

**Board of Supervisor's Meeting
Pine Tree Water Control District**

**Wellington Village Hall
12300 Forest Hill Blvd.
Wellington, FL 33414**

**Monday, February 1, 2016
6:00 p.m.**

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Updates**
 - a. Wellington Environmental Preserve Greenway Project**
 - b. Potential Development of McCarthy Property**
- IV. Consent Agenda**
 - a. Approval of Minutes - Board of Supervisors Meeting, July 13, 2015**
 - b. Financial Report**
 - i. Financial Report**
 - ii. Warrant List**
 - iii. Approval of Supervisor Invoices**
 - c. Operations Report**
 - d. NAV Agreement with Local Government & Resolution**
- V. Engineer's Report**
 - a. Request: Approval of Conceptual Permit for Crossing Bridge – Doug Murray**
- VI. Attorney's Report**
- VII. Other Business**
- VIII. Board Comments**
- IX. Next Meeting:**

Monday, April 18, 2016 at 6:00 p.m.
- X. Adjourn**

MINUTES

Pine Tree Water Control District Board of Supervisor's Meeting

**Wellington Village Hall
12300 Forest Hill Blvd.
Wellington, FL 33414**

**Monday, July 13, 2015
6:00 p.m.**

Pursuant to the foregoing notice, a meeting was held of the Pine Tree Water Control District Board of Supervisors on Monday, July 13, 2015 at Wellington Village Hall, 12300 Forest Hill Blvd., Wellington, FL 33414.

Board Supervisors Present: Maria Fong, Board President, and Travis Deering, Board Supervisor. Board Supervisor, Joel Arrieta participated via telephone.

- I. **Call to Order** – Ms. Fong called the meeting to order at 6:00 p.m.
- II. **Pledge of Allegiance** – Ms. Fong led the Pledge of Allegiance.
- III. **Approval of Minutes**
 - a. Annual Landowners Meeting – June 15, 2015
 - b. Board of Supervisors Meeting – June 15, 2015

A motion was made by Mr. Deering, seconded by Ms. Fong and unanimously passed (2-0) approving the Minutes of the June 15, 2015 Annual Landowners Meeting and June 15, 2015 Board of Supervisors Meeting.

IV. Public Hearing

- a. **RESOLUTION NO. PT2015-02:** A Resolution of the Board of Supervisors of the Pine Tree Water Control District Adopting the District's Budget and Non-Ad Valorem Assessment Roll as Provided Herein; Levying of the Non-Ad Valorem Assessments For The District and Appointing an Authorized Representative of the District For Certification of The District's Non-Ad Valorem Assessment Roll; and Providing an Effective Date.

At this point in the meeting Ms. Quickel explained that Board Supervisor, Joel Arrieta, would be joining the meeting via telephone. There were no objections from the Board members present.

Ms. Quickel read Resolution No. PT2015-02 by title and recapped the proposed rates:

- Rustic Ranches (PAM): \$85
- Agricultural (PBM): \$25
- Water Management (PCM): \$17.50

Total Budget as presented for the FY 2016 year was \$119,800.

She explained that the amount indicated a slight decrease from the current proposed budget which was \$132,000.

Ms. Fong asked if \$20,000 was allotted for a project or the cost of the yearly maintenance. Mr. Fleury explained that the amount was set aside for a project and was not part of the District's annual maintenance. Ms. Quickel further explained that if the amount was not used, the fund would be placed back into the District's fund balance but in the future if the Board wanted to move forward with another project and use those funds that would be acceptable.

Approval of Resolution No. PT2015-02:

A motion was made by Mr. Deering, seconded by Mr. Arrieta and was unanimously passed (3-0) approving and setting the TRIM rates at \$85.00 for Rustic Ranches, \$25.00 for the Agricultural area, and \$17.50 for the Water Management District.

V. Financial Report
a. Financial Report
b. Expenditure Summary
c. Approval of Supervisor Invoices

Ms. Boersma presented a brief recap of the District's Financial Report and the Expenditure Summary:

She stated that the report covered the period ending June 30, 2015. She reviewed the following:

Total Revenues - \$100,388; Total Expenditures - \$53,246; Total Amount Available for Expenditure (following 3 months) - \$78,754.

Cash Assets - \$230,726; Total Payables - \$20,516; Total Fund Balance - \$210,210; Reserved for Emergency - \$30,000; Total Unreserved - \$180,210

Mr. Deering asked if the District or the property owners were responsible to maintain the holly. Mr. Fleury explained that the holly was impeding the drainage system to the point that mowing could not be done. Mr. Deering asked for the amount of properties where the holly needed to be maintained. Mr. Fleury said that approximately 50% of the properties were being maintained. Mr. Deering said that \$10,000 was a large amount of money and he felt that the homeowners needed to maintain their vegetation especially in the areas where the infrastructure system could be damaged.

