

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

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

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

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of Minutes**
 - a. Annual Landowners Meeting – June 15, 2015
 - b. Board of Supervisors Meeting – June 15, 2015
- 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.
- V. Financial Report**
 - a. Financial Report
 - b. Expenditure Summary
 - c. Approval of Supervisor Invoices
- VI. Operational Updates**
 - a. Operations Report
- VII. Engineer's Report**
- VIII. Attorney's Report**
 - a. Revised Policies and Procedures
- IX. Other Business**
 - a. Approval of Pine Tree Board of Supervisor's Meetings for 2016
- X. Board Comments**
- XI. Next Meeting – Monday, November 16, 2015 at 6:00 p.m. (Optional)**
- XII. Adjourn**

MINUTES

MINUTES

Pine Tree Water Control District Annual Landowners Meeting

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

**Monday, June 15, 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, June 15, 2015 at 6:00 p.m. at Wellington Village Hall, 12300 Forest Hill Blvd., Wellington, FL 33414.

Board Supervisors Present: Chris Wallace, President, Joel Arrieta, Board Supervisor and Maria Fong, Board Supervisor.

I. Call to Order – Ms. Chris Wallace called the meeting to order at 6:06p.m.

II. Pledge of Allegiance – Ms. Wallace lead the Pledge of Allegiance.

III. Notice Read

Ms. Awilda Rodriguez, Secretary to the Board, announced that the notice was given to all owners of lands located within the boundaries of Pine Tree Water Control District that pursuant to applicable laws, a meeting of Landowners of Pine Tree Water Control District was to be held at or about 6:00 p.m. on Monday, June 15, 2015 at the Wellington Village Hall located at 12300 Forest Hill Blvd, Wellington, Florida for the purpose of: (1) Electing Supervisors; (2) Receiving Annual Reports and taking such action with respect thereto as the Landowners may determine; and (3) Transacting any and all other such business that may come before the Board. The notice was published in the Palm Beach Post on June 1, 2015 and June 8, 2015.

IV. Selection of Chairman

Ms. Quickel announced that nominations were in order to select a Chairperson to preside over the meeting.

Mr. Leland Wright (from the audience) nominated Maria Fong as Chairperson. Mr. Kurtz and Ms. Wallace called for other nominations. No other nominations were made, and Ms. Fong was selected to serve as the Chairman.

V. Establishment of Quorum

Ms. Rodriguez explained that the quorum of the landowners meeting consists of the landowners in attendance as well as those represented by proxy, and reported that there was a quorum for the meeting.

VI. Election of Supervisor(s) – Ms. Chris Wallace

Ms. Wallace announced that her seat was up for election noting her term expires June 2015.

At this time Ms. Wallace opened the floor for nominations of her seat. Mr. Wright nominated Chris Wallace. Mr. Kurtz called for other nominations. Mr. Travis Deering nominated himself. There being no other nominations, nominations were then closed. With there being no other nominations other than Ms. Wallace and Mr. Deering, the nominations were then closed by Ms. Fong.

Ms. Rodriguez explained that while the landowners complete their ballots and submitted them to the Clerk's Office to tally then, they would proceed with the Engineer's Annual Report.

At this time, Mr. Kurtz suggested a recess in order for the attendees could file their votes with the Clerk's Office. Ms. Fong announced that they would take a 3 (three) minute recess.

At this time, Ms. Fong reconvened the meeting.

Ms. Rodriguez announced that she had the results of the election. She announced that there was a total of 3078 acres represented at the meeting, 258 votes were cast for Chris Wallace; 2830 votes were cast for Travis Deering. Mr. Deering was elected as the new supervisor.

a. Swearing in of Supervisors

At this time, Ms. Rodriguez administered the Oath of Office to Travis Deering.

VII. Comments from the Board of Supervisors

None.

At this time Ms. Fong opened the floor for comments.

Leland Wright, Rustic Road – Mr. Wright stated that he was not happy with the election and felt that SFWMD was dictating the neighborhood and was not right.

At this point, Mr. Kurtz stated that Mr. Wright was out of order.

Chris Wallace, 16330 Hollow Tree Lane – Ms. Wallace addressed Mr. Arrieta and said that he had stayed out of every vote until now and she was disappointed with his actions. She addressed the Board and said that she hoped that the Board would make conservative decisions for the betterment of the community. She wished the Board the best of luck and advised them that she would continue to attend all the meetings.

VIII. Adjourn

There being no further business to come before the Board of Supervisors, the Annual Landowners meeting was adjourned at 6:21 p.m.

Approved:

Maria Fong, President

Awilda Rodriguez, Secretary

MINUTES

Pine Tree Water Control District Board of Supervisor's Meeting

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

**Monday, June 15, 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, June 15, 2015 at Wellington Village Hall, 12300 Forest Hill Blvd., Wellington, FL 33414.

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

- I. **Call to Order** – Ms. Fong called the meeting to order at 6:21 p.m.
- II. **Pledge of Allegiance** – The Pledge was conducted during the Annual Landowners Meeting.

Ms. Quickel stated that a president needed to be elected.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and unanimously passed (3-0) to elect Ms. Fong as Board President.

