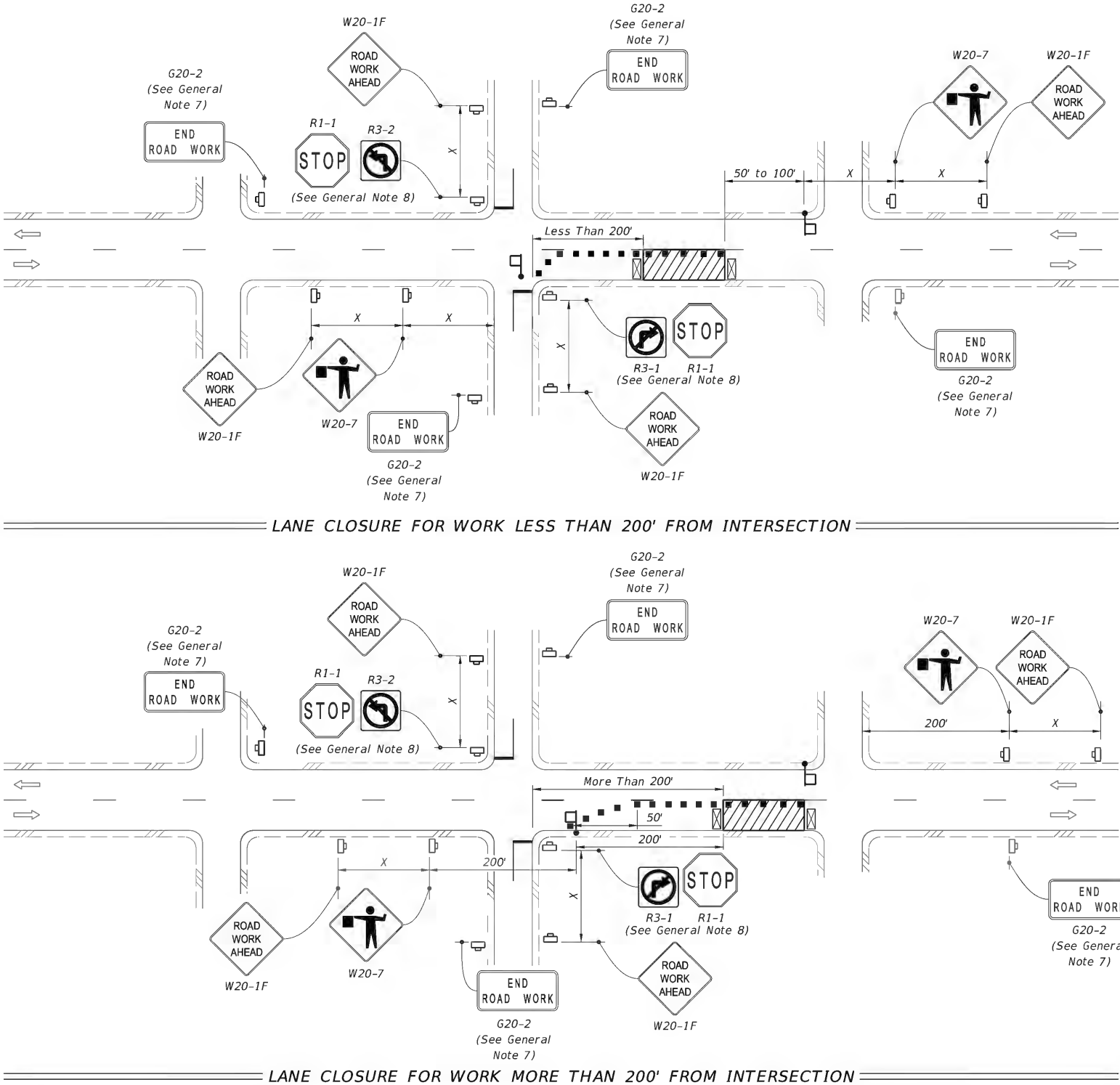
PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 07 OF 13

GENERAL NOTES:

1. This Index applies to two-lane, two-way roadways with work within or near the intersection.
2. X = Work Zone Sign Spacing
See Index 102-600 for "X" and channelizing device spacing values.
3. Optionally, use "Flagger Ahead" sign with text (W20-7A) instead of "Flagger Ahead" sign with symbol (W20-7).
4. If vehicles in a parking zone block the line of sight to TCZ signs, locate and post mount signs in accordance with Index 700-101.
5. If the work area extends across a crosswalk, close the crosswalk in accordance with Index 102-660.
6. For unsignalized intersections, use Temporary Raised Rumble Strips in accordance with Index 102-603. Placement of Rumble Strips and additional signs should begin at FLAGGER sign location.
7. The "End Road Work" signs (G20-2) along with the associated work zone sign distances may be omitted when the work zone will be in place for 24 hours or less.
8. As an option to the "STOP" sign (R1-1) and Restricted Left/Right Turning Movement sign (R3-1 or R3-2), the "SIDE ROAD INTERSECTING THE WORK ZONE" flagging operation from Index 102-600 may be used.