Ms. Boersma continued with her report and indicated that the expenditure summary was for the month of June 2015:

Expenditure Summary Highlighted Items: Grau & Associates - \$5,000 (2014 Audit); Village of Wellington Administration Charges (quarterly) - \$4,375.00

Ms. Boersma asked for approval of the supervisor invoices for Maria Fong and Travis Deering.

A motion was made by Ms. Fong, seconded by Mr. Deering and was unanimously passed (3-0) approving the Supervisor Invoices for Ms. Fong and Mr. Deering for the meeting of June 13, 2015.

VI. Operational Updates

Mr. Fleury reported that the Operations report was included with the agenda packet and presented a brief recap of the information:

Roads: Continue to be graded and maintained on a regular schedule;

Canals: Aquatic Weed Treatments were on schedule

Solid Waste: Staff met with the waste management contractor, Jet Hauling (sub-contractor) to address the damage caused by the clam bucket. They agreed to provide payment for the damages, sod and regrading within the area that was damaged.

Ms. Fong said that a resident mentioned that not all of the canal tops were being mowed. Mr. Fleury reiterated that due to the different obstructions, not all of the canal tops were being mowed; only the areas on the mowing map were mowed and those areas were the areas that the District was being charged for.

Ms. Fong thanked Mr. Fleury for keeping the roads well maintained.

Paulette Venere, 16031 Rustic Road.

Ms. Venere explained that her road was not being well maintained by the District and she was maintaining the area located behind her property. Mr. Fleury explained that he wanted to add the area that she was referring to the mowing map but mowing access was not available.

Christine Pinto, 16381 Hollow Tree Lane.

Ms. Pinto explained that she was having a difficult situation with the unoccupied lot that was next to her property regarding clearing the overhang vegetation going on to the swales. She said that during the past two months she has been trying to contact the owner to provide them with estimates because the overgrown vegetation was leaning dangerously against her fence line and threatening her property but she has not received a response. Ms. Quickel said that staff would provide Ms. Pinto with the Village of Wellington Code Enforcement Department information.

Board consensus was to accept the Operational Report.

VII. Engineer's Report

Mr. Higgins explained that the survey that was provided to the Board earlier was of the small north/south canal that bisects Rustic Ranches. He explained that he had not analyzed the hydraulic capacity and at a minimal cost he would review and analyze the survey for the hydraulic capacity and was seeking the Board's direction.

Board consensus was to have Mr. Higgins move forward to review and analyze the north/south canal survey and report the finding to the Board.

Mr. Higgins said that he would prepare an opinion memo for the Board which indicated that another survey would be helpful for the east/west canal.

Board consensus was to accept the Engineering Report.

VIII. Attorney's Report

a. Revised Policies and Procedures

Mr. Kurtz explained that he would be addressing seven policies for the Board to review, revise and adopt.

- **Vegetation/Plantings Affecting Canals and Swales Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Vegetation/Plantings Affecting Canals and Swales Proposed Policy.

- **Construction and Maintenance of Driveway Culverts Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

Mr. Deering asked if any construction was to be done, would the home owner need to obtain a permit from the Village of Wellington to approve the culvert in order to ensure the correct level. Mr. Kurtz said that the culvert would need to be the correct level in order to maintain the same water flow and if a culvert was damaged or destroyed because of construction, the property owner would make the replacement.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Construction and Maintenance of Driveway Culverts Proposed Policy

Mr. Kurtz suggested revising the policies to reflect the effective date of October 1, 2015 which was the beginning of the fiscal year.

Board consensus was to have all the policies reflect the effective date of October 1, 2015.

- **Disposal of Spoils Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

Mr. Arrieta said that if the soil reverts back to the land owner because he wants it, a Memorandum of Understanding (MOU) document would need to be issued incorporating the amount of days to get rid of the spoil and other specifications if needed and the document would make the property owner legally bound. Mr. Kurtz explained that he would add a form document to include the information.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Amended Disposal of Spoils Proposed Policy.

- **Fences and Walls Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

Bob Phalen, 16452 Hollow Tree Lane.

Mr. Phalen asked the Board for the type of access and the width of the space that was needed to survey and maintain the canal. Mr. Fleury stated that they would need 12 feet of access. Mr. Phalen asked if staff would need to go through his property to access the canal. Mr. Fleury said that staff was prohibited to go through private property and could only use a Pine Tree easement but he would meet with Mr. Phalen to survey the area.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Fences and Walls Proposed Policy.

