

**SOUTH BROWARD DRAINAGE DISTRICT  
GOALS, OBJECTIVES AND  
PERFORMANCE MEASURES AND STANDARDS  
AS REQUIRED UNDER CHAPTER 2024-136 LAWS OF FLORIDA  
October 1, 2024 – September 30, 2025**

**A. INTRODUCTION**

Chapter 189.0694, Florida Statutes reads:

- 1) Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district as well as performance measures and standards to determine if the district’s goals and objectives are being achieved.
- 2) By December 1 of each year and thereafter, each special district must publish an annual report on the district’s website describing:
  - a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination.
  - b) Any goals or objectives the district failed to achieve.

The South Boward Drainage District (“SBDD” or “District”) hereby adopts the following Goals and Objectives and Performance Measures and Standards:

**B. GOALS AND OBJECTIVES AND PERFORMANCE MEASURES AND STANDARDS**

**1) GOVERNANCE**

- i. **GOAL:** The SBDD Board of Commissioners (“Board”) shall meet once a month at least ten (10) times a year to conduct the business of the District, and members of the public shall be able to attend these meetings.

**PERFORMANCE MEASURE:** Number of monthly Board meetings held during the fiscal year to conduct District-related business, as evidenced by advertisements, meeting minutes, and sign-in sheets.

**PERFORMANCE STANDARD:** At least ten (10) monthly Board meetings were held during the fiscal year where members of the public were able to attend.

**ACHIEVED:** Yes  No

- ii. GOAL: The Board shall publish a notice of all meetings at least 7 days prior to such meetings in a newspaper of general circulation in Broward County, at the District's headquarters building and on the District's website (three mediums).

PERFORMANCE MEASURE: Timeliness and method of meeting notices as evidenced by a posting in a local newspaper, posting at the District's headquarters building and on the District's website (three mediums).

PERFORMANCE STANDARD: The District's Board meetings were advertised at least 7 days prior to the meeting in a local newspaper, at the District's headquarters building and on the District's website.

ACHIEVED: Yes  No

- iii. GOAL: Meetings of the Board shall be held in a public space; and the place, hour of holding such meeting, and the purpose of the meeting shall be stated in the notice.

PERFORMANCE MEASURE: The location of the Board meeting coincides with the location noticed in the advertisement and is reflected in the meeting minutes.

PERFORMANCE STANDARD: The District's Board meetings were held in a public space; and the advertisements included the place, hour of holding such meeting, and the purpose of the meeting.

ACHIEVED: Yes  No

- iv. GOAL: The District shall post an agenda for each Board meeting at District headquarters and on the District's website 7 days in advance of the meeting(s).

PERFORMANCE MEASURE: Seven days prior to the Board meetings, a review of the District's webpage as well as the public bulletin board at District headquarters shall be undertaken to verify said postings have been made.

PERFORMANCE STANDARD: Seven days in advance of all Board meetings, the agenda for said meeting was posted on the District's website and at District headquarters.

ACHIEVED: Yes  No

- v. GOAL: At every Board meeting, members of the public shall be given an opportunity to speak on any topic, including items that are not listed on the agenda.

PERFORMANCE MEASURE: Speaker cards shall be made available at all Board meetings as evidenced by a visual observation of the Board meeting room prior to the meeting; the meeting agenda shall include an item for “Public Comments” as evidenced in each Board agenda; and the Board Chair shall ask if any member of the public wishes to speak at every Board meeting and as noted on the agenda and in the Board meeting minutes.

PERFORMANCE STANDARD: Members of the public were given an opportunity to speak at every Board meeting.

ACHIEVED: Yes  No

- vi. GOAL: The Board shall keep a permanent record book entitled “Record of Proceedings of South Broward Drainage District” in which it shall contain the recorded minutes of all Board meetings, resolutions, and meeting agendas, which book shall at reasonable times be opened to the inspection of any elector, landowner, taxpayer, resident, bondholder of the District, or member of the public. Such record book shall be kept at District headquarters.

PERFORMANCE MEASURE: An annual review of the District’s records to verify that the record book entitled “Record of Proceedings of South Broward Drainage District” is up-to-date and located at District headquarters.

PERFORMANCE STANDARD: The record book entitled “Record of Proceedings of South Broward Drainage District” is up-to-date and located at District headquarters at the time of the annual review.

ACHIEVED: Yes  No

- vii. GOAL: Copies of the SBDD Board meeting minutes shall also be posted on the District’s website.

PERFORMANCE MEASURE: A monthly review of the District’s website to verify that the SBDD Board meeting minutes for the past twelve (12) months are posted.

PERFORMANCE STANDARD: Copies of the SBDD Board meeting minutes for the past 12 months are posted on the District’s website at each monthly review.

