



**DELTA FARMS
WATER CONTROL DISTRICT**

INDIAN RIVER COUNTY

**REGULAR BOARD MEETING
& PUBLIC HEARING
AUGUST 15, 2023
8:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.deltafarmswcd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
DELTA FARMS
WATER CONTROL DISTRICT
1708 21st Street
Vero Beach, Florida 32960
REGULAR BOARD MEETING & PUBLIC HEARING
August 15, 2023
8:00 A.M.

A. Call to Order	
B. Proof of Publication.....	Page 1
C. Establish Quorum	
D. Additions or Deletions to Agenda	
E. Comments from the Public	
F. Approval of Minutes	
1. July 18, 2023 Regular Board Meeting Minutes.....	Page 4
G. Reports	
1. Treasurer’s Report.....	Page 7
2. Engineer	
• Status Report	
3. Attorney	
4. Chairman	
H. Public Hearing	
1. Proof of Publication.....	Page 14
2. Receive Public Comments	
3. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Final Budget.....	Page 15
I. Old Business	
1. Update on Colella FPL Permit	
2. Update on Lex Kromhout Request	
3. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy.....	Page 21
J. New Business	
1. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....	Page 25
K. Administrative Matters	
L. Board Members Comments	
M. Adjourn	

Indian River Press Journal
1801 U.S. 1, Vero Beach, FL 32960

AFFIDAVIT OF PUBLICATION

DELTA FARMS WCD
2501 BURNS RD # A

PALM BEACH GARDENS, FL 33410-5207

STATE OF WISCONSIN
COUNTY OF BROWN

Before the undersigned authority personally appeared, said legal clerk, who on oath says that he/she is a legal clerk of the Indian River Press Journal, a daily newspaper published at Vero Beach in Indian River County, Florida; that the attached copy of advertisement was published in the Indian River Press Journal in the following issues below. Affiant further says that the said Indian River Press Journal is a newspaper published in Vero Beach in said Indian River County, Florida, and that said newspaper has heretofore been continuously published in said Indian River County, Florida, daily and distributed in Indian River County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid or promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. The Indian River Press Journal has been entered as Periodical Matter at the Post Offices in Vero Beach, Indian River County, Florida and has been for a period of one year next preceding the first publication of the attached copy of advertisement.

Issue(s) dated before where the dates are noted or by publication on the newspaper's website, if authorized, on :

12/09/2022

Anna Kanitz

Subscribed and sworn to before on December 9, 2022:

Nancy Heyrman
Notary, State of WI, County of Brown

5.15.23

My commission expires

Publication Cost: \$193.23
Ad No: 0005510262
Customer No: 2293504
PO #: DFW2022-2023

NANCY HEYRMAN
Notary Public
State of Wisconsin

DELTA FARMS WATER CONTROL DISTRICT FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Delta Farms Water Control District (the "District") will hold Regular Board Meetings (the "Meeting" or "Meetings") at the offices of Carter Associates located at 1708 21st Street, Vero Beach, Florida 32960 at 8:00 a.m. (**unless otherwise noted**) on the following dates:

****December 20, 2022****
February 21, 2023
April 18, 2023
June 20, 2023
August 15, 2023

The December 20, 2022, Annual Landowners' Meeting will be held at the offices of Collins Brown Barkett, Chartered, located at 756 Beachland Boulevard, Vero Beach, Florida 32963 at 9:00 a.m. The Regular Board Meeting will immediately follow the Annual Landowners' Meeting at the same location.

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website www.deltafarmswcd.org or by contacting the District Manager at 772-345-5119 or by email at bsakuma@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the particular meeting. The Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meetings may be continued to a date, time and place to be specified on the record at the Meeting.

From time to time a Supervisor may participate by telephone; therefore, a speaker telephone may be present at the meeting location so that Supervisor may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 772-345-5119 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled
from time to time without ad-
vertised notice.

DELTA FARMS WATER CON-
TROL DISTRICT

www.deltafarmswcd.org
Pub December 9th 2022
TCN5510262

12/9/22

**DELTA FARMS WATER CONTROL DISTRICT
REGULAR BOARD MEETING MINUTES
JULY 18, 2023**

A. CALL TO ORDER

The July 18, 2023, Regular Board Meeting of the Delta Farms Water Control District (the “District”) was called to order at 8:01 a.m. at the Offices of Carter Associates located at 1708 21st Street, Vero Beach, Florida 32960.

B. PROOF OF PUBLICATION

Mr. Sakuma presented proof of publication that notice of the Regular Board Meeting was published in the *Indian River Press Journal* on May 5, 2023, as required by law.

C. ESTABLISH QUORUM

Mr. Sakuma stated that the attendance of Supervisors Tim Dooley and Rusty Banack constituted a quorum and it was in order for the meeting to proceed.