- **Canal Crossings Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

Mr. Deering said that he wanted to amend the policy and add that the landowner submit engineered drawings as required by the District Engineer after the Board's approval. After the District Engineer approves the permit which would include specific size requirements, he would provide to the Board for final approval. Mr. Kurtz said that he would add the provisions to the policy for the Board's approval and recapped the amendments to the policy.

Mr. Arrieta asked if the Board would provide a permit with the specifications and conditions to the property owner. Mr. Kurtz replied affirmatively and said that the Board's approval would contain the conditions which would be subject to the Engineer's drawings. Mr. Arrieta stated that everyone needed to understand that permits were revocable and if the bridge becomes an obstacle, the bridge would need to be removed. Mr. Kurtz said that a provision would be added to the policy.

Ruben Ferrazzano, 16625 Rustic Road - Mr. Ferrazzano said that if the Board approves the canal crossings, the bridges should be uniform and look the same. Mr. Deering agreed with Mr. Ferrazzano.

Council consensus was to amend the policy to add that the resident must submit engineered drawings after the Board's approval and the approval permit would include specification and conditions.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Canal Crossings Amended Proposed Policy.

Mr. Arrieta said that the policy was not written in stone and could be amended as the Board moves forward in the future in order to accommodate and make more user friendly for the residents and or the Administrator.

- **Irrigation Intakes (Suction Lines) Proposed Policy**

Mr. Kurtz read the policy and presented a brief recap.

Mr. Deering suggested restricting the size of the line and the amount of intakes per lot. Mr. Kurtz explained that the policy would need to be amended after staff was aware of the needs and surveyed the current line. The District Engineer would make recommendations after reviewing the survey.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the Irrigation Intakes (Suction Lines) Proposed Policy.

Mr. Kurtz reiterated that the implementation date on the policies would be October 1, 2015 which was the beginning of the fiscal year.

Board's consensus was to change the implementation date on all the policies to October 1, 2015.

IX. Other Business

a. Approval of Revised Pine Tree Board of Supervisor's Meetings for 2015

Ms. Quickel presented the item and explained that the Board needed to add the November 16, 2015 Optional Meeting at 6:00 p.m.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and was unanimously passed (3-0) approving the 2016 calendar.

X. Board Comments

Mr. Arrieta said that at the next meeting he wanted to discuss expediting the Board meetings in order to cut down on expenses and suggested moving towards having several agenda items approved at once under the Consent Agenda category. He stated that the complete agenda packet would be sent out and provided to the public and the Board would be briefed by staff before the meeting. He stated that at the Board meeting the public would continue to provide their input in order to assist with guiding the Board members with their decisions.

Board consensus was to add a Consent Agenda section to all future Board meeting agendas.

Houston Meigs, 16433 Deer Path Lane. Mr. Meigs asked for support in attending the following night Village Council meeting to discuss the location of the shade structure for the multi-use path.

Ms. Venere said that she was concerned with the safety of the horse trails associated with the Flying Cow.

XI. Next Meeting – Monday, November 16, 2015 at 6:00 p.m. (Optional)

XII. Adjourn

There being no further business to come before the Board, the meeting adjourned at 8:23 p.m.

Approved:

Maria Fong, President

Awilda Rodriguez, Secretary

PINE TREE WATER CONTROL DISTRICT

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET DECEMBER 31, 2015

	Special Revenue Fund
<u>ASSETS</u>	
Cash	\$ 272,049
Due from other governments	
Total assets	<u>\$ 272,049</u>
 <u>LIABILITIES AND FUND BALANCE</u>	
Liabilities:	
Accounts payable	\$ 19,786
Due to other governments	<u>19,392</u>
Total liabilities	39,178
 Fund balance:	
Reserved for emergency	30,000
Unreserved	<u>202,871</u>
Total fund balance	<u>232,871</u>
 Total liabilities and fund balance	<u>\$ 272,049</u>

PINE TREE WATER CONTROL DISTRICT

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES, EXPENDITURES AND

PERIOD ENDING DECEMBER 31, 2015

	Special Revenue Fund
Revenues:	
Non-ad valorem assessments ⁽¹⁾	\$ 82,724
Investment income	38
Miscellaneous	-
Total revenues	<u>82,762</u>
Expenditures:	
Current:	
Canal weed control	2,500
Drainage	148
Swale Mowing	9,208
Administration	<u>4,152</u>
Total expenditures	<u>16,008</u>
Excess of revenues over expenditures	<u>66,754</u>
Fund balance/Net position, beginning of year	<u>166,117</u>
Fund balance/Net position, end of year	<u>\$ 232,871</u>