ACHIEVED: Yes  No

- viii. GOAL: The District shall maintain a website that contains relevant information that complies with Chapter 189.069, Florida Statutes.

PERFORMANCE MEASURE: A monthly review of the District's website to verify that the website contains all relevant information as required under Chapter 189.069, Florida Statutes.

PERFORMANCE STANDARD: The District's website is found to be in compliance with Chapter 189.069, Florida Statutes at each monthly review.

ACHIEVED: Yes  No

## 2) FINANCIAL

- i. GOAL: By July 31<sup>st</sup> of each year, the Board shall approve a tentative budget and tentative assessment rates for the following fiscal year.

PERFORMANCE MEASURE: The SBDD Board meeting agenda for the July Board meeting shall include an agenda item for the approval of the tentative budget and assessment rates for the following fiscal year; and the meeting minutes of the meeting shall reflect the approval of the tentative budget and assessment rates by the SBDD Board.

PERFORMANCE STANDARD: The SBDD Board shall approve the tentative budget and assessment rates for the following fiscal year by July 31<sup>st</sup>.

ACHIEVED: Yes  No

- ii. GOAL: By September 30<sup>th</sup> of each year, the Board shall approve a final budget and final assessment rates for the following fiscal year.

PERFORMANCE MEASURE: The SBDD Board meeting agenda for the September Board meeting shall include an agenda item for the approval of the final budget and assessment rates for the following fiscal year; and the meeting minutes of the meeting shall reflect the approval of the final budget and assessment rates by the SBDD Board.

PERFORMANCE STANDARD: The SBDD Board shall approve the final budget and assessment rates for the following fiscal year by September 30<sup>th</sup>.

ACHIEVED: Yes  No

- iii. GOAL: Following each fiscal year, the District shall ensure that an audited financial statement is performed by an outside accounting firm in accordance with statutory requirements; and that said financial statement is approved by the SBDD Board prior to June 30<sup>th</sup> of each year.

PERFORMANCE MEASURE: An annual review of SBDD records shall verify that the District contracted with an outside accounting firm to perform an audited financial statement for the previous fiscal year; and the minutes of SBDD's Board meetings shall indicate that the SBDD Board approved the annual financial statement prior to June 30<sup>th</sup> of each year.

PERFORMANCE STANDARD: The District shall ensure that an audited financial statement is performed by an outside accounting firm in accordance with statutory requirements; and that said financial statement is approved by the SBDD Board prior to June 30<sup>th</sup> of each year.

ACHIEVED: Yes  No

- iv. GOAL: The District shall ensure that its annual audited financial statement is submitted to the state's Auditor General's office in accordance with statutory requirements.

PERFORMANCE MEASURE: An annual review of SBDD records shall verify that the District submitted its annual audited financial statement to the state's Auditor General's office in accordance with statutory requirements.

PERFORMANCE STANDARD: The District shall ensure that its annual audited financial statement is submitted to the state's Auditor General's office in accordance with statutory requirements every year.

ACHIEVED: Yes  No

- v. GOAL: Copies of the District's tentative budget, adopted budget, and annual audited financial statements shall be posted on the District's website and complies with state statutes.

PERFORMANCE MEASURE: A monthly review of the District's website to verify that the website contains copies of the District's tentative budget, adopted budget, and annual audited financial statements.

PERFORMANCE STANDARD: The District's website complies with state statutes.

ACHIEVED: Yes  No

- vi. GOAL: The District shall prepare a 5-Year Capital Improvement Plan (CIP) by October 1<sup>st</sup> of each year; and said CIP shall be approved by the Board.

**PERFORMANCE MEASURE:** An annual review of SBDD records shall verify that the District Director prepared a 5-Year Capital Improvement Plan (CIP) by October 1<sup>st</sup>; and SBDD Board meeting minutes shall reflect the approval of the CIP by the SBDD Board.

**PERFORMANCE STANDARD:** The District shall prepare a 5-Year Capital Improvement Plan (CIP) by October 1<sup>st</sup> of each year; and said CIP shall be approved by the Board.

**ACHIEVED:** Yes  No

- vii. **GOAL:** The District Director shall provide monthly reports to the Board which provide a year-to-date comparison of actual revenues/expenses against the adopted budget and a monthly summary of the District's bank accounts and investments.

**PERFORMANCE MEASURE:** A monthly review of the Board packages that are presented to the SBDD Board members by the District Director shall verify that a monthly report showing a year-to-date comparison of actual revenues/expenses against the adopted budget and a monthly summary of the District's bank accounts and investments in the Board packages have been provided.

**PERFORMANCE STANDARD:** The District Director shall provide monthly reports to the Board which provide a year-to-date comparison of actual revenues/expenses against the adopted budget and a monthly summary of the District's bank accounts and investments.