D. ADDITIONS OR DELETIONS TO AGENDA

Mr. Sakuma asked for “Officer Election” to be added under New Business. No other additions or deletions to the agenda were offered, and the meeting moved forward with the agenda as amended.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. June 20, 2023, Regular Board Meeting

Mr. Dooley noted a change in the Lex Kromhout narrative, “east” to “west” under item #4.

The June 20, 2023, Regular Board Meeting minutes were approved, as amended, on a **motion** made by Mr. Banack, seconded by Mr. Dooley. The **motion** passed unanimously.

G. REPORTS

1. Treasurer

Mr. Banack presented the financials provided in the Board package and reviewed several maintenance items which may go above the budgeted maintenance amounts. After further discussion, the Treasurer’s Report was accepted on a **motion** made by Mr. Dooley, seconded by Mr. Banack. The **motion** passed unanimously.

2. Engineer

District Engineer, Mr. Spencer, advised the Board that hard copies of the rain reports, reservoir and lateral U-stage summary and water pumping reports would be sent under separate cover. He noted that he had researched several remote weather stations for the Board and will bring back his recommendation at a future meeting. Supervisors asked for any ability to cost-share, which Mr. Spencer was asked to investigate. The Engineer's Report was accepted on a **motion** made by Mr. Dooley, seconded by Mr. Banack. The **motion** passed unanimously.

3. Attorney

There was no Attorney Report at this time.

4. Chairman

There was no Chairman Report at this time.

H. OLD BUSINESS

1. Update on Colella FPL Permit

Ms. Cynthia Colella updated the Board on her efforts with FPL to have power brought to her property. The Board discussed the possibility of other landowners sharing in some of the FPL costs, as they could benefit in the future if they decided to bring power to their parcels. The Board asked for a breakdown of costs in order to make an informed decision on any cost sharing.

2. Update on Lex Kromhout Request

Mr. Sakuma advised that he had written to Mr. Kromhout, but had not received a response. Mr. Banack indicated that he had spoken with Mr. Kromhout and he was amenable to the Board's offer.

I. NEW BUSINESS

1. Consider Resolution No. 2023-03 – Adopting a Records Retention Policy

Mr. Sakuma presented Resolution No. 2023-03, entitled:

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Ms. Colella raised concerns to the Board that the resolution was drafted overly vague, and that too much Board authority was being transferred to the Records Management Liaison Officer. After Board discussion, staff was directed to forward the draft resolution to the District's attorney for his review and recommendation.

2. Election of Officers

Mr. Sakuma suggested the Board consider electing a Chairperson, due to the imminent resignation of Mr. Amestoy. Mr. Banack nominated Mr. Dooley as the Chairman. No other nominations were offered. Mr. Dooley was appointed as Chairman of the Board on a **motion** made by Mr. Banack, seconded by Mr. Dooley. The **motion** passed unanimously.

J. ADMINISTRATIVE MATTERS

There were no administrative matters discussed.

K. BOARD MEMBER COMMENTS

There were no further comments from the Board.

L. ADJOURNMENT

Mr. Sakuma advised that August 15, 2023, would be the next scheduled meeting.

There being no further District business, the meeting was adjourned by the Chairman at 9:04 a.m. without objection.

Secretary

Chairman

Delta Farms
Water Control District

**Financial Report For
July 2023**

**DELTA FARMS WATER CONTROL DISTRICT
MONTHLY FINANCIAL REPORT
JULY 2023**

	Annual Budget 10/1/22 - 9/30/23	Actual Jul-23	Year To Date Actual 10/1/22 - 7/31/23
REVENUES			
O & M ASSESSMENTS	210,650	0	211,779
OTHER REVENUES	0	0	400
INTEREST INCOME - MONEY MARKET	0	0	4,733
INTEREST INCOME - PRIME	0	0	234
NET FMIT INTEREST INCOME	0	0	19,211
LOSS ON FMIT FUNDS	0	0	-12,233
TOTAL REVENUES	\$ 210,650	\$ -	\$ 224,124
EXPENDITURES			
MAINTENANCE EXPENDITURES			
AQUATIC WEED CONTROL	20,000	0	20,646
CANAL MAINTENANCE	5,000	0	1,000
FUEL	60,000	6,309	41,266
REPAIRS	20,000	570	64,227
R/W MAINTENANCE	22,500	0	0
SUPPLIES	1,000	332	384
WATER QUALITY TESTING	1,250	0	648
TOTAL MAINTENANCE EXPENDITURES	\$ 129,750	\$ 7,211	\$ 128,171
ADMINISTRATIVE EXPENDITURES			
ADMINISTRATIVE	3,911	0	0
AUDIT	0	6,000	6,000
ENGINEERING	6,000	0	23,764
INSURANCE	12,000	0	13,826
LEGAL AND ACCTG.	6,600	0	210
LEGAL ADVERTISING	0	0	1,050
MANAGEMENT	22,000	2,000	20,000
MISCELLANEOUS	2,000	24	838
DUES & SUBSCRIPTIONS	0	0	175
OFFICE	250	89	692
RESERVES	15,500	0	0
BANK SERVICE CHARGES	0	0	105
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 68,261	\$ 8,113	\$ 66,660
TOTAL EXPENDITURES	\$ 198,011	\$ 15,324	\$ 194,831
REVENUES LESS EXPENDITURES	\$ 12,639	\$ (15,324)	\$ 29,293
DEBT PAYMENTS	0	0	0
BALANCE	\$ 12,639	\$ (15,324)	\$ 29,293
COUNTY APPRAISER & TAX COLLECTOR FEES	(4,213)	0	(3,300)
DISCOUNTS FOR EARLY PAYMENTS	(8,426)	0	(5,860)
EXCESS/ (SHORTFALL)	\$ -	\$ (15,324)	\$ 20,133
CARRYOVER FROM PRIOR YEAR	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (15,324)	\$ 20,133