III. Approval of Minutes – April 20, 2015

Ms. Quickel explained that the amended minutes provided to the Board included the following changes listed in red:

- Page 2: Ms. Wallace's comments regarding the relocation of the shade structure and bike racks to the Section 24 parking area.
- Page 4: Project cost for Mr. Potente's project.

A motion was made by Mr. Arrieta, seconded by Ms. Fong and unanimously passed (3-0) approving the Amended Minutes of the April 20, 2015 Board of Supervisors Meeting.

IV. Presentation of Audited Financial Statements

Ms. Quickel introduced the agenda item.

Ms. Boersma provided a presentation of the Audited Financial Statements as of September 30, 2014:

- Cash Assets: \$186,651
- Total Liabilities: \$23,583
- Total Fund Balance: \$163,068
- Revenues: \$104,938
- Expenditures: \$100,519
- Increase of the Fund Balance: \$4,419
- Ending Fund Balance: \$163,068

Ms. Boersma stated that the District was in excellent financial shape and the audit was very clean.

Ms. Boersma answered questions from the Board regarding the amount included in the reserve funds that could be used for hurricane expenses, the amount of the unreserved funds for emergency purposes and clarification to Item 6 on page 24 of the auditor's report.

Mr. Kurtz explained that Item 6 was a positive statement from the auditors.

Mr. Arrieta asked staff to provide the Board with a copy of the Florida Statute that was referenced in Item 6. Mr. Kurtz said that staff would provide the Board with a copy of the statute.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and unanimously passed (3-0) to Receive and File the Audited Financial Statements ending September 30, 2014.

V. Financial Report

- a. Financial Report
- b. Expenditure Summary
- c. Approval of Supervisor Invoices
- d. Proposed Budget 2015 – 2016

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 April 30, 2015. She reviewed the following: Cash Assets - \$231,349; Total Liabilities - \$9,346; Total Funds Balance - \$222,003; Non-Ad Valorem Assessments - \$96,637; Total Expenditures to Date - \$37,702; Excess of Revenues over Expenditures - \$58,935.

Ms. Boersma stated that the Expenditure Summary itemized the total amount of expenditures during April and May and indicated that the total amount for expenditures was \$10,741 with the largest amount going to Wellington Pro Lawn.

Doug Murray, 16450 Norris Road - Mr. Murray said that his neighbor was putting at least 60 yards of waste out to be picked up every week and due to the multiple pickups there was a rut in front of the house that was approximately 75 yards long which needed to be repaired. Ms. Quickel advised Mr. Murray to provide Mr. Fleury with the address and he would inspect the location. Mr. Murray added that he had seen some of the trucks backing into property owner's yards. Mr. Fleury said that he would look into the matter.

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. Arrieta, and unanimously passed (3-0) approving the Financial Report, Warrant List, and Supervisor Invoices as amended for Ms. Fong and Mr. Deering for the meeting of June 15, 2015.

VI. Resolution No. PT 2015-01: A Resolution of the Supervisors of the Pine Tree Water Control District Adopting the District's Preliminary Non-Ad Valorem Assessment Rate for Truth-In-Millage ("TRIM") Purposes; and Providing an Effective Date.

Ms. Boersma explained to the Board that she was presenting the proposed 2016 budget which reflected a reduction to the assessment rates:

Rustic Ranches (PAM) - \$65.00 per unit or acre

Agricultural (PBM) - \$17.50 per unit or acre

Water Management (PCM) - \$15.00 per unit or acre

Total amount of revenue - \$119,800.00.

Expenditures: Canal Weed Control - \$15,500; Drainage Improvements and Maintenance - \$20,000; Swale Mowing - \$51,000; Supervisor Meeting Fees - \$500; Engineering and Legal - \$10,000; Administrative Cost - \$22,800; Total Operating Budget - \$119,800.00.

Ms. Quickel explained that the reduction in the drainage improvement amounts from \$40,000 to \$20,000 was due to last year increasing the amount for possible canal projects including cross sections but since it did not appear that the projects would be moving forward during the current year, the amount has been lowered. She added that the increase in the swale mowing amount was due to the Public Works Department's handling of the maintenance of the majority of the roads and the trimming of the excessive over growth in the swale areas. Reductions in the administrative costs were possible due to a formatting change to the minutes and a small reduction was obtained with the bank service fee.

Ms. Boersma responded to the Board's questions regarding the existing reserve funds and the use of reserves if the suggested assessment rates were approved.

Ms. Fong stated that she was concerned with the use of reserve funds for operational purposes. Mr. Deering stated that he agreed with Ms. Fong and wanted to make sure that the efforts made on the culverts would continue along with the canal cleaning project. He reiterated that the reserve funding should be used on projects and not the day-to-day operations.

Mr. Higgins explained that in the past the Board gave staff the direction to start to survey all of the District's canals but the only part that has been surveyed was the small center canals. The primary canal has not been surveyed due to the lack of the Board's feedback and currently was not able to provide information on the adequacy of the District's canal system to serve Rustic Ranches. Mr. Higgins suggested the continuance of the program in order to obtain the survey information. Mr. Deering agreed with Mr. Higgins and indicated that the canal program started over 12 (twelve) years ago and needed to continue.

Ms. Fong suggested that the Board maintain the TRIM rate at the current rates. Mr. Deering agreed with Ms. Fong.