SYMBOLS:

-  Work Area
-  Channelizing Device (See Index 102-600)
-  Work Zone Sign
-  Type III Barricade
-  Stop Bar
-  Flagger
-  Lane Identification and Direction of Traffic



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PLANTATION, FL, 33324

LAST
REVISION
11/01/22

DESCRIPTION:



FY 2025-26
STANDARD PLANS

TWO-LANE, TWO-WAY, INTERSECTION WORK

INDEX
102-604

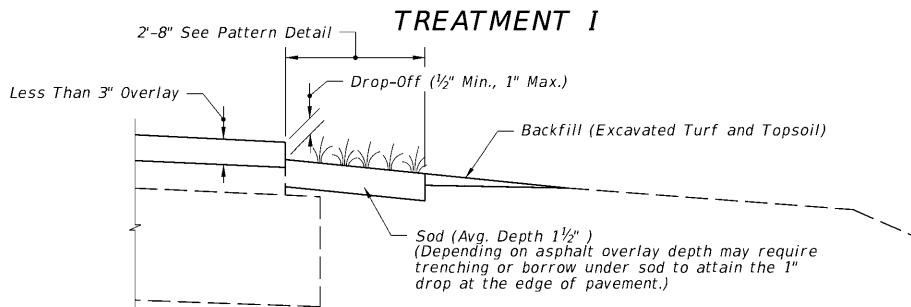
SHEET
1 of 2



UNDERGROUND CABLE CONSTRUCTION

MOT (102-604)

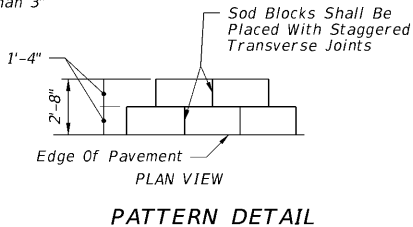
PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 08 OF 13



COMPLETED SHOULDER

CRITERIA FOR USING TREATMENT I

- Project _____
- is resurfacing, widening and resurfacing or construction of shoulder pavement
 - is rural or is urban without curb and gutter
 - resurfacing build-up is less than 3"



GENERAL NOTES

1. Treatment I:

If trenching under sod is necessary to achieve the required Drop-Off, excavated topsoil is to be used for filling voids and low areas at the edge of pavement or for flushing along the edge of sod. Excess material to be uniformly distributed over the shoulder.

2. Treatment II:

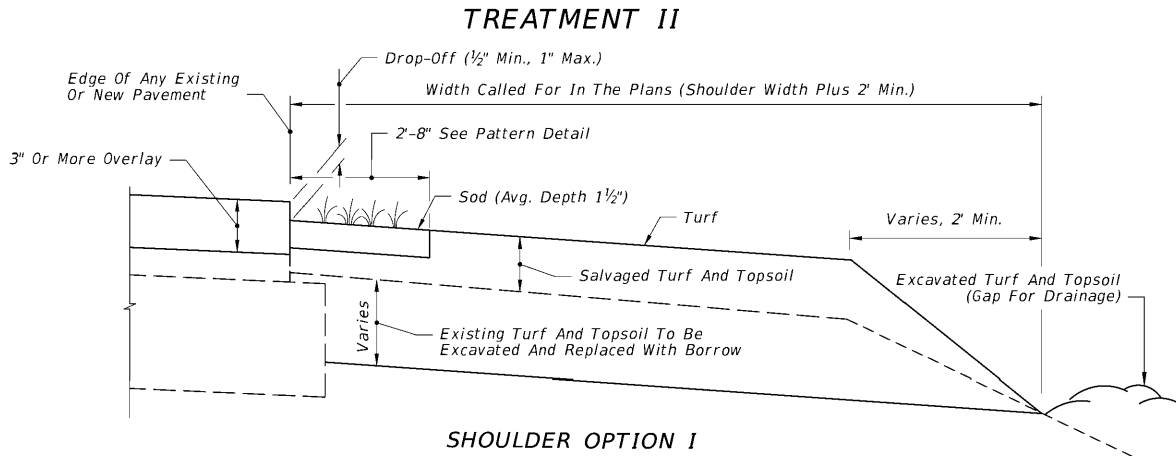
- A. Borrow must meet the requirements for a "Select" material in accordance with Index 120-001 and Specification 120.
- B. Borrow may be used in lieu of excavated turf and topsoil when economically feasible. There will be no additional payment for substituting borrow for excavated turf and topsoil.

3. Special attention is to be directed at achieving the required Drop-Off at the edge of pavement, within the dimension range shown.

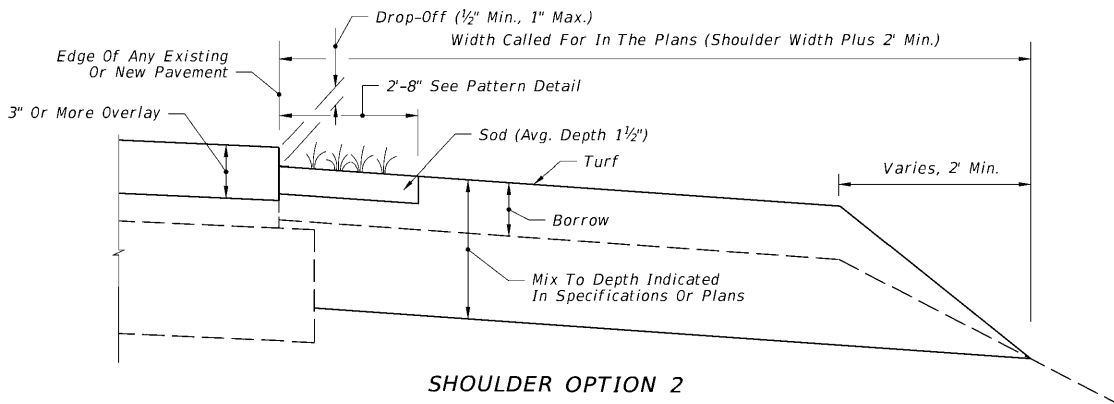
4. Activities such as clearing, grading, and excavating that will disturb one or more acres of land require coverage under the Generic Permit for Stormwater Discharge from Large and Small Construction Activities from the Florida Department of Environmental Protection, and implementation of appropriate pollution prevention measures to minimize erosion and sedimentation and properly manage stormwater.

