

**BOARD OF SUPERVISOR'S MEETING
PINE TREE WATER CONTROL DISTRICT**

Tuesday, January 21, 2025
6:00 P.M. Following the Landowners Meeting

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Consent Agenda**
 - a. Approval of Minutes
 - 1. Board of Supervisors Meeting October 21 and December 16, 2024
 - b. Financial Report
- IV. Management Report**
 - a. Roads-Jim Barnes
 - b. Engineer Report
- V. Board Comments**
- VI. Next Meeting:**
 - a. Next Regular Board Meeting 04/14/2025
- VII. Adjourn**

**MINUTES
PINE TREE WATER CONTROL DISTRICT
SUPERVISORS MEETING
HELD MONDAY, OCTOBER 21, 2024
AT TOWN OF LOXAHATCHEE GROVES
155 F ROAD, LOXAHATCHEE, FLORIDA 33470**

Pursuant to the foregoing notice, a meeting was held for the Pine Tree Water Control District Board of Supervisors on Monday October 21, 2024 at 6:00 PM at Loxahatchee Groves Town Hall located at 155 F Road, Loxahatchee, Florida 33470.

Members present were:	Kerry Hitt, Chairman Charles Brown, Supervisor Ruben Ferrazzano, Supervisor
Others Present were:	Jim Barnes-Village of Wellington Eric Grainger, Engineer

I. Call the meeting to order

The meeting was called to order by Kerry Hitt, Chairman, on Monday, October 21, 2024 at 6:00 pm.

II. Pledge of Allegiance

Everyone stood for the Pledge of Allegiance.

III. Consent Agenda

Motion made by Ruben Ferrazzano and second by Charles Brown to accept the minutes of August 5, 2024 as presented. Motion carried (3-0).

Betty Camplin Presented the financial report for period August 1 through October 20, 2024. Kerry Hitt asked if there were any questions regarding the financial report. There were no questions.

Betty Camplin presented a Budget Comparison Report and amendments. Motion made by Kerry Hitt and second by Charles Brown to amend 2023-2024 Budget as presented.

IV. Management Report

Jim Barnes reported they had started clean up in advance of 10/01/2024. Some of the roadways were soupy since the bad weather 10 days ago. This made it difficult to get the debris and removal of the vegetation.

A discussion was held regarding the canal modification at the castle on Norris. Most of the residents do not want Pine Tree to approve the permit. They have looked at Mr. Disorbo's website and he wants to start some kind of venue where he may accommodate 300 people. If this venue is started there will be

a lot more traffic and noise. Mr. Hitt explained we are not here to regulate what Mr. Disorbo does with his property that is up to Wellington as to what he does with the property. We are a drainage district and we have to make to decision based on drainage.

Mr. Barnes said Mr. Disorbo is not zoned at this time for a venue this address.

The residents expressed they are concerned who is responsible for maintaining this culvert in the future. What if Mr. Disorbo passes away or sells the property, who would be responsible? Could Mr. Disorbo set up some kind of escrow to take care of it?

After further discussion Mr. Hitt made a motion to postpone the canal modification permit until we can do a site visit, get an operation manual and have our lawyer draw up some kind of agreement. Second by Ruben Ferrazzano. (Motion carried 3-0)

There being no further business motion made by Kerry Hitt and second by Ruben Ferrazzano to adjourn meeting at 7:19 PM

Kerry Hitt

Ruben Ferrazzano

Charles Brown

MINUTES
PINE TREE WATER CONTROL DISTRICT
SPECIAL SUPERVISORS MEETING
HELD MONDAY, DECEMBER 16, 2024
AT TOWN OF LOXAHATCHEE GROVES
155 F ROAD, LOXAHATCHEE, FLORIDA 33470

Pursuant to the foregoing notice, a meeting was held for the Pine Tree Water Control District Board of Supervisors on Monday December 16, 2024 at 6:00 PM at Loxahatchee Groves Town Hall located at 155 F Road, Loxahatchee, Florida 33470.

Members present were:	Kerry Hitt, Chairman Charles Brown, Supervisor Ruben Ferrazzano, Supervisor
Others Present were:	Jim Barnes-Village of Wellington Eric Grainger, Engineer

I. Call the meeting to order

The meeting was called to order by Kerry Hitt, Chairman, on Monday, December 16, 2024 at 6:00 pm.

II. Pledge of Allegiance

Everyone stood for the Pledge of Allegiance.