Bank Balance As Of 7/31/23	\$ 901,627.53	Bank Account Balances	
Accounts Payable As Of 7/31/23	\$ 16,768.62	FMIT HQ:	\$ 299,287.41
Accounts Receivable As Of 7/31/23	\$ 200.00	Marine Bank (Checking):	\$ 95,918.43
Other Current Assets As Of 7/31/23	\$ -	Marine Bank (MMA):	\$ 499,450.84
Other Assets As Of 7/31/23	\$ 15,000.00	SBA:	\$ 6,970.85
Available Funds As Of 7/31/23	\$ 900,058.91	TOTAL:	\$ 901,627.53

DELTA FARMS WATER CONTROL DISTRICT
Expenditures
October 2022 through July 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Expenditures					
ADMINISTRATIVE EXPENSES					
Audit					
	07/03/2023	24388	Grau And Associates	FY 2021/2022 audit fee	6,000.00
Total Audit					<u>6,000.00</u>
01-1301 · ENGINEERING					
	10/31/2022	8840-340	CARTER ASSOCIATES, INC.	engineering thru 10/31/2022	3,375.00
	11/30/2022	8840-341	CARTER ASSOCIATES, INC.	engineering thru 11/30/2022	1,050.00
	12/31/2022	8840-342	CARTER ASSOCIATES, INC.	engineering thru 12/31/2022	5,245.00
	01/31/2023	8840-343	CARTER ASSOCIATES, INC.	engineering thru 01/31/23	3,362.50
	02/28/2023	8840-344	CARTER ASSOCIATES, INC.	engineering thru 02/28/2023	3,623.48
	03/31/2023	8840-345	CARTER ASSOCIATES, INC.	engineering thru 03/31/2023	375.00
	04/30/2023	8840-346	CARTER ASSOCIATES, INC.	engineering thru 04/30/2023	3,544.83
	05/31/2023	8840-347	CARTER ASSOCIATES, INC.	engineering thru 05/31/2023	1,743.34
	06/30/2023	8840-348	CARTER ASSOCIATES, INC.	engineering thru 06/30/2023	1,444.65
Total 01-1301 · ENGINEERING					<u>23,763.80</u>
01-1302 · INSURANCE					
	10/01/2022	17197	Egis Insurance & Risk Advisors	policy # 1001122947 10/1/22 - 10/1/23	12,856.00
	04/20/2023	18152	Egis Insurance Advisors	policy # 11355723 (06/01/2023 - 06/01/2024)	963.36
	05/01/2023	18186	Egis Insurance Advisors	policy # 11355723 (06/01/2023 - 06/01/2024 (change)	6.66
Total 01-1302 · INSURANCE					<u>13,826.02</u>
01-1303 · LEGAL & ACCOUNTING					
	12/31/2022	217028	Collins Brown Barkett Chartered	legal matters thru 12/31/2022	210.00
Total 01-1303 · LEGAL & ACCOUNTING					<u>210.00</u>
01-1304 · Legal Advertisement					
	11/29/2022	0005126224	Treasure Coast Newspapers	Notice of Annual LO Mtg & Reg Board Mtg	314.64
	11/30/2022	0005126227	Treasure Coast Newspapers	Notice of Reg Board Mtg	121.41
	11/30/2022	0005126227	Treasure Coast Newspapers	RFP for Annual Audit Services	138.51
	12/31/2022	0005209688	Treasure Coast Newspapers	FY 22/23 Mtg Schedule	193.23
	01/01/2023	0005311121	Treasure Coast Newspapers	Notice of Reg Board Mtg	126.54
	05/05/2023	0005632847	Treasure Coast Newspapers	REVISED FY 22/23 Mtg Schedule	155.61
Total 01-1304 · Legal Advertisement					<u>1,049.94</u>