Ruben Ferrazzano, 16625 Rustic Road – Mr. Ferrazzano asked for the Board's reason to raise the TRIM rate and the additional spending. He added that the center canal was surveyed in the past and asked if the Board had received the results. Mr. Higgins stated that he was not advised

to analyze the results but if the direction was for him to do so, he would provide the information to the Board.

Mr. Kurtz explained that the survey was done and filed because the direction from the Board was to not to move forward with the project.

Christina Gustafson, 16028 Rustic Road - Ms. Gustafson thanked Ms. Fong for reviewing the rates and noting the situation with the District's future reserves. As a whole, the community does want to have the canals cleared if that meant clearing out the District's reserves and felt that Ms. Fong's solution was the best.

Mr. Deering stated that SFWMD was not involved in getting the canals cleaned but he supported the necessary canal cleaning and maintenance for several years.

Ms. Wallace said that the District does not flood when it rains, the roads were good, the drainage was good and was not in favor of any projects that would waste money and was not worrying about what would happen in 10 years. She asked the Board to remain conservative and not spend the reserve funds.

A motion was made by Mr. Deering, seconded by Ms. Fong, and unanimously passed (3-0) approving a TRIM rate of \$85.00 for Rustic Ranches, \$25.00 for Agricultural and \$17.50 for Water Management.

Mr. Murray stated that during Isaac the pumps were not turned on for three days and wanted to know if that issue had been resolved. Mr. Arrieta said that he was not aware of the history or the reason why the pumps were not turned on but he would research the issue and report back at the next Board meeting.

VII. Operational Updates

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

Mr. Deering stated that the roads have never looked better.

VIII. Engineer's Report

Mr. Higgins reported that the Engineer's Report was included with the agenda packet and presented a brief recap of the information.

IX. Attorney's Report

a. Revised Policies and Procedures

Mr. Kurtz explained that Mr. Deering was a new member to the Board and has not had the opportunity to review all the proposed policies and procedures.

Ms. Quickel suggested moving the item to the July 13th Board meeting.

Board consensus was to discuss the item at the next Board meeting.

Mr. Murray indicated that the neighborhood was changing drastically and asked for assistance in viewing the by-laws for companies that sub lease property in the District. The issue was that a company was running a business which included using multiple manure trucks from the property that come and go along the District's roadways continuously.

Mr. Deering stated that in the past there were restrictions on commercial activities.

Mr. Kurtz explained that the issue that Mr. Murray was relating was not a Pine Tree District issue but a Village of Wellington issue. There was zoning codes and a specific neighborhood plan that has been adopted for Rustic Ranches.

Ms. Quickel stated that the information was located on the Pine Tree website and would show him after the meeting. She added that this should be reported to the Code Compliance department.

Mr. Murray also explained that he has noticed that the majority of the drivers were driving at speeds of approximately 45 to 50 mph and felt that it was unsafe for him to walk along the roads. His request was to build a bridge across the canal because he has almost been run over several times.

Mr. Kurtz stated that according to the proposed policy that has not been adopted, that crossing over the canal was explicitly prohibited unless the Pine Tree Water District accepts and gives the permission to move forward with the project.

Ms. Wallace explained that the Board spoke about Mr. Murray's request several years ago. The Board would have to approve the project and Mr. Murray would have to apply, pay and comply with the Village of Wellington's rules and permit procedures.

Ms. Quickel asked Mr. Murray to work with Mr. Higgins who would bring his request to the Board for further review and discussion.

Mr. Higgins explained that Mr. Murray called him and he advised him to address the issue at the Board meeting.

Ms. Fong reiterated that the recommendation was for Mr. Murray to meet with Mr. Higgins in order to obtain the necessary information needed to provide the Board with a proposal for discussion.

Mr. Kurtz stated that Mr. Murray indicated that the bridge would cross the southern canal and would reach Village Park and permission from the Village may not be forthcoming. A formal request to the Board was needed but if the landing was going into Village property, it was unknown if the project would be allowed by the Village especially since the area was fenced in.

Mr. Murray stated that the area in question near Village Park was not fenced in.

Ms. Wallace stated that a formal request was needed from Mr. Murray in order for the Board to review and additionally Mr. Higgins would review and provide direction for the next step.

X. Other Business

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

Ms. Quickel introduced the agenda item.

XI. Board Comments

None.

XII. Next Meeting – Monday, July 13, 2015 at 6:00 p.m. (Budget)

XIII. Adjourn

There being no further business to come before the Board, the meeting adjourned at 7:31p.m.

Approved:

Maria Fong, President

Awilda Rodriguez, Secretary

**PUBLIC HEARING
RESOLUTION NO.
PT2015-02**

1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5

A RESOLUTION OF THE BOARD OF SUPERVISORS OF 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.

WHEREAS, specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors of Pine Tree Water Control District shall consider and adopt an annual budget for the District; and

WHEREAS, specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors, in accordance with the District's budget, shall levy non-ad valorem assessments upon designated lands lying within the jurisdictional boundaries of the District; and

WHEREAS, Section 197.3632, Florida Statutes, requires the Board of Supervisors of the District to adopt a Non-Ad Valorem Assessment Roll; and

WHEREAS, Section 197.3632, Florida Statutes, authorizes the Board of Supervisors of the District to designate an authorized representative of the District to certify the District's Non-Ad Valorem Assessment Roll to the Tax Collector of Palm Beach County, Florida.