III. Consent Agenda

This is a special meeting to to discuss the vote on Bluestone Entertainment Venue for a 42" drainage culvert operation and maintenance schedule. Mr. Barnes will be here to answer questions. Eric Grainger our engineer has looked at this and gone over all the criteria in order for this to meet the standards that are necessary in order for this to be done. Eric will give an explanation as to what we are voting on this evening.

Eric Grainger has requested a vacation of a portion of the easement reestablishing a smaller easement as well as installing some drainage piping to replace what is currently just a meandering ditch that makes its way through that portion of site. Since the last meeting we have met onsite and had a few discussions and a few revisions back and forth and we have preparation of this operations and maintenance manual. We requested that they rescind their request for vacating the easement because we didn't see any reason for that to happen. They are operating within the existing easement and just taking a meandering stream that's a ditch and converting to pipe system. The operations and maintenance schedule that was put together, I worked with their engineer to put this together and define it. We did some estimating costs of maintenance and a general idea of what it cost to maintain going forward and this would be for perpetuity. Kerry and I spoke about how this would be enforced

and if the Operation and Maintenance Manual is approved tonight it would be contingent upon attorney writing up an agreement for the responsibility. We have set this up for annual inspections and most likely it will go roughly two years or so before it will need cleaning.

Jim Barnes said Disorbo has submitted building permit and an engineering permit. It has been permitted, reviewed and permitted as a single family residential addition and remodel to existing residential structure. There was an issue of initial work without a permit which has been corrected since then. We have not addressed the use part of it. As you all pointed out last time concern related to the venue use that's not permitted pursuant to the current code in Wellington. If the property is used for a venue then we would address that as an unpermitted use. It's only been permitted as a residential structure. If they use for a venue, we would issue a citation and write up a violation. If the use continued we would have to seek some kind of injunction.

Kerry Hitt said thank you Jim for coming in and answering any questions that anyone might have.

Kerry Hitt said we are voting on an approval for the permit for them to install the culvert.

Jim Barnes said what Pine Tree is voting on tonight does not grant them any rights for the use that everyone is talking about. All it does is address what improvements they want to do on the property at that specific location. Any use and that sort of thing would be governed by Village codes and nothing you are doing here would keep us from enforcing those codes to be able to prevent unpermitted uses from happening or permitted uses from happening the way they are suppose to happen.

Eric Grainger said the Operation and Maintenance Plan is pretty lengthy. What you would do is vote on approval contingent on the final language by the attorney for the requirements of enforcement for perpetuity. The encumbrance is put on the land. You are voting to approve the Operation and Maintenance Plan making conditional of that approval that Pine Tree's attorney is going to finalize the agreement. This agreement was agreed to by Eric Grainger, Mr. Disorbo and his engineer.

Jim Barnes said they are not in the drainage business but they would be glad to work with Pine Tree to make it part of their pre-hurricane season check list and coordinate with board or board president to work with district engineer.

Kerry Hitt asked Eric is that's something we need to write in our agreement.

Eric said yes, this could all be in the language that the attorney writes up.

Motion made by Kerry Hitt and second by Ruben Ferrazzano In accordance with the attached Operation & Maintenance Agreement dated November 2024 entitled Pine Tree Water Control District, Village of Wellington, Bluestone Entertainment Venue LLC 16552 Norris Road, Wellington, Florida 42" drainage culvert Operation & Maintenance Schedule in accordance with the requirements and criteria laid out within those documents in these plans and details attached thereto. We are looking for approval of that document contingent on final workout with the attorney that represents the district for the requirements of enforcement. (Motion 3-0)

Kerry Hitt asked Eric to do what is needed to have the approval attached to the property.

There being no further business motion made by Kerry Hitt and second by Ruben Ferrazzano to adjourn meeting at 6:44 PM

Kerry Hitt

Ruben Ferrazzano

Charles Brown

PINE TREE WATER CONTROL DISTRICT / VILLAGE OF WELLINGTON

**Bluestone Entertainment Venue LLC
16552 Norris Road
Wellington, FL 33470
(PCN 73-40-44-13-00-000-7480)**

**42 "Drainage Culvert Operation
and Maintenance Schedule**

November 2024

Summary:

This document shall serve as the operation and maintenance plan for the 42" drainage culvert and related drainage structures on the Pine Tree Water Control District (PTWCD) 50' Drainage Easement along the Eastern boundary on the property located at 16552 Norris Road in the Village of Wellington.

This plan has been requested by PTWCD to be a guide for the maintenance in perpetuity of the culvert system from the moment it is constructed

42" Drainage Culvert System:

The proposed stormwater conveyance system shall consist of three stormwater structures (two catch basins and one manhole) with 2' sumps below proposed invert elevation, one free outfall into the existing canal and 571 LF of 42" corrugated aluminum pipe (CAP) culvert divided in three segments.