DELTA FARMS WATER CONTROL DISTRICT
Expenditures
October 2022 through July 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
01-1305 · MANAGEMENT FEES					
	10/31/2022	2022-1697	Special District Services	management fee October 2022	2,000.00
	11/30/2022	2022-1801	Special District Services	management fee November 2022	2,000.00
	12/31/2022	2022-2011	Special District Services	management fee December 2022	2,000.00
	01/31/2023	2023-0098	Special District Services	management fee January 2023	2,000.00
	02/28/2023	2023-0206	Special District Services	management fee February 2023	2,000.00
	03/31/2023	2023-0316	Special District Services	management fee March 2023	2,000.00
	04/30/2023	2023-0422	Special District Services	management fee April 2023	2,000.00
	05/31/2023	2023-0550	Special District Services	management fee May 2023	2,000.00
	06/30/2023	2023-0661	Special District Services	management fee June 2023	2,000.00
	07/31/2023	2023-0781	Special District Services	management fee July 2023	2,000.00
Total 01-1305 · MANAGEMENT FEES					<u>20,000.00</u>
01-1306 · MISCELLANEOUS					
	10/01/2022	318	FLORIDA ASSOCIATION OF SPECIAL DISTRICTS	membership 10/22 - 9/23	750.00
	11/30/2022	2022-1801	Special District Services	Travel October 2022	20.00
	01/31/2023	2023-0098	Special District Services	Travel - December 2022	20.00
	03/31/2023	2023-0316	Special District Services	travel - February 2023	24.24
	07/31/2023	2023-0781	Special District Services	Travel - June 2023	24.23
Total 01-1306 · MISCELLANEOUS					<u>838.47</u>
01-1307 · dues, subscriptions					
	10/03/2022	85920	Florida Department of Economic Opportunit	Special district fee 2022/2023	175.00
Total 01-1307 · dues, subscriptions					<u>175.00</u>

DELTA FARMS WATER CONTROL DISTRICT
Expenditures
October 2022 through July 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
01-1308 · OFFICE					
	10/31/2022	2022-1697	Special District Services	copier charges September 2022	13.80
	10/31/2022	2022-1697	Special District Services	Postage September 2022	23.01
	11/30/2022	2022-1801	Special District Services	copier charges October 2022	29.10
	11/30/2022	2022-1801	Special District Services	FedEx October 2022	57.05
	11/30/2022	2022-1801	Special District Services	meeting books October 2022	28.00
	12/31/2022	2022-2011	Special District Services	copier charges November 2022	14.55
	01/31/2023	2023-0098	Special District Services	copier charges December 2022	89.70
	01/31/2023	2023-0098	Special District Services	postage - December 2022	35.21
	01/31/2023	2023-0098	Special District Services	meeting books - December 2022	48.00
	02/28/2023	2023-0206	Special District Services	copier charges January 2023	0.75
	03/31/2023	2023-0316	Special District Services	copier charges February 2023	42.30
	03/31/2023	2023-0316	Special District Services	postage February 2023	27.08
	03/31/2023	2023-0316	Special District Services	meeting books February 2023	24.00
	04/30/2023	2023-0422	Special District Services	postage March 2023	1.20
	04/30/2023	2023-0422	Special District Services	FedEx March 2023	32.95
	05/31/2023	2023-0550	Special District Services	postage April 2023	8.34
	05/31/2023	2023-0550	Special District Services	FedEx April 2023	13.60
	05/31/2023	2023-0550	Special District Services	meeting books - April 2023	28.00
	05/31/2023	2023-0550	Special District Services	copier charges - April 2023	25.95
	06/30/2023	2023-0661	Special District Services	meeting books - May 2023	32.00
	06/30/2023	2023-0661	Special District Services	copier charges - May 2023	28.05
	07/31/2023	2023-0781	Special District Services	meeting books - June 2023	24.00
	07/31/2023	2023-0781	Special District Services	copier charges - June 2023	18.00
	07/31/2023	2023-0781	Special District Services	FedEx - June 2023	47.33
Total 01-1308 · OFFICE					691.97
01-1310 · BANK SERVICE CHARGES					
	10/12/2022			Service Charge	14.00
	10/31/2022			Service Charge	10.00
	11/30/2022			Service Charge	10.00
	12/31/2022			Service Charge	10.00
	01/31/2023			Service Charge	10.00
	01/31/2023			Service Charge	10.00
	03/31/2023			Service Charge	10.00
	04/28/2023			Service Charge	10.00
	05/31/2023			Service Charge	10.00
	06/30/2023			Service Charge	10.00
Total 01-1310 · BANK SERVICE CHARGES					104.00
Total ADMINISTRATIVE EXPENSES					66,659.20

