



# Plantation Acres Improvement District

## Broward County Florida

### AGENDA

#### January 28, 2021

Call to Order

Pledge of Allegiance

Invocation

Roll Call

Approval of Attendance of Commissioners by Social Media or Telephone

Swearing-in of Commissioners

Approval of Minutes

Public Comment

Staff Reports

I. Administrator's Report

II. Attorney's Report

A. P.A.I.D. Policies and Procedures . . . . . Discussion

III. Engineer's Report

A. CONSENT ITEMS

None

B. QUASI-JUDICIAL ITEMS

The items in this section are quasi-judicial in nature. If you wish to object or comment upon any of these items, you must be sworn before addressing the Board of Commissioners, and if you wish to address the Board, you may be subject to cross-examination. If you refuse to submit to cross-examination, the Board of Commissioners will not consider what you have said in its final deliberations.

None

C. BOARD ACTION ITEMS

None

D. DISCUSSION ITEMS

D1. Pump Stations Improvements (D1707.01) . . . . . Update

D2. Permit Activity (D9408.02 & D9408.03) . . . . . Summary

D3. Violation Activity (D9611.01) . . . . . Summary

IV. District Manager's Agenda

Old Business

New Business

Adjournment

Notice is hereby given to all interested parties that if any person should decide to appeal any decision made at the forthcoming meeting of the Board of Commissioners, such person will need a record of the proceedings conducted at such meeting, and for such purpose he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which any appeal may be based.



## MEMORANDUM

To: Chairman and Members of the Board Commissioners  
Plantation Acres Improvement District

From: Paul R. Gougelman, General Counsel

Date: January 18, 2021

Re: Amendments to the P.A.I.D. Policies and Procedures Manual

At the end of the December 8, 2020 meeting of the Board of Commissioners, Commissioner Flanigan requested revisions to the Policies and Procedures Manual providing a cap of five minutes for presentations under public comments relating items not on the Board agenda for consideration. In the attached resolution, a draft of the proposal is amendment number three (being made to Section 2.2.10(d) of the Policies and Procedures Manual). You will need to review the language to see if the proposal is acceptable or needs further revision.

In addition to this proposed amendment, I am recommending two additional house-keeping amendments. The first amendment revises Section 1.1.1 is to make minor revisions to cite all of the enacting legislation creating the P.A.I.D. The second amendment creates Section 1.3 providing language to describe how the Policies and Procedures Manual may be amended.

PRG/mb

---

1 RESOLUTION NO. 2021-\_\_\_\_

2  
3 **A RESOLUTION OF THE PLANTATION ACRES**  
4 **IMPROVEMENT DISTRICT, A FLORIDA PUBLIC**  
5 **CORPORATION, RELATING TO REVISION AND**  
6 **AMENDMENT OF THE POLICIES AND PROCEDURES**  
7 **MANUAL; MAKING FINDINGS; AMENDING SECTION**  
8 **1.1.1 AUTHORITY, RELATING TO ADOPTING LAWS OF**  
9 **FLORIDA; CREATING SECTION 1.3 PROVIDING A**  
10 **PROCESS FOR POLICIES AND PROCEDURES**  
11 **AMENDMENT; AMENDING SECTION 2.2.10(d) RELATING**  
12 **TO THE PUBLIC COMMENT PORTION OF THE AGENDA;**  
13 **PROVIDING A SEVERABILITY/INTERPRETATION**  
14 **CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

15  
16 WHEREAS, the Board of Commissioners desires to make revisions to the  
17 Plantation Acres Improvement District (P.A.I.D.) Policies and Procedures Manual; and

18  
19 WHEREAS, the first amendment to Section 1.1.1 is to make minor revisions to  
20 cite all of the enacting legislation creating the P.A.I.D.; and

21  
22 WHEREAS, the second amendment creates Section 1.3 providing language to  
23 describe how the Policies and Procedures Manual may be amended; and

24  
25 WHEREAS, the third amendment amends Section 2.2.10 relating to placing time  
26 limits on the public comments part of the agenda for items not pending on the agenda;  
27 and

28  
29 WHEREAS, this Resolution is adopted pursuant to the powers of the P.A.I.D.  
30 See §9, Chap. 2002-367, Laws of Fla.; §298.22(8), Florida Statutes; and

31  
32 WHEREAS, the Board of Commissioners finds that this Resolution is in  
33 promotion of the public health, safety, welfare, and aesthetics of the P.A.I.D.