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

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

SECTION 2. The proposed budget attached hereto is hereby made a part hereof and adopted as the budget for the District's Fiscal Year 2015-2016, except as said budget may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

SECTION 3. The District's non-ad valorem special assessments shall be levied in accordance with the herein above adopted budget, except as said levy may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

SECTION 4. The District's Non-Ad Valorem Assessment Rates for Fiscal Year 2015-2016, per computed acre, are hereby adopted as follows:

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

SECTION 5. The District's Non-Ad Valorem Assessment Roll is hereby adopted, except as said Non-Ad Valorem Assessment Roll may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

SECTION 6. The District's Non-Ad Valorem Assessment Roll as adopted is to be continued to be collected from year to year until discontinued.

SECTION 7. In accordance with Section 197.3632(5), Florida Statutes, Maria Fong, President is hereby designated and authorized to certify the 2015-2016 Pine Tree Water Control District's Non-Ad Valorem Assessment Roll to the Tax Collector of Palm Beach County, Florida.

SECTION 8. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 13th day of July 2015.

ATTEST:

PINE TREE WATER CONTROL DISTRICT

By: _____
Awilda Rodriguez, Board Secretary

By: _____
Maria Fong, Board President

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: Jeffrey S. Kurtz, Board Attorney

PINE TREE WATER CONTROL DISTRICT

PROPOSED BUDGET FOR FY 2016

REVENUES

Rustic Ranch Assessment (PAM)
 Agricultural Assessment (PBM)
 Water Management (PCM)
 Less collection allowance (5%)
 Use of Reserves

Total Revenues

EXPENDITURES

Canal weed control
 Drainage improvements and maintenance
 Swale mowing
 Supervisor meeting fees
 Engineering and Legal
 Administrative cost

Total Operating Expenditures

PROPOSED FY 2016 BUDGET		
Units	Assessment	Total
638.92	\$85.00	\$ 54,310
223.03	\$25.00	5,580
2,805.45	\$17.50	49,100
		(5,400)
		16,210
3,667.41		\$ 119,800

2015 ADOPTED BUDGET		
Units	Assessment	Total
637.95	\$85.00	\$ 54,230
223.03	\$25.00	5,580
2,805.79	\$17.50	49,100
		(5,400)
		28,490
3,666.77		\$ 132,000

Administrative Cost Detail	
Staff Expense Allocation	\$ 15,500
Audit	\$ 5,000
Printing & Advertising	\$ 1,550
Dues	\$ 200
Banking Services & Misc	\$ 400
Other Misc.	\$ 150
	<u>\$ 22,800</u>



CERTIFICATE TO NON-AD VALOREM ASSESSMENT ROLL

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of Pine Tree Water Control District, located in Palm Beach County, Florida; as such, I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the 13th day of July, 2015.
year

Chairman of the Board or authorized agent
of Pine Tree Water Control District
Name of local government
Palm Beach County, Florida

FINANCIAL REPORT

PINE TREE WATER CONTROL DISTRICT

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET JUNE 30, 2015

	Special Revenue Fund	Adjustments	Statement of Net Assets
<u>ASSETS</u>			
Cash	\$ 230,726		\$ 230,726
Due from other governments		-	-
Prepaid expenditures		-	-
Capital assets:			
Depreciable, net	-	31,653	31,653
Total assets	<u>\$ 230,726</u>	<u>\$ -</u>	<u>\$ 262,379</u>
<u>LIABILITIES AND FUND BALANCE</u>			
Liabilities:			
Accounts payable	\$ 1,723	\$ -	\$ 1,723
Due to other governments	<u>18,792</u>	<u>-</u>	<u>18,792</u>
Total liabilities	20,516	-	20,516
Fund balance:			
Reserved for emergency	30,000	(30,000)	-
Unreserved	<u>180,210</u>	<u>(180,210)</u>	<u>-</u>
Total fund balance	<u>210,210</u>	<u>(210,210)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 230,725</u>	<u>\$ (210,210)</u>	<u>\$ 20,516</u>
<u>NET POSITION</u>			
Net Position:			
Net invested in capital assets		31,653	31,653
Unrestricted		210,210	210,210
Total net position		<u>\$ 241,863</u>	<u>\$ 241,863</u>

PINE TREE WATER CONTROL DISTRICT

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET TO ACTUAL PERIOD ENDING JUNE 30, 2015

	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Non-ad valorem assessments	\$ 103,510	\$ 100,362	\$ (3,148)
Investment income	-	26	26
Miscellaneous	-	-	-
Total revenues	<u>103,510</u>	<u>100,388</u>	<u>(3,122)</u>
Expenditures:			
Current:			
Canal weed control	15,500	10,000	5,500
Drainage	40,000	3,446	36,554
Swale Mowing	41,000	20,552	20,448
Administration	<u>35,500</u>	<u>19,248</u>	<u>16,252</u>
Total physical environment expenditures	<u>132,000</u>	<u>53,246</u>	<u>78,754</u>
Excess (deficiency) of revenues over expenditures	<u>(28,490)</u>	<u>47,142</u>	<u>75,632</u>
Fund balance, beginning of year	<u>163,068</u>	<u>163,068</u>	<u>-</u>
Fund balance, end of period	<u>\$ 134,578</u>	<u>\$ 210,210</u>	<u>\$ 75,632</u>