5. Turf Establishment:

- A. Wildflowers destroyed by shoulder sodding and turf operations are to be reestablished under the seeding rates prescribed for permanent wildflower #2 Group shown by table on Index 570-001.
- B. Establish turf in accordance with Specification 570.



SHOULDER OPTION 1



SHOULDER OPTION 2

CRITERIA FOR USING TREATMENT II

- Project _____
- is resurfacing or construction of shoulder pavement
 - is rural or is urban without curb and gutter
 - resurfacing build-up is 3" or more

A SIMILAR TREATMENT MAY BE USED FOR PROJECTS THAT REQUIRE SHOULDER WIDENING. DETAILS ARE TO BE SHOWN IN THE PLANS.



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PLANTATION, FL, 33324

LAST
REVISION
11/01/18

DESCRIPTION:



FY 2025-26
STANDARD PLANS

SHOULDER SODDING AND
TURF ON EXISTING FACILITIES

INDEX
570-010

SHEET
1 of 1



UNDERGROUND CABLE CONSTRUCTION
RESTORATION DETAIL (570-010)

PERMITTING AGENCY:
SUNSHINE WATER DISTRICT

PROJECT:
FORCED RELOCATION

DATE:
SEPTEMBER 19, 2025

TRACKING #:
25C-90037

SCALE:
N.T.S

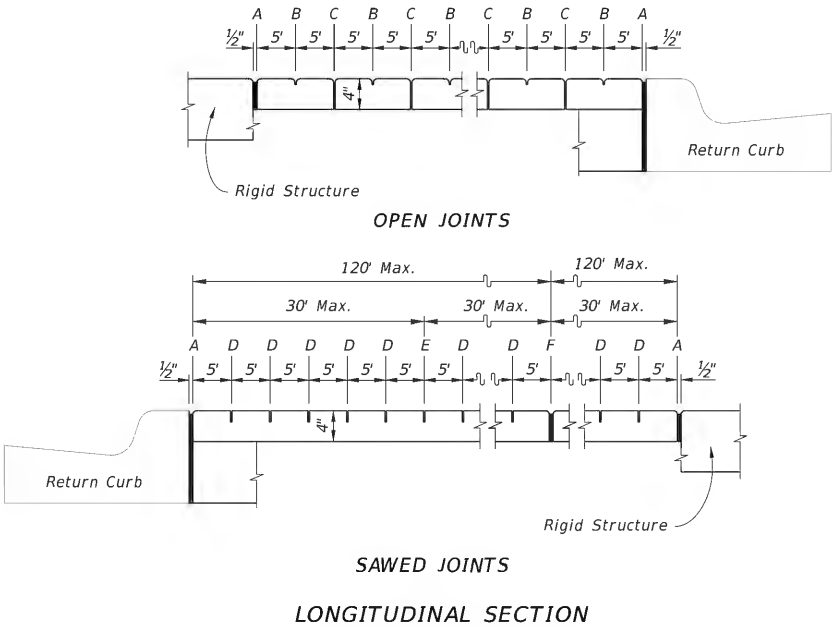
LOCATION:
7380 WILES RD

FILE NAME:
JB0001935363

SHEET NUMBER:
09 OF 13

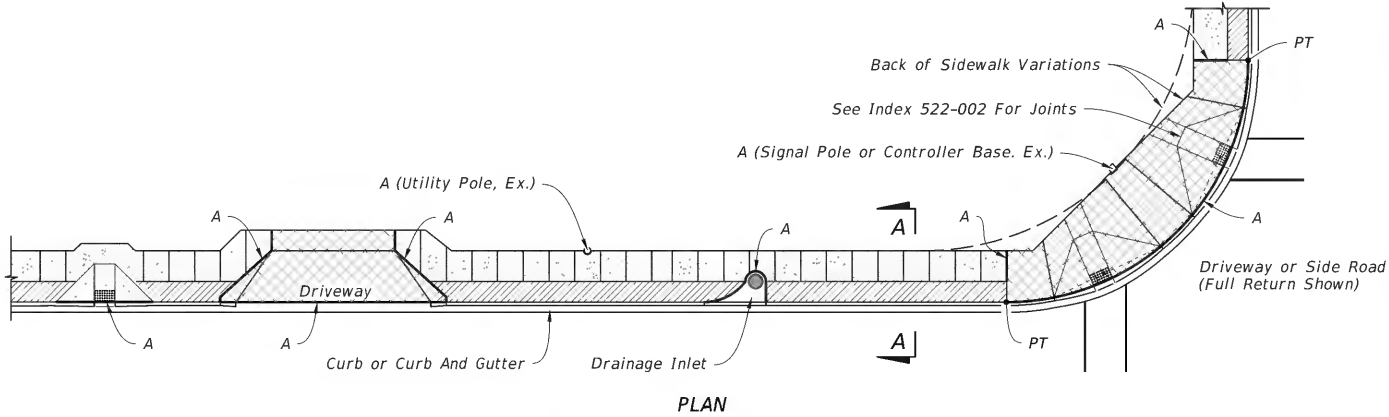
GENERAL NOTES:

1. Construct sidewalks in accordance with Specification 522. Use 6" concrete for Sidewalks and Curb Ramps Located within Curb Returns (See Plan View). Install all other concrete with thickness as shown, unless otherwise detailed in the Plans.
2. Include detectable warnings on sidewalk curb ramps in accordance with Index 522-002.
3. For Driveways see Index 522-003.
4. Bond breaker material can be any impermeable coated or sheet membrane or preformed material having a thickness of not less than 6 mils and not more than 1/2".
5. Construct sidewalks with Edge Beam through the limits of any surface mounted Pedestrian/Bicycle Railing or Pipe Guiderail shown in the plans. (See RAILING DETAIL)



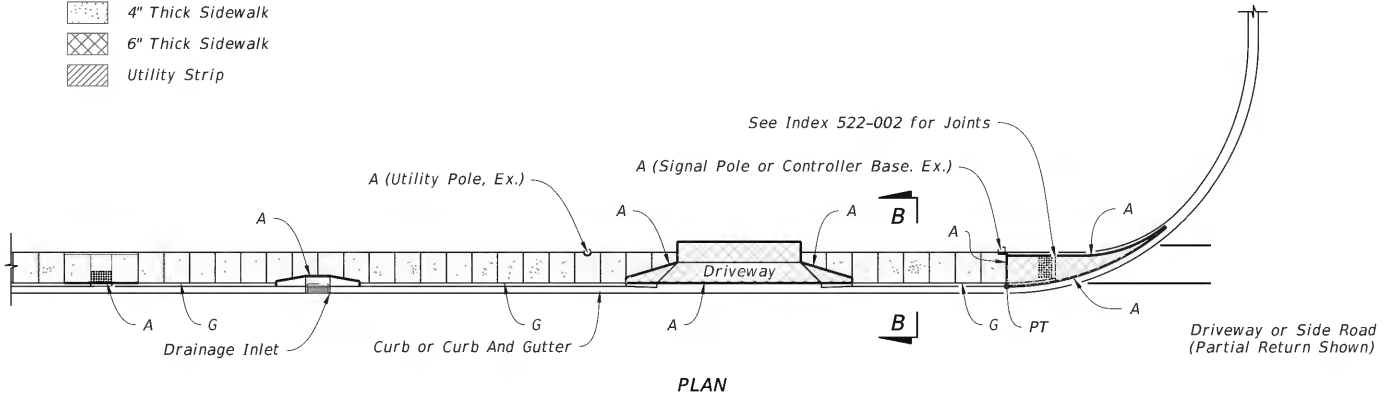
- LEGEND:**
- A- 1/2" Expansion Joints (Preformed Joint Filler) between the sidewalk and; driveways, sidewalk-intersections, and all other fixed objects (e.g. drainage inlets and utility poles).
- B- 1/8" Dummy Joints, Tooled
- C- 1/8" Formed Open Joints
- D- 3/16" Saw Cut Joints, 1 1/2" Deep (within 96 hours) Max. 5' Centers
- E- 3/16" Saw Cut Joints, 1 1/2" Deep (within 12 hours) Max. 30' Centers Joint(s) Required When Length Exceeds 30'
- F- 1/2" Expansion Joint When Run Of Sidewalk Exceeds 120'. Intermediate locations when called for in the plans or at locations as directed by the Engineer.
- G- Cold Joint With Bond Breaker, Tooled

SIDEWALK JOINTS

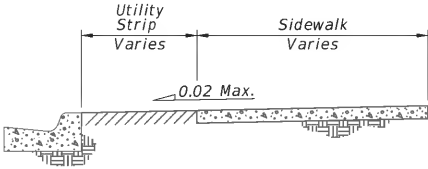


SIDEWALK WITH UTILITY STRIP

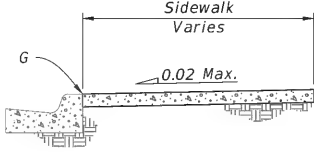
- LEGEND:**
- 4" Thick Sidewalk
- 6" Thick Sidewalk
- Utility Strip



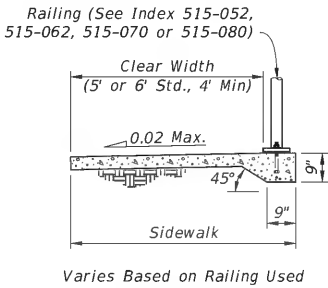
SIDEWALK WITHOUT UTILITY STRIP



SECTION A-A



SECTION B-B



RAILING DETAIL

GENERAL NOTES AND CONCRETE SIDEWALK ON CURBED ROADWAYS

LAST REVISION	DESCRIPTION:	FY 2025-26 STANDARD PLANS	CONCRETE SIDEWALK	INDEX	SHEET
11/01/18				522-001	1 of 2



UNDERGROUND CABLE CONSTRUCTION
RESTORATION DETAIL (522-001)

PERMITTING AGENCY:	SUNSHINE WATER DISTRICT	PROJECT:	FORCED RELOCATION
DATE:	SEPTEMBER 19, 2025	TRACKING #:	25C-90037
SCALE:	N.T.S	LOCATION:	7380 WILES RD
FILE NAME:	JB0001935363	SHEET NUMBER:	10 OF 13

