

**SOUTH BROWARD DRAINAGE DISTRICT
GOVERNING BOARD MEETING MINUTES**

DECEMBER 17, 2015

Present:

Scott Hodges, Chairperson
James Ryan, Vice Chairperson
Vicki Minnaugh, Treasurer
Robert E. Goggin, IV, Secretary
Alanna Mersinger, Commissioner
Thomas Good, Commissioner
Mercedes Santana-Woodall, Commissioner

Kevin M. Hart, District Director
Douglas R. Bell, Legal Counsel
Reina Muniz, Recording Secretary
General Public: See Attached List

Absent:

01. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Vice Chair Ryan called the SBDD Board Meeting to order at 8:05 A.M., with Commissioner Minnaugh, Commissioner Mersinger, Commissioner Good, Commissioner Goggin and Commissioner Santana-Woodall present; followed by the Pledge of Allegiance.

02. PUBLIC COMMENT

None.

03. APPROVAL OF MINUTES

Commissioner Mersinger moved for approval of the minutes of the November 19th, 2015, South Broward Drainage District Board meeting. Motion was seconded by Commissioner Minnaugh and carried unanimously by those present.

04. DIRECTOR'S REPORT

Chair Hodges joined the meeting at approximately 8:15 A.M

A. SBDD RESOLUTION NO. 2015-11 – POLICY AND GUIDELINES FOR EROSION PROTECTION AND LAKE BANK STABILIZATION AND REHABILITATION

District Director Hart presented SBDD Resolution No. 2015-11 for the adoption of proposed SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation. The proposed Policies and Guidelines are consistent with SBDD's current and past practices for dealing with erosion protection and lake bank stabilization/rehabilitation issues.

District Director Hart stated that this Agenda item was in response to the Board's interest in having a written policy prepared and approved as it relates to the District's responsibilities for erosion protection, primarily along private properties. He said that most properties, at one time or another,

will experience some form of erosion; and that there are several causes or events that can exacerbate and accelerate erosion. Attorney Bell and District Director Hart have put together a draft set of policies and guidelines and the approval of Resolution No. 2015-11 will establish SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation.

District Director Hart reviewed the proposed policies with the Board. He said that the District has received the first draft of the map index showing the ownership of all waterbodies; it is not finalized yet, but it is a very good start; and when completed, it will provide a detailed and comprehensive index of ownership of all water bodies. He said that ownership does vary; SBDD owns numerous water bodies, and there is ownership listed by FDOT, South Florida Water Management District, Broward County and several municipalities; and there are also numerous water bodies that are privately owned by the adjacent property owners.

District Director Hart further explained the policies, and noted that they make reference to the Charter and the Board's power, as it relates to funding for construction, operation and maintenance. He indicated that the types of improvements the District may fund for erosion protection and lake bank stabilization are as follows:

- Improvements along and adjacent to SBDD owned canals and waterways where the District has title and easement rights and where the District Board has determined that the improvements will provide a benefit to the lands within the District and overall drainage basin for drainage and water management purposes.
- Improvement along and adjacent to privately owned waterways where the District has easement rights and where the District Board has determined that the improvement will provide a benefit to the lands within the District and overall drainage basin for drainage and water management purposes.
- Improvements along private properties where the District has easement rights and the improvement are part of a Special Assessment.
- Improvements along any property within the District where the District has title or easement rights and where the Board has determined that the improvements are necessary for emergency purposes or to protect the health and safety of the District's residence and properties.

Finally, District Director Hart indicated the type of assistance the District is able to provide for private property owners, as it relates to erosion protection.

Discussion ensued.

Commissioner Minnaugh commented that she felt the Policy seemed very comprehensive. She asked District Director Hart if the word "lake" should be included where the word "canal" is written. District Director Hart replied yes, it should say lake/canal. It was suggested that this term be defined at the beginning of the document. District Director Hart replied that he would add it under definitions. Commissioner Minnaugh said she had a question regarding funding - can any of the emergency funds be used for canal/lake restoration if there is a huge weather event that would damage the easement, as opposed to the District borrowing money and assessing residents. She said that the money sitting there is not specifically earmarked, and this policy does not

specifically mention the emergency fund. Vice Chair Ryan responded that if the District has to use emergency funds, they will use those funds before they will borrow money; that was the whole philosophy behind the emergency fund. Chair Hodges commented that this would get the District started before going anywhere else. Commissioner Good commented that he is generally in agreement with that comment, but he wanted to clarify that a Special Assessment is only going to be applied when there is a special benefit.

Commissioner Mersinger had a question regarding the recommendation of Contractors. She asked if the District can recommend Contractors and Engineers. District Director Hart clarified that the District cannot recommend Contractors or Engineers. He said that the District is commonly asked if they know of any contractors, etc., and the District gives them a list of Contractors and Engineers that have done work within SBDD; but the District does not recommend any particular Contractor/Engineer.

Commissioner Mersinger also had a question regarding the Special Assessment. She said that as she recalls it, one of the reasons the emergency funding was created, and the money can only be allocated with a super majority, is if there is vast damage. She said one of the reasons the District did the Special Assessment (after Wilma) was, since everyone is part of the District, everyone should bear the burden; and it is easier for everyone to pay \$5; and that was one of the reasons it was raised, so that the District would not have to do pin-pointed Special Assessments. She commented that perhaps this is a discussion that the Board may want to bring up again. District Director Hart suggested that the District add a paragraph or statement that talks about the Board's ability to fund any improvement, including erosion, because the emergency fund is not limited to erosion improvements, but to whatever the Board determines constitutes an emergency; and funding would be coming from the emergency fund. He said that the District (staff) did not want to include the emergency fund, per say, in this policy, because that fund has its own provisions and rules on how it is approved, and the steps that are required for that. He said that the Board will make the determination on what would constitute an emergency. Although it is true that funding could come from the emergency fund to do erosion protection, they did not want to try and list every possible circumstance.

He asked the Board for direction on whether it should be added as a general statement. The Board agreed that they didn't think it was necessary. Commissioner Minnaugh said that when that fund was set up, it was due to an unusual event, like Wilma.

Commissioner Good commented that he thinks that the last bullet point is rather vague in the sense that it may create a bit of a problem, and may unravel what the District is wanting to do. He asked what would prevent a resident from coming and making a pitch that their particular property is unsafe to the public; and then demand that the District fix the property in accordance with the District's policy. He said that the last bullet point is too broad. District Director Hart agreed with Commissioner Good. Commissioner Mersinger said that there is specific language in the District's Charter, where the District has to protect health and safety. Commissioner Good responded that is in a form of drainage and water management, and not in a form of property restoration; and this is in a form of property restoration.

Vice Chair Ryan commented that if a property owner were to state such a thing, the property owner would need to come up with the burden of proof, and to come up with an engineering opinion to show that it does affect the safety and welfare of the residents. Commissioner Goggin commented that although he agrees on both levels, that it now comes down to the resident standing before the Board to discuss something that was already solved. District Director Hart commented that the

District would rather avoid that, and that one of the purposes of the policy is for staff to be able to refer to the policy. He said that a period after the word “emergency” might suffice. Commissioner Good agreed with District Director Hart that a period should suffice.

Commissioner Good said that the other word he has concerns with, is the paragraph where the word “larger community” needs to be better defined. He suggested to reword it to say “to a larger community, as determined by the Board”.

Vice Chair Ryan asked if the Resolution can be approved subject to the recommendations given to the District Director by the Board. Commissioner Goggin asked in regard to Commissioner Mersinger’s comment on Contractor/Engineers, would it be advisable to add “using or utilizing approved vendors by the District” in the wording. District Director Hart replied that page 4 of the policy is just intended to give examples of what is asked of the District. He elaborated and said that in the back end of the policy it references a list of vendors, with no recommendations. It is for the property owner to do their own research and educate themselves.

Commissioner Goggin commented that in the first section it discusses what the District’s primary role is. He said he sees that it talks about tree trimming, and other vegetation, etc., but it does not talk about trash. He said that there is no mention anywhere on trash, and he was wondering if it is left out on purpose. He said that trash is a big concern in certain areas, and in general, and he wanted to know if there is any point where they should be referencing that, or not, by leaving it out. District Director Hart said he can add the word . . . “other facilities”. He said trash removal is not listed; and that the District does not do trash removal in private lakes or District lakes for that matter. District Director Hart said that it’s a good point, but trash removal is done on a very limited basis.

Commissioner Minnaugh reiterated the question and asked if there should be a motion to approve the resolution. Commissioner Mersinger asked Commissioner Good with the changes that are made, does he prefer to wait. Commissioner Good replied that he would rather wait until it is in its final form. The decision was unanimous that this item be deferred and brought back before the Board in its final form to be approved as the first Resolution of 2016.

B. OTHER

- **Presentation of Draft Financial Report**– District Director Hart said that the Draft Financial Report will be presented at the January 2016 Board meeting.
- **Evaluation Form for District Director Hart** – District Director Hart distributed the evaluation form for 2015 for the District Director, and asked the Board to return them back by January 18, 2016 so that he may distribute them to the Chair for summation and further action through the Board.

05. ATTORNEY’S REPORT:

None.

06. APPROVAL OF LEGAL FEES

Commissioner Minnaugh moved for approval of the legal bills. Motion was seconded by

Commissioner Santana-Woodall and it was carried unanimously.

07. BOARD MEMBER'S QUESTIONS/COMMENTS

Commissioner Goggin commented that in light of all the rainfall South Florida has had this past month, not seeing or hearing of any big problems, that the District has done a great job; and that an outside source came into his store regarding issues on the golf course that the City of Pembroke Pines was having. This gentleman was so happy that the District Director was able to handle it. He thought this was an interesting observation; that of all the problems that the District has on flooding, that the only problem was flooding at a golf course.

District Director Hart indicated that he received a phone call from the City of Pembroke Pines regarding the Pembroke Lakes Golf Course, and that Joe Certain and he met with city staff to address their concerns.

Commissioner Good had concerns on Senate Bill #416 – he recommended that the executive team evaluate that Senate Bill and determine if there is an impact to the District, and if so, maybe the District can take action. He said this bill is essentially talking about easements and the relocation of existing utilities. Attorney Bell said he will look into it. Chair Hodges asked what would supersede that language. Attorney Bell said that he thinks that if you have a property interest, which is basically what the District has, and it is almost like a restricted covenant, it would run with the land, and it tells the property owner that if they want to do any work in our easement then they have to get our approval, period. He said he will look into it.

Commissioner Mersinger said that it looks as if it's going straight to the Senate and it has a companion bill. District Director Hart said he would make FASD aware of it as well, because it wouldn't be limited to easements under plat.

Commissioner Minnaugh had a question regarding Monarch Lakes on Attorney Bell's legal bills. She wanted to know what that was about. Attorney Bell explained that the District is not being sued. He said the District is just involved in a lawsuit because the District approved permits for some of the work that was done. This has been going on for about 6 or 7 years and that they've already taken some depositions.

08. MEETING DATE(S)

A. Next Board Meeting will be held on **Thursday, January 28th, 2016 at 8:00 a.m.**

Adjournment at 9:05 A.M.

Respectfully submitted,

Robert E. Goggin IV, Secretary
South Broward Drainage District

/rim

MEMORANDUM

DATE: January 21, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: SBDD Annual Financial Statements – Draft Copy

Comments:

A draft report of the SBDD Financial Statement for the Fiscal Year Ending September 30, 2015 has been prepared by the District's accounting firm, Margolies, Fink and Wichrowski, Certified Public Accounts (MFW). Barry Fink, CPA, a partner with MFW will be in attendance at the January Board meeting to present an overview of the draft report and to answer any questions.

A copy of the draft report is attached.

KH
Attachment

SOUTH BROWARD DRAINAGE DISTRICT

ANNUAL FINANCIAL STATEMENTS

September 30, 2015

D R A F T

1/15/16

TABLE OF CONTENTS

	<u>Pages</u>
INTRODUCTORY SECTION	
Board of Commissioners	1
FINANCIAL SECTION	
Independent Auditor's Report	2
Management's Discussion and Analysis (unaudited)	5
Basic Financial Statements:	
Government-Wide Financial Statements	
Statement of Net Position	10
Statement of Activities	11
Fund Financial Statements	
Governmental Funds	
Balance Sheet	12
Reconciliation of Balance Sheet - Governmental Funds to the Statement of Net Position	13
Statement of Revenues, Expenditures and Changes in Fund Balances	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds to the Statement of Activities	15
Notes to Financial Statements	16
Required Supplementary Information other than M D & A (unaudited):	
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual - General Fund	32
OTHER REPORTS SECTION	
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	35

TABLE OF CONTENTS (Continued)

Independent Auditor's Management Letter Required by Chapter 10.550, Rules of the State of Florida Office of the Auditor General	37
Response to the Management letter	41
Independent Auditor's Report on Compliance with Local Government Investment Policies Pursuant to Chapter 10.556(10), Rules of the State of Florida Office of the Auditor General	42

INTRODUCTORY SECTION

SOUTH BROWARD DRAINAGE DISTRICT

Board of Commissioners

September 30, 2015

Scott Hodges	Chairperson
James Ryan	Vice Chairperson
Robert E. Goggin, IV	Secretary
Vicki Minnaugh	Treasurer
Tom Good	Commissioner
Mercedes B. Santana-Woodall	Commissioner
Alanna Mersinger	Commissioner

Counsel to the District

Douglas R. Bell
Bell & Bell
Ft. Lauderdale, Florida

District Director

Kevin M. Hart, P.E.

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Commissioners,
South Broward Drainage District:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of South Broward Drainage District ("the District"), as of and for the year ended September 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant

accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the South Broward Drainage District, as of September 30, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 5–9 and 32–34 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the South Broward Drainage District's basic financial statements. The introductory section and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 30, 2015, on our consideration of the South Broward Drainage District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and

grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering South Broward Drainage District's internal control over financial reporting and compliance.

January 11, 2016

MANAGEMENT'S DISCUSSION AND ANALYSIS

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

The management of South Broward Drainage District ("District") would like to provide readers of the District's financial statements this narrative overview and analysis of the financial activities for the year ended September 30, 2015. Readers are encouraged to consider the information presented in this discussion and analysis in conjunction with the District's basic financial statements, which are contained herein and commence on page 10.

The South Broward Drainage District exists pursuant to the provisions of Ch. 12049, a special act of the Florida legislature. The District was originally created in 1927; and today, the single purpose District manages approximately 46,400 acres (72.5 square miles) in southwest Broward County, Florida and serves a population of approximately 255,000 residents. The District, a special taxing district, has powers primarily in the areas of stormwater management and flood control. Their powers include rights to borrow money and issue bonds or other evidences of indebtedness, assess and impose upon all the lands in the District annual drainage, administrative, operation and maintenance taxes, and the District has the ability to install and foreclose special assessment liens.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the end of the fiscal year by \$21,350,086. Pursuant to the GASB Statement No. 54 presentation requirements, \$733,545 of this amount may be used to meet the District's ongoing operations and \$5,537,243 has been committed for specific purposes.
- The District's total net position decreased by \$(4,586), or (.02)% in 2015.
- The total assets of the District amounted to \$22,107,767 as of September 30, 2015. Of this amount, \$15,079,298 represented the net investment in capital assets. The total liabilities amounted to \$757,681.
- The District's total general revenues (on an accrual basis) were \$3,310,900 for the year ended September 30, 2015.
- The total expenses for all of the District's activities were \$3,315,486 for the year ended September 30, 2015.
- As of September 30, 2015, the District has a total of \$6,270,788 of unrestricted net position, of which \$5,537,243 has been committed for specific purposes; \$153,885 has been appropriated during the preparation of the fiscal year 2015 budget, leaving a remaining balance of \$579,660 as unassigned funds.

DISTRICT HIGHLIGHTS

- Completed the following improvements under the District's 5-Year Capital Improvements Plan (CIP) during the 2014/2015 fiscal year:
 - Installed a by-pass culvert and a manually operated sluice gate at the S-1 pump station.
 - Installed motors and telemetry for the two existing sluice gates at the S-3 pump station.
 - Installed a motor and telemetry for the existing sluice gate at the basin inter-connect between Basins S-9/S-10 and Basin S-5 (Silver Lakes inter-connect).
 - Converted two drainage pumps from oil cooled to water cooled pumps at the S-4/S-5 pump station.