⁽¹⁾Assessment of 2,805.45 units at \$17.50; 223.03 units at \$25.00; and 638.92 units at \$85.00

PINE TREE WATER CONTROL DISTRICT

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET TO ACTUAL PERIOD ENDING DECEMBER 31, 2015

	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Non-ad valorem assessments	\$ 103,590	\$ 82,724	\$ (20,866)
Investment income	-	38	38
Miscellaneous	-	-	-
Total revenues	<u>103,590</u>	<u>82,762</u>	<u>(20,828)</u>
Expenditures:			
Current:			
Canal weed control	15,500	2,500	13,000
Drainage	26,000	148	25,852
Swale Mowing	51,000	9,208	41,792
Administration	<u>27,300</u>	<u>4,152</u>	<u>23,148</u>
Total physical environment expenditures	<u>119,800</u>	<u>16,008</u>	<u>103,792</u>
Excess (deficiency) of revenues over expenditures	<u>(16,210)</u>	<u>66,754</u>	<u>82,964</u>
Fund balance, beginning of year	<u>166,117</u>	<u>166,117</u>	<u>-</u>
Fund balance, end of period	<u>\$ 149,907</u>	<u>\$ 232,871</u>	<u>\$ 82,964</u>

**PINE TREE WATER CONTROL DISTRICT
EXPENDITURE SUMMARY - FY 2016
OCTOBER THROUGH DECEMBER**

Vendor Name	Check/ACH #	Amount
Pace Analytical Services	451487	74.00
Pace Analytical Services	452204	74.00
Wellington Pro Lawn	2435	3,536.00
Wellington Pro Lawn	2529	2,136.00
Wellington Pro Lawn	2568	3,536.00
Department of Economic Opportunity	451070	175.00
		9,531.00

PURCHASING CARD TRANSACTIONS		
Vendor Name		Amount
Clarke Aquatic Services	October	1,250.00
Clarke Aquatic Services	November	1,250.00
		2,500.00

OTHER CHARGES		
Vendor Name		Amount
Bank of America	Bank Charges	101.84
Administrative Fee	Q1	3,875.00
		3,976.84

GRAND TOTAL

\$ 16,007.84

Board Member Maria Fong

Invoice to: Pine Tree Water Control District

Invoice for: Pine Tree WCD Meetings Attended

Meeting Date	Amount Due
2/1/2016	\$50.00
Total Due	\$ 50.00

Board Member Travis Deering

Invoice to: Pine Tree Water Control District

Invoice for: Pine Tree WCD Meetings Attended

Meeting Date	Amount Due
2/1/2016	\$50.00
Total Due	\$ 50.00

MEMORANDUM

DATE: JANUARY 14, 2016
TO: PINE TREE BOARD OF SUPERVISORS
FROM: MITCHELL W. FLEURY, PUBLIC WORKS DIRECTOR
CC: TANYA QUICKEL, DISTRICT MANAGER
RE: OPERATIONS REPORT

Roads

Roads continue to be graded and maintained on a regular schedule as follows:

Dragged: July 9th, 13th, 20th, 27th, 30th, August 10th, 17th, 24th, 31st, September 7th, 14th, 24th, 28th, October 5th, 12th, 19th, 26th, November 2nd, 9th, 16th, 23rd, December 14th, 21st, 28th and January 11th.

Graded: Hollow Tree Only June 23rd and July 30th and All Roads: August 13th, 27th, September 3rd, 24th, November 5th, December 10th and 24th and Hollow Tree on January 7th.

All roads checked on July 23rd, August 6th, 20th, September 10th, 31st, October 22nd, 29th, November 12th and 19th, December 17th, 31st and January 7th and grading not needed, except where noted above and grading was completed.

Canals

Aquatic Weed Treatment report for Rustic Ranches is as follows:

July 2015

07/02/2015 - Inspected C-H(5), C-T(N) and C-T(S) and Treatment C-F(5), C-K(N), and C-I(S)

07/10/2015 -Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N), and C-T(S)

07/16/2015 -Inspected C-F(5), C-I(S), C-T(N), and C-T(S) and Treatment C-H(5), and C-K(N)

07/23/2015 -Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N), and C-T(S)

07/31/2015 - Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N), and C-T(S)

August 2015

08/06/2015 –Inspected C-F(5) and C-T(S) and Treatment C-H(5), C-K(N), C-I(S), and C-T(N)