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Date Expires: 11/12/2024
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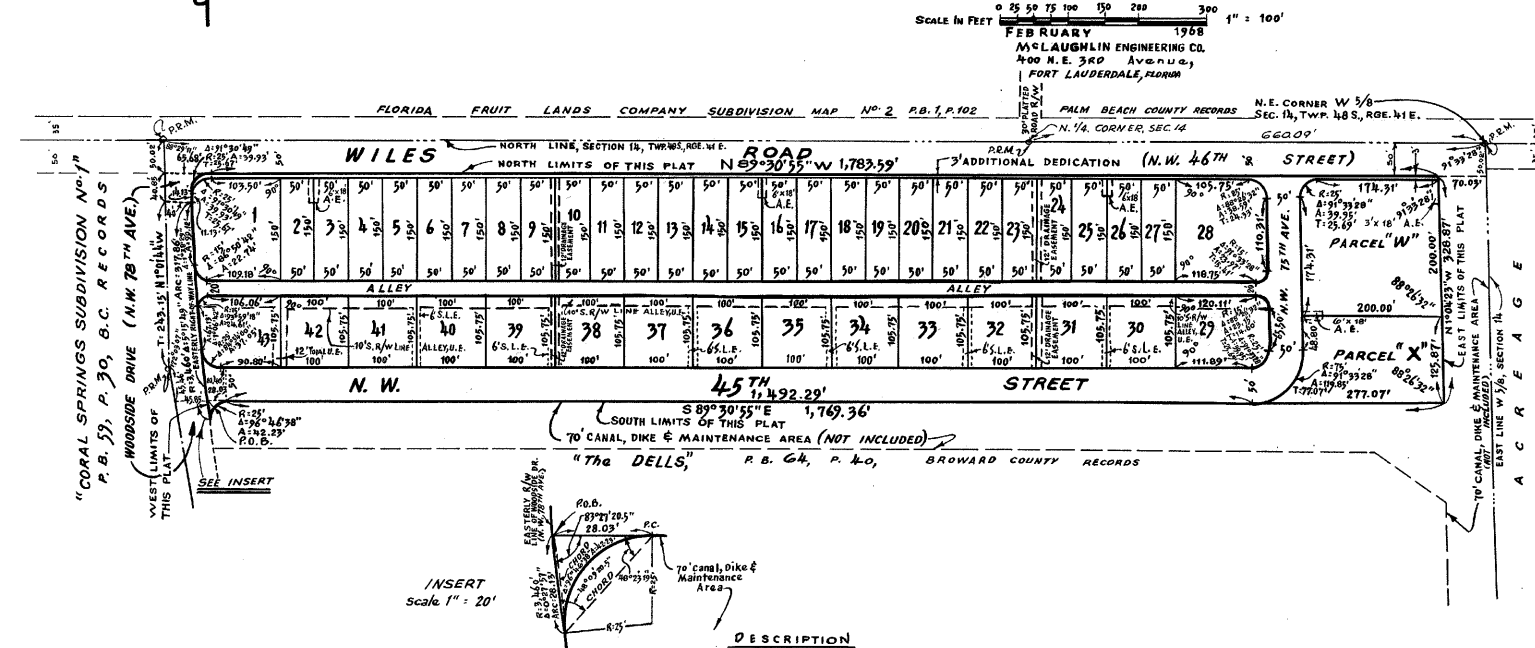
DANIEL E. WILLIAMS, JR. P.E.
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SUITE 505
PLANTATION, FL, 33324

"CORAL SPRINGS COMMERCIAL"

A RESUBDIVISION OF PARCEL "A", "The DELLS", Plat Book 64, Page 40
A PORTION OF 70' CANAL, DIKE, & MAINTENANCE AREA, "THE DELLS" P.B. 64, P. 40
SECTION 14, TWP. 48 South, RGE. 41 East

CITY OF CORAL SPRINGS,
BROWARD COUNTY, FLORIDA

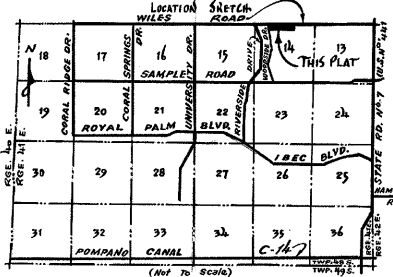


ALL of PARCEL "A", "The DELLS", as recorded in PLAT BOOK 64, PAGE 40, of the public records of BROWARD COUNTY, FLORIDA, TOGETHER with a PORTION of the 70 foot CANAL, DIKE and MAINTENANCE AREA, lying South of and adjacent to said PARCEL "A", as shown on said PLAT of "The DELLS", said portion being more fully described as follows:

BEGINNING at the Southwest Corner of said PARCEL "A", thence Easterly along the South line of said PARCEL "A", a distance of 28.03 feet to a Point of Curvature; thence Southwesterly along the Arc of a Curve to the Left, having a Central Angle of 96° 44' 38", a Radius of 25.00 feet for an Arc distance of 42.23 feet to a Point on a Curve, said Curve also being the EASTERLY RIGHT-OF-WAY LINE of WOODSIDE DRIVE (NORTH WEST 78th AVENUE); thence Northwesterly along said RIGHT-OF-WAY LINE, being a Curve to the Right whose CHORD makes an included Angle of 48° 09' 20.5" with the CHORD of last described CURVE, having a Central Angle of 0° 27' 57", a Radius of 3,460.00 feet for an Arc distance of 28.13 feet, to the POINT OF BEGINNING.