- Rebuilt two gear drives at the S-4/S-5 pump station.
 - Rebuilt two Caterpillar motors; one at the S-1 pump station and the second at the S-7 pump station.
 - Purchased a new gear drive for the S-1 pump station.
 - Constructed drainage improvements for SW 205th Avenue.
 - Participated in a cost sharing project with the Town of Southwest Ranches for drainage improvements and a new boat ramp off of Dykes Road.
 - Began planning for the expansion of the garage area in the SBDD maintenance yard.
 - Prepared bid documents for the upgrades to the control panels at the S-4/S-5 pump station.
 - Excavated secondary canals in the S-8 drainage basin.
- Completed the following improvements as part of the District's annual maintenance, repairs, replacement and upgrades work during the 2014/2015 fiscal year:
 - Installed a new concrete roof at the S-3 pump station.
 - Installed new mufflers and a new exhaust system at the S-3 pump station.
 - Installed new drive shafts at the S-2 pump station.
 - Installed revetment erosion protection at three locations (one location each in the Basin S-2, Basin S-3 and Basin S-7).
 - Rebuilt the coolant piping for one engine at the S-7 pump station.
 - Upgraded the District's UHF radio antenna and communications system.
 - Installed a new concrete pad for improved access at the S-3 pump station.
 - Purchased 2 spare clutches for emergency repairs, if needed.
 - Constructed an inter-connecting swale from Landmark Ranch Estates to West Broward Estates (SW 168th Avenue Canal).
 - Installed two culvert slip liners (Cured-in-Place Pipe) for both sluice gate culverts at the S-3 pump station.
 - Installed new safety railing at the S-1 fuel tank.
 - Purchased a new air compressor for the maintenance area.
 - Purchased one new outboard motor.
 - Replaced one new spray rig unit for SBDD's aquatic maintenance boats.
 - Purchased a new boat and outboard motor and outfitted the new boat with a new pellet spray unit and front steer system.
 - Installed a new ladder and safety cage at the S-3 pump station for access to the new roof.
 - Purchased a new third lung (air compressor, hoses and masks) with reserve emergency air to replace outdated unit.
 - Installed safety chains along the canal at miscellaneous pump stations.
 - Installed a hydraulic fluid cooler for the grapple truck.
 - Participated in a cost sharing project with the Town of Southwest Ranches for drainage improvements on SW 210th Avenue.
 - Purchased a new cargo van for the maintenance of miscellaneous District facilities.
 - Completed boat ramp improvements at miscellaneous locations throughout the District.
 - Performed miscellaneous tree removal and trimming.
 - Performed miscellaneous culvert inspections, culvert cleaning, and swale improvements.
 - Updated the District's Criteria Manual
- Participated in miscellaneous outreach efforts.

USING THE ANNUAL REPORT

This discussion and analysis are intended to serve as an introduction to South Broward Drainage District's basic financial statements. The District's annual report consists of four sections: 1) Introductory Section, 2) Financial Section, 3) Other Reports Section, and 4) Management Letter Section. The basic financial statements themselves consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide financial statements

The government-wide statements report information as a whole using accounting methods similar to those used by private sector business. One very important question asked about the District's finances is "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question.

The statement of net position presents information on all of the District's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference between the four reported as net position. Over time, an increase or decrease in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. However, other factors should be considered, such as the physical condition of the District's capital assets (buildings, stormwater pump stations, canals, etc.) to assess the overall well being of the District.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Therefore, revenues and expenses are reported in this statement for particular items that will only result in cash flows in future fiscal periods. The government-wide financial statements can be found on pages 10 and 11.

Fund financial statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate legal compliance with finance-related legal requirements. The District's funds can be divided into two categories: governmental funds and fiduciary funds. These two kinds of funds use different accounting approaches.

The District's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year end that are available for spending. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a short-term view of the District's operations and the basic services it provides. Governmental fund information helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs.

The District outlines the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and the basic governmental fund statements in a reconciliation schedule supporting the Fund Financial Statements.

During the fiscal year ending September 30, 2015, the District maintained two individual governmental funds: one General and one Capital project fund (the Capital Projects S-9/10 fund was closed during the fiscal year). In addition, the District may establish other funds to help it control and manage money for particular purposes or to show that it is meeting its legal and fiduciary responsibilities. The fund financial statements provide detailed information about the most significant funds – not the District as a whole. Accordingly, two major funds are reported individually in the governmental funds balance sheet and statement of revenues, expenditures and changes in fund balances.

Notes to the financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found beginning on page 16 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. The District also references the employment contract with the District Director who serves at the pleasure of the Board of Commissioners.

THE DISTRICT AS A WHOLE

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of South Broward Drainage District, assets exceeded liabilities by \$21,350,086 at the close of the most recent year. The largest portion of the District's net position (71%) reflects its net investment in capital assets (land, buildings, canals, machinery and equipment). The District uses capital assets to provide services to citizens; accordingly, these assets are not available for future spending.

An additional portion of the District's net position (26%) represents resources that have been committed as to how they may be used. These resources can be used only for their intended designation. The remaining unrestricted net position (\$733,545) may be used to meet ongoing operations.

The District adopted the fiscal year 2014-2015 Budget on September 15, 2014. On August 27, 2015 the Board approved certain line item reclassifications to the original budget. Total general fund expenditures budgeted for the year ended September 30, 2015 were \$3,502,074. Total actual general fund expenditures were \$3,234,169, and the District achieved a favorable budget variance for the year ended September 30, 2015 of \$395,134, as reflected on page 34 of the financial statements.

Contacting the District's financial management

This financial report is designed to provide a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact the District Director, Kevin Hart, at 6591 Southwest 160 Avenue, Southwest Ranches, Florida 33331.

COMPARATIVE FINANCIAL INFORMATION

District's Net Position
As of September 30,

	<u>2015</u>	<u>2014</u>
Current and other assets	\$ 7,028,469	\$ 7,308,279
Capital assets	<u>15,079,298</u>	<u>14,723,096</u>
Total assets	<u>\$ 22,107,767</u>	<u>\$ 22,031,375</u>
Current and other liabilities	<u>\$ 757,681</u>	<u>\$ 676,703</u>
Total liabilities	<u>\$ 757,681</u>	<u>\$ 676,703</u>
Net Position:		
Net investment in capital assets	\$ 15,079,298	\$ 14,723,096
Restricted	-	49,482
Unrestricted	<u>6,270,788</u>	<u>6,582,094</u>
Total net position	<u>\$ 21,350,086</u>	<u>\$ 21,354,672</u>

District's Changes in Net Position
Years Ended September 30,

	<u>2015</u>	<u>2014</u>
General revenues:		
Maintenance taxes	\$ 3,089,420	\$ 3,070,056
Permits and other income	201,171	113,147
Investment earnings	<u>20,309</u>	<u>17,618</u>
Total revenues	<u>3,310,900</u>	<u>3,200,821</u>
Expenses:		
Operation and maintenance	2,926,589	2,870,981
Depreciation	<u>388,897</u>	<u>368,853</u>
Total expenses	<u>3,315,486</u>	<u>3,239,834</u>
Decrease in net position	(4,586)	(39,013)
Net position – beginning	<u>21,354,672</u>	<u>21,393,685</u>
Net position – ending	<u>\$ 21,350,086</u>	<u>\$ 21,354,672</u>

**BASIC FINANCIAL STATEMENTS –
GOVERNMENT-WIDE**

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Net Position
September 30, 2015

ASSETS

Cash and investments – unrestricted	\$ 587,529
Cash and investments – temporarily restricted	6,267,104
Receivables, including interest	4,601
Inventory	140,618
Other assets	28,617
Capital assets:	
Land	349,616
Other capital assets, net of depreciation	<u>14,729,682</u>
Total capital assets	<u>15,079,298</u>
Total assets	<u>22,107,767</u>

LIABILITIES

Accounts payable and accrued expenses	152,465
Compensated absences payable	121,742
Refundable deposits	<u>483,474</u>
Total liabilities	<u>757,681</u>

NET POSITION

Net investment in capital assets	15,079,298
Unrestricted	<u>6,270,788</u>
Total net position	<u>\$ 21,350,086</u>

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Activities
For the year ended September 30, 2015

Expenses:	
Personnel services	\$ 1,220,778
Materials and services	1,596,907
Depreciation expense	388,897
Collection discounts	<u>108,904</u>
Total expenses	<u>3,315,486</u>
General revenues:	
Maintenance taxes	3,089,420
Permits and other income	201,171
Investment earnings	<u>20,309</u>
Total general revenues	<u>3,310,900</u>
Changes in net position	(4,586)
Net position, beginning of year	<u>21,354,672</u>
Net position, end of year	<u>\$ 21,350,086</u>

See accompanying notes to the financial statements.

BASIC FINANCIAL STATEMENTS –

FUND

SOUTH BROWARD DRAINAGE DISTRICT
Balance Sheet – Governmental Funds
September 30, 2015

ASSETS	<u>General</u>	<u>Capital Projects S – 9/10</u>	<u>Total Governmental Funds</u>
Cash	\$ 5,125,869	\$ -	\$ 5,125,869
Investments	1,728,764	-	1,728,764
Receivables:			
Delinquent taxes and assessments, including interest	1,788	-	1,788
Other	2,813	-	2,813
Inventory	140,618	-	140,618
Other assets	<u>28,617</u>	<u>-</u>	<u>28,617</u>
 Total assets	 <u>\$ 7,028,469</u>	 <u>\$ -</u>	 <u>\$ 7,028,469</u>
 LIABILITIES AND FUND EQUITY			
Liabilities:			
Accounts payable and accrued expenses	\$ 152,465	\$ -	\$ 152,465
Compensated absences payable	121,742	-	121,742
Refundable deposits and deferred income	<u>483,474</u>	<u>-</u>	<u>483,474</u>
 Total liabilities	 <u>757,681</u>	 <u>-</u>	 <u>757,681</u>
Fund balances:			
Restricted	-	-	-
Committed	5,537,243	-	5,537,243
Assigned	153,885	-	153,885
Unassigned	<u>579,660</u>	<u>-</u>	<u>579,660</u>
 Total fund equity	 <u>6,270,788</u>	 <u>-</u>	 <u>6,270,788</u>
 Total liabilities and fund equity	 <u>\$ 7,028,469</u>	 <u>\$ -</u>	 <u>\$ 7,028,469</u>

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Reconciliation of Balance Sheet - Governmental Funds
to the Statement of Net Position
September 30, 2015

Total governmental fund balances \$ 6,270,788

Amounts reported in the statement of net position are different because:

Capital assets used in governmental activities are not
financial resources, and therefore are not reported in funds:

Capital assets	\$ 22,826,676	
Less accumulated depreciation	<u>(7,747,378)</u>	<u>15,079,298</u>

Total net position \$ 21,350,086

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds
For the year ended September 30, 2015

	<u>General</u>	<u>Capital Projects S - 9/10</u>	<u>Total Governmental Funds</u>
Revenues:			
Maintenance taxes	\$ 3,089,420	\$ -	\$ 3,089,420
Permits and other income	201,171	-	201,171
Interest	<u>16,817</u>	<u>3,492</u>	<u>20,309</u>
Total revenues	<u>3,307,408</u>	<u>3,492</u>	<u>3,310,900</u>
Expenditures:			
Capital outlay	745,099	-	745,099
Operating	2,620,632	-	2,620,632
Administrative	197,053	-	197,053
Discounts	<u>108,904</u>	<u>-</u>	<u>108,904</u>
Total expenditures	<u>3,671,688</u>	<u>-</u>	<u>3,671,688</u>
Excess (deficiency) of revenues over expenditures	<u>(364,280)</u>	<u>3,492</u>	<u>(360,788)</u>
Transfer in (out) of funds	52,974	(52,974)	-
Fund balances at beginning of year	<u>6,582,094</u>	<u>49,482</u>	<u>6,631,576</u>
Fund balances at end of year	<u>\$ 6,270,788</u>	<u>\$ -</u>	<u>\$ 6,270,788</u>

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Reconciliation of Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds to the Statement of Activities
For the year ended September 30, 2015

Net change in fund balances – total governmental funds \$ (360,788)

Amounts reported in the statement of activities are different because:

Governmental funds report capital outlays as expenditures.
 However, in the statement of activities, the cost of capital assets
 is allocated over their estimated useful lives and reported as
 depreciation expense:

Expenditures for capital assets	\$ 745,099	
Less current year depreciation	<u>(388,897)</u>	<u>356,202</u>
Changes in net position		<u>\$ (4,586)</u>

See accompanying notes to the financial statements.

**NOTES TO FINANCIAL STATEMENTS
SOUTH BROWARD DRAINAGE DISTRICT**

Notes to Financial Statements

(1) DESCRIPTION OF THE SOUTH BROWARD DRAINAGE DISTRICT

The South Broward Drainage District ("District") exists pursuant to the provisions of Chapter 12049, a Special Act of the Florida Legislature. The District was originally formed in 1927 and includes approximately 46,400 acres in southwest Broward County, Florida. The governing body of the District is the Board of Commissioners ("Board"), comprised of seven elected members.

The District is a special taxing district with powers primarily in the areas of stormwater management and flood control. Such powers include rights to borrow money and issue bonds or other evidences of indebtedness, assess and impose upon all the lands in the District annual drainage, administrative, operation and maintenance taxes, and impose and foreclose special assessment liens.

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles ("GAAP") as applied to government units. The Government Accounting Standards Board ("GASB") is the standard-setting body for establishing government accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

(a) Reporting Entity

The District follows the standards promulgated by GASB Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, to define the reporting entity. The District's financial statements include operations for which the District exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters. The District has not identified any component units and is not a participant in any joint venture; accordingly, operations of no other entities have been included in the financial statements.

The District implemented the requirements of GASB 54 *Fund Balance Reporting and Governmental Fund Type Definitions* during the year ending September 30, 2011.

The District implemented the requirements of GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position*, during the year ended September 30, 2013. This Statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

This Statement amends the net asset reporting requirements in Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. The District did not have any deferred outflows or deferred inflows of resources as of September 30, 2015 that were required to be disclosed in the Statement of Net Position.

(b) Government-wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements. The government-wide statements focus on the District as a whole, while the fund financial statements focus on major individual funds.

The government-wide financial statements include a Statement of Net Position and a Statement of Activities. These statements report information on all activities of the District. Interfund activity has been eliminated from these statements. The Statement of Activities demonstrates the extent to which the expenses of the District are offset by the revenues collected by the District. Revenues collected include the investment income earned during the year. The District's policy is to apply restricted resources before unrestricted resources when an expense is incurred for the purposes for which both restricted and unrestricted assets are available.

Separate financial statements are provided by governmental funds. Major governmental funds are reported as separate columns in the fund financial statements. The governmental funds' statements reflect amounts due from/to other funds. These amounts represent transfers that were made during the year between funds that will be repaid in the future period.

(c) Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned; and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Maintenance taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Governmental fund financial statements are reported using the current financial resources measurement and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers maintenance taxes to be available if they are collected within sixty days of the end of the current fiscal period. A one-year availability period is used for all other revenues.

Revenues susceptible to accrual are maintenance taxes and interest on investments. Maintenance taxes are recorded as revenues in the fiscal year they are levied, provided they are collected in the current period or within sixty days thereafter. Interest on invested funds is recognized when earned.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences, claims and judgments are recorded only when payment is earned.

(d) Major Funds

Governmental Fund Types

Government funds are used to account for the District's expendable financial resources and related liabilities. The following are the District's governmental fund types:

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Capital Projects Fund - The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities.

(e) Budgetary Procedures and Accounting

An annual budget is adopted for the General Fund on a basis consistent with GAAP, except the budgets include encumbrances as the equivalent of expenditures, and do not include revenues and expenditures related to certain special projects. As of September 30, 2015, there were \$31,961 of outstanding encumbrances; accordingly, for the year ended September 30, 2015, the "actual budgetary basis" is presented on a basis which is not consistent with GAAP.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Prior to the end of the fiscal year, the District Director is required to submit to the Board of Commissioners the proposed budget for the fiscal year commencing October 1. The District holds public hearings, as required, on the proposed budget. Prior to the end of each fiscal year, the budget is formally adopted for the ensuing year.

The legal level of control, the level at which expenditures may not exceed the budget, is at the total expenditure level. Appropriations lapse at year end. Should additional expenditures be necessary during the year, the District has the authority to modify the budget by a vote of its Board.

In connection with the forthcoming fiscal year 2015 budget, the District appropriated unassigned fund balance in the amount of \$153,885 for General Fund operations.

(f) Encumbrances

For governments that use encumbrance accounting, significant encumbrances should be disclosed in the notes to the financial statements by major funds and nonmajor funds in the aggregate in conjunction with required disclosures about other significant commitments. Encumbered amounts for specific purposes for which resources already have been restricted, committed or assigned should not result in separate display of the encumbered amounts within those classifications. Encumbered amounts for specific purposes for which amounts have not been previously restricted, committed or assigned should not be classified as unassigned but, rather, should be included within committed or assigned fund balance. The District includes encumbrances in the committed fund balance.

(g) Inventory

Inventory consists of chemicals and fuel and is valued at cost (first-in, first-out). The cost of inventory is accounted for under the consumption method. Under the consumption method of inventory accounting, inventories are recorded as expenditures when used and; therefore, reported inventories are not equally offset by a non-spendable fund balance account.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Compensated Absences

The full-time employees of the District can carryover to the following fiscal year up to one year of their sick leave and vacation benefits. Vacation time is earned based upon length of service, up to a maximum amount of four weeks per year, once the employee has been with the District for fourteen years, with the exception of employees that are covered by employment agreements. At September 30, 2015, the liability for accrued compensated absences, to be paid within one year, was \$121,742, an increase of \$6,152.