08/14/2015 – Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

08/20/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

08/27/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), and C-T(S) and Treatment C-T(N)

September 2015

09/03/2015 - Inspected C-F(5), C-I(S), C-T(N) and Treatment C-H(5), C-K(N) and C-T(S)

09/11/2015 – Inspected C-F(5), C-H(5), C-I(S), C-T(N) and C-T(S) and Treatment C-K(N)

09/17/2015 – Inspected C-F(5), C-H(5), C-I(S), C-T(N) and C-T(S) and Treatment C-K(N)

09/25/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

October 2015

10/02/2015 - Inspected C-F(5), C-K(N), C-T(N) and C-T(S) and Treatment C-H(5) and C-I(S)

10/08/2015 – Inspected C-F(5), C-K(N), C-I(S), C-T(N), and C-T(S) and Treatment C-H(5)

10/15/2015 – Inspected C-F(5), C-I(S), C-T(N) and C-T(S) and Treatment C-H(5) and C-K(N)

10/22/2015 – Inspected C-K(N), C-I(S), C-T(N) and C-T(S) and Treatment C-F(5) and C-H(5)

10/29/2015 – Inspected C-H(5), C-K(N), C-I(S, CT(N)) and C-T(S) and Treatment C-F(5)

11/03/2015 – Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

11/10/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

11/17/2015 – Inspected and Treatment C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

11/24/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

12/01/2015 – Inspected C-F(5), C-H(5), C-I(S), C-T(N) and C-T(S) and Treatment C-K(N)

12/08/2015 – Inspected C-K(N), C-I(S), C-T(N) and C-T(S) and Treatment C-F(5) and CH(5)

12/15/2015 – Inspected C-F(5), C-K(N), C-I(S), C-T(N) and C-T(S) and Treatment C-H(5)

12/22/2-15 – Inspected C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S) and Treatment C-F(5)

Rain fall data for July thru December 2015 is attached for review and information.

Landscape Maintenance

- Canal Tops were cut on July 1st, July 16th, August 4th, August 19th, September 1st and September 16th, October 1st and 2nd, November 2nd and 3rd, and December 1st and 2nd.
- Canal Slopes were cut on August 1st and 3rd, October 1st and 2nd, and December 1st and 2nd.
- Swales were cut on July 1st, July 16th, August 3rd, August 17th, September 1st and 16th, October 1st, November 2nd and December 1st.

Please note that mowing schedules may be adjusted due to weather conditions.

Solid Waste

- All routes are on schedule
- Route monitoring continues and is completed on a weekly basis each Wednesday

Mosquito Control

Larvicide treatments were applied in swale areas and spraying (truck fogging) was completed June 5th and 17th, July 7th and 21st, August 10th and 28th, September 29th, October 14th and 21st, November 9th and 30th, December 15th and 29th, and January 5th.

Rainfall Data JULY 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
JULY 2015		
1	0	0
2	0.16	1.12
3	0.01	0.02
4	0.55	0.17
5	0	0.45
6	0	0
7	0.34	0
8	0.59	0.90
9	0	0
10	0.01	0
11	0.01	0
12	0	0
13	0	0
14	0	0
15	0.21	0.55
16	0	0.03
17	0.07	0.21
18	0.76	0.59
19	0.15	0.07
20	0.43	0.04
21	0.01	0
22	0	0.75
23	0	0.35
24	0.01	0.16
25	0.21	0.01
26	0.43	0.31
27	0.01	0.04
28	0.01	0
29	0.44	0.13
30	0	0
31	0.53	0.29
Totals	4.94	6.19

Rainfall Data AUGUST 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
AUGUST 2015		
1	0.75	1.53
2	0.06	0.15
3	0.01	0.17
4	0	0
5	0.11	0.16
6	0	0
7	0	0
8	0	0
9	0	0
10	0.46	0.68
11	0.49	0.7
12		0.78
13	3.08	
14		1.4
15		0.05
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
Totals	4.96	5.62

Rainfall Data SEPTEMBER 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
SEPTEMBER 2015		
1	0.04	0.08
2	0	0.11
3	0	0
4	0	0
5	0.21	0.87
6	0.32	1.24
7	0.05	0.04
8	0	0
9	0.28	0
10	0	0
11	0	0
12	0	0
13	0	0
14	0	0
15	0.03	0
16	1.43	1.49
17	3.27	2.36
18	0.39	0.26
19	0	0
20	0	0.3
21	0	0
22	0.5	1.31
23	0.01	0
24	0.01	0.05
25	0.13	0
26	0	0
27	0.13	0.54
28	0	0
29	0.34	0.47
30	0	0
31	0	
Totals	7.14	9.12