DELTA FARMS WATER CONTROL DISTRICT
Expenditures
October 2022 through July 2023

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
MAINTENANCE EXPENSES					
01-1311 · AQUATIC WEED CONTROL					
	10/19/2022	75431	Future Horizons Inc	treated 19 acres of emergent & floating aquatics	3,990.00
	01/26/2023	76729	Future Horizons Inc	treated 19 acres of emergent & floating aquatics	4,011.00
	01/31/2023	76871	Future Horizons Inc	treated 53 acres of floating aquatics	7,950.00
	04/12/2023	77959	Future Horizons Inc	aquatic weed control	4,695.00
Total 01-1311 · AQUATIC WEED CONTROL					<u>20,646.00</u>
01-1312 · CANAL MAINTENANCE					
	12/07/2022	793328	St Johns River Water Management District	application # 2262-8	1,000.00
Total 01-1312 · CANAL MAINTENANCE					<u>1,000.00</u>
01-1313 · FUEL					
	11/08/2022	1867456	Palmdale Oil Company, Inc.	fuel	3,757.95
	11/09/2022	1865402	Palmdale Oil Company, Inc.	fuel	8,454.81
	02/02/2023	1915598	Palmdale Oil Company, Inc.	fuel	4,095.21
	02/02/2023	1915603	Palmdale Oil Company, Inc.	fuel	4,093.97
	02/02/2023	1915534	Palmdale Oil Company, Inc.	fuel	5,124.75
	05/23/2023	784457	DEP - Storage Tank Registration	acct# STCM-5616 storage tank registration	75.00
	06/21/2023	2002927	Palmdale Oil Company, Inc.	fuel	9,355.86
	07/11/2023	2015119	Palmdale Oil Company, Inc.	fuel	6,308.83
Total 01-1313 · FUEL					<u>41,266.38</u>
01-1314 · REPAIRS					
	10/11/2022	0063813	Sports Welding	Station C pample replaced clutch	760.00
	10/13/2022	272475	BLUE GOOSE GROWERS	install, maintain, operate portable pump station C	14,932.90
	11/18/2022	0063823	Sports Welding	Station A pample replaced fuel selinoid	760.00
	11/21/2022	9529	R&S METALWORKS	repair pump - remove, repair, and re-install	24,590.00
	04/30/2023	9661	R&S METALWORKS	repair pump - remove, repair, and re-install	22,614.00
	07/10/2023	483624	Sports Welding	wiring fuel relay	570.00
Total 01-1314 · REPAIRS					<u>64,226.90</u>
01-1316 · SUPPLIES					
	04/24/2023	314406	NAPA AUTO PARTS	air filter	52.79
	07/21/2023	324993	NAPA AUTO PARTS	solenoid	331.58
Total 01-1316 · SUPPLIES					<u>384.37</u>
01-1317 · WATER QUALITY TESTING					
	03/16/2023	2335537463	PACE ANALYTICAL SERVICES, INC.	sample 03/07/23 analytical charges	250.00
	03/17/2023	2335537853	PACE ANALYTICAL SERVICES, INC.	sample 03/07/23 analytical charges	398.30
Total 01-1317 · WATER QUALITY TESTING					<u>648.30</u>
Total MAINTENANCE EXPENSES					<u>128,171.95</u>
Total Expenditures					<u>194,831.15</u>

**DELTA FARMS WATER CONTROL DISTRICT
TAX COLLECTIONS
2022-2023**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	O&M Assessment Income (Before Discounts & Fees)	Debt Assessment Income (Before Discounts & Fees)	O&M Assessment Income (After Discounts & Fees)	Debt Assessment Income (After Discounts & Fees)
				GROSS *					\$210,650	\$210,650	\$0	\$210,650	\$0
				NET **					\$198,011	\$198,011	\$0	\$198,011	\$0
1	1	Indian River County Tax Collector	11/04/22	NAV Taxes	\$ 10,058.00		\$ (193.11)	\$ (402.32)	\$ 9,462.57	\$ 10,058.00		\$ 9,462.57	
2		Indian River County Prop Appraiser	11/07/22	Fees			\$ (1,800.00)		\$ (1,800.00)			\$ (1,800.00)	
3	2	Indian River County Tax Collector	12/16/22	NAV Taxes	\$ 54,614.00		\$ (1,048.59)	\$ (2,184.56)	\$ 51,380.85	\$ 54,614.00		\$ 51,380.85	
4	3	Indian River County Tax Collector	12/22/22	NAV Taxes	\$ 86,386.00		\$ (258.30)	\$ (2,591.58)	\$ 83,536.12	\$ 86,386.00		\$ 83,536.12	
5	Int - 1	Indian River County Tax Collector	01/27/23	Interest		\$ 36.94			\$ 36.94	\$ 36.94		\$ 36.94	
6	4	Indian River County Tax Collector	02/10/23	NAV Taxes	\$ 7,520.00			\$ (150.40)	\$ 7,369.60	\$ 7,520.00		\$ 7,369.60	
7	5	Indian River County Tax Collector	03/24/23	NAV Taxes	\$ 53,110.00			\$ (531.10)	\$ 52,578.90	\$ 53,110.00		\$ 52,578.90	
8	Int - 2	Indian River County Tax Collector	04/28/23	Interest		\$ 54.34			\$ 54.34	\$ 54.34		\$ 54.34	
9									\$ -				
10									\$ -				
11									\$ -				
12									\$ -				
13									\$ -				
14									\$ -				
15									\$ -				
16								\$ -	\$ -				
					\$ 211,688.00	\$ 91.28	\$ (3,300.00)	\$ (5,859.96)	\$ 202,619.32	\$ 211,779.28	\$ -	\$ 202,619.32	\$ -