(i) Cash and investments

Cash includes cash-on-hand and demand deposits. Interest earned from investments is recorded in each of the respective funds based on the actual amount earned.

In accordance with provisions of GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, the District reports investments at their fair market value, with unrealized gains and losses credited to or charged against investment income.

Non-participating investments, such as non-negotiable Certificates of Deposit with redemption values that do not consider market rates, are reported as amortized costs. The District had investments in the Local Government Surplus Funds Trust Fund, which under the guidelines of GASB Statement No. 31, Pool A is a "2a-7 like" pool. Accordingly, investments in Pool A are reported at amortized cost. During the fiscal year these investments have been discontinued.

During the year, the District did not directly invest any resources in derivatives. Investments made through state-administered trust funds may include derivatives. These investments are made on a pooled basis and the individual risk to the District is unknown.

(j) Capital Assets and Depreciation

Capital assets, which include land, buildings, equipment, vehicles and infrastructure assets (water control structures, canals and lakes), are reported in the government-wide financial statements. Capital assets are recorded at historical cost or estimated historical cost. Contributed assets are recorded at fair market value as of the date received.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Maintenance, repairs and minor renovations are not capitalized. Expenditures that materially increase values or extend useful lives are capitalized. There are no idle or impaired capital assets as of September 30, 2015.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset</u>	<u>Years</u>
Buildings	40
Equipment	5
Vehicles	5
Water Control Structures (including stormwater pump stations)	15-50

Canals and lakes are considered to be land improvements, therefore, are not depreciated. Depreciation expense is reflected in the financial statements in accordance with GASB Statement No. 34 requirements for capital assets greater than \$5,000. Per Florida State Statute as well as internal control purposes, assets with a historical cost greater than \$750 are tagged and recorded in the fixed asset system.

(k) Fund Balance

The Governmental Accounting Standards Board (GASB) released GASB Statement No. 54 - "Fund Balance Reporting and Governmental Fund Type Definitions" ("GASB 54") on March 11, 2009, which is effective for fiscal years beginning after June 15, 2010. This Statement is intended to improve the usefulness of the amount reported in fund balance by providing more structured classification. This Statement applies to fund balance reported in the General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund and Permanent Fund. This Statement does not apply to Enterprise Funds, Internal Service Funds and extremely restricted reserves.

Previously, fund balance was classified as "reserved" or "unreserved." Unreserved fund balance was further allocated into designated and undesignated. GASB 54 now changes how fund balance will be reported. The hierarchy of the GASB 54 classifications is as follows:

- **Non-spendable Fund balance** includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually. The District uses the consumption method of reporting inventory; therefore, it is not reported as a non-spendable fund balance.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- **Restricted Fund Balance** includes amounts constrained for a specific purpose by external parties. The District's Capital Project fund for the S-9/10 basin improvements qualified as a restricted fund and was closed during the fiscal year.
- **Committed Fund Balance** includes amounts constrained for a specific purpose by a government using its highest level of decision making authority. The District's Capital Improvements, Emergency, and Separation funds, along with the outstanding encumbrances, are included in the committed fund balance (\$5,537,243). The Emergency Fund was established to provide for those situations when the District might have unbudgeted expenditures as a result of a severe emergency, such as a major hurricane.
- **Assigned Fund Balance** includes general fund amounts constrained for a specific purpose by the District's board (\$153,885). This amount represents the appropriation of fund balance in the 2015-2016 fiscal year budget.
- **Unassigned Fund Balance** is the residual classification for the general fund.

The District's Board approves all transactions that occur with respect to the restricted and committed fund balances. These were formally adopted by the Board on May 26, 2011, when the Board formally adopted the reporting requirements outlined by GASB 54.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

There was no restatement required to the opening fund balances as a result of the GASB 54 implementation. The recently approved *Financial Policies and Guidelines* of the District establishes minimum amounts for certain fund balances.

(1) Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Impact of Recently Issued Accounting Pronouncements

Recently Issued Accounting Pronouncements, Not yet Implemented

The District has not yet determined the impact of the following GASB pronouncements, which have been issued but are not yet effective and have not been implemented.

In June 2012, GASB issued Statement No. 68 *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*. The scope of this Statement addresses accounting and financial reporting for pensions that are provided to the employees of state and local governmental employers through pension plans that are administered through trusts that meet certain characteristics. This statement establishes standards for measuring and recognizing liabilities, deferred outflows of resources, and deferred inflows of resources, and expenses/expenditures. For defined benefit pensions, this Statement identifies the methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. The provisions of this Statement are effective for financial statement periods beginning after June 15, 2014. The District implemented this statement in its fiscal year beginning October 1, 2014, and there are no effects on the financial statements.

In January 2013, GASB issued Statement No. 69 *Government Combinations and Disposals of Government Operations*. This Statement requires disclosures to be made about government combinations and disposals of government operations to enable financial statement users to evaluate the nature and financial effects of those transactions. The provisions of this Statement are effective for government combinations and disposals of government operations occurring in financial reporting periods beginning after December 15, 2013, and should be applied on a prospective basis. The District implemented this statement in its fiscal year beginning October 1, 2014, and there are no effects on the financial statements.

In April 2013, GASB issued Statement No. 70 *Accounting and Financial Reporting for Nonexchange Financial Guarantees*. The objective of this Statement is to improve accounting and financial reporting by state and local governments that extend and receive nonexchange financial guarantees. The provisions of this Statement are effective for reporting periods beginning after June 15, 2013. Earlier application is encouraged. Except for disclosures related to cumulative amounts paid or received in relation to a nonexchange financial guarantee, the provisions of this Statement are required to be applied retroactively.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Disclosures related to cumulative amounts paid or received in relation to a nonexchange financial guarantee may be applied prospectively. The District does not have any transactions that are required to be reported under this GASB.

In November 2013, GASB issued Statement No. 71 *Pension Transition for Contributions Made Subsequent to the Measurement Date, an Amendment of GASB Statement No. 68*. The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, *Accounting and Financial Reporting for Pensions*. The issue relates to amounts associated with contributions, if any, made by a state or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

Statement 68 requires a state or total government employer (or nonemployer contributing entity in a special funding situation) to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. If a state or local government employer or nonemployer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government's reporting period. Statement 68 requires that the government recognize its contribution as a deferred outflow of resources. In addition, Statement 68 requires recognition of deferred outflows of resources and deferred inflows of resources for changes in the net pension liability of a state or local government employer or nonemployer contributing entity that arise from other types of events. At transition to Statement 68, if it is not practical for an employer or nonemployer contributing entity to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, paragraph 137 of Statement 68 required that beginning balances for deferred outflows of resources and deferred inflows of resources not be reported.

Consequently, if it is not practical to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, contributions made after the measurement date of the beginning net pension liability could not have been reported as deferred outflows of resources at transition. This could have resulted in a significant understatement of an employer or nonemployer contributing entity's beginning net position and expense in the initial period of implementation. This statement does not have any effect on the District's financial statements.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(3) CASH AND INVESTMENTS

Statement of Policy

The purpose of the District's investment policy is to set forth the investment objectives and parameters for the management of public funds of the District. The policy is designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

The District's policy is written in accordance with Section 218.415, Florida Statutes, which applies to funds under the control of local governments and special districts. The policy and any subsequent revisions are adopted by the District's Governing Board and apply to funds in excess of those required to meet current expenditures. The most recent revisions to the investment policy were approved by the Board of Commissioners in March 2009.

The District's investment policy authorizes investments in the following:

1. The Florida Local Government Surplus Funds Trust Fund.
2. United States government securities unconditionally guaranteed by the full faith and credit of the United States government.
3. United States government agencies backed by the full faith and credit of the United States government.
4. United States government sponsored agencies.
5. Interest bearing time deposit or savings accounts of Florida Banks and Savings and Loan Associations approved under Chapter 280, Florida Statutes as qualified public depositories.
6. Commercial paper rated "Prime 1" by Moody's, "A1" by Standard and Poor's or "F-1" by Fitch.
7. Corporate notes rated at a minimum "Aa" by Moody's, "AA" by Standard and Poor's or "AA" by Fitch.
8. Repurchase agreements that are fully collateralized are permissible investments provided that the following conditions are met:
 - a. The District has executed a Master Repurchase Agreement similar to the PSA's "Master Repurchase Agreement" with either a primary dealer as defined by the Federal Reserve or a bank or savings and loan domiciled in this State and certified as a qualified depository as defined in Florida Statutes Section 280.02.
 - b. The agreement has a defined termination date and is secured by obligations described in this investment policy.
 - c. Requires that the securities being purchased by the District to be pledged to the District, held in the District's name and deposited at the time the investment is made with the District or with a third party selected and approved by the District.
9. Other security or other interests in any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940 provided the portfolio meets the District's policy.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(3) CASH AND INVESTMENTS (Continued)

As of September 30, 2015, the District had placed approximately 25.22% in Certificate of Deposits and 74.78% in interest bearing Money Market Accounts.

The Local Government Investment Pool is an investment pool available for investing temporarily idle cash by Florida governments and is managed by the State Board of Administration (the SBA). On November 29, 2007, the SBA implemented a temporary freeze on the assets in the LGIP due to an unprecedented amount of withdrawals from the LGIP coupled with the absence of market liquidity for certain securities within the Pool. On December 4, 2007, based on recommendations from an outside financial advisor, the SBA restructured the LGIP into two (2) separate pools. Pool A ("Florida PRIME") consisted of all money market appropriate assets, which was approximately 86% of LGIP assets. Pool B consisted of assets that defaulted on a payment, paid more slowly than expected, and/or had any significant credit and liquidity risk, which was approximately 14% of LGIP assets. At that time, all current pool participants had their existing balances proportionately allocated into Pool A and Pool B.

The SBA systematically allows access to funds in Pool A. Participants in Pool B receive periodic distributions to the extent that Pool B receives proceeds from: 1) maturities of securities, coupon interest collections or collateral interest and principal pay downs, or 2) the sale of securities, collateral liquidation or other restructure or workout activities. At such time, the Investment Manager transfers cash or securities to Pool A for the benefit of Pool B shareholders. Such transfers are consistent with the pro rata allocation of Pool B shareholders of record as of the initial segregation of assets in the LGIP. Effective March 2008, the SBA contracted with Federated Investors, Inc. to provide investment advisory services to the investment pool. The SBA has since put into place processes that allow for improved reporting full transparency, conservative investment practices, improved portfolio guidelines and stricter internal controls. According to the SBA, Pool A meets the criteria to be considered as "2a-7 like", as defined by GASB Statement No. 31. Accordingly, it has been reported at the same value as the pool shares allocated to the District. Pool A maintains an AAAM rating by Standard and Poor's Ratings Services.

During the year ended September 30, 2015 the District closed all of their investments with the Local Government Investment Pool.

Interest Rate and Credit Risk

The District's investment portfolio shall be actively managed in an effort to attain the highest available market rate of return while still operating within this Investment Policy. Securities may be traded for other similar securities to improve interest income, maturity or credit risk. A loss may be incurred for accounting purposes provided any of the following occurs with respect to the replacement security: (1) The interest income has been increased; (2) The time to maturity has been reduced; or (3) The credit quality has been improved.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(3) CASH AND INVESTMENTS (Continued)

Permitted investments of bond proceeds are usually set forth in the bond documents. Investment strategies or vehicles commonly utilized for the investment of bond proceeds may differ from those of other District funds.

All of the District's investments in agency securities for fiscal year 2015 were rated at least AA+ by Standard and Poor's and Fitch ratings, and at least A1 by Moody's Investor Services.

Custodial Credit Risk - Deposits

All of the District's cash deposits are held in accounts at depository institutions which are recognized as State of Florida Qualified Public Depositories in accordance with state statutes and the District's investment policy.

The most significant cash deposit of the District at September 30, 2015 is the balance of approximately \$3,246,000 in the general fund emergency accounts.

Custodial Credit Risk - Investments

The District's investment policy requires that all securities be held with a third-party custodian in a separate account which is designated as an asset of the District. The custodian acts as the safekeeper of the District's investment securities. No withdrawal of securities, in whole or in part, is made from safekeeping without written authorization of designated District staff.

Concentration of Credit Risk

The District's policy authorizes investment allocation limits on security types, issuers, and maturity limitations. However, the District Director has the option to modify investment percentages from time-to-time based on market conditions, risk and diversification investment strategies after review and discussion with the District Treasurer and members of the investment committee.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(3) CASH AND INVESTMENTS (Continued)

Percentage Allocation by Issuer as of September 30, 2015

<u>Issuer</u>	<u>Percentage of Total</u>
SunTrust Bank	74.78%
Regent Bank CD	3.56%
Bank United CD	3.61%
TD Bank CD	3.61%
Stonegate Bank CD	3.61%
Centennial Bank CD	3.61%
Florida Community Bank CD	3.61%
Landmark Bank CD	3.61%

Cash and investments as of September 30, 2015 are comprised of the following:

Cash deposits:

Money market accounts	\$ 4,538,340
Demand deposits	586,729
Petty cash	<u>800</u>

Total cash deposits \$ 5,125,869

Investments:

Certificates of deposit	<u>1,728,764</u>
-------------------------	------------------

Total investments \$ 1,728,764

Total cash and investments \$ 6,854,633

(4) MAINTENANCE TAXES AND SPECIAL ASSESSMENTS

Maintenance taxes and special assessments attach as an enforceable lien on the owners' properties as of January 1. The taxes are levied on November 1 and are payable, without penalty, from November 1 to the following March 31. Broward County bills and collects these taxes and assessments and remits these proceeds to the District.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(5) OTHER ASSETS

Other assets as of September 30, 2015 consisted of the following:

Prepaid expenses	<u>\$ 28,617</u>
	<u>\$ 28,617</u>

(6) CAPITAL ASSETS

The following summarizes changes in the capital assets:

	<u>Balance 9/30/14</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 9/30/15</u>
Capital Assets Not Being Depreciated:				
Land	\$ 349,616	\$ -	\$ -	\$ 349,616
Canal Improvements and Lakes	<u>9,993,860</u>	<u>62,975</u>	<u>-</u>	<u>10,056,835</u>
Total Capital Assets Not Being Depreciated	<u>10,343,476</u>	<u>62,975</u>	<u>-</u>	<u>10,406,451</u>
Capital Assets Being Depreciated:				
Water Control Structures/Culverts	9,816,625	664,322	-	10,480,947
Buildings - District Headquarters	802,551	-	-	802,551
Vehicles	694,997	-	-	694,997
Equipment	<u>423,928</u>	<u>17,802</u>	<u>-</u>	<u>441,730</u>
Total Capital Assets Being Depreciated	<u>11,738,101</u>	<u>682,124</u>	<u>-</u>	<u>12,420,225</u>
Less Accumulated Depreciation				
Water Control Structures	5,844,549	281,635	-	6,126,184
Buildings	503,681	20,064	-	523,745
Vehicles	622,579	71,099	-	693,678
Equipment	<u>387,672</u>	<u>16,099</u>	<u>-</u>	<u>403,771</u>
Total Accumulated Depreciation	<u>7,358,481</u>	<u>388,897</u>	<u>-</u>	<u>7,747,378</u>
Capital Assets, Net	<u>\$ 14,723,096</u>	<u>\$ 356,202</u>	<u>\$ -</u>	<u>\$ 15,079,298</u>

(7) RETIREMENT PLAN

Plan Description

The District participates in the Florida Retirement System ("FRS"), a cost-sharing multiple-employer Public Employee Retirement System (PERS), which covers all District employees. The FRS offers a defined benefit plan and an investment plan, and each employee has an option to elect the plan in which they wish to participate. The FRS is totally administered by the State of Florida, Department of

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(7) RETIREMENT PLAN (Continued)

Management Services - Division of Retirement and they provide an annual report which is available to the public every year. Each year FRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Division of Retirement, PO Box 9000, Tallahassee, Florida 32315-9000.

Funding Policy

Effective July 1, 2011, both employer and employees are required to make contributions towards the FRS. The District's current actuarially determined required contribution rate, as established by State statute, is 7.26% for covered regular payroll, and 21.43% for senior management payroll (District Director). All employees of the District contribute 3% of their salary to the program. The combined pension contributions approximated \$132,064 (\$99,992 from the District and \$32,072 from employees) for the year ended September 30, 2015, which amounts to 12.0% of current-year covered payrolls. The District's total and current-year covered payroll was approximately \$1,099,485.

(8) PERMITS AND OTHER INCOME

Other income for the year ended September 30, 2015 consisted of the following:

Miscellaneous	\$ 40,294
Cost sharing revenue - Pembroke Pines CIP project	24,000
Permit fees	96,672
Recertification program	<u>40,205</u>
	<u>\$ 201,171</u>

(9) COMMITMENTS

The District entered into a contract with the new District Director effective May 17, 2010. The Board shall employ the director as the Chief Administrator/Director of the District for a term of four (4) years commencing June 1, 2010 and terminating on May 31, 2014. The Contract automatically renewed for a term of four (4) years in accordance with the provisions contained therein. The contract provides for an annual base salary with annual increases linked to the cost of living index, however not less than 3%. The contract also provides for benefits, including but not limited to life insurance, vacation time and sick leave.