PINE TREE WATER CONTROL DISTRICT
EXPENDITURE SUMMARY - FY 2015
JUNE

Vendor Name	Check Number	Amount
Travis Deering	449550	50.00
Maria Fong	449556	50.00
Palm Beach Property Appraiser	449726	150.00
Palm Beach Newspapers	449728	323.36
Grau & Associates	449449	5,000.00
		5,573.36

Vendor Name		Amount
Clarke Aquatic		1,250.00
Office Depot		115.35
		1,365.35

Vendor Name		Amount
Village of Wellington Administration		4,375.00
		4,375.00

GRAND TOTAL

\$ 11,313.71

Board Member Maria Fong

Invoice to: Pine Tree Water Control District

Invoice for: Pine Tree WCD Meetings Attended

Meeting Date	Amount Due
7/13/2015	\$50.00
Total Due	\$ 50.00

OPERATIONAL UPDATES

MEMORANDUM

DATE: JULY 2, 2015
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: June 15th, 23rd, and 30th

Graded: All roads: June 4th

All roads checked on May 28th, June 11th and July 2nd

Roads were checked on May 21st and 28th and grading not needed, except where noted above and grading was completed.

Canals

Aquatic Weed Treatment report for Rustic Ranches is as follows:

June 2015

06/04/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)
and Treatment C-H(5) and C-K(N)

06/11/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)
and Treatment C-K(N) and C-T(S)

06/18/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)
and Treatment C-K(N)

06/26/2015 – Inspected C-F(5), C-H(5), C-K(N), C-I(S), C-T(N) and C-T(S)

and Treatment C-K(N)

Rain fall data for June 2015 is attached for review and information.

Landscape Maintenance

- Canal Tops were cut on June 2nd and 16th
- Canal Slopes were cut on June 1st and finished on the 2nd
- Swales were cut on June 2nd and 17th

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
- Swale areas and road shoulders have been inspected and repairs to damaged areas will be completed by Waste Management's sub-contractor (hauler).

Mosquito Control

Larvicide treatments were applied in swale areas and spraying (truck fogging) was completed June 5th and June 17th.

Rainfall Data JUNE 2015

Date	Pump Station #7 Flying Cow Rd & Southern Blvd	Structure 40 Flying Cow Rd.
JUNE 2015		
1		
2		
3	0.24	0.22
4		
5		
6	1.09	0.82
7		
8		
9	0.33	0.12
10	2.34	1.64
11	0.2	0.07
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26	0.13	
27		
28		
29		
30		
31		
Totals	4.33	2.87

ATTORNEY'S REPORT

*VEGETATION/PLANTINGS
AFFECTING CANALS AND
SWALES PROPOSED POLICY*

Pine Tree Water Control District Proposed Policy Regarding Vegetation/Plantings affecting Canals and Swales

Vegetation and Plantings affecting the Flow of Water in Canals and Swales

The Pine Tree Water Control ~~District~~PTWCD (~~PTWCD or District~~) is responsible for drainage within the ~~District~~PTWCD boundaries. The minimization of impediments to the flow of water through canals and swales is a ~~District~~PTWCD goal. It is therefore the policy of the ~~District~~PTWCD to prohibit the planting of trees or other vegetation, except sod, within or adjacent to canals and swales, when such planting has or may have in the future the result of impeding the flow of waters or maintenance of the canals or swales.

When the ~~District~~PTWCD determines that plantings are or may be affecting either the flow of water within or maintenance of a canal or swale the ~~District~~PTWCD shall initiate contact with the landowner and work with the landowner to eliminate or minimize the affect of the plantings on the canal or swale. If the ~~District~~PTWCD Administrator or their designee is unable to resolve the issues, the Administrator shall bring the issue to the ~~District~~PTWCD Board of Supervisors for advice and direction.

*CONSTRUCTION AND
MAINTENANCE OF DRIVEWAY
CULVERTS PROPOSED POLICY*

Pine Tree Water Control ~~District~~District Proposed Policy Regarding Construction and Maintenance of Driveway Culverts

Driveway Culverts

The Pine Tree Water Control ~~District~~PTWCD (~~PTWCD or District~~) is responsible for drainage within the ~~District~~PTWCD boundaries. The minimization of impediments to the flow of water through canals and swales is a ~~District~~PTWCD goal. In order to accomplish this goal, the location and size of all driveway culverts across swales or canals used for drainage purposes within the Pine Tree Water Control ~~District~~PTWCD (PTWCD or ~~District~~PTWCD) must be approved by the ~~District~~PTWCD.