NOTES
Bearings refer to an assumed Meridian.
P.R.M. © Indicates PERMANENT REFERENCE MONUMENTS.

LEGEND
— Indicates 12' TOTAL UTILITY EASEMENT, (U.E.)
— Indicates 12' TOTAL DRAINAGE EASEMENT
— Indicates 10' S. R/W LINE ALLEY, U.E.
— Indicates 6' TOTAL STREET LIGHT EASEMENT, (S.L.E.)
— Indicates 18' x 6' ANCHOR EASEMENT, (A.E.)



COUNTY ENGINEERS SIGNATURE
This Plat is approved and accepted for RECORD.
LAWRENCE A. BOWEN
ASS'T. COUNTY ENGINEER
4/3/68

DEDICATION
STATE OF FLORIDA } SS I HEREBY CERTIFY: That this PLAT complies with the pro-
COUNTY OF BROWARD } visions of an "ACT TO REGULATE THE MAKING OF SURVEYS AND FILING FOR RECORD
OF MAPS AND PLATS IN THE STATE OF FLORIDA", approved by the GOVERNOR,
JUNE 11th 1925. This PLAT accepted for RECORD, by the BOARD OF COM-
MISSIONERS OF BROWARD COUNTY, FLORIDA, this 2ND day of APRIL, 1968.
JACK WHEELER BY: LARRY J. DUNN
CIRCUIT COURT CLERK DEPUTY CLERK

ACKNOWLEDGEMENT
STATE OF FLORIDA } SS I HEREBY CERTIFY: That on this day personally appeared before me, an officer duly
COUNTY OF BROWARD } authorized by law, to administer OATHS and take ACKNOWLEDGEMENTS, HARRY W. WILSON
DISTRICT, a body corporate, in the State of Florida, OWNER of certain lands described and shown as
included in this PLAT, has caused said lands to be SUBDIVIDED and PLATTED as hereon shown; said PLAT
to be known as, "CORAL SPRINGS COMMERCIAL". IN WITNESS WHEREOF: SUNSHINE DRAINAGE
DISTRICT has caused this DEDICATION to be signed in its name, by PRESIDENT and SECRETARY, this 13th
day of MARCH, 1968, in the CITY OF CORAL SPRINGS, COUNTY OF BROWARD, STATE OF FLORIDA, all
BROUGHT FORS are declared to be Public.
HARRY W. WILSON PRESIDENT
RICHARD S. STEWART SECRETARY
My Commission Expires: MARCH 23, 1970 Notary Public

DEDICATION
STATE OF FLORIDA } SS I HEREBY CERTIFY: That this PLAT has been accepted and approved
COUNTY OF BROWARD } for RECORD, by the CITY COMMISSION of the CITY OF CORAL SPRINGS, FLORIDA, in and by
RESOLUTION, duly adopted by said CITY COMMISSION, on this 2nd day of MARCH, 1968.
IN WITNESS WHEREOF: The said CITY COMMISSION has caused these PRESENTS to be
attested by its CITY CLERK, and the CORPORATE SEAL of the said CITY to be affixed this
2nd day of MARCH, 1968.
RICHARD S. STEWART
Notary Public

CITY COMMISSION
STATE OF FLORIDA } THIS IS TO CERTIFY: That this PLAT has been accepted and approved
COUNTY OF BROWARD } for RECORD, by the CITY COMMISSION of the CITY OF CORAL SPRINGS, FLORIDA, in and by
RESOLUTION, duly adopted by said CITY COMMISSION, on this 2nd day of MARCH, 1968.
IN WITNESS WHEREOF: The said CITY COMMISSION has caused these PRESENTS to be
attested by its CITY CLERK, and the CORPORATE SEAL of the said CITY to be affixed this
2nd day of MARCH, 1968.
RICHARD S. STEWART
Notary Public

BROWARD COUNTY AREA PLANNING BOARD
STATE OF FLORIDA } THIS IS TO CERTIFY: That the BROWARD COUNTY AREA
COUNTY OF BROWARD } PLANNING BOARD approved this PLAT with regard to DEDICATION OF RIGHT-
OF-WAY FOR TRAFFICWAYS, by RESOLUTION, duly adopted this 18th day of
January, 1968.
LARRY J. DUNN
Secretary