(Continued)

SOUTH BROWARD DRAINAGE DISTRICT

Notes to Financial Statements (Continued)

(9) COMMITMENT (Continued)

The District also entered into contracts with the Assistant District Director and the Project Manager effective April 22, 2010. These contracts are for a term of four years commencing on the effective date of April 22, 2010 and terminating on September 30, 2014. These contracts automatically renew for a term of four (4) years in accordance with the provisions contained therein. The contracts provide for an annual base salary with annual increases linked to the cost of living index, however not less than 3%. The contracts also provides for benefits, including but not limited to life insurance, vacation time and sick leave.

(10) RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. Settlements have not exceeded insurance coverage for any of the past three fiscal years.

(11) SUBSEQUENT EVENTS

Subsequent events have been evaluated through January 11, 2016, which is the date the financial statements were available to be issued to the District.

**REQUIRED SUPPLEMENTARY
INFORMATION OTHER THAN M D & A
(unaudited)**

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Revenues, Expenditures and Changes
in Fund Balance – Budget and Actual – General Fund
(Budgetary Basis)
For the year ended September 30, 2015

	<u>Final Budget**</u>	<u>Actual - Budgetary Basis</u>	<u>Variance – Favorable (Unfavorable)</u>
Revenues:			
Maintenance taxes	\$ 3,088,179	\$ 3,089,420	\$ 1,242
Permit fees and other income	80,000	201,171	121,170
Interest	12,000	16,817	4,817
	<u>3,180,179</u>	<u>3,307,408</u>	<u>127,229</u>
Expenditures:			
Administrative salaries	322,313	324,315	(2,002)
Board of Commissioners' salaries	37,800	37,800	-
Field operations' salaries	484,008	484,069	(61)
Inspectors' salaries	241,417	240,457	960
Payroll taxes	83,044	83,494	(450)
Pension costs	98,771	99,992	(1,221)
Other salaries and costs	65,000	50,644	14,356
Accounting fees	24,500	24,500	-
Engineering/consulting/special projects	25,000	20,998	4,002
Legal fees	70,000	37,199	32,801
Legal fees – special projects	25,000	-	25,000
Other professional fees	1,000	75	925
Commercial property package	41,475	34,385	7,090
General liability	44,835	35,441	9,394
Group health and life insurance	395,160	388,593	6,567
Workers compensation	29,150	18,693	10,457
Advertising	8,500	3,819	4,681
Computer supplies and upgrades	15,000	12,069	2,931
Dues and subscriptions	6,600	5,340	1,260
Electric costs	13,000	11,787	1,213
Gas (LP) auxiliary power	5,000	720	4,280
Janitorial services	2,000	1,714	286
Licenses and fees	900	475	425

(Continued)

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual - General Fund
(Budgetary Basis) - Continued
For the year ended September 30, 2015

	<u>Final</u> <u>Budget**</u>	<u>Actual -</u> <u>Budgetary</u> <u>Basis</u>	<u>Variance -</u> <u>Favorable</u> <u>(Unfavorable)</u>
Maintenance contracts	\$ 6,400	\$ 5,804	\$ 596
Miscellaneous/uniforms	2,500	2,234	266
Office supplies and postage	4,500	3,712	788
Payroll service	3,600	3,392	208
Printing and stationary	1,800	572	1,228
Public records, storage and filing	7,000	7,823	(823)
Telephone and miscellaneous communications	15,000	13,367	1,633
Water and sewer costs	2,000	1,841	159
Buildings and grounds maintenance	35,000	34,971	29
Equipment rental	5,000	812	4,188
Equipment and vehicles maintenance	30,000	23,560	6,440
Fuel, oil and lubricants -			
Pump stations	65,000	49,295	15,705
Vehicles and equipment	45,000	35,392	9,608
Hazardous materials	5,000	1,871	3,129
Janitorial supplies	1,000	522	478
Hurricane preparedness supplies	1,500	737	763
Landscaping and mowing	35,000	34,264	736
Photography and VCR equipment	350	171	179
Pump station and flood gates maintenance	70,000	59,221	10,779
Safety and SCUBA equipment	2,500	2,955	(455)
Sanitation and exterminating services	7,600	6,873	727
Small tools and shop supplies	9,000	7,868	1,132
Water recorder/elevation gauge/telemetry	8,000	6,327	1,673
Canal and swale renovations	30,000	25,845	4,155
Culvert cleaning	50,000	41,174	8,826
Culvert and flapper gate repairs	40,000	40,000	-
Endwall repairs and replacements	5,000	-	5,000
Erosion control	56,563	56,563	-
Gates, fences and ramp upgrades	5,000	5,175	(175)
Outfall structures	2,000	-	2,000
Trash rack, piling and tank upgrades	10,000	3,671	6,329
Tree removal	30,000	28,712	1,288

(Continued)

See accompanying notes to the financial statements.

SOUTH BROWARD DRAINAGE DISTRICT
Statement of Revenues, Expenditures and Changes
In Fund Balance - Budget and Actual - General Fund
(Budgetary Basis) - Continued
For the year ended September 30, 2015

	<u>Final Budget**</u>	<u>Actual - Budgetary Basis</u>	<u>Variance - Favorable (Unfavorable)</u>
Herbicides	\$ 359,837	\$ 305,829	\$ 54,008
Triploid carp	30,000	30,000	-
Water testing	8,000	2,463	5,537
Seminars, meetings and conferences	10,000	4,128	5,872
Bank charges	-	585	(585)
Equipment and vehicles purchases	40,000	35,918	4,082
Pump station and Basin 3 drainage Improvements	240,513	240,561	(48)
Cost sharing expenses - Pembroke Pines CIP project	-	24,000	(24,000)
Contingency	10,000	1,000	9,000
Billing and collection costs	61,764	59,479	2,285
Discounts and commissions	<u>111,174</u>	<u>108,903</u>	<u>2,271</u>
 Total expenditures	 <u>3,502,074</u>	 <u>3,234,169</u>	 <u>267,905</u>
Excess (deficiency) of revenues over expenditures	 <u>\$ (321,895)*</u>	 <u>73,239</u>	 <u>\$ 395,134</u>
 Transfer in from Capital Projects S-9/10 fund		 52,974	
 Fund balance at beginning of year		 6,582,094	
 Adjustment ***		 <u>(437,519)</u>	
 Fund balance at end of year		 <u>\$ 6,270,788</u>	

* Appropriation of Fund Balance

** The District amended certain line items of the original budget on August 28, 2015. The changes were immaterial and only the final amended budget has been presented for purposes of this statement.

*** In order to reconcile the excess of revenues over expenditures for budgetary purposes to GAAP, the adjusted difference between the 2015 and 2014 reserve for encumbrances and reserve fund adjustments, which amount to a total of (\$437,519), would be included as the reconciling item. (See Note 2)

See accompanying notes to the financial statements.

OTHER REPORTS SECTION

SOUTH BROWARD DRAINAGE DISTRICT

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS
For the year ended September 30, 2015**

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Board of Commissioners,
South Broward Drainage District:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of South Broward Drainage District ("the District"), as of and for the year ended September 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 11, 2016.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

To the Honorable Board of Commissioners,
South Broward Drainage District
Page two

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

January 11, 2016

SOUTH BROWARD DRAINAGE DISTRICT

**INDEPENDENT AUDITOR'S MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA OFFICE
OF THE AUDITOR GENERAL
For the year ended September 30, 2015**

**INDEPENDENT AUDITOR'S MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA OFFICE
OF THE AUDITOR GENERAL**

January 11, 2016

To the Honorable Board of Commissioners,
South Broward Drainage District:

We have audited the financial statements of the South Broward Drainage District, located in Southwest Ranches, Florida, as of and for the year ended September 30, 2015, and have issued our report thereon dated January 11, 2016.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*, and Chapter 10.550, Rules of the Florida Auditor General. Disclosures in those reports, if any, which are dated January 11, 2016, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.550, Rules of the Auditor General, which governs the conduct of local governmental entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports or schedule:

- Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no corrective actions, or recommendations made in the preceding annual financial report that need to be discussed in the current management letter.
- Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.
- Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.
- Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The South Broward Drainage District was originally established pursuant to the provisions of Chapter 12049, a Special Act of the Florida Legislature in 1927. Since the initial charter was created several revisions have been made by the Florida Legislature, the latest having been completed in 2013. There are no component units of the South Broward Drainage District to be disclosed as required by accounting principles generally accepted in the United States of America.
- Section 10.554(1)(i)5.a., Rules of the Auditor General, requires a statement be included as to whether or not the local governmental entity has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the South Broward Drainage District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.
- Section 10.554(1)(i)5.b., Rules of the Auditor General, requires that we determine whether the annual financial report for the South Broward Drainage District for the year ended September 30, 2014, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the year ended September 30, 2014. In connection with our audit, we determined that these two reports were in agreement.

- Pursuant to Sections 10.554(1)(i)5.c, and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the South Broward Drainage District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same as of September 30, 2015, and through the date of our audit report, December 30, 2015.
- Pursuant to Section 215.985(11), Florida Statutes and Section 10.554(1)(i)6.a, the District provided monthly financial statements to its governing board and has made such financial statements available for public access on the District's website.
- Pursuant to Section 218.32(1)g Florida Statutes and Section 10.554(1)(i)6.b, the District has provided a link on their website directly to allow the viewing of the District's annual financial report.
- Pursuant to Section 373.536(5)(d) and (6)(d) Florida Statutes and Section 10.554(1)(i)6.c, the District has provided a link on their website directly to allow the viewing of the District's tentative and final adopted budget for the current fiscal year.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the information and use of the Board of Commissioners of South Broward Drainage District, management, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

PART I - CURRENT YEAR COMMENTS AND RECOMMENDATIONS

No comments were noted for the year ended September 30, 2015.

PART II - STATUS OF PRIOR YEAR COMMENTS AND RECOMMENDATIONS

Not applicable as there were no comments or recommendations in the prior year.

SOUTH BROWARD DRAINAGE DISTRICT

**STATEMENT OF EXPLANATION OR REBUTTAL TO
MANAGEMENT LETTER COMMENTS AND RECOMMENDATIONS
For the year ended September 30, 2015**

There is no response required for the current year.

SOUTH BROWARD DRAINAGE DISTRICT

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LOCAL
GOVERNMENT INVESTMENT POLICIES PURSUANT TO CHAPTER 10.556(10),
RULES OF THE STATE OF FLORIDA OFFICE OF THE AUDITOR GENERAL
For the year ended September 30, 2015**

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LOCAL
GOVERNMENT INVESTMENT POLICIES PURSUANT TO CHAPTER 10.556(10),
RULES OF THE STATE OF FLORIDA OFFICE OF THE AUDITOR GENERAL**

To the Honorable Board of Commissioners,
South Broward Drainage District:

We have examined South Broward Drainage District's compliance with the requirements referenced in Section 218.415, Florida Statutes and Chapter 10.556(10), *Rules of the State of Florida Office of the Auditor General* during the year ended September 30, 2015. Management is responsible for South Broward Drainage District's compliance with those requirements. Our responsibility is to express an opinion on South Broward Drainage District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about South Broward Drainage District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on South Broward Drainage District's compliance with specified requirements.

In our opinion, South Broward Drainage District's complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2015.

January 11, 2016

****MEMORANDUM****

DATE: January 21, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Request to Vacate the Surface Water Management Area Previously Designated on the Property Owned by Jose and Janine Rodriguez

Comments:

The owners of the property located at 17325 SW 63rd Manor, Southwest Ranches, FL 33331 is requesting that SBDD vacate the Surface Water Management Area (SWMA) that was previously designated and recorded under OR Book 51266, Pages 906-909, Broward County Records. All properties in the SW Ranches are required to set aside 20% of their property at elevation 5.0' (or an equivalent storage area) as a SWMA.

The property owners, Jose and Janine Rodriguez, will dedicate a new SWMA over the property to comply with the 20% SWMA requirement (see attached sketch).

SBDD staff has reviewed the request and has no objections.

Financial impacts to this Agenda Item: none, other than SBDD administrative costs; all other costs will be incurred by the property owner.

The request is for SBDD to vacate and release its interest in the Surface Water Management Area on the property located at 17325 SW 63rd Manor, Southwest Ranches, FL 33331, as described in the attached "Release and Vacation of Surface Water Management Area Designation" and recorded under OR Book 51266, Pages 906-909, B.C.R. This request is subject to the dedication of a new Surface Water Management Area in accordance with SBDD Criteria.

KH
Attachments

MEMORANDUM

DATE: January 21, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: SBDD Resolution No. 2016-01 – Approval and Adoption of SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation

Comments:

Attached for the Board's review and approval is SBDD Resolution No. 2016-01 which will adopt proposed SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation. The proposed Policies and Guidelines are consistent with SBDD's current and past practices for dealing with erosion protection and lake bank stabilization/rehabilitation issues.

Financial impacts to this Agenda Item: None; approval of Resolution No. 2016-01 will establish SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation.

This to request approval of SBDD Resolution 2016-01 – Approval and Adoption of SBDD Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation.

KH
Attachments

**SOUTH BROWARD DRAINAGE DISTRICT
RESOLUTION No. 2016-01**

RESOLUTION OF THE SOUTH BROWARD DRAINAGE DISTRICT APPROVING AND ADOPTING THE SOUTH BROWARD DRAINAGE DISTRICT POLICIES AND GUIDELINES FOR EROSION PROTECTION AND LAKE BANK STABILIZATION AND REHABILITATION; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the South Broward Drainage District, a political subdivision of the State of Florida, and an independent water management district hereinafter referred to as "District", is charged with the responsibility of effecting drainage and water management within its geographical boundaries; and

WHEREAS, the District Board of Commissioners has determined that the District should approve and adopt Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation; and

WHEREAS, the District's Director has submitted to the District Board of Commissioners proposed Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation; and

WHEREAS, the proposed Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation are shown in the attached Exhibit "A"; and

WHEREAS, the District Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation shall be approved and adopted as presented by the District Director and as reflected in the attached Exhibit "A"; and

WHEREAS, the District Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation shall be incorporated into the day-to-day operations of the District; and

WHEREAS, a public hearing was held at the offices of the South Broward Drainage District located at 6591 S.W. 160th Avenue, Southwest Ranches, Florida 33331 at 8:00 A.M. on Thursday, the 28th day of January, 2016 for the purpose of approving and adopting the District Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation ;

NOW, THEREFORE, be it resolved by the Board of Commissioners of the South Broward Drainage District in meeting assembled that:

1. The foregoing statements are true and correct and are incorporated herein by reference as if fully stated herein.

2. The South Broward Drainage District Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation as stated above and reflected in the attached Exhibit "A" are approved and adopted.

3. If any one or more of the covenants, agreements or provisions of this Resolution or Exhibit "A" shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be separate from the remaining covenants, agreements or provisions and shall in no way affect the validity of all other provisions of this Resolution or Exhibit "A"

4. The South Broward Drainage District Policies and Guidelines for Erosion Protection and Lake Bank Stabilization and Rehabilitation shall take effect as of the 28th day of January, 2016 and shall be effective until revised or changed by the District Board of Commissioners by subsequent resolution.

5. This Resolution shall take effect on the 28th day of January, 2016.

IN WITNESS WHEREOF, the Chairperson of the Board of Commissioners of the SOUTH BROWARD DRAINAGE DISTRICT has hereunto set his hand and the Secretary of the Board of Commissioners of the SOUTH BROWARD DRAINAGE DISTRICT has caused to be set its seal.

ADOPTED AND DATED the _____ day of _____, 2016.
SOUTH BROWARD DRAINAGE DISTRICT

(SEAL)

By: _____
Scott Hodges, Chairperson

Attest:

Robert E. Goggin, IV, Secretary

STATE OF FLORIDA)
)§
COUNTY OF BROWARD)

The foregoing Resolution No. 2016-01 was acknowledged before me this ____ day of _____, 2016 by SCOTT HODGES and ROBERT E. GOGGIN, IV, as Chairperson and Secretary, respectively of the SOUTH BROWARD DRAINAGE DISTRICT, a political subdivision of the State of Florida, on behalf of SOUTH BROWARD DRAINAGE DISTRICT. They are personally known to me.

WITNESS my hand and official seal in the county and state last aforesaid this _____ day of _____, 2016.

(NOTARY SEAL OR STAMP)

↓

Notary Public - State of Florida at Large

EXHIBIT "A"

SOUTH BROWARD DRAINAGE DISTRICT
EROSION PROTECTION AND LAKE BANK STABILIZATION AND
REHABILITATION

POLICIES AND GUIDELINES

January 2016

Background

South Broward Drainage District (SBDD) is an independent, special district in the State of Florida whose primary purpose is to provide stormwater management and flood control. The District was created in 1927, and manages approximately 46,600 acres (72.8 square miles) in southwest Broward County, Florida and serves a population of approximately 255,000 residents. SBDD exists and operates pursuant to the provisions of Chapter 98-524, Laws of Florida, as amended.