**ACHIEVED:** Yes  No

- viii. **GOAL:** The District shall maintain an Emergency Fund with an appropriate balance to address priority needs in the event of a natural disaster or other emergency, as directed and approved by the Board.

**PERFORMANCE MEASURE:** A monthly review of the summary of the District's bank accounts shall verify that the District is maintaining an Emergency Fund with an appropriate balance to address priority needs in the event of a natural disaster or other emergency.

**PERFORMANCE STANDARD:** The District shall maintain an Emergency Fund with an appropriate balance to address priority needs in the event of a natural disaster, or other emergency as directed and approved by the Board at all times.

**ACHIEVED:** Yes  No

### 3) OPERATIONS AND MAINTENANCE

- i. GOAL: The District's annual budget, as approved by the Board, shall include adequate funding for the operation and maintenance of District facilities.

PERFORMANCE MEASURE: An annual review of the District's adopted budget shall verify that the budget includes adequate funding for the operation and maintenance of District Facilities.

PERFORMANCE STANDARD: The District's annual budget, as approved by the Board, shall include adequate funding for the operation and maintenance of District facilities, as evidenced at the annual review.

ACHIEVED: Yes  No

- ii. GOAL: The District's maintenance staff shall perform daily maintenance activities of District facilities. The specific nature and purpose of these activities shall be determined by the District's Operations and Maintenance Manager; and the District shall maintain daily/weekly logs of said maintenance activities.

PERFORMANCE MEASURE: A monthly review of District records shall verify that unless there are higher priorities, that the District is performing daily maintenance activities as evidenced by an up-to-date daily/weekly log of said maintenance activities.

PERFORMANCE STANDARD: The District's maintenance staff shall perform daily maintenance activities of District facilities, unless otherwise determined by the District's Operations and Maintenance Manager due to higher priorities.

ACHIEVED: Yes  No

- iii. GOAL: The District's primary stormwater pump stations and flood gates shall be equipped and programmed with a telemetry system that allows for the remote operation of these facilities by authorized District staff.

PERFORMANCE MEASURE: A monthly review of the District's telemetry system for the District's stormwater pump stations and flood gates shall verify that the telemetry system is operating correctly and is accessible remotely by authorized District staff.

PERFORMANCE STANDARD: The telemetry system for the District's primary stormwater pump stations and flood gates shall be operational and remotely accessible to authorized District staff at all times, except for those

causes and circumstances that are outside the control of SBDD (i.e.: weather, internet interruptions, natural disasters, etc.).

ACHIEVED: Yes  No

- iv. GOAL: The District's primary stormwater pump stations, back-up generators and flood gates shall be tested or inspected on a monthly basis.

PERFORMANCE MEASURE: A monthly review of SBDD's records shall provide verification that, unless otherwise determined by the District Director due to higher priorities, the District has performed a monthly inspection or tested its primary stormwater pump stations, back-up generators and flood gates. SBDD's records shall include written or electronic inspection reports, completed by District staff, of the required inspections.

PERFORMANCE STANDARD: Inspections or testing of the District's primary stormwater pump stations, back-up generators, and flood gates shall be conducted monthly, unless otherwise determined by the District Director due to higher priorities.

ACHIEVED: Yes  No

- v. GOAL: The District shall perform inspections of its selected primary culverts (lake inter-connects that are 48-inches and greater in diameter) on an annual basis.

PERFORMANCE MEASURE: An annual review of the District's records shall verify that at least 90% of select inspections of SBDD's primary culverts (lake inter-connects that are 48-inches and greater in diameter) that were selected were performed during the past year.

PERFORMANCE STANDARD: Every year, SBDD shall perform select inspections of its primary culverts (lake inter-connects that are 48-inches and greater in diameter). The location and number of culvert inspections performed in any given year shall be determined by the District Director. Reports of the selected inspection sites shall be conducted, filed, and maintained annually.

ACHIEVED: Yes  No



#### 4) LEVEL OF SERVICE

- i. GOAL: The District shall ensure that 90% of all proposed development and redevelopment projects within the jurisdictional boundaries of SBDD meet the District's adopted Level of Service (LOS) for the 10-year and 100-year storm events.

PERFORMANCE MEASURE: An annual review of the District's permitting records for the current fiscal year shall verify that the project files for proposed development and redevelopment projects include drainage calculations for the 10-year and 100-year storm events that show compliance with the District's adopted LOS.

PERFORMANCE STANDARD: The District shall ensure that 90% of all proposed development and redevelopment projects for the current fiscal year within the jurisdictional boundaries of SBDD meet the District's adopted Level of Service (LOS) for the 10-year and 100-year storm events.

ACHIEVED: Yes  No

**These Goals, Objectives, and Performance Measures and Standards were approved and adopted by the South Broward Drainage District Board of Commissioners by SBDD Resolution No. 2024-13 on September 12, 2024.**