Rainfall Data OCTOBER 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
OCTOBER 2015		
1	0	0
2	0	0
3	0	0
4	0.03	0
5	0.05	0
6	0	0
7	0	0
8	0	0
9	0	0
10	0.15	0.07
11	0	0
12	0	0
13	0.49	0
14	0.01	0
15	0	0
16	0.7	0
17	0	0
18	0.02	0
19	0	0
20	0	0
21	0	0.08
22	0	0.05
23	0.01	0
24	0	0
25	0	0
26	0.02	0
27	0.04	0
28	0.05	0
29	0	0
30	0	0
31	0	
Totals	1.57	0.2

Rainfall Data NOVEMBER 2015

November 1, 2015	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
DATE		
1	0	0
2	0	0
3	0	0
4	0.03	0
5	0	0
6	0	0
7	0	0
8	0	0
9	0	0
10	0	0
11	0	0
12	0	0
13	0	0
14	0	0
15	0	0
16	0	0
17	0	0.07
18	0	0
19	0	0
20	0.07	0
21	0	0.11
22	0	0
23	0	0
24	0	0
25	0	0
26	0	0
27	0	0
28	0	0
29	0	0
30	0	0
31		
Totals	0.10	0.18

Rainfall Data DECEMBER 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
DECEMBER 2015		
1	0	0
2	0.87	0
3	0.46	0
4	0.54	0.01
5	1.79	0
6	0.06	0
7	0.03	0
8	0	0
9	0	0
10	0	0
11	0	0
12	0	0
13	0.07	0
14	0	0
15	0	0
16	0	0
17	0	0
18	0.14	0
19	0.01	0
20	0	0
21	0	0.01
22	0.86	0
23	0	0
24	0	0
25	0	0
26	0.16	0
27	0.02	0
28	0	0
29	0	0
30	0	0
31	0	0
Totals	5.01	0.02

*Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services*

**Interlocal Agreement for Assignment of Property Data and Development of
Annual Assessments for Palm Beach County Non-Ad Valorem Districts**

THIS Agreement made and entered into this _____ day of _____, 20____, by and between _____ ("Local Government") and Palm Beach County Board of County Commissioners ("County"), a political subdivision of the State of Florida.

WITNESSETH THAT:

WHEREAS, the parties desire to enter into this Agreement covering the provision of Information Technology services by the County for the Local Government in order to certify its non-ad valorem assessment roll to the Property Appraiser for the Notice of Proposed Property Taxes and to the Tax Collector for the Actual Property Tax Notices;

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein the County and the Local Government agree as follows:

1. The above representations are true and correct.
2. The Local Government agrees that County, through its Information Systems Services Department ("ISS") will take compatible electronic medium from the Property Appraiser on June 1st of each year pursuant to the provisions of Section 197.3632 (3) (b), Florida Statutes.
3. The term of this Agreement, unless terminated as provided herein, is for a period of one (1) year. This Agreement shall automatically renew annually unless either party gives written notice as provided in 9 below. The effective date of the Agreement is the date of approval by County and filing with the Clerk of the Circuit Court for Palm Beach County.
4. In addition Local Government agrees that County will take said compatible electronic medium from the Property Appraiser, prior to September 15 of each year's

***Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services***

certification date, which will include the same information as the June 1st electronic medium plus the changes made thereto since June 1st.

5. Local Government further agrees to provide County, with all the information and assistance reasonably necessary to complete the data processing required to certify Local Government's non-ad valorem assessment roll to the Tax Collector and provide the non-ad valorem assessments to the Property Appraiser for the Notice of Proposed Property Taxes on compatible electronic medium.
6. Local Government agrees to provide final approval to County no later than July 28th for the Notice of Proposed Property Taxes and September 12th for the Actual Property Tax Notices. Should the above date fall upon a holiday, Saturday or Sunday, Local Government will agree to provide final approval by the last business day prior to the holiday, Saturday or Sunday. If the approval is not received by 5:00 p.m. on the appropriate date, Local Government agrees it will take the necessary actions, at its sole expense, to notify its non-ad valorem parcel owners of the Notice of Proposed Property Taxes and/or Actual Property Tax Notices for that year.
7. The Local Government further agrees to reimburse County for all costs incurred in producing the non-ad valorem assessment roll for Local Government described in the attached Exhibit A. Payment shall be made to County within 45 days, following receipt of its invoices.
8. The parties recognize that County will be processing several non-ad valorem assessment rolls for various local governments at the same time and Local Government agrees to provide timely information and assistance as may be required by County during the certification process; including, if necessary, personnel on location in County offices to verify the calculations being made by the computer.
9. This Agreement shall be automatically extended hereafter, from year-to-year, unless and until terminated by either of the parties. This Agreement may be terminated at any time by Local Government upon 60 day written notice to County or by County upon written 60 day written notice to Local Government; however, notice given by

Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services

either party after January 1st and prior to October 1st, shall be effective only following completion of the certification of that year's non-ad valorem tax roll.