SBDD is classified as a local drainage district that serves the residents and businesses within its jurisdictional boundaries. The South Florida Water Management District (SFWMD) is the state water management agency that also regulates drainage and storm water management activities within the District's boundaries.

The SBDD jurisdictional boundaries encompass portions of five (5) different municipalities (Davie, Hollywood, Miramar, Pembroke Pines, and Southwest Ranches) and a portion of unincorporated Broward County, who provide varying levels of drainage and stormwater management services. The District is governed by a seven-member Board of Commissioners who are elected into office by the qualified electors of the District on a nonpartisan basis. All District business is conducted in accordance with Florida's open government laws (Sunshine laws).

SBDD manages and operates seven (7) primary pump stations, two (2) secondary pump stations, approximately 44 miles of freshwater canals, 7,700 acres of lakes, and numerous culverts and control structures. The District's responsibility for maintaining these facilities is to ensure stormwater conveyance and flood protection, as well as water quality and recharge. Integrated systems of mechanical, chemical and biological methods are utilized to control and manage the aquatic vegetation in the District's waterways.

The District's facilities are designed to provide the following water management functions:

- Conveyance of stormwater runoff
- Storage and attenuation of stormwaters
- Provide water quality in accordance with SFWMD Criteria
- Control discharge to SFWMD receiving waters in accordance with SFWMD Criteria and existing SFWMD permits
- Pretreatment of stormwater runoff prior to discharge

- Provide flood protection for homes and properties throughout the District
- Water conservation during the dry season

The District has adopted the following Levels of Service under its Facilities Report and Water Control Plan:

- Minimum road crowns elevations be set at or above the peak stages for a 10-year, 3-day storm event
- Minimum building finished floor elevations be set at or above the peak stages for a 100-year, 3-day storm event.

Based on the District's most recent Facilities Report Update, all properties within SBDD's jurisdictional boundaries meet or exceed the District's adopted Level of Service. SBDD coordinates closely with SFWMD, Broward County and other local municipalities during extreme weather events to ensure that a high level of flood protection is achieved before, during and after these storm events.

SBDD has an annual operating budget of approximately \$3.3 million which funds the day-to-day operations and maintenance of the District. In addition, SBDD has a 5-year Capital Improvement Plan (CIP) which addresses significant facilities, infrastructure and operational upgrades.

Definitions

"Drainage and Water Management Purposes" - for purposes of these policies and guidelines *"drainage and water management purposes"* shall refer to the storage, flowage, conveyance, movement, and treatment of storm waters for flood protection, water quality, and conservation purposes. Drainage and water management facilities may include lakes, canals, ditches, swales, channels, retention areas, detention areas, wetland areas, catch basins, drainage inlets, storm manholes, culverts, pipes, exfiltration trenches, control structures, headwalls, endwalls, pollution retardant basins, baffles, weirs, gates, fish guards, and stormwater pump stations.

"Water Body" – *"water body"* shall refer to any lake, canal, channel, flow-way or other type of stormwater storage area whose primary purpose is to store or convey stormwater. A *"water body"* shall be further defined as having a distinctive slope along its perimeter and a minimum bottom depth such that it continuously holds water. For purposes of these policies and guidelines, the term *"water body"* shall refer to all water bodies, and the terms *"lake"*, *"canal"*, and *"channel"* shall be used interchangeably, such that a reference to one type of water body shall apply to all types of water bodies.

Erosion Protection and Lake Bank Stabilization and Rehabilitation

General

As stated above, SBDD contains approximately 7,700 acres of lakes and water bodies. The ownership of these bodies vary and are generally divided among the following categories:

- Privately owned water bodies – water bodies owned by adjacent property owners, Homeowner Associations, and Property Owner Associations.
- South Broward Drainage District owned water bodies – the majority of water bodies owned by SBDD were dedicated by plat or conveyed by title under a separate instrument.
- South Florida Water Management District (SFWMD) owned water bodies – SFWMD owns the C-11 and C-9 Canals and other lands and water bodies within the District.
- Florida Department of Transportation (FDOT) owned water bodies – FDOT is listed as the owner of several canals which are adjacent to FDOT owned roadways.
- Broward County owned water bodies – Broward County is listed as the owner of several canals which are adjacent to Broward County owned roadways.
- Local Municipality owned water bodies - Several municipalities within the District are listed as the owner of water bodies within the District including the City of Miramar, the City of Pembroke Pines, and the Town of Southwest Ranches.

SBDD has prepared a comprehensive catalog and map series, which depicts the ownership of all water bodies within the District. The ownership information contained within this catalog is based on the ownership information provided by the Broward County Property Appraisers (BCPA) Office and depicted on the BCPA web page.

With few exceptions, SBDD has easement rights over and across all privately owned water bodies. In addition, water bodies owned by other governmental agencies are typically designated as public rights-of ways, which provides SBDD the authority to perform drainage-related works for proper purposes.

Chapter 10 of the SBDD Criteria Manual regulates any work within a water body located within SBDD's jurisdictional boundaries.

The primary role of the district for all water bodies is to ensure and protect the flowage and conveyance of storm waters through and across the water body. Maintenance work and improvements may include the following:

- Maintenance and control of aquatic plants that have the potential to migrate downstream or otherwise cause blockages in flowage channels or drainage culverts.
- Removal and trimming of trees and other vegetation along canal and lake banks that have the potential to fall into the adjacent water body during high wind events and cause blockages in flowage channels or drainage culverts.
- Culvert cleaning, culvert replacements and culvert repairs.
- Swale improvements.
- Maintenance dredging of SBDD's primary and secondary canals to improve the hydraulic capacity of the canal.

- Maintenance, repairs and upgrades to the district's stormwater pump stations and flood control gates.
- Erosion protection improvements as noted below.
- Other improvements which are deemed advisable to improve drainage and to provide drainage and water management services for the lands within the district.

Erosion

Erosion is a naturally occurring process where sediments, soils, rocks, etc. are weathered and transported from their current location to another location. In South Florida, erosion normally occurs along lake and canal banks due to transport by wind and water (stormwater runoff and wave actions). Over extended periods of time, it is not unusual for the land areas along lakes and canals to begin showing signs of erosion. The rate and severity of erosion varies from location to location and is dependent on a wide variety of factors, including:

- Type of ground cover – a reinforced or hardened ground is less prone to erosion than barren soil.
- The slope of the ground – a steeper slope promotes a higher velocity of stormwater runoff which increases the rate and severity of erosion.
- Types and depths of underlying soils – certain types of soil, such as sands and silts, are more susceptible to erosion; likewise, areas with highly fractured or weathered rock are also more susceptible to erosion; porosity and permeability of the soils are also factors in erosion, as the more water gets absorbed into the ground, the less runoff that is generated.
- The amount and intensity of rainfall - higher intensity rainfalls tend to create higher rates of erosion.
- Wind speed and storm frequency.
- Burrowing animals can also cause or exacerbate erosion.

Over time, many waterfront properties within SBDD experience some form of erosion along lake and canal banks, and in most cases the property owners look to SBDD for guidance and assistance. The type of guidance and assistance that property owners may request include:

- Information on corrective measures to prevent future erosion.
- Rules and guidance on the rehabilitation of the lake bank, including the restoration of lost property (land).
- Contractor and engineer recommendations.
- Permitting information and guidance.
- Financial assistance.

SBDD Policy on Erosion Protection and Lake Bank Stabilization and Rehabilitation

The South Broward Drainage District (SBDD) Board of Commissioners has established the following policy in regards to the District's responsibilities for erosion protection and lake bank stabilization and rehabilitation.

As a general rule and practice, SBDD does not perform work or provide funding for erosion protection or lake bank stabilization or rehabilitation along private single family homes, or along other private properties (commercial/industrial properties).

Under Section 13 of the SBDD Charter, the District's powers include the construction, operation and maintenance of drainage facilities which, in the judgment of the board, are deemed advisable to drain and provide drainage and water management services for the lands within the district. In most cases, erosion of lake banks along private properties does not hinder or otherwise impact the drainage and water management of the district's lands. In cases of erosion, the impacts are normally limited to the properties immediately adjacent to the water body where the erosion is taking place.

Improvements and funding by SBDD for erosion protection and lake/canal bank stabilization and rehabilitation shall be limited to the following circumstances:

- Improvements along and adjacent to SBDD owned lakes, canals and water bodies where SBDD has title or easement rights and where the SBDD board has determined that the improvements will provide a benefit to the lands within the district and overall drainage basin for drainage and water management purposes. Examples include work along SBDD primary or secondary canals where erosion protection measures will help protect and ensure the conveyance and flowage of waters; improve the hydraulic capacity of the channel; help prevent blockages or restrictions within the flowage channel; or a combination of the above benefits.
- Improvements along and adjacent to privately owned water bodies where SBDD has easement rights, and where the SBDD board has determined that the improvements will provide a benefit to the lands within the district and overall drainage basin for drainage and water management purposes. Examples may include lake bank stabilization around headwalls for basin inter-connecting culverts, lake inter-connecting culverts or other primary drainage culvert facilities that are deemed critical to maintaining flowage and drainage for properties and communities within the district; or along flowage channels that serve as conveyance channels for multiple properties and where erosion protection measures will help protect and ensure the conveyance and flowage of waters; improve the hydraulic capacity of the channel; help prevent blockages or restrictions within the flowage channel; or a combination of the above benefits.
- Improvements along private properties where SBDD has easement rights and where the improvements are part of a special assessment approved by the SBDD board. An example of this type of improvement is the extensive lake bank rehabilitation and stabilization work that was performed within lake maintenance easements dedicated to SBDD over numerous private properties following Hurricane Wilma and where SBDD was reimbursed for its costs through either a

special assessment or Federal Emergency Management Agency (FEMA) emergency funding.

- Improvements along any property within the district where SBDD has title or easement rights and where the SBDD board has determined that the improvements are necessary for emergency purposes.

Where SBDD has determined that improvements for erosion protection or lake/canal bank stabilization/rehabilitation work will only benefit individual property owners, as opposed to a larger community or drainage basin, as determined by the SBDD Board of Commissioners, the SBDD cannot perform this work with funding from SBDD's General Operating account or Capital Improvement Committed account. In these cases, the cost of the improvements would be the responsibility of the adjacent property owner. SBDD's ability to perform any improvements in these cases would be through a special assessment on the property or properties receiving the benefit(s) of the improvements. In evaluating the benefits of any erosion protection measure or lake stabilization/rehabilitation measure, SBDD makes no distinction between adjacent water bodies that are privately owned, owned by SBDD, or owned by another entity.

Any special assessment by SBDD for erosion protection or lake/canal bank stabilization/rehabilitation work will need to follow the provisions of Section 44 of the SBDD Charter.

SBDD's Director and staff are available upon reasonable notice to assist private property owners in the areas of erosion protection and lake/canal bank stabilization and rehabilitation as follows:

- Provide information and educational materials on the causes of erosion and different options for corrective measures.
- Site visits by SBDD staff to assist property owners on assessing the impacts of erosion on individual properties.
- Guidance and suggestions on how to proceed with corrective action to prevent future erosion and to minimize the impacts of erosion along private and public properties.
- A list of Contractors and engineers who have bid on work or who have performed work for SBDD related to erosion protection and lake/canal bank stabilization and rehabilitation. SBDD is not able to recommend any Contractor or engineer for this work.
- Guidance and assistance on the permitting process through SBDD for any work or improvements related to erosion protection or lake/canal bank stabilization and rehabilitation.
- Inspections of any work under a SBDD permit for erosion protection or lake/canal bank stabilization and rehabilitation to verify that the work is being performed in substantial compliance with the SBDD permit.

These Policies and Guidelines were approved and adopted by the South Broward Drainage District Board of Commissioners by SBDD Resolution No. _____ on _____
_____.

MEMORANDUM

DATE: January 21, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Re-Investment of District Funds

Comments:

The following investment fund is scheduled to mature over the next two months:

1. Florida Community Bank CD - \$247,500 Maturity Date – 2/25/2016

On January 13, 2016, the Finance and Investment Committee met to discuss the District's options for re-investing the cash-on-hand that will be available upon the maturity of this investment fund. The recommendation from the Finance and Investment Committee is to re-invest these funds in a new 12-month CD.

Financial impacts to this Agenda Item: None; a 12 month cash flow analysis by SBDD staff indicates that the District will have adequate cash-on-hand over the 12-month period of the new CD.

This is to request approval to re-invest the monies that will become available from a maturing SBDD investment in February by purchasing a new 12-month CD in the amount of \$247,500.

KH

MEMORANDUM

DATE: January 21, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Contract Award for SBDD Culvert Slip-Lining Project in SW Ranches

Comments:

South Broward Drainage District (SBDD) advertised for bids for the SBDD Culvert Slip-Lining project in SW Ranches. SBDD received three (3) bids ranging in price from \$32,100.00 to \$75,127.00. Each bidder was required to visit the sites with a SBDD representative as a prerequisite to submitting a bid. A copy of the Bid Summary is attached.

The bid included a base bid for one location and an alternate bid for a second location; and the bid documents allow the District the option of awarding the contract on a split basis.

The lowest bid for both locations was submitted by Shenandoah Construction Company (Shenandoah) in the total amount of \$32,100.00. SBDD has reviewed the bid submitted by Shenandoah and has determined that the bid is complete and meets all requirements, and that the Contractor is qualified to perform the work. In addition, SBDD has been satisfied with previous work performed by Shenandoah. I am recommending that the District award the contract for the base bid and the alternate bid for the SBDD Culvert Slip-Lining project in SW Ranches to Shenandoah Construction Company in the total amount of \$32,100.00 as the lowest responsive, responsible bidder.

Financial Impacts to this Agenda item: The work covered under this project is included as part of the District's 2015-2016 budget; and funding for the project will come from the SBDD General Operating account.

This is to request approval for the award of the contract for the base bid and alternate bid for the SBDD Culvert Slip-Lining Project in SW Ranches to Shenandoah Construction Company in the total amount of \$32,100.00. Funding for this project will come from the SBDD General Operating Account.

KH
Attachments

BID TABULATION
SOUTH BROWARD DRAINAGE DISTRICT
CULVERT SLIP-LINING PROJECT IN SWR
(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)
Thursday, January 14, 2016

<u>COMPANY NAME</u>	BID AMOUNTS			COMMENTS
	BASE BID SITE #1	ALTERNATE BID SITE #2	LUMP SUM FOR BOTH LOCATIONS	
Shenandoah General Construction Co.	\$16,925.00	\$15,175.00	\$32,100.00	
Straight Ahead Construction, Inc.	\$18,372.31	\$16,894.40	\$35,266.71	
Ferreira Construction	\$36,457.00	\$38,670.00	\$75,127.00	

MEMORANDUM

DATE: January 21, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: Preliminary Design and Site Plan for the Expansion of SBDD's Maintenance Building

Comments:

Attached for the Board's review, discussion and action is the preliminary design and site plan for the proposed expansion of SBDD's maintenance building. The proposed plan includes the following program elements:

- 2,858 square foot (sf) garage building expansion for storage and maintenance activities.
- 1,050 sf covered parking area with permanent roof structure for storage and protection of SBDD equipment.
- Expanded building depth to accommodate the parking/storage of assembled trucks and boats (on trailers) to facilitate SBDD maintenance operations and improve efficiencies.
- Expanded building height to accommodate SBDD heavy equipment for required maintenance work and emergency storage.
- Building and structural design to accommodate 180 mph wind speeds.
- Concrete roof structure.
- Hurricane resistant garage doors and windows.
- Overhead steel beam (continuous) to accommodate a pulley and lifting system for District operations and maintenance activities.
- Utility floor sink and outdoor hose bib.
- Solar panels to be placed on the roof top for alternate electrical service.
- Six (6) new parking spaces plus new striping on existing asphalt area to replace lost parking due to the new building footprint.
- New 20' x 20' enclosed dumpster pad.
- Relocation or replacement of three (3) existing shade trees.
- Relocation of existing water service line to serve both the existing garage building and expansion area.
- Improved outdoor lighting and additional camera for safety and security.
- Capability for the future expansion of the enclosed building area under the covered parking area.
- Capability to install overhead lofts for additional storage areas.

In addition, the new garage building will free up storage area in the District's existing garage buildings, which can be used for maintenance and repair work; storage of vehicles and equipment that are currently stored outdoors; storage of supplies and replacement parts for District facilities; storage of District records; and the storage of new equipment, vehicles, trailers and boats that may be purchased in the future.

It is estimated that the proposed building expansion will accommodate the needs of the District's maintenance staff and operations for the next 25 – 30 years.

SBDD staff is recommending that the District utilize a design-build approach for the design, permitting and construction of the garage building expansion. This recommendation is based upon the relatively simplistic design elements of the building. The structural components of the building will match the District's existing garage buildings; the civil design will be performed in-house by SBDD; and SBDD staff will perform the construction administration services during the construction.