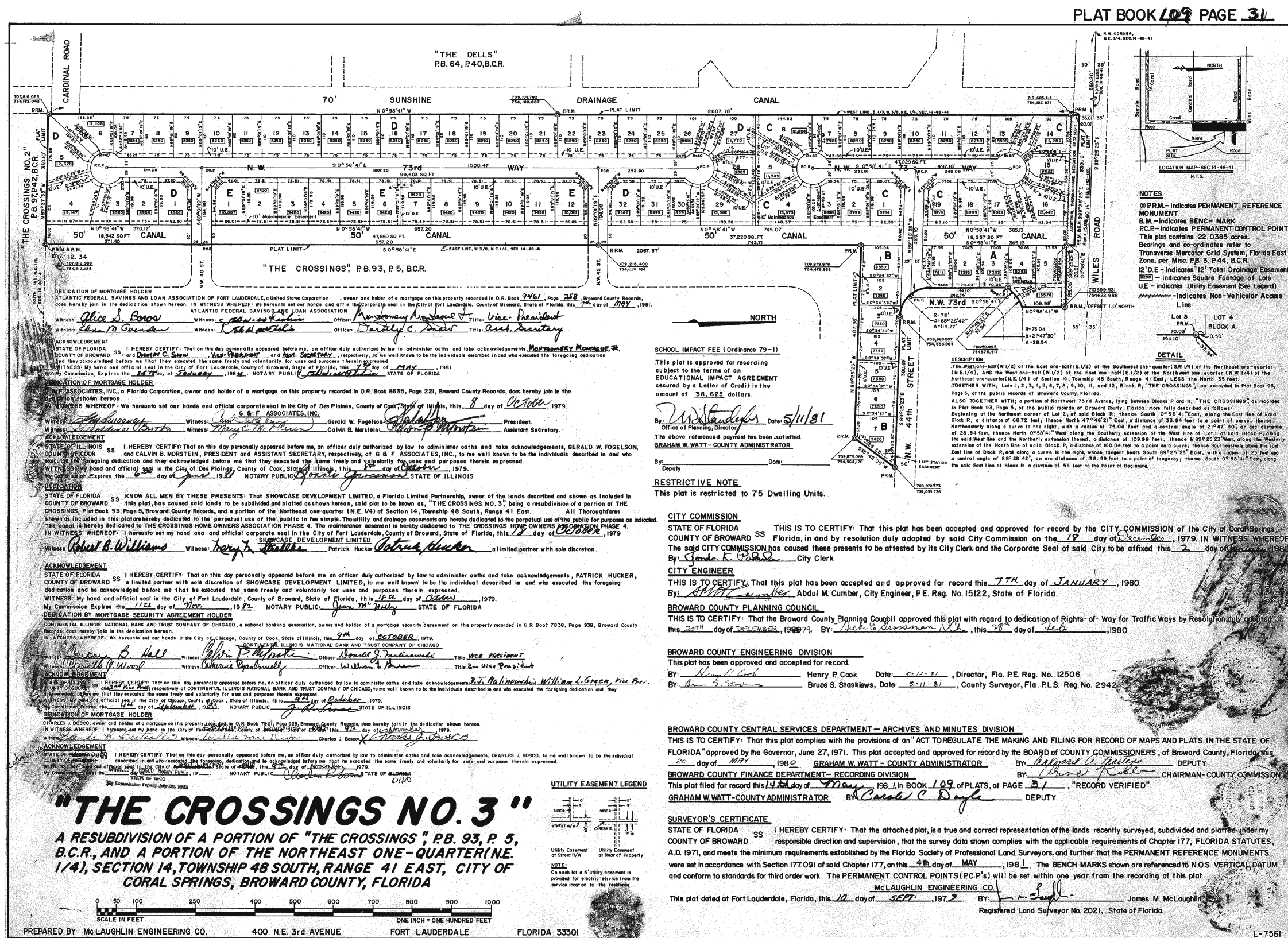
SUNSHINE DRAINAGE DISTRICT
THIS IS TO CERTIFY: That the SUNSHINE DRAINAGE DISTRICT, approved this
PLAT this 13th day of MARCH, 1968.
HARRY W. WILSON
President
RICHARD S. STEWART
Secretary

CIRCUIT COURT CLERK'S CERTIFICATES
STATE OF FLORIDA } SS I HEREBY CERTIFY: That this PLAT complies with the pro-
COUNTY OF BROWARD } visions of an "ACT TO REGULATE THE MAKING OF SURVEYS AND FILING FOR RECORD
OF MAPS AND PLATS IN THE STATE OF FLORIDA", approved by the GOVERNOR,
JUNE 11th 1925. This PLAT accepted for RECORD, by the BOARD OF COM-
MISSIONERS OF BROWARD COUNTY, FLORIDA, this 2ND day of APRIL, 1968.
JACK WHEELER BY: LARRY J. DUNN
CIRCUIT COURT CLERK DEPUTY CLERK

1968 and RECORDED in BOOK 65, of PLATS, at PAGE 34. RECORD VERIFIED.
JACK WHEELER BY: LARRY J. DUNN
CIRCUIT COURT CLERK DEPUTY CLERK

ENGINEER'S CERTIFICATE
STATE OF FLORIDA } SS I HEREBY CERTIFY: That this PLAT of "CORAL SPRINGS
COUNTY OF BROWARD } COMMERCIAL" is a true and correct representation of a SURVEY made by us,
and that PERMANENT REFERENCE MONUMENTS, (P.R.M.'s) have been set as indicated. Dated at
FORT LAUDERDALE, FLORIDA, this 2nd day of FEB, 1968.
McLAUGHLIN ENGINEERING CO.
BY: LARRY J. DUNN
C.E. McLAUGHLIN, REGISTERED LAND SURVEYOR NO. 2021