Note: \$210,650 is 2022/2023 Budgeted assessments before discounts and fees.
\$198,011 is 2022/2023 Budgeted assessments after discounts and fees.

\$ 211,688.00	
\$ 91.28	\$ 202,619.32
\$ (211,779.28)	\$ (202,619.32)
\$ -	\$ -
\$ -	\$ -
\$ -	\$ 0.00

Miscellaneous Notices

Published in St. Lucie News Tribune on July 26, 2023

Location

St. Lucie County, Florida

Notice Text

Notice of Public Hearing & Regular Board Meeting of the Delta Farms Water Control District The Board of Supervisors (the "Board") of the Delta Farms Water Control District (the "District") will hold a Public Hearing & Regular Board Meeting on August 15, 2023, at 8:00 a.m., or as soon thereafter as can be heard, in the Offices of Carter Associates, Inc. located at 1708 21st Street, Vero Beach, Florida 32960. The purpose of the Public Hearing is for the Board to consider the Fiscal Year 2023/2024 Final Budget. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. A copy of the Budget and/or Agenda may be obtained from the District's website or at the offices of the District Manager, Special District Services, Inc., 2501A Burns Road, Palm Beach Gardens, Florida 33410 during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Meetings may be continued as found necessary to a time and place specified on the record. There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone may be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (772) 345-5119 and/or toll free at 1-877-737-4922, at least seven (7) days prior to the date of the meeting. If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and/or Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based. Meetings may be cancelled from time to time without advertised notice. Delta Farms Water Control

District www.deltafarmswcd.org PubDates July 26 Aug 2, 2023 TCN 5777182

RESOLUTION NO. 2023-03

A RESOLUTION OF THE DELTA FARMS WATER CONTROL DISTRICT ADOPTING A FISCAL YEAR 2023/2024 BUDGET.

WHEREAS, the Delta Farms Water Control District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 15th day of August, 2023.

ATTEST:

**DELTA FARMS WATER
CONTROL DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Delta Farms
Water Control District

**Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- I FINAL BUDGET
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FINAL BUDGET
DELTA FARMS WATER CONTROL DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
O&M (Operation & Maintenance) Assessments	220,685
Other Revenues	0
Interest Income	240
TOTAL REVENUES	\$ 220,925
EXPENDITURES	
Administrative Expenditures	
Management	24,000
Legal	3,500
Engineering	18,000
Assessment Roll	0
Audit Fees	6,100
Insurance	13,200
Legal Advertisements	1,500
Miscellaneous	2,000
Postage	250
Office Supplies	250
Dues & Subscriptions	0
Website Management & ADA Compliance	0
Net Loss On FMIT Funds	0
Administrative	0
Total Administrative Expenditures	\$ 68,800
Maintenance Expenditures	
Aquatic Weed Control	28,500
Canal Maintenance	5,000
Fuel	62,500
Repairs	20,000
R/W Maintenance	25,000
Supplies	1,000
Water Quality Testing	1,250
Reserves	13,434
Total Maintenance Expenditures	\$ 156,684
Total O&M Expenditures	\$ 225,484
REVENUES LESS EXPENDITURES	\$ (4,559)
Debt Payments	0
BALANCE	\$ (4,559)
County Appraiser & Tax Collector Fee	(4,414)
Discounts For Early Payments	(8,827)
EXCESS/ (SHORTFALL)	\$ (17,800)
CARRYOVER FROM PRIOR YEAR	17,800
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
DELTA FARMS WATER CONTROL DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O&M (Operation & Maintenance) Assessments	198,180	210,650	220,685	Expenditures Less Interest/.94
Other Revenues	1,197	0	0	
Interest Income	734	0	240	Interest Projected At \$20 Per Month
TOTAL REVENUES	\$ 200,111	\$ 210,650	\$ 220,925	
EXPENDITURES				
Administrative Expenditures				
Management	16,963	22,000	24,000	\$2,000 X 12 Months
Legal	3,286	6,600	3,500	
Engineering	9,568	6,000	18,000	Fiscal Year 2022/2023 Expenditure Through Feb 2023 Is \$16,656
Assessment Roll	0	0	0	Included In Management Fee
Audit Fees	6,000	0	6,100	Accepted Amount For 2022/2023 Audit
Insurance	13,411	12,000	13,200	Fiscal Year 2022/2023 Expenditure Was \$12,856
Legal Advertisements	0	0	1,500	Fiscal Year 2022/2023 Expenditure Through Feb 2023 Is \$894
Miscellaneous	1,631	2,000	2,000	No Change From 2022/2023 Budget
Postage	0	0	250	
Office Supplies	340	250	250	No Change From 2022/2023 Budget
Dues & Subscriptions	175	0	0	Annual Fee Due Department Of Economic Opportunity
Website Management & ADA Compliance	0	0	0	Included In Management Fee
Net Loss On FMIT Funds	32,450	0	0	
Administrative	7,710	3,911	0	Line Item Eliminated
Total Administrative Expenditures	\$ 91,534	\$ 52,761	\$ 68,800	
Maintenance Expenditures				
Aquatic Weed Control	24,662	20,000	28,500	Fiscal Year 2022/2023 Expenditure Through Jan 2023 Is \$15,951
Canal Maintenance	0	5,000	5,000	No Change From 2022/2023 Budget
Fuel	57,723	60,000	62,500	\$2,500 Increase From 2022/2023 Budget
Repairs	16,742	20,000	20,000	No Change From 2022/2023 Budget
R/W Maintenance	23,141	22,500	25,000	\$2,500 Increase From 2022/2023 Budget
Supplies	6,068	1,000	1,000	No Change From 2022/2023 Budget
Water Quality Testing	722	1,250	1,250	No Change From 2022/2023 Budget
Reserves	0	15,500	13,434	Reserves
Total Maintenance Expenditures	\$ 129,058	\$ 145,250	\$ 156,684	
Total O&M Expenditures	\$ 220,592	\$ 198,011	\$ 225,484	
REVENUES LESS EXPENDITURES	\$ (20,481)	\$ 12,639	\$ (4,559)	
Debt Payments	0	0	0	
BALANCE	\$ (20,481)	\$ 12,639	\$ (4,559)	
County Appraiser & Tax Collector Fee	(2,152)	(4,213)	(4,414)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(8,091)	(8,426)	(8,827)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (30,724)	\$ -	\$ (17,800)	
CARRYOVER FROM PRIOR YEAR	0	0	17,800	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (30,724)	\$ -	\$ -	

Delta Farms Water Control District Assessment Comparison

	Fiscal Year 2020/2021 Assessment Per Unit	Fiscal Year 2021/2022 Assessment Per Unit	Fiscal Year 2022/2023 Assessment Per Unit	Fiscal Year 2023/2024 Projected Assessment Per Unit
O&M	\$ 88.00	\$ 88.00	\$ 94.00	\$ 98.00
Total	\$ 88.00	\$ 88.00	\$ 94.00	\$ 98.00

* Assessments Include the Following :

4% Discount for Early Payments

2% County Fees

Tax Collector & Property Appraiser Fee

Community Information:

Units (One Unit = 1 Acre) 2,252.00

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Delta Farms Water Control District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 298, *Florida Statutes*; and

WHEREAS, Chapter 298, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, Section 257.36(5), *Florida Statutes*, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records and to provide for the appointment of a records management liaison officer (“Records Management Liaison Officer”); and

WHEREAS, the District desires for the Records Management Liaison Officer to be an employee of the District or an employee of the District Manager; and

WHEREAS, the District desires to authorize the District’s records custodian to appoint a Records Management Liaison Officer, which may or may not be the District’s records custodian; and

WHEREAS, the District desires to prescribe duties of the Records Management Liaison Officer and provide for the assignment of additional duties; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution a records retention policy (the “Records Retention Policy”) for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT, THAT:

SECTION 1. The District hereby authorizes the District’s records custodian to appoint a Records Management Liaison Officer and report such appointment to the appropriate State of Florida agencies. A Records Management Liaison Officer shall be an employee of the District or the District Manager. The Board, and the District’s records custodian, shall each have the individual power to remove the Records Management Liaison Officer at any time for any reason. Immediately following the removal or

resignation of a Records Management Liaison Officer, the District's records custodian shall appoint a replacement Records Management Liaison Officer.

SECTION 2. The duties of the Records Management Liaison Officer shall include the following:

- A. Serve as the District's contact with the Florida Department of State, State Library and Archives of Florida;
- B. Coordinate the District's records inventory;
- C. Maintain records retention and disposition forms;
- D. Coordinate District records management training;
- E. Develop records management procedures consistent with the Records Retention Policy, as amended as provided herein;
- F. Participate in the development of the District's development of electronic record keeping systems;
- G. Submit annual compliance statements;
- H. Work with the Florida Department of State, State Library and Archives of Florida to establish individual retention schedules for the District, from time to time and as may be necessary; and
- I. Such other duties as may be assigned by the Board or the District's records custodian in the future.