34  
35 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF  
36 THE PLANTATION ACRES IMPROVEMENT DISTRICT, A FLORIDA PUBLIC  
37 CORPORATION:

39 SECTION 1. *Recitals.* Each and all of the recitals (“WHEREAS” clauses) are  
40 hereby incorporated herein.

41  
42 SECTION 2. *Amendment of Section 1.1.1 of the Plantation Acres Improvement*  
43 *District Policies and Procedures Manual.* Section 1.1.1 of the Policies and Procedures  
44 Manual is hereby amended as follows:

45  
46 1.1.1 Authority

47  
48 The Plantation Acres Improvement District was created as a Special District by the  
49 Florida Legislature by a Special Act pursuant to Chapter 82-274, Laws of Florida, as  
50 amended by Chapter 2009-251, Laws of Florida (herein: the “Special Act”), to assume  
51 the powers, responsibilities, obligations of the Dixie Drainage District, which was  
52 abolished by the Special Act. Plantation Acres Improvement District is subject to those  
53 provisions of Chapters 189 and Chapter 298, F.S. as set forth in the Special Act.

54  
55 SECTION 3. *Creation of Section 1.3 of the Plantation Acres Improvement*  
56 *District Policies and Procedures Manual.* Section 1.3 of the Policies and Procedures  
57 Manual is hereby amended as follows:

58  
59 1.2 Amendment of Policies and Procedures.

60  
61 The individual policies and procedures in this Manual may be amended, re-adopted, or  
62 repealed by resolution of the Board of Commissioners by a majority vote of the total  
63 number of members of the Board of Commissioners, then serving in office at the time of  
64 adoption of the amendment.

65  
66 SECTION 4. Amendment Creating Section 2.2.10(d) of the Plantation Acres  
67 Improvement District Policies and Procedures Manual. Section 2.2.10 of the Policies  
68 and Procedures Manual is hereby amended as follows:

69  
70 2.2.10 Addressing the Board

71 \* \* \*

72 (d) Public Input on Agenda Items.

73 (1) The public shall be given the opportunity to speak on all agenda  
74 items which require a Board vote with the exception of ministerial matters and matters  
75 excepted from the Sunshine Law by statute. For consent agenda matters, the Chair  
76 shall announce prior to a vote, that the public may speak on any consent agenda item  
77 and any member of the public who seeks to be recognized for the right to speak may  
78 speak on the consent agenda item at that time for three (3) minutes with the discretion  
79 of the Chair to extend the time by one (1) minute. For other agenda items, the public  
80 shall be offered the opportunity to speak prior to the Board taking any action, except

81 that there shall be no such right to speak on matters which are tabled or continued to  
82 another meeting. Any member of the public recognized to speak may speak on the item  
83 for up to three (3) minutes with the discretion of the Chair to extend the time by one (1)  
84 minute. Prior to addressing the Board, each speaker shall sign in with their name and  
85 address on the sign-in page provided. Members of the public will be called upon to  
86 address the Board in the order set forth on the sign-in page.

87  
88 (2) Each regular meeting agenda shall designate a time period for  
89 public comment relating to items not on the agenda. Members of the public may speak  
90 under public comments for not more than five (5) minutes each, and at the discretion of  
91 the Chair for good cause shown to extend that time by one (1) minute. Any  
92 presentation taking more than five (5) minutes, as extended, shall at the request of any  
93 commissioner be re-scheduled for a future meeting as a regular agenda item for  
94 discussion.