The proposed culvert shall be installed with a minimum of 0.07% slope that shall maintain a minimum flow velocity higher than 2 ft/s when half full helping to flush the system during rain events.

The following tables summarizes the components of the drainage culvert system

Structure	Structure Description	Cover Type	RIM Elev	Bottom Elevation	Invert Elevation			
					N	S	E	W
MH 1	Ø 72" Type J	USF 117 / 1117 Ring & Cover	13.60'	4.95'	6.99'	6.95'	10.65'	10.77'
CB 1	Ø 60" Type J	USF 4655 G172 Frame & Grate	13.50'	4.90'	6.90'	6.90'	-	-
CB 2	Ø 60" Type J	USF 4655 G172 Frame & Grate	13.50'	4.70'	6.70'	6.70'	-	-

US Structure	DS Structure	Pipe Segment Length (LF)	Pipe Segment Diameter
MH 1	CB 1	25	42"
CB 1	CB 2	260	42"
CB 2	Outfall	286	42"

Maintenance Plan:

- **Regular Inspection:** Visually inspect twice a year the stormwater structures, (catch basins and manhole) for sediment buildup and debris

accumulation, especially within the 2' sumps. Check for blockages that could impede the flow of water.

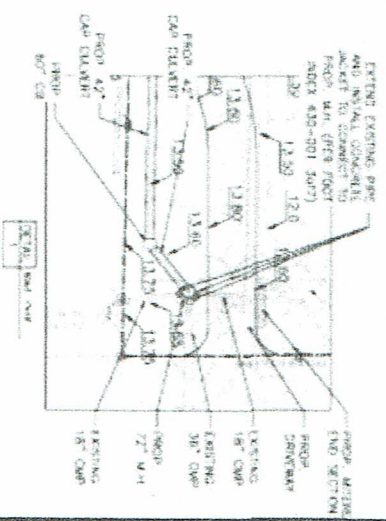
- **Sump Cleaning:** Clean out the sumps to remove sediment, trash, or other debris. This should be done as needed, but a minimum of once a year
- **Sediment Removal:** If the sumps collect excessive sediment, a mechanical vacuum or hydraulic dredging may be required to remove the material.
- **Inlet and Outlet Maintenance:** Check the catch basins grates and outlet pipes to ensure they are clear of blockages and working efficiently.
- **Cleaning and Debris Removal:** Ensure that the culvert is free of any blockages, including debris, sediment, or vegetation, especially at the pipe's inlet and outlet. Use high-pressure water jetting or mechanical methods to clear blockages.

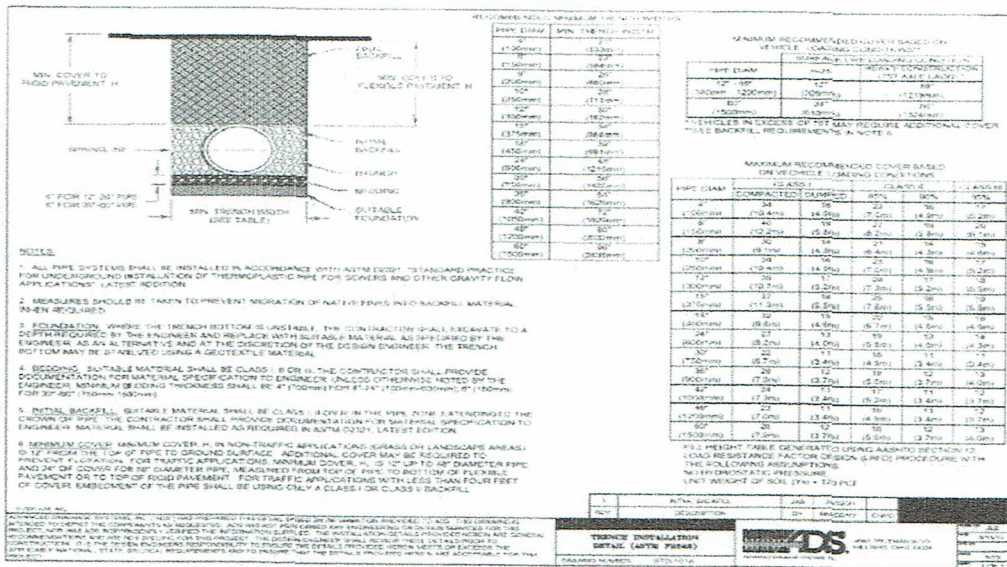
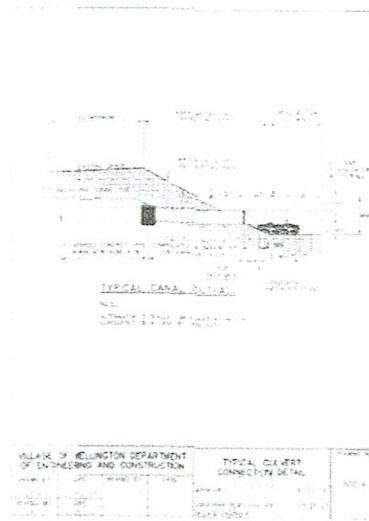
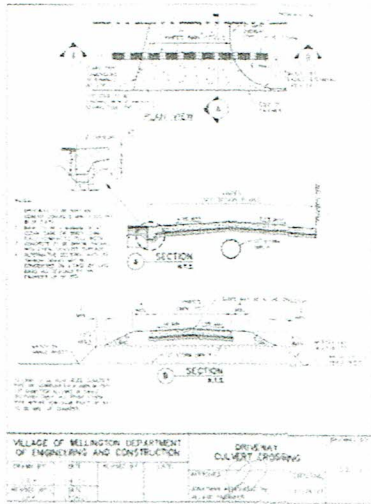
General Maintenance Recommendations:

- **Record Keeping:** Maintain detailed records of all inspections, maintenance activities, and repairs, including dates and actions taken. This will help track the system's health and anticipate future maintenance needs.
- **Storm Event Preparation:** Before large storms, inspect the system to ensure it is clear of debris and functioning properly.

Frequency of Maintenance:

- **Quarterly or Biannual Inspections:** Inspect the stormwater structures, outfall, and culvert at least twice a year, or after major storms.
- **Annual Cleaning:** Clean sumps, culverts, and outfall areas at least once a year, or more frequently if needed based on the volume of stormwater and surrounding land conditions.
- **Immediate Action After Storms:** Inspect for damage, erosion, and sediment build-up immediately after major storms





PINE TREE WATER CONTROL DISTRICT
FINANCIAL STATEMENT
10/21/2024 thru 01/19/2025

	SUNTRUST	TRUIST	
<u>CASH:</u>	MONEY MKT	CHECKING	
Starting Cash 10/20/2024	244,589.18	3,290.95	
Transfer from Money Market	-36,921.33	36,921.33	
Permit Income	500.00		
Excess Funds (PBC)			
Interest (PBC, Suntrust & Truist)	7.23		
PBC Investment Earnings			
PBC Tax Collector	208,737.57		
Total Cash on Hand	416,912.65	40,212.28	457,124.93
<u>Expenses:</u>			
Bank Serv Chgs (Wire Transfer)			0.00
Betty Camplin-Fees		2,250.00	2,250.00
Betty Camplin-(Advert,Postage,ink & Checks)		222.00	222.00
Daniel Drawdy			0.00
Derrevere, Stevens, Black, Cozad Attorneys			0.00
Dept of Economic Opportunity (Special District Fees)			0.00
Domain Listings			0.00
First Watch Dining (Jim & Kerry)	43.13		43.13
Floria Court Recording			0.00
Harold Fickett (Website)-GridPlay Designs		350.00	350.00
Hayden Pollack (Setup Zoom)			0.00
HSQ Group LLC (Road Study)		5,625.00	5,625.00
Kerry Hitt (Reimb for Grader Expenses)		10,591.84	10,591.84
Lockhart Ag Technologies			0.00
Nowlen, Holt & Miner, CPA			0.00
Palm each Aggregate			0.00
Palm Beach Aquatics		4,050.00	4,050.00
Palm Beach County Property Appraiser			0.00
Palm Beach County -BOCC			0.00
Palm Beach Post			0.00
Ruben Ferrazzano (Reimb for Parts & Fuel)			0.00
Sadow Excavation			0.00
Stormwater Engineering			0.00
Theodore Johnson Tractor Services			0.00
Tiger Lake Investments (Tractor Finance)		2,539.44	2,539.44
USPS (Box Rent)			0.00
Town of Loxahatchee (Rent)		25.00	25.00
Wellington Pro Lawn		9,559.00	9,559.00
Zoom Meeting	47.97		47.97
Total Expenses	91.10	35,212.28	35,303.38
Account Balance 01/19/2025	416,821.55	5,000.00	421,821.55