SECTION 3. The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), *Florida Statutes*, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, *Florida Statutes*, and the General Records Schedules established by the Division. However, the District will retain certain records longer than required by the General Records Schedules established by the Division as set forth in Exhibit A. To the extent the above statute, rules or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment shall not reduce the retention times set forth in Exhibit A. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

SECTION 4. In accordance with section 668.50, Florida Statutes, and section 119.01, Florida Statutes, the Board finds that the electronic record shall be considered the official record and any paper originals are hereby duplicates which may be disposed of unless required to be preserved by any applicable statute, rule or ordinance.

SECTION 5. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 6. This Resolution shall become effective upon its passage; shall replace, supplant, and supersede any prior policy or resolution of the District regarding records retention; and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED at a meeting of the District Board of Supervisors, this 18th day of July, 2023.

ATTEST:

**DELTA FARMS WATER CONTROL
DISTRICT**

Print name: _____
Secretary / Assistant Secretary

Print name: _____
Chairperson, Board of Supervisors

Exhibit A: Amendments to General Records Schedules Established by the Division

Exhibit A

Amendments to General Records Schedules established by the Division

ADVERTISEMENTS: LEGAL (Item #25)

The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to proceedings under uniform method of collection of debt assessments permanently. The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to the levy of assessments securing bonds for five (5) fiscal years provided applicable audits have been released, or until three (3) calendar years after related bonds are redeemed, whichever is later.

AUDITS: INDEPENDENT (Item #56)

The District shall retain the record copy of independent audits for ten (10) fiscal years or until three (3) calendar years after all related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: DETAIL (Item #340)

The District shall retain the record copy of disbursement records relating to the use of bonds for five (5) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: SUMMARY (Item #341)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

FINANCIAL REPORTS: LOCAL GOVERNMENT ANNUAL REPORTS (Item #107)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

INCIDENT REPORT FILES (Item #241)

The District shall retain incident reports for five (5) anniversary years from the date of the incident.

MINUTES: OFFICIAL MEETINGS (PRELIMINARY/AUDIO RECORDINGS/VIDEO RECORDINGS (Item #4)

The District shall retain audio recordings of board of supervisor meetings for five (5) calendar years after adoption of the official minutes.

PROJECT FILES: CAPITAL IMPROVEMENT (Item #136)

The District shall retain the record copy of project files for projects funded with bonds for ten (10) fiscal years after completion of the project provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

REAL PROPERTY RECORDS: CONDEMNATION/DEMOLITION (Item #364)

The District shall retain the record copy of project files for condemnation/demolition projects funded with bonds for five (5) anniversary years after final action or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

REAL PROPERTY RECORDS: PROPERTY ACQUIRED (Item #172)

The District shall retain the record copy of documents related to property acquisitions funded with bonds for three (3) fiscal years after final disposition of the property provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Delta Farms Water Control District ("District") to establish a regular meeting schedule for fiscal year 2023/2024; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DELTA FARMS WATER CONTROL DISTRICT, INDIAN RIVER COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 15th day of August, 2023.

ATTEST:

**DELTA FARMS WATER
CONTROL DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**DELTA FARMS WATER CONTROL DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the Delta Farms Water Control District (the “District”) will hold Regular Board Meetings (the “Meeting” or “Meetings”) at the offices of Carter Associates located at 1708 21st Street, Vero Beach, Florida 32960 at 8:00 a.m. (**unless otherwise noted**) on the following dates:

**October 17, 2023
November 21, 2023
December 19, 2023
January 16, 2024
February 20, 2024
March 19, 2024
April 16, 2024
May 21, 2024
June 18, 2024
July 16, 2024
August 20, 2024
September 17, 2024**

The December 19, 2023, Annual Landowners’ Meeting will be held at the offices of Collins Brown Barkett, Chartered, located at 756 Beachland Boulevard, Vero Beach, Florida 32963 at 9:00 a.m. The Regular Board Meeting will immediately follow the Annual Landowners’ Meeting at the same location.

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District’s website www.deltafarmswcd.org or by contacting the District Manager at 772-345-5119 or by email at bsakuma@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the particular meeting. The Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meetings may be continued to a date, time and place to be specified on the record at the Meeting.

From time to time a Supervisor may participate by telephone; therefore, a speaker telephone may be present at the meeting location so that Supervisor may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 772-345-5119 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

DELTA FARMS WATER CONTROL DISTRICT

www.deltafarmswcd.org

PUBLISH: INDIAN RIVER PRESS JOURNAL

XX/XX/23

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