The preliminary project schedule is as follows:

- Approval by SBDD Board to proceed with the project - Jan. 2016
- Preparation of Project Scope and Design-Build Package – Feb. – Apr. 2016 (90 days)
- Bidding and Selection of Design-Build Team – May - June 2016 (60 days)
- Contract Award & Notice to Proceed (NTP) – July 2016 (30 days)
- Design and Permitting – July – Nov. 2016 (120 days)
- Construction – Dec. 2016 - July 2017 (8 months)

Financial impacts to this Agenda Item: The proposed garage expansion is included in the District's Capital Improvement Plan for fiscal year 2015-2016 with an estimated cost of \$400,000.

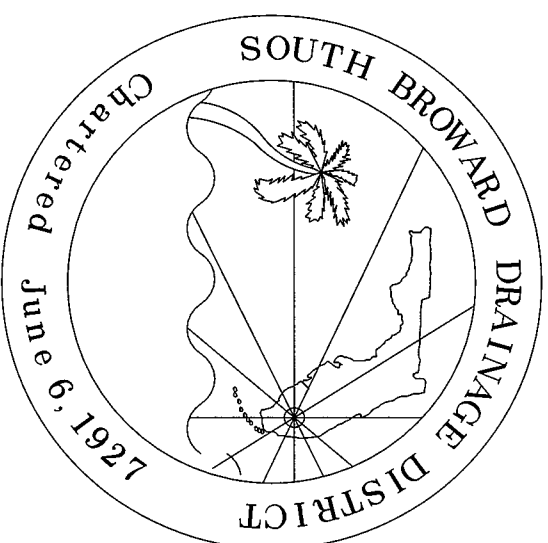
This is to request approval to proceed with the proposed expansion of the SBDD garage area in accordance with the preliminary site plan and project approach outlined by the District Director. Upon approval by the Board, District staff will meet with representatives of the Town of SW Ranches to discuss the Town's permitting and approval process; and will begin to prepare bid documents for a design-build contract for the SBDD Garage Building Expansion Project. It is anticipated that the recommendation for approval of the design-build contract would be presented to the SBDD Board of Commissioners in July 2016.

KH
Attachments

SOUTH BROWARD DRAINAGE DISTRICT MAINTENANCE BUILDING EXPANSION

SOUTHWEST RANCHES, FLORIDA

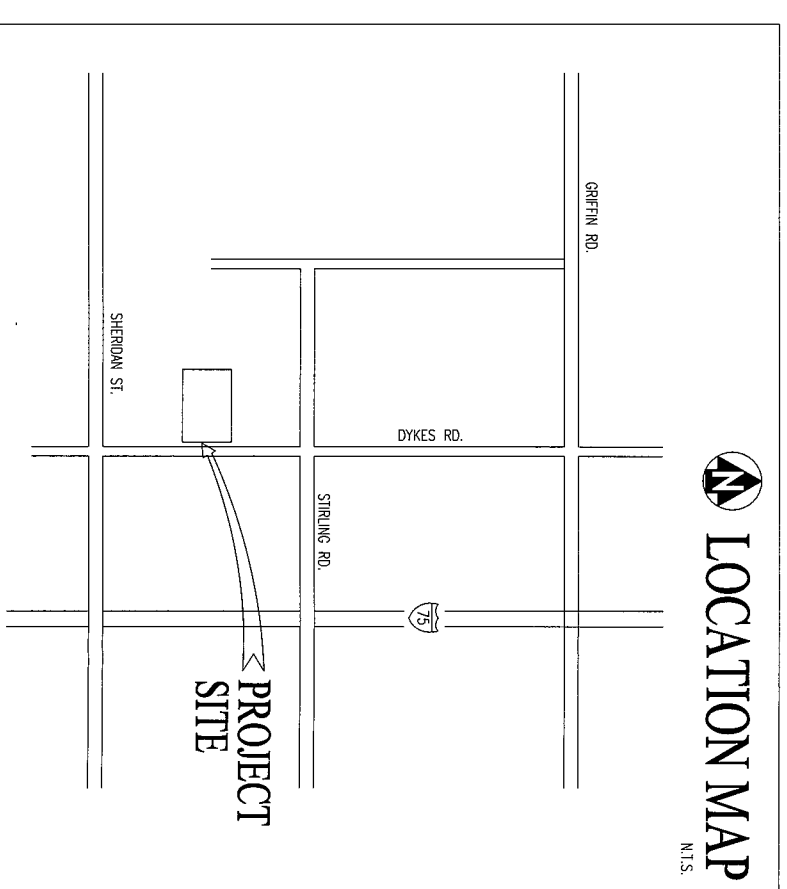
SOUTH BROWARD DRAINAGE DISTRICT
6591 SW 160th AVE.
SOUTHWEST RANCHES, FLORIDA 33331



Know what's below.
Call before you dig.

DRAWING INDEX:

COVER SHEET
SITE DATA SHEET
SITE PLAN
ENLARGED SITE PLAN (MAINTENANCE YARD)
FLOOR PLAN
ELEVATIONS
LANDSCAPE PLAN
ENLARGED LANDSCAPE PLAN
PRELIMINARY ENGINEERING PLAN
ENLARGED PRELIMINARY ENGINEERING PLAN



SITE DATA TABLE

PROJECT NAME: SOUTH BROWARD MAINTENANCE BUILDING EXPANSION
 ADDRESS: 6591 SW. 160TH AVE. SOUTHWEST RANCHES, FLORIDA 33331
 LEGAL DESCRIPTION: TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 144, PAGE 12 BROWARD COUNTY RECORDS. SAID LANDS CONTAIN 580,687 SQUARE FEET (13.331 ACRES) MORE OR LESS.

FOLIO NUMBER: 5140 05 16 0010
 LAND USE: COMMUNITY FACILITIES

ZONING: CF - COMMUNITY FACILITY DISTRICT (FORMALLY I-1) SITE PLAN AND ENGINEERING PLANS ARE BASED ON NATIONAL GEODEDIC VERTICAL DATUM OF 1929 (NGVD 29) NGVD 29 - 1.51' = NAVD 88

FIRM INFORMATION: NFP COMMUNITY NO. 120691
 MAP PAYER NO. 12011C054014 (EFFECTIVE 8/18/4)

FLOOD ZONE: AH

BASE FLOOD ELEVATION 5' NAVD = 6.51' NGVD

MINIMUM FINISHED FLOOR ELEVATION FOR BUILDING EXPANSION = 8.00' NGVD

LATITUDE/LONGITUDE: N26°02'21.49" LONG 80°21'47.11"W

TOTAL SITE AREA= 13.31 ACRES

EXISTING BUILDING AREA= 16,874 S.F.

BUILDING EXPANSION AREA= 2,858 S.F.

TOTAL BUILDING AREA= 19,732 S.F.

ROOF EXPANSION AREA FOR COVERED PARKING AREA= 1,050 S.F.

TOTAL ROOF AREA= 20,782 S.F.

LAKE AREA= 17,451 S.F.

EXISTING PAVEMENT/SIDEWALK AREA= 58,785 S.F.

PROPOSED PAVEMENT/SIDEWALK AREA= 400 S.F.

TOTAL PAVEMENT AREA= 483,738 S.F. 83.4%

TOTAL IMPERVIOUS AREA= 96,046 S.F. 16.6% (INCLUDES LAKE)

TOTAL PARKING SPACES= 47

PROPOSED IMPROVEMENTS INCLUDE:

1. REMOVE 8 SPACES IN MAINTENANCE YARD
2. CONSTRUCT 2,858 S.F. GARAGE AREA EXPANSION (NO A.C. AND NO FACILITIES)
3. CONSTRUCT OUTDOOR COVERED STORAGE FOR TWO (2) EXISTING PARKING SPACES (1,050 S.F.)
4. CONSTRUCT 20'x20' DUMPSTER ENCLOSURE (400 S.F.)

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1															

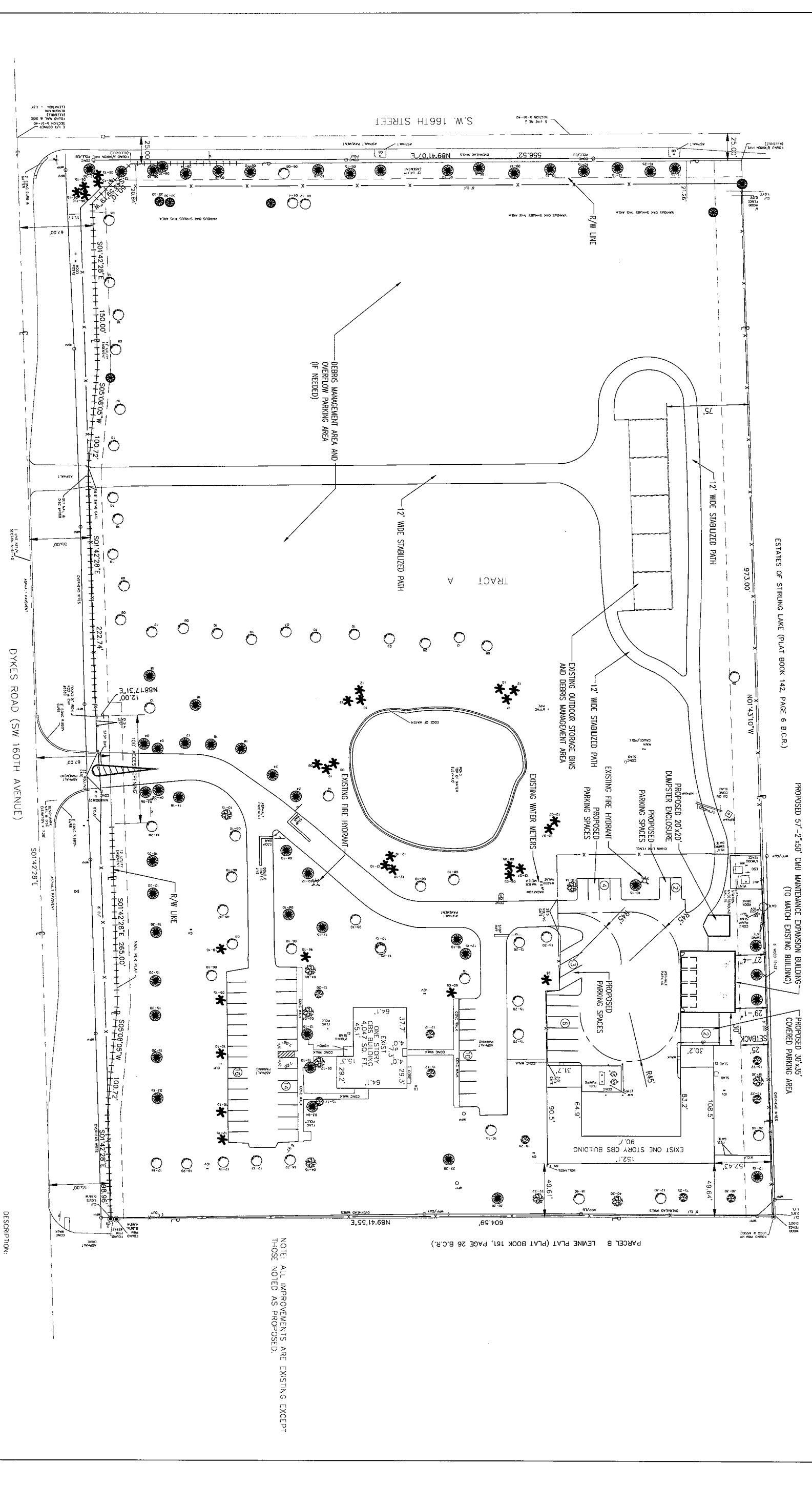
SOUTH BROWARD DRAINAGE DISTRICT
 6591 SW 160th AVE
 SOUTHWEST RANCHES, FL. 33331

MAINTENANCE BUILDING EXPANSION
 SITE DATA SHEET
 SOUTH BROWARD DRAINAGE DISTRICT

DRAWN BY: J.K.S.
 APPROVED BY: K.M.H.
 DATE: 2-17-15



SCALE: AS NOTED
 PROJECT NO.
 CVD FILE



ESTATES OF STIRLING LAKE (PLAT BOOK 142, PAGE 6 B.C.R.)

PROPOSED 57'-2"X50' CMU MAINTENANCE EXPANSION BUILDING
(TO MATCH EXISTING BUILDING)

PROPOSED 30'X35' COVERED PARKING AREA

PARCEL B LEVINE PLAT (PLAT BOOK 161, PAGE 26 B.C.R.)

DEBRIS MANAGEMENT AREA AND OVERFLOW PARKING AREA (IF NEEDED)

12' WIDE STABILIZED PATH

EXISTING OUTDOOR STORAGE BINS AND DEBRIS MANAGEMENT AREA

EXISTING FIRE HYDRANT

EXISTING WATER METERS

EXISTING ONE STORY CBS BUILDING

SITE PLAN

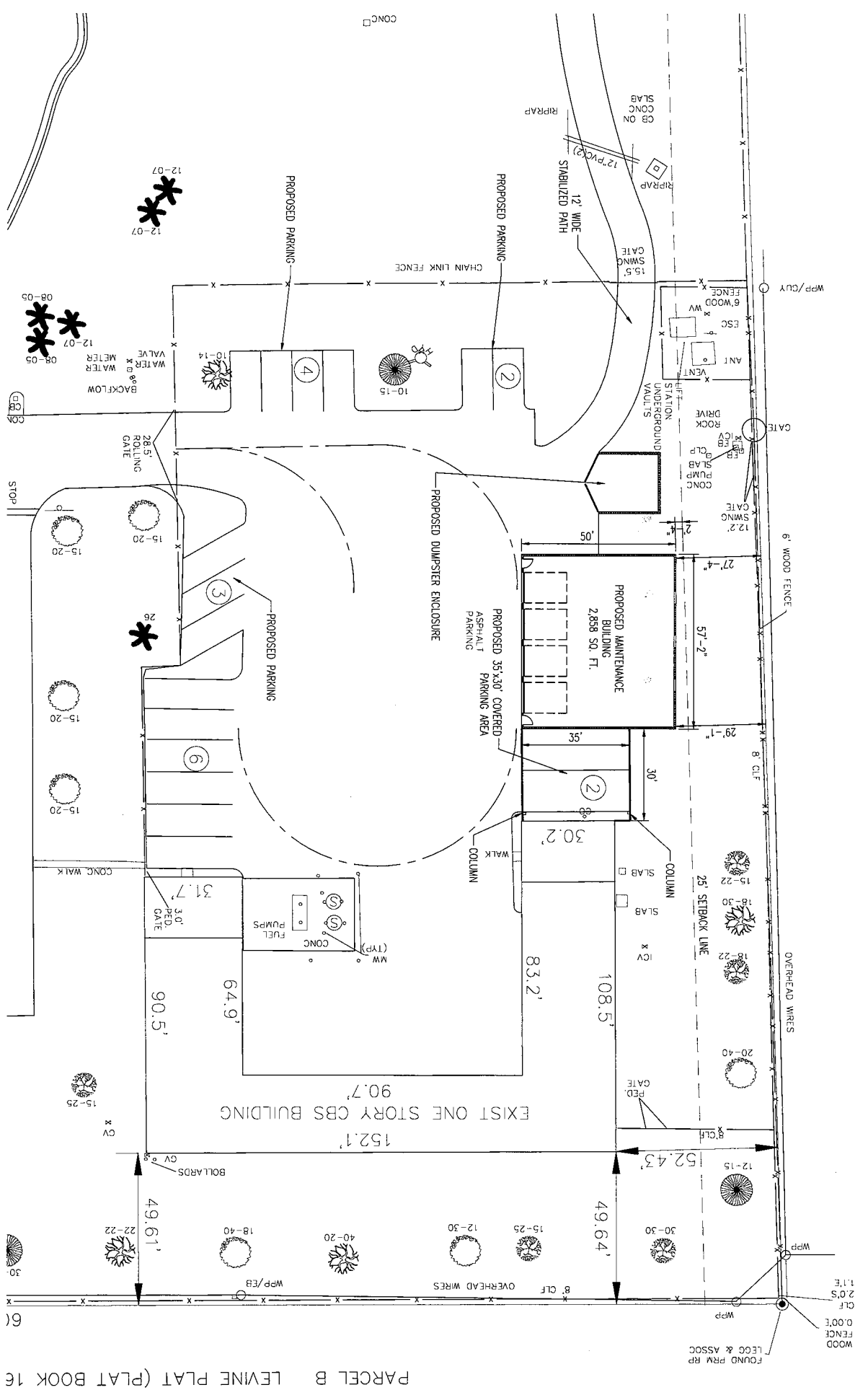
SCALE: 1"=40'-0"



DESCRIPTION:
TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 142, PAGE 12 BROWARD COUNTY RECORDS. SAID LANDS CONTAIN 586,887 SQUARE FEET (13.331 ACRES) MORE OR LESS.

NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
SOUTH BROWARD DRAINAGE DISTRICT 6591 SW 160th AVE SOUTHWEST RANCHES, FL. 33331											
MAINTENANCE BUILDING EXPANSION SITE PLAN SOUTH BROWARD DRAINAGE DISTRICT											
DRAWN BY: J.K.S. APPROVED BY: K.M.H. DATE: 2-17-15											
SCALE: AS NOTED PROJECT NO.: CD FILE:											
SHEET 2 OF 9											



ENLARGED SITE PLAN (MAINTENANCE YARD)

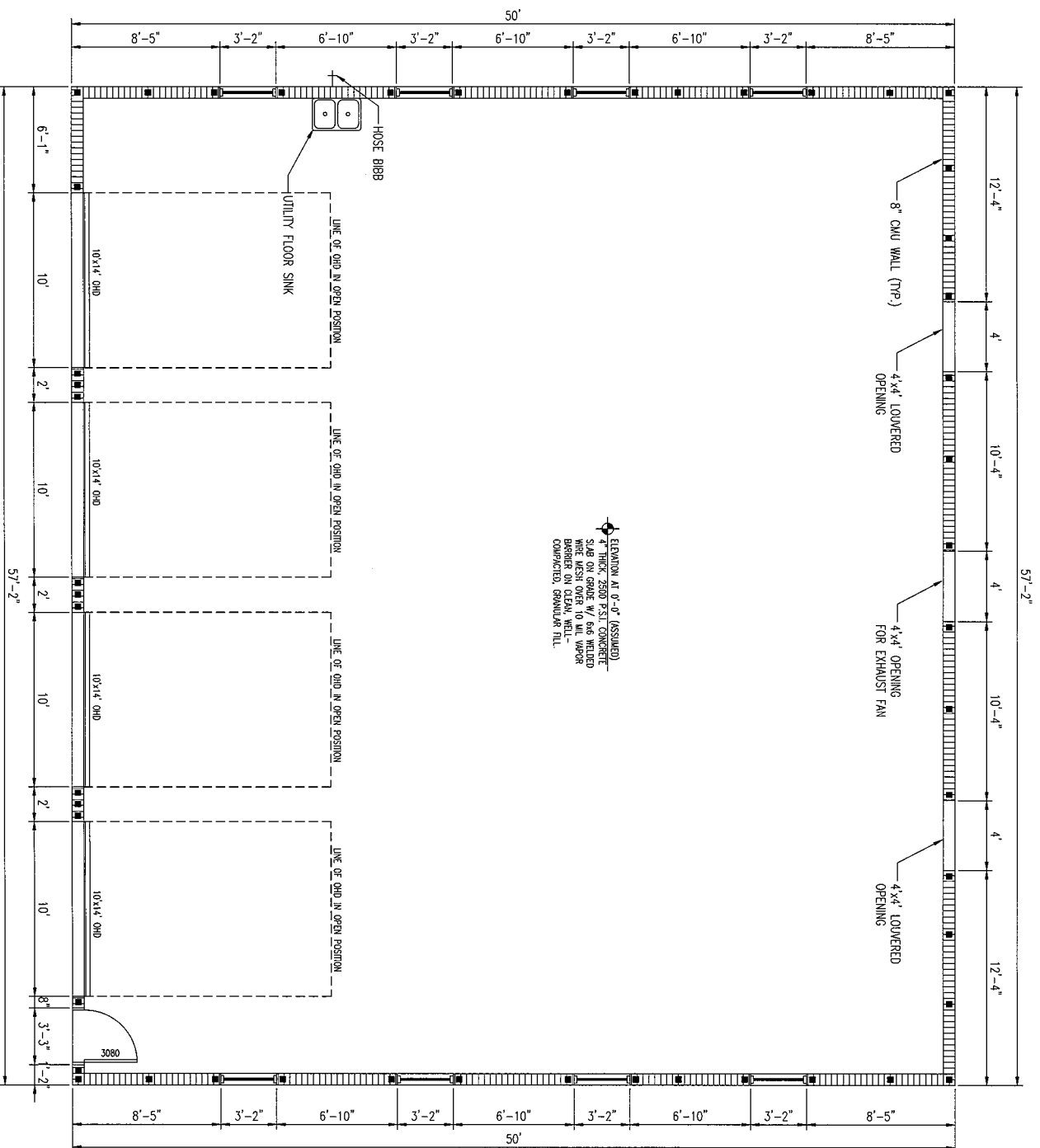
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NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

DESCRIPTION:
 TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 144, PAGE 12 BROWARD COUNTY RECORDS. SAID LANDS CONTAIN 580,687 SQUARE FEET (13.331 ACRES) MORE OR LESS.

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1							
SOUTH BROWARD DRAINAGE DISTRICT 6591 SW 160th AVE SOUTHWEST RANCHES, FL. 33331							
MAINTENANCE BUILDING EXPANSION ENLARGED SITE PLAN MAINTENANCE YARD SOUTH BROWARD DRAINAGE DISTRICT							
DATE	2-17-15	APPROVED BY	K.M.H.	SCALE	AS NOTED	SHEET	3 OF 9

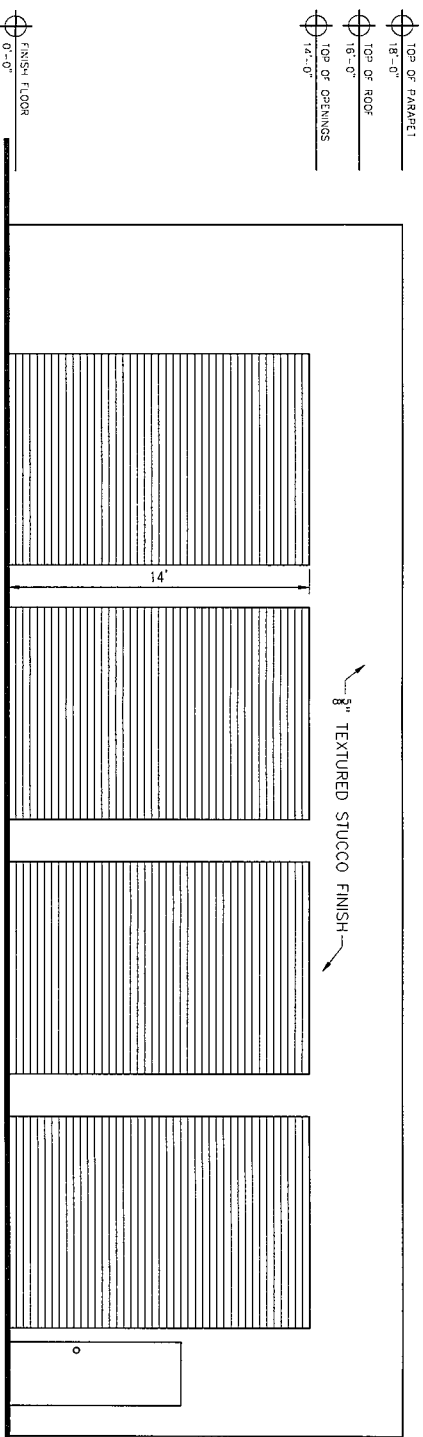


EXPANSION BUILDING FLOOR PLAN

SCALE: 1/4" = 1'-0"

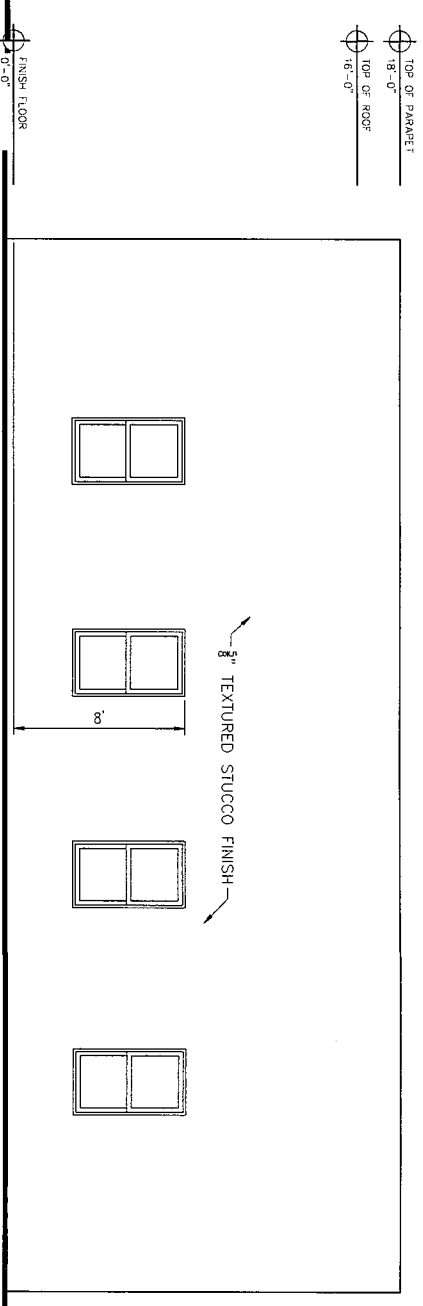
NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1																							

SOUTH BROWARD DRAINAGE DISTRICT		6591 SW 160th AVE		SOUTHWEST RANCHES, FL. 33331		
MAINTENANCE BUILDING EXPANSION		FLOOR PLAN		SOUTH BROWARD DRAINAGE DISTRICT		
DATE	11-30-12	APPROVED BY	K.M.H.	DATE	11-30-12	
SCALE	AS NOTED	PROJECT NO.		CAD FILE		
SHEET					4 OF 9	



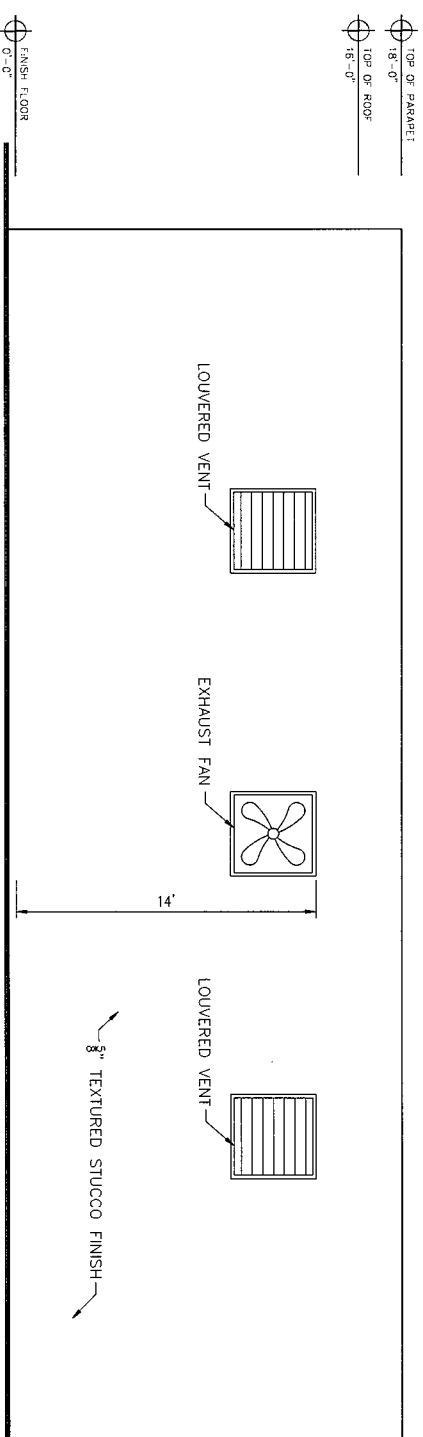
FRONT ELEVATION (EAST)

SCALE: 1/8" = 1'-0"



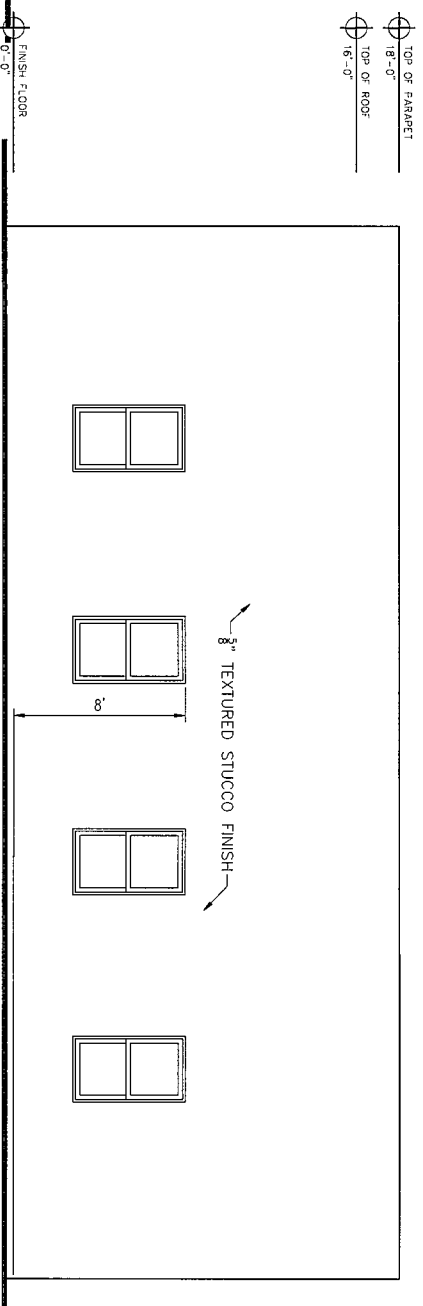
LEFT ELEVATION (NORTH)

SCALE: 1/8" = 1'-0"



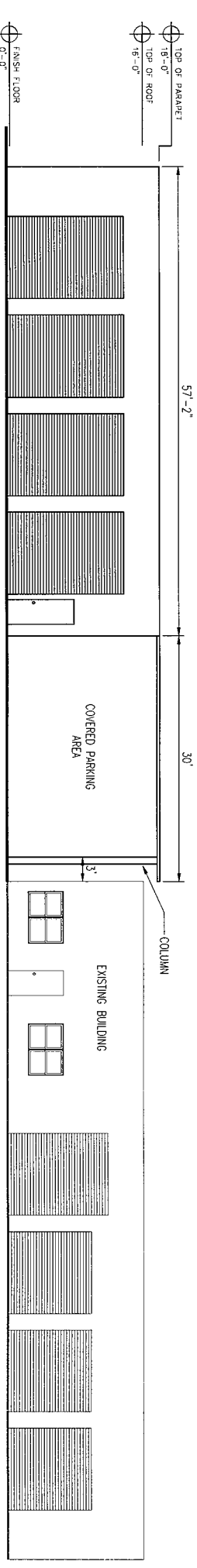
REAR ELEVATION (WEST)

SCALE: 1/8" = 1'-0"



RIGHT ELEVATION (SOUTH)

SCALE: 1/8" = 1'-0"



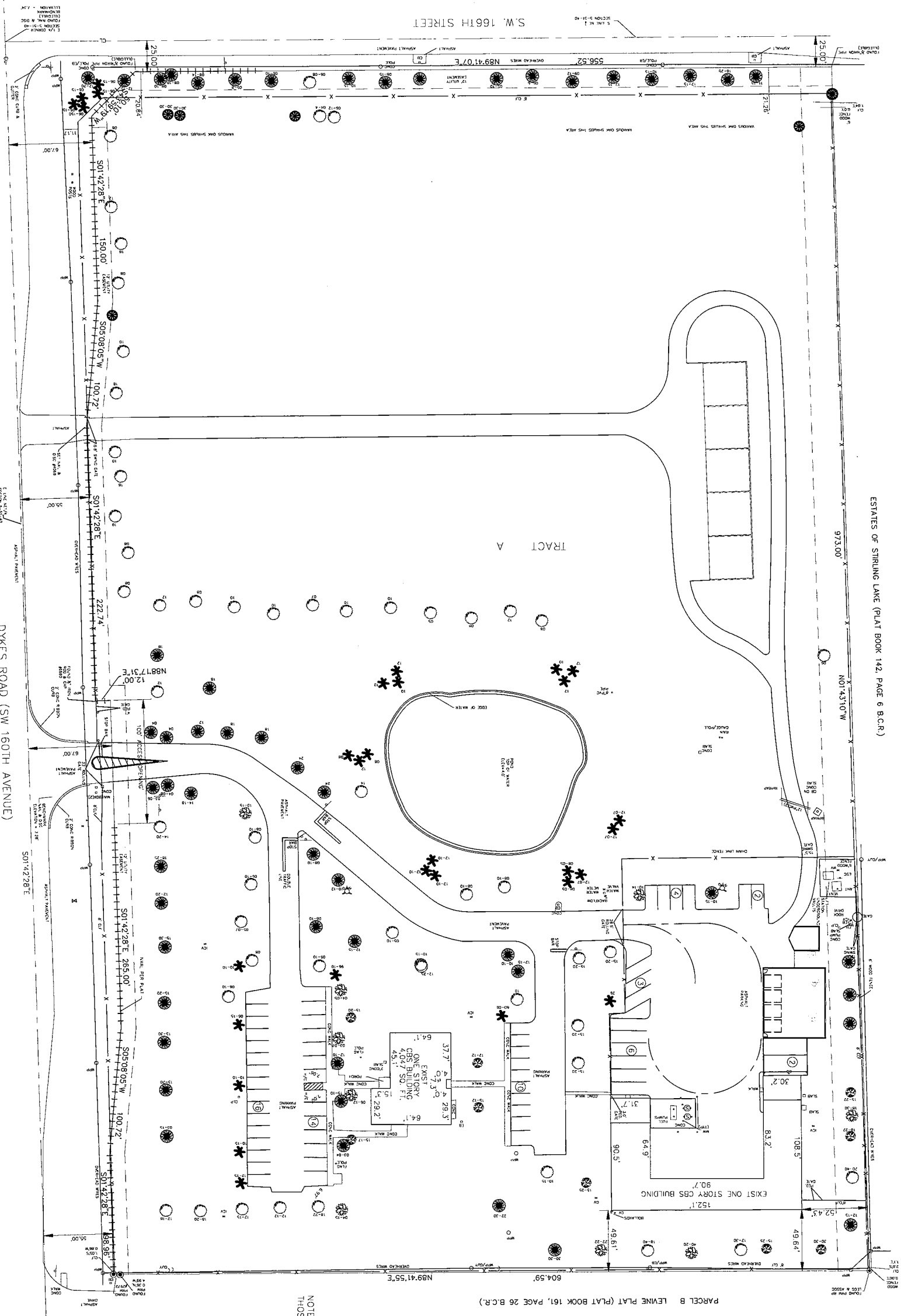
FRONT ELEVATION (EAST) W/EXISTING BUILDING

SCALE: 1/8" = 1'-0"

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1											

SOUTH BROWARD DRAINAGE DISTRICT		6591 SW 160th AVE		SOUTHWEST RANCHES, FL. 33331	
MAINTENANCE BUILDING EXPANSION ELEVATIONS		SOUTH BROWARD DRAINAGE DISTRICT		DATE: 11-30-12	
DRAWN BY:	J.K.S.	APPROVED BY:	K.M.H.	SCALE:	AS NOTED
PROJECT NO.		CADD FILE		SHEET 5 OF 9	

ESTATES OF STIRLING LAKE (PLAT BOOK 142, PAGE 6 B.C.R.)