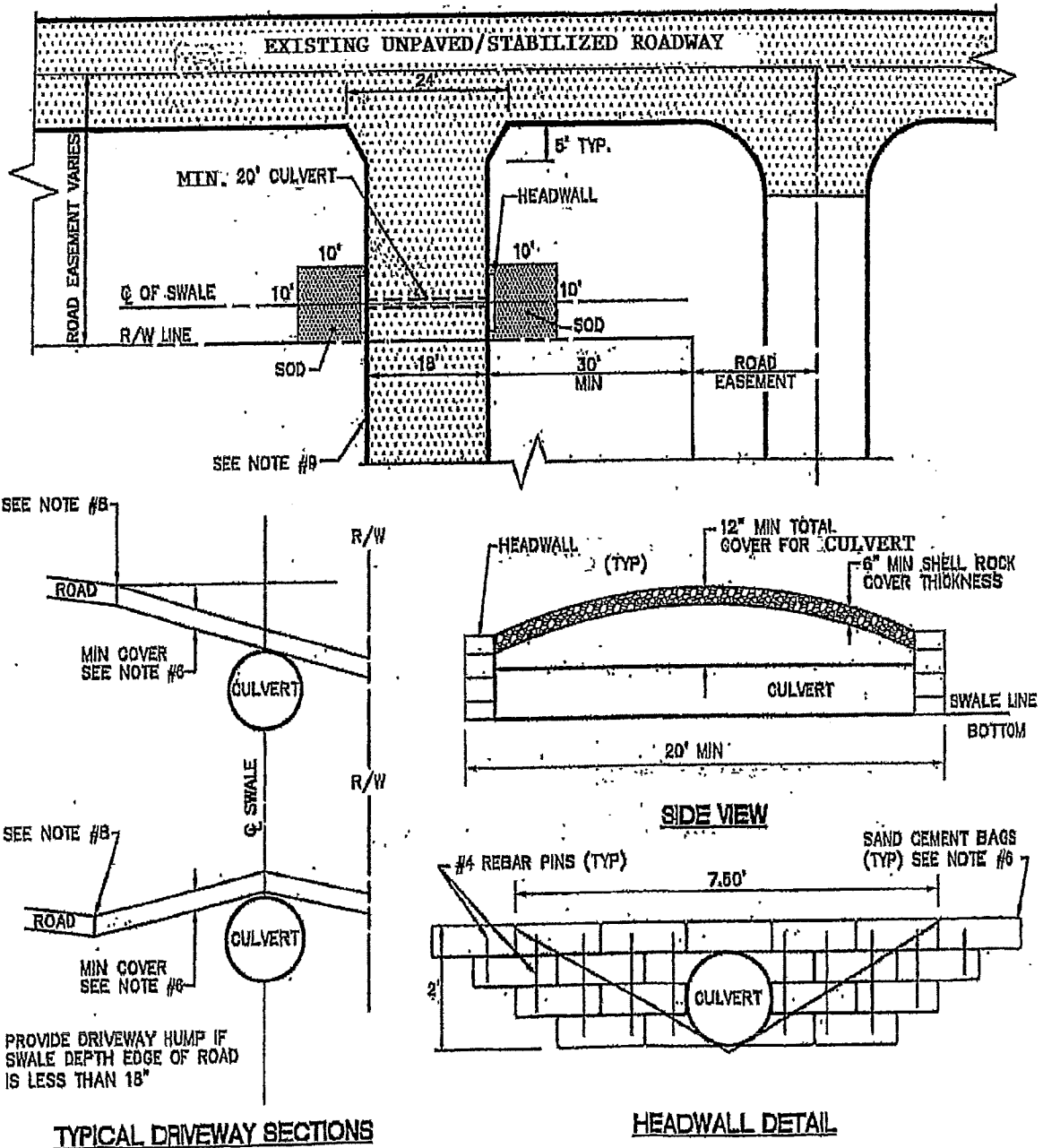
The ~~District~~PTWCD shall specify the culvert size. Although the ~~District~~PTWCD has not previously required culverts to be approved, given the ~~District~~PTWCD's investment in the reconstruction of culverts and the necessity to maintain the flow of water throughout the ~~District~~PTWCD's drainage system, ~~District~~PTWCD approval will be required as of February 1, 2015. This approval shall be done in conjunction with the Village of Wellington Engineering Department's review of such permits required as a part of the Village's Land Development Regulations (LDRs) and Building Code. The ~~District~~PTWCD may designate the Village Engineer as its agent for purposes of the ~~District~~PTWCD's review and approval.

Culverts must be maintained in good condition. The landowner is responsible for repairing any damage to culvert or replacing the culvert if necessary. If the ~~District~~PTWCD determines that a culvert is in need of repair or replacement, the ~~District~~PTWCD may notify the landowner of the need to make repairs or replacement. In the absence of emergent conditions the landowner will generally be given 60 days to make the repairs or replacement and bring the culvert back into good condition. If the repair or replacement is not done in a timely manner the ~~District~~PTWCD may initiate repairs or replacement of the damaged culvert and assess the landowner for the cost of such works.