10. This Agreement shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the Agreement will be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.
11. No provision of this Agreement is intended to, or shall be construed to, create any third party beneficiary or to provide any rights to any person or entity not a party to this Agreement, including but not limited to any citizen or employees of County and/or Local Government.
12. **Notice** Any notice, request, instruction, demand, consent, or other communication required or permitted to be given under this Agreement shall be in writing and shall be delivered by certified mail, postage prepaid, and certified return receipt requested to the following addresses or such other addresses as the parties may provide to each other in writing:

If sent to the County:

Steve Bordelon, Information Systems Services Director
301 N. Olive Avenue, 8th floor
West Palm Beach, FL 33401
(Telephone: 561-355-2394)

With copy to:

County Attorney's Office
Palm Beach County Board of County Commissioners
301 N. Olive Avenue, Suite 601

***Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services***

West Palm Beach, FL 33401
(Telephone: 561-355-2225)

If sent to the Local Government shall be sent to:

13. County and Local Government agree each will do any and everything reasonably necessary to accurately produce Local Government's non-ad valorem assessment roll. Local Government recognizes that problems may arise in spite of efforts by County, and County shall not be held liable as a result of its processing of Local Government's non-ad valorem assessment roll.
14. Palm Beach County has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 - 2-440, as may be amended. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts, transactions and records, to require the production of records, and to audit, investigate, monitor, and inspect the activities of Local Government, its officers, agents, employees, and lobbyists in compliance with contract requirements and detect corruption and fraud in connection with the performance of this agreement.
15. Failure to cooperate with the Inspector General or interfering with or impeding any investigation in connection with the performance of this agreement shall be in violation of Palm Beach County Code, Section

***Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services***

2-421 - 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

16. The County's performance and obligation to pay under this Agreement for subsequent fiscal years are contingent upon annual appropriations for its purpose by the Board of County Commissioners.

DRAFT

**Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information System Services**

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Agreement on behalf of County and Local Government has hereunto set its hand the day and year above written.

PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS:

By: _____
Steve Bordelon, PBC ISS

Local Government:

Name

Signature

Typed Name

Title

WITNESS:

Signature

Typed Name

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By _____
County Attorney

**APPROVED AS TO
TERMS AND
CONDITIONS**

By _____
Steve Bordelon, Director, Information Systems Services

EXHIBIT A

PALM BEACH COUNTY INFORMATION SYSTEMS SERVICES Non-Ad Valorem Assessment Support Services

The purpose of this Exhibit is to identify the roles and responsibilities of the Palm Beach County ("County") and _____ ("Local Government") in carrying out the terms of the Agreement regarding Non-Ad Valorem (NAV) Assessment Support Services. This Exhibit delineates the services to be provided by County through the Information System Services Department ("ISS"), and describes the associated costs and payment requirements.

Section A: Annual Planning and Exhibit Review

There will be an annual review of this Exhibit to ensure all parties are satisfied with services rendered to date and to determine whether any amendments are required.

Section B: Description of Services

Baseline services from the County for Non-Ad Valorem Assessment Support Services will include:

1. Loading of the Local Government's data (Property Control Numbers) provided by the Property Appraiser's office for the generation of the Notice of Proposed Property Taxes in August.
2. Provide one (1) set of reports and/or data files based on the data received from the Property Appraiser's Office in May utilizing the existing calculation rates on file from the prior year's Actual Property Taxes.
3. Provide additional set of reports and/or data files using the new and or approved calculation rates provided by the Local Government for the Notice of Proposed Property Taxes.
4. Loading of the Local Government's data (Property Control Numbers) provided by the Property Appraiser's Office for the generation of the Tax Collector's Actual Property Taxes in October.
5. Provide one (1) set of reports and/or data files based on the data received from the Property Appraiser office in August utilizing the existing calculation rates used on the Notice of Proposed Property Taxes.

6. Provide additional set of reports and/or data files using the new and/or approved calculation rates provided by the Local Government for the Tax Collector's Actual Property Taxes.
7. Each additional set of reports not listed above will be provided at the rate of \$125.00 per hour.