PARCEL B LEVINE PLAT (PLAT BOOK 161, PAGE 26 B.C.R.)

NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

DESCRIPTION:

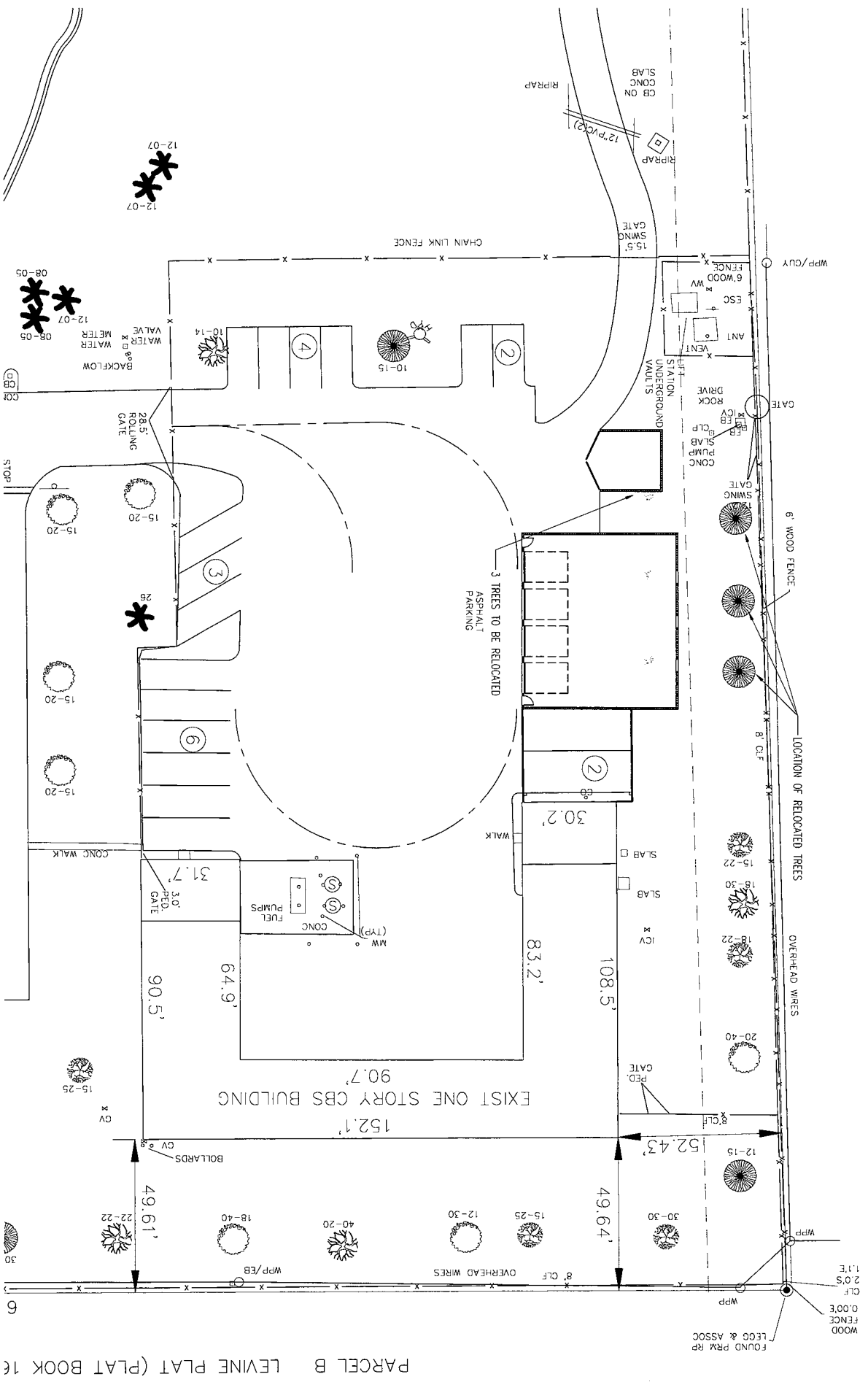
TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 142, PAGE 12 BROWARD COUNTY RECORDS. SAID LANDS CONTAIN 580,087 SQUARE FEET (13.331 ACRES) MORE OR LESS.

LANDSCAPE PLAN

SCALE: 1"=40'-0"



NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1											
SOUTH BROWARD DRAINAGE DISTRICT 6591 SW 160th AVE SOUTHWEST RANCHES, FL. 33331											
MAINTENANCE BUILDING EXPANSION SITE PLAN LANDSCAPE SOUTH BROWARD DRAINAGE DISTRICT											
DRAWN BY: J.K.S. APPROVED BY: K.M.H. DATE: 2-17-15											
SCALE: AS NOTED PROJECT NO: CDD FILE: 6 OF 9											



ENLARGED LANDSCAPE PLAN

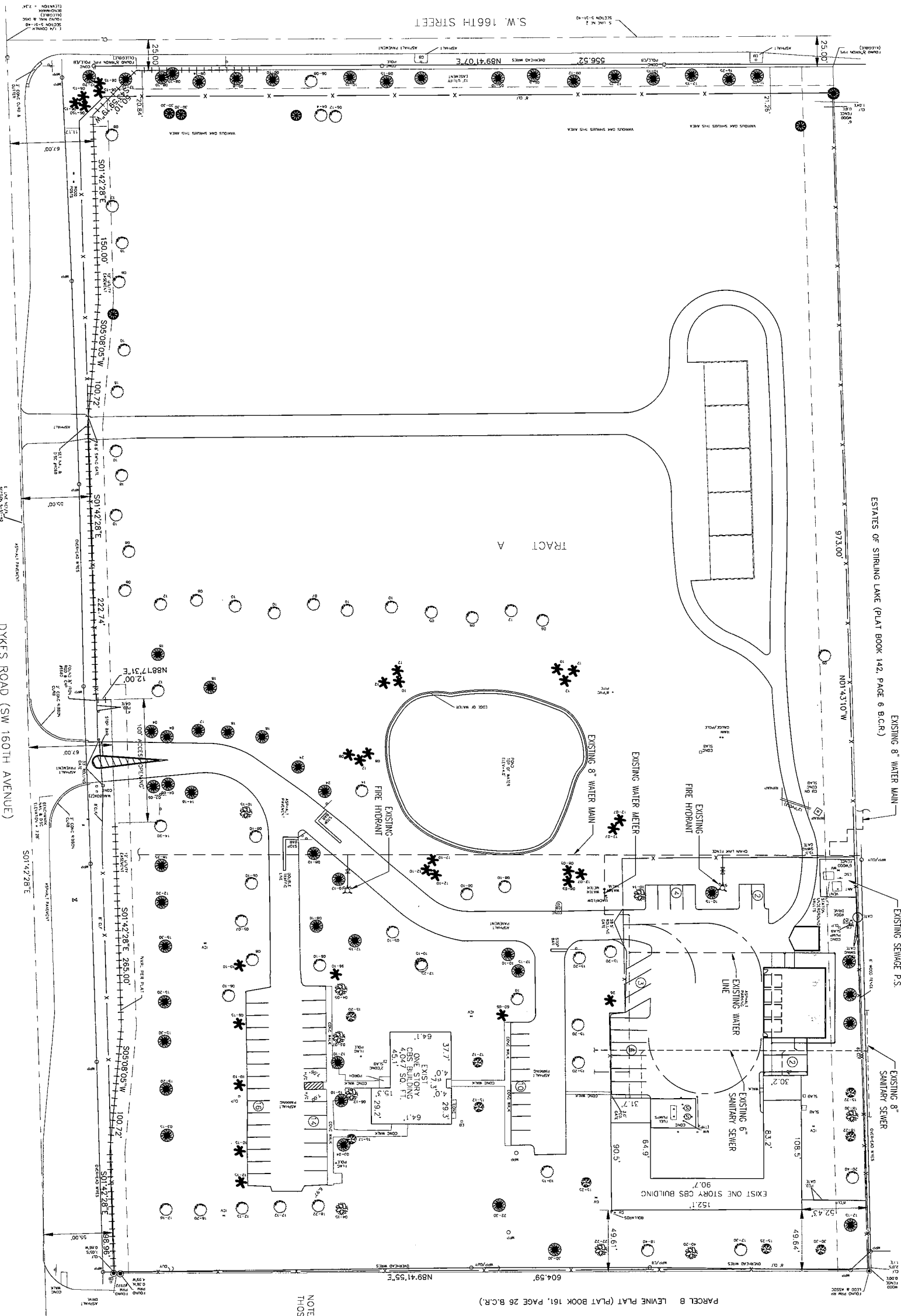
SCALE: 1"=20'-0"



NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

DESCRIPTION:
TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 144, PAGE 12 BROWARD COUNTY RECORDS, SAID LANDS CONTAIN 580,687 SQUARE FEET (13,331 ACRES) MORE OR LESS.

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1											
<p style="text-align: center;">SOUTH BROWARD DRAINAGE DISTRICT 6591 SW 160th AVE SOUTHWEST RANCHES, FL. 33331</p> <p style="text-align: center;">MAINTENANCE BUILDING EXPANSION ENLARGED SITE PLAN LANDSCAPE SOUTH BROWARD DRAINAGE DISTRICT</p>											
DRAWN BY: J.K.S.										SCALE: AS NOTED	
APPROVED BY: K.M.H.										PROJECT NO.	
DATE 2-17-15										SHEET 7 OF 9	



PRELIMINARY ENGINEERING PLAN

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY

SOUTH BROWARD DRAINAGE DISTRICT
6591 SW 160th AVE
SOUTHWEST RANCHES, FL. 33331

MAINTENANCE BUILDING EXPANSION
PRELIMINARY ENGINEERING PLAN
SOUTH BROWARD DRAINAGE DISTRICT



SCALE: 1"=40'-0"

DESCRIPTION:
TRACT 'A' OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 144, PAGE 12 BROWARD COUNTY RECORDS, SAID LANDS CONTAIN 580,687 SQUARE FEET (13.335 ACRES) MORE OR LESS.

NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

SCALE AS NOTED

PROJECT NO.

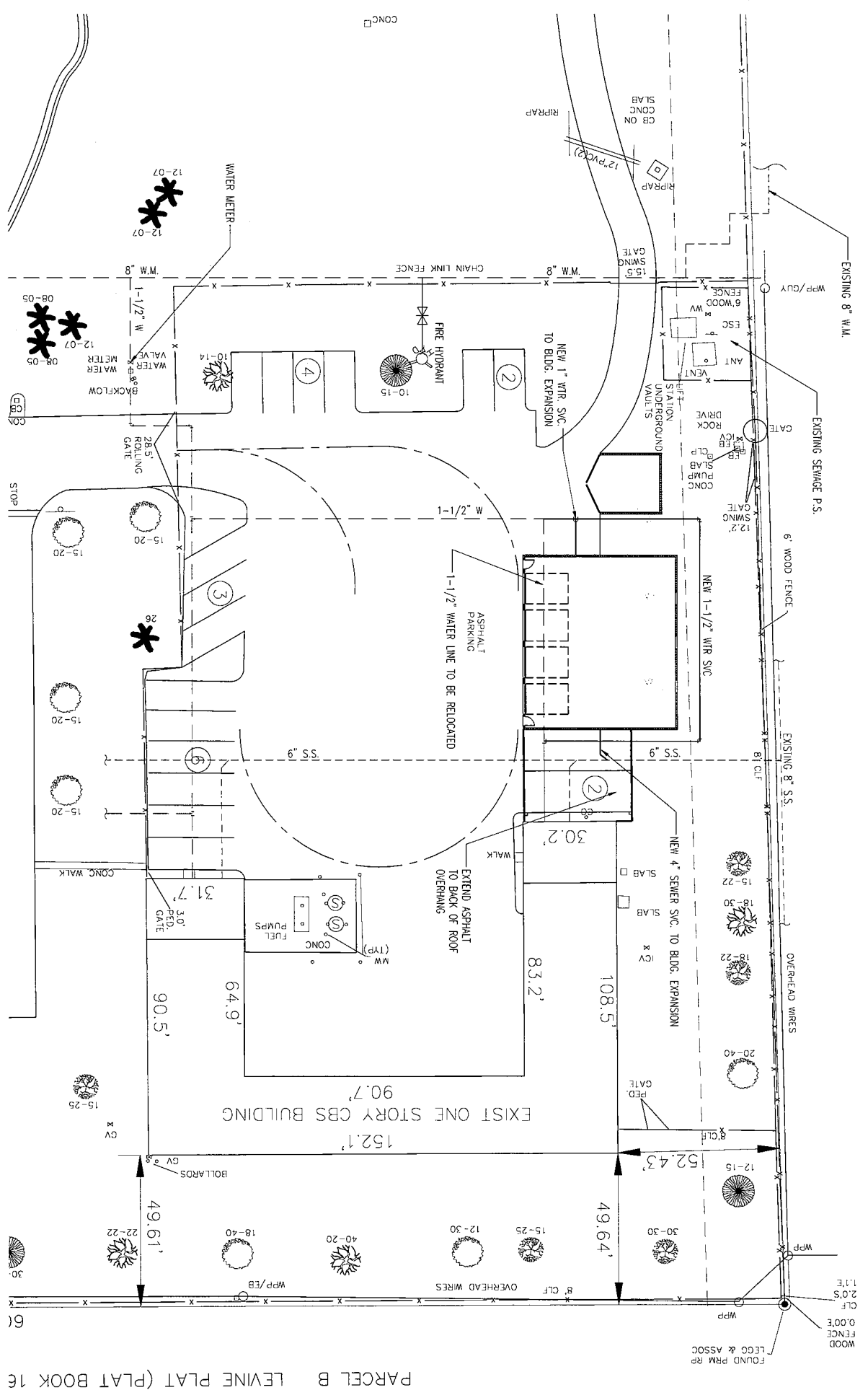
CAD FILE

DATE 2-17-15

DRAWN BY: J.K.S.

APPROVED BY: K.M.H.

SHEET 8 OF 9



PARCEL B LEVINE PLAT (PLAT BOOK 16

PRELIMINARY ENGINEERING PLAN (ENLARGED)

SCALE: 1"=20'-0"



NOTE: ALL IMPROVEMENTS ARE EXISTING EXCEPT THOSE NOTED AS PROPOSED.

DESCRIPTION:
TRACT "A" OF "SOUTH BROWARD DRAINAGE DISTRICT" AS RECORDED IN PLAT BOOK 144, PAGE 12 BROWARD COUNTY RECORDS, SAID LANDS CONTAIN SQUARE FEET (13,331 APPROX) MORE OR LESS.

NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY	NO.	DATE	REVISION	BY
1											

SOUTH BROWARD DRAINAGE DISTRICT		6591 SW 160th AVE		SOUTHWEST RANCHES, FL. 33331	
MAINTENANCE BUILDING EXPANSION		PRELIMINARY ENGINEERING PLAN ENLARGED		SOUTH BROWARD DRAINAGE DISTRICT	

DRAWN BY:	J.K.S.	SCALE:	AS NOTED	SHEET:	9
APPROVED BY:	K.A.H.	PROJECT NO.:		OF:	9
DATE:	2-17-16	CAD FILE:			