Attached: 1)Village of Wellington Unpaved/stabilized Road Driveway Connection Detail
2) Unpaved/Stabilized Road Driveway Connection Drawing



UNPAVED/STABILIZED ROAD DRIVEWAY CONNECTION DETAIL





UNPAVED/STABILIZED ROAD DRIVEWAY CONNECTION DETAIL

NOTES:

- 1. CULVERT MATERIAL SHALL BE EITHER CORRUGATED METAL PIPE (CMP) 18" DIAMETER; REINFORCED CONCRETE PIPE (RCP) 15" DIAMETER; OR HIGH DENSITY POLYETHYLENE (HDPE) CORRUGATED PIPE, SMOOTH WALL 15" DIAMETER, ADS N-12 OR APPROVED EQUAL.**
- 2. CULVERT DIAMETER OR OTHER MODIFICATIONS MAY BE REQUIRED BY THE CITY. EQUIVALENT ELLIPTICAL PIPE MAY BE SUBSTITUTED FOR ROUND CULVERT.**
- 3. APPLICABLE FOR RESIDENTIAL DRIVEWAY AUTO TRAFFIC ONLY.**
- 4. SAND-CEMENT HEADWELL APPLICABLE TO CMP, RCP, & HDPE AND WHERE APPLICABLE (30-60 LB BAGS, 15 ON EACH SIDE). SAND CEMENT BAGS SHALL BE PINNED WITH #4 REBAR.**
- 5. CULVERT MAY BE OMITTED AT THE DIRECTION OF THE CITY. DRIVE SHALL MATCH SWALE GRADE.**
- 6. SHELLROCK AND FILL SHALL BE COMPACTED TO 98% MAX DRY DENSITY PER AASHTO T-180 WITH 12" MINIMUM COVER FOR CMP & HDPE AND 6" MINIMUM COVER FOR RCP.**
- 7. SLOPE FROM EDGE OF DRIVE TO SWALE BOTTOM SHALL BE 4:1.**
- 8. DRIVEWAY ELEVATION SHALL MATCH ROADWAY ELEVATION AT CONNECTION POINT.**
- 9. NO CONCRETE OR ASPHALT DRIVEWAY SURFACE ALLOWED WITHIN CITY EASEMENT WITHOUT A "PAVING WAIVER".**
- 10. SOD REQUIRED FOR EROSION, WHEREVER THERE IS BARE SOIL IN THE SWALE (SEE SOD DETAIL).**
- 11. CONTACT PUBLIC WORKS DEPARTMENT 48 HOURS PRIOR TO CULVERT INSTALLATION FOR CULVERT "STAKE OUT" (INVERT GRADE & CENTER LINE).**

*DISPOSAL OF SPOILS
PROPOSED POLICY*

Pine Tree Water Control ~~District~~District Proposed Policy on Disposal of Spoils

Disposal of Spoilage from Works of the ~~District~~PTWCD

When the Pine Tree Water Control ~~District~~PTWCD (~~PTWCD or District~~) or its agents, employees, or contractors performs ~~District~~PTWCD Work or a Project, there will be occasions when the work being done results in the accumulation of excess soils and materials. The build up of these soils and materials is referred to as a spoil bank or spoilage. This spoilage, if not incorporated back into the project or work that created the spoilage, must be disposed of. The ~~District~~PTWCD has established an order of priority as to how the spoilage will be disposed of, which is as follows:

1. The spoils will first be utilized or reincorporated into the project from whence the spoils were created.
2. If there is not a specified PTWCD project for the spoilage to be utilized, the PTWCD shall offer the spoils to the landowner(s) of the land(s) on which the project is being done or if the project is being done on PTWCD lands the owner of land(s) adjacent to the project. If more than one land owner, who is affected by the project through which the spoils have been created, desires the spoilage, the PTWCD administration will determine an equitable division of the spoils. If no affected landowner desires the spoils and no PTWCD project is specified for the use of the spoils, the PTWCD administration shall dispose of the spoils in a cost effective manner.
- 2.3. The spoils may be utilized in other ~~District~~PTWCD works or projects. This may result in the storage of the spoils at an appropriate location until the spoilage can be utilized in the identified project. The use of such spoils, in this manner, must be known to the ~~District~~PTWCD at the time the spoils are created and specifically designated by the ~~District~~PTWCD for use in a contemporaneous or future project at or prior to the creation of the spoil. It is not the intent of the ~~District~~PTWCD to create a spoilage bank without a specified end use or project for the accumulated spoils.
3. ~~If there is not a specified District project for the spoilage to be utilized, the District shall offer the spoils to the landowner(s) of the land(s) on which the project is being done or if the project is being done on District lands the owner of land(s) adjacent to the project. If more than one land owner, who is affected by the project through which the spoils have been created, desires the spoilage, the District administration will determine an equitable division of the spoils. If no affected landowner desires the spoils and no District project is specified for the use of the spoils, the District administration shall dispose of the spoils in a cost effective manner.~~

Prior to initiating a project or work the administration shall attempt to identify whether excess spoils will be created and the approximate amount of those spoils.

If the excess spoils are not designated for utilization in another ~~District~~PTWCD work or project, the administration shall contact the affected landowners and ascertain whether the landowners would be interested in utilizing the excess spoils. The excess spoils could only be used on the landowners land adjacent to the project within a reasonable time frame (30days) to include removal from the easement and restoration of the easement to good condition as determined by the PTWCD Engineer. ~~and the landowner would have to present a plan for the utilization of the spoilage to the District Administrator.~~ The proposed utilization of spoils would be subject to the approval of the ~~District~~PTWCD Administrator in consultation with the ~~District~~PTWCD Engineer. Storage of the spoilage as an ultimate use or for use on lands other than the lands affected by the project, which created the spoilage, will not be deemed an appropriate use and the ~~District~~PTWCD Administrator will not approve the transfer of the spoilage for such purposes.