Section C: Fees for Non-Ad Valorem Assessment Services

Tiers	Assessment Ranges	Fee
1	≤\$50,000	\$150
2	>\$50,000 to ≤\$150,000	\$210
3	>\$150,000 to ≤\$300,000	\$420
4	>\$300,000 to ≤\$550,000	\$770
5	>\$550,000 to ≤\$800,000	\$1,120
6	>\$800,000 to ≤\$1,100,000	\$1,540
7	>\$1,100,000 to ≤\$1,450,000	\$2,030
8	>\$1,450,000 to ≤\$1,850,000	\$2,630
9	>\$1,850,000 to ≤\$2,300,000	\$3,220
10	>\$2,300,000	\$3,850

Section D: Billing and Payment

The County shall submit annual invoices to the Local Government which shall include a reference to this Agreement and identify the amount due and payable to the County. Payment will be made in accordance with the Local Government Prompt Payment Act, as amended, which also establishes a process and remedies for non-compliance.

Section E: Annual Review of Fees

The County reserves the right to review the fees included in this Exhibit on an annual basis and make appropriate rate adjustments. Should an adjustment be warranted, sixty (60) days notice will be provided. Any such rate adjustments shall be reduced to writing via an Amendment to be executed by all parties.

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RESOLUTION NO. R2016-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT APPROVING THE INTERLOCAL AGREEMENT WITH PALM BEACH COUNTY FOR THE ASSIGNMENT OF PROPERTY DATA AND DEVELOPMENT OF ANNUAL ASSESSMENTS; AUTHORIZING THE PRESIDENT TO EXECUTE THE AGREEMENT ON BEHALF OF THE DISTRICT ; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Pine Tree Water Control District ("District") utilizes the uniform method for the collection of its assessments; and

WHEREAS, it is necessary to compile and present data concerning the District's non ad valorem assessment role to the Property Appraiser and Tax Collector for the property tax notices; and

WHEREAS, in order to facilitate the compilation and presentation of such data in an accurate and compatible format, Palm Beach County ("County") offers the services of its Information Systems Services Department ("ISS") ; and

WHEREAS, to utilize ISS services it is necessary for the District to enter into an Agreement with the County in substantially the same form as the Agreement attached hereto as Exhibit "A" and

WHEREAS, the District Manager has recommended approval of the Agreement and the Board of Supervisors of the District has determined entering into the Agreement is the most efficient means of providing compatible data to the Property Appraiser and Tax Collector, as the fees for such services are anticipated to be \$210 per year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PINE TREE WATER CONTROL DISTRICT, WELLINGTON, FLORIDA that:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The Agreement with Palm Beach County for the Assignment of Data and Development of Annual Assessments attached hereto as Exhibit "A" is approved and the President of the District's Board of Supervisors and the District Clerk are authorized to execute an Agreement with the County in substantially the same form as Exhibit "A" after it has been approved for legal sufficiency by the Attorney for the District

1 **SECTION 4.** This Agreement shall remain in force and effect for one year and
2 automatically be renewed on an annual basis until either party provides notice of
3 termination of the Agreement in accordance with the terms of the Agreement.

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5 **SECTION 5.** This Resolution shall become effective immediately upon adoption.

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7 **PASSED AND ADOPTED** this 1st day of February, 2016.
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12 **ATTEST: PINE TREE WATER CONTROL DISTRICT**
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16 By: _____
17 Awilda Rodriguez, District Clerk

16 By: _____
17 Maria Fong, President

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19 **APPROVED AS TO FORM**
20 **AND LEGAL SUFFICIENCY**
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24 By: _____
25 Jeffrey S. Kurtz, Attorney for District
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Pine Tree Water Control District proposed policy on Canal Crossings

Canal Crossings

The Pine Tree Water Control District (PTWCD) is responsible for the maintenance of five (5) canals within the Rustic Ranches subdivision. Maintaining the flow of water through those canals is a PTWCD goal. The construction of a canal crossing without the express written consent and approval of the PTWCD is strictly prohibited.

The landowner shall submit engineered drawings as required by the District Engineer after approval of the conceptual crossing by the PTWCD Board. The submittal shall be reviewed and is subject to approval in the form of a permit with conditions by the PTWCD Engineer. The permit approved by the Engineer shall be brought back to the PTWCD Board for ratification. The size of the culvert shall be specified by the PTWCD. Should a permit be approved, ongoing maintenance is the responsibility of the landowner.

In the event of the construction of an unpermitted canal crossing, without limiting other remedies, the PTWCD may remove the crossing and assess the responsible landowner for the cost of the removal.

Effective Date: October 1, 2015

Approved: July 13, 2015 PTWCD Board Meeting