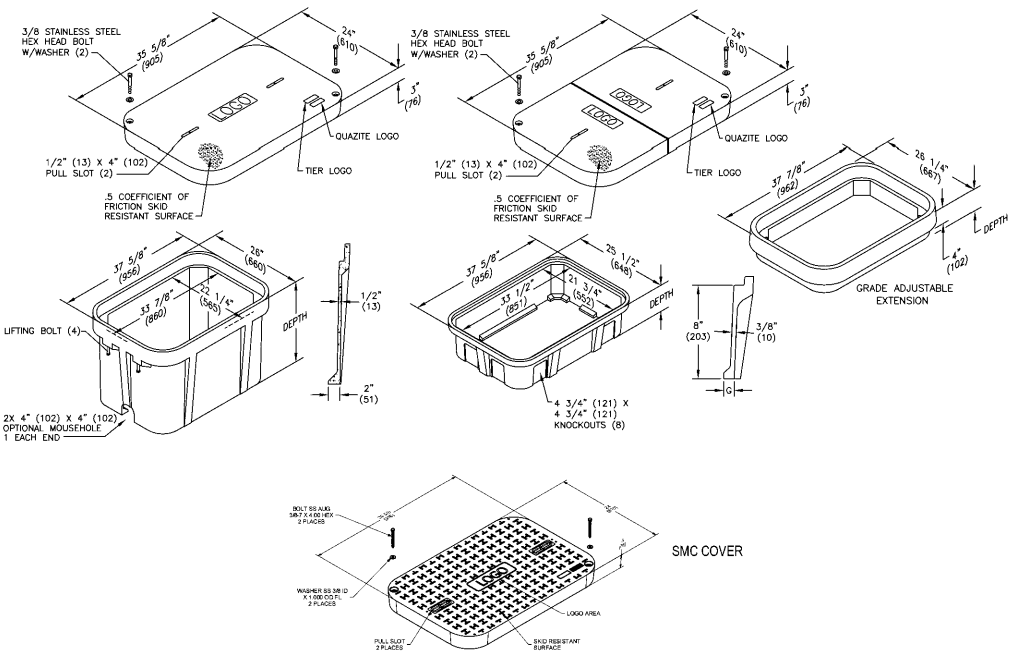




24" x 36" PG Style Polymer Concrete (Stackable) Assembly

Dimensions / Data

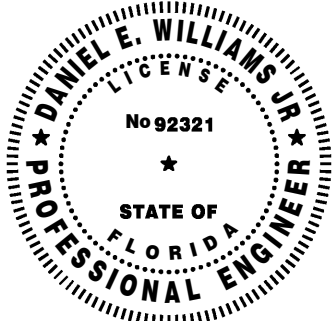
Hex Head Bolts are Standard



Covers

	DESCRIPTION	TIER	DESIGN / TEST LOAD #	WEIGHT #	PALLET QTY	PART NO.
UL	W/ 2 Bolts	8	8,000 / 12,000	100	10	PG2436CA00**
	2 Piece w/ 2 Bolts	8	8,000 / 12,000	122	10	PG2436CS00**
UL	W/ 2 Bolts	15	15,000 / 22,500	115	10	PG2436HA00**
UL	2 Piece w/ 2 Bolts	15	15,000 / 22,500	122	10	PG2436HS00**
UL	W/ 2 Bolts	22	22,500 / 33,750	122	10	PG2436HH00**
	2 Piece w/ 2 Bolts	22	22,500 / 33,750	202	10	PG2436HS44**
UL	No Bolts	8	8,000 / 12,000	100	10	PG2436WA00**

To order gasketed covers, replace the letter "A" with the letter "G".
Replace ** with a logo code found on page 66. See page 72 for meter and touch/radio read cover options.
NOTE: Gasketed covers and bolt grommets must be used with a gasketed box. Gaskets reduce the inflow of fluids but do not make the enclosure water tight.
Available with EZ Locate. See page 71 for more information.



DANIEL E. WILLIAMS, Jr P.E.
PROFESSIONAL ENGINEER
FL. LIC. NO. 92321

NINE ENGINEERING
8751 W BROWARD BLVD.
SUITE 505
PLANTATION, FL, 33324

PERMITTING AGENCY: SUNSHINE WATER DISTRICT	PROJECT: FORCED RELOCATION
DATE: SEPTEMBER 19, 2025	TRACKING #: 25C-90037
SCALE: N.T.S	LOCATION: 7380 WILES RD
FILE NAME: JB0001935363	SHEET NUMBER: 13 OF 13

**SUNSHINE
WATER CONTROL DISTRICT**

**STAFF
REPORTS
D**

SUNSHINE WATER CONTROL DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE		
LOCATION		
<i>Mullins Hall, 10170 NW 29th Street, Coral Springs, Florida, 33065</i>		
<i>¹LaQuinta Inn Coral Springs, 3701 N. University Drive, Coral Springs, Florida 33065</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 8, 2025 CANCELED	Regular Meeting	4:00 PM
November 12, 2025	Regular Meeting	4:00 PM 5:00 PM
December 10, 2025 <i>rescheduled to December 12, 2025</i>	Regular Meeting	4:00 PM
December 12, 2025	Regular Meeting	10:00 AM
January 14, 2026	Regular Meeting	4:00 PM
February 11, 2026 ¹	Regular Meeting	4:00 PM
March 11, 2026 ¹	Regular Meeting	4:00 PM
April 8, 2026 ¹	Regular Meeting	4:00 PM
May 13, 2026 ¹	Regular Meeting	4:00 PM
June 10, 2026 ¹	Regular Meeting	4:00 PM
July 8, 2026 ¹	Regular Meeting	4:00 PM
August 12, 2026 ¹	Regular Meeting	4:00 PM
September 9, 2026 ¹	Regular Meeting	4:00 PM