If the use is approved by the ~~District~~PTWCD, the delivery of the spoilage onto the affected lands shall be at ~~the Landowner~~PTWCD's cost, but the ~~District~~PTWCD will only dump the spoils at an agreed upon location on the property, provided the site is accessible as determined by the Director of Operations. The landowner will solely be responsible for spreading or other distribution or incorporation of the spoilage within their property.

All spoilage shall be disposed of in an as-is condition and no warranties of use or otherwise shall be given by the ~~District~~PTWCD to the receiving party. The ~~District~~PTWCD Administrator may require a bond and access easement to recover the spoilage and insure the spoils are utilized as proposed and not built up and stored on property or otherwise utilized in a manner that would create a nuisance for the ~~District~~PTWCD or adjacent landowners.

If warranted the ~~District~~PTWCD Administrator and ~~District~~PTWCD Engineer may petition the Board of Supervisors at a public meeting to deviate from the provisions of this policy when exceptional circumstances arise and alternative disposal of the spoilage would be in the best interest of the ~~District~~PTWCD.

FENCES AND WALLS
PROPOSED POLICY

Pine Tree Water Control District Proposed Policy Regarding Fences

Fences and Walls

The Pine Tree Water Control ~~District~~PTWCD (~~PTWCD or District~~) is responsible for the maintenance of drainage within the ~~District~~PTWCD boundaries. The minimization of impediments to the maintenance of canals and swales is a ~~District~~PTWCD goal. In order to accomplish this goal, any obstruction (e.g trees, landscape, fences, walls, debris or other construction), which limits access to and maintenance of canals and swales, shall be prohibited.

Although the ~~District~~PTWCD has not previously required fences and walls to be approved, given the ~~District~~PTWCD's investment in the reconstruction of swales and maintenance of canals and the necessity to maintain the flow of water throughout the ~~District~~PTWCD's drainage system, ~~District~~PTWCD approval will be required as of February 1, 2015. This approval shall be done in conjunction with the Village of Wellington Building Department's review of such permits required as a part of the Village's Land Development Regulations (LDRs) and Building Code. The ~~District~~PTWCD may designate the Chief Building Official as its agent for purposes of the ~~District~~PTWCD's review and approval.

When the ~~District~~PTWCD determines that fences or other obstructions are or may be affecting either the flow of water within or maintenance of a canal or swale, the ~~District~~PTWCD shall initiate contact with the landowner and work with the landowner to eliminate or minimize the affect of the fence or obstruction on the canal or swale. If the ~~District~~PTWCD Administrator or their designee is unable to resolve the issues, the Administrator shall bring the issue to the ~~District~~PTWCD Board of Supervisors for advice and direction.

CANAL CROSSINGS
PROPOSED POLICY

Pine Tree Water Control District proposed policy on Canal Crossings

Canal Crossings

The Pine Tree Water Control ~~District~~PTWCD (~~PTWCD or District~~) is responsible for the maintenance of five (5) canals within the Rustic Ranches subdivision. Maintaining the flow of water through those canals is a ~~District~~PTWCD goal. The construction of a canal crossing without the express written consent and approval of the ~~District~~PTWCD is strictly prohibited. The size of the culvert shall be specified by the ~~District~~PTWCD. In the event of the construction of an unpermitted canal crossing, without limiting other remedies, the ~~District~~PTWCD may remove the crossing and assess the responsible landowner for the cost of the removal.

*IRRIGATION INTAKES
(SUCTION LINES)
PROPOSED POLICY*

Pine Tree Water Control District proposed policy on Irrigation Intakes (suction lines)

Use of Canals for Irrigation Purposes

The Pine Tree Water Control ~~District~~PTWCD (PTWCD or ~~District~~PTWCD) maintains five (5) major canals within the Rustic Ranches subdivision. Landowners adjacent to the canals have historically utilized the canal waters for irrigation purposes. The use of the canals for irrigation purposes has not, in the past, been formally permitted by the ~~District~~PTWCD, but it has been informally condoned. The Board of Supervisors has asked its administration to inventory the number and location of irrigation intakes from the canals. ~~At this time, the existing intakes will not have to go through a permitting process, but beginning on February 1, 2015, all new or replacement irrigation connections to the canals shall be required to seek a permit from the District.~~ Upon the completion and review of the inventory of existing irrigation intakes, the ~~District~~PTWCD Administrator may recommend to the Board of Supervisors that consolidation of existing intakes may be warranted. In general irrigation inlet piping will be limited to two inches in diameter and two intakes per lot.

**OTHER BUSINESS:
REVISED
2015 MEETING
SCHEDULE**

**PINE TREE WATER CONTROL DISTRICT
SCHEDULE OF MEETINGS
2016**

Monday, February 1, 2016

(Optional)

6:00 p.m.

Monday, April 18, 2016

6:00 p.m.

Monday, June 13, 2016

(Annual Landowners Meeting/TRIM)

6:00 p.m.

Monday, August 15, 2016

(Budget)

6:00 p.m.

Monday, November 7, 2016

(Optional)

6:00 p.m.

All Regular Meetings, unless otherwise noticed, will be held in the Wellington Village Hall, Rooms 1E & 1F, located at 12300 Forest Hill Boulevard.