95  
96 SECTION 5. Severability Clause/Interpretation.

97  
98 (a) In the event that any term, provision, clause, sentence or section of  
99 this Resolution shall be held by a court of competent jurisdiction to be partially or wholly  
100 unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or  
101 unenforceability shall not affect any of the other or remaining terms, provisions, clauses,  
102 sentences, or sections of this Resolution, and this Resolution shall be read and/or  
103 applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or  
104 section did not exist.

105  
106 (b) That in interpreting this Resolution, underlined words indicate  
107 additions to existing text, and ~~stricken through~~ words include deletions from existing  
108 text. Asterisks (\* \* \* \*) indicate a deletion from the Resolution of text, which exists in the  
109 Policies and Procedures Manual. It is intended that the text in the Policies and  
110 Procedures Manual denoted by the asterisks and not set forth in this Resolution shall  
111 remain unchanged from the language existing prior to adoption of this Resolution.

112  
113 SECTION 6. Effective Date. This Resolution shall become effective upon  
114 adoption.

115  
116 ADOPTED by the Board of Commissioners of the Plantation Acres Improvement  
117 District on the \_\_\_ day of \_\_\_\_\_, 2021.

118  
119 PLANTATION ACRES IMPROVEMENT  
120 DISTRICT, A Florida Public Corporation

121  
122  
123  
124  
125  
126

ATTEST: \_\_\_\_\_  
Angel Alvarez, District Manager

\_\_\_\_\_  
Stephen M. Nieset, Chairman

# OATH OF OFFICE

## **COMMISSIONER OF THE PLANTATION ACRES IMPROVEMENT DISTRICT, a Florida Public Corporation**

**See §298.13, Florida Statutes; §5(2), Chap. 2002-367, Laws of Florida**

I, Stephen M. Nieset, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State and the Laws of the State of Florida; and that I will not neglect and will well, honestly, faithfully and impartially perform the duties of Commissioner of the Plantation Acres Improvement District, a Florida Public Corporation, as imposed by law and on which I am now about to enter. So help me God.

\_\_\_\_\_  
Stephen M. Nieset

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 28<sup>th</sup> day of January, 2021, by Stephen M. Nieset, who is personally known to me or who has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Paul R. Gougelman  
Notary Public – State of Florida

# OATH OF OFFICE

## **COMMISSIONER OF THE PLANTATION ACRES IMPROVEMENT DISTRICT, a Florida Public Corporation**

**See §298.13, Florida Statutes; §5(2), Chap. 2002-367, Laws of Florida**

I, Christopher Cariffe, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State and the Laws of the State of Florida; and that I will not neglect and will well, honestly, faithfully and impartially perform the duties of Commissioner of the Plantation Acres Improvement District, a Florida Public Corporation, as imposed by law and on which I am now about to enter. So help me God.

---

Christopher Cariffe

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 28<sup>th</sup> day of January, 2021, by Christopher Cariffe, who is personally known to me or who has produced \_\_\_\_\_ as identification.

---

Paul R. Gougelman  
Notary Public – State of Florida



**ENGINEER'S STAFF REPORT**  
FOR January 28, 2021 MEETING  
**AGENDA ITEM No.: D1**

**Action Required:** Discussion

**Item Description:** Pump Stations Improvements & Cast in Place (CIP) Pipe Lining  
Status

**P.A.I.D. Number:** D1707.01

---

**Attachments:** Shenandoah construction schedule, dated December 1, 2020

---

**Summary:** The Notice to Proceed (NTP) was sent to the pipe lining contractor (Shenandoah) on January 19, 2021. We have re-attached their construction schedule from last month for reference.

Since our last virtual meeting with the A.C.O.E. back in November, the pump permit plans have been revised & resubmitted. The ACOE have been in contact with us since this resubmittal and informed us that all comments have been adequately addressed. However, they are now requesting additional minor revisions to the rip-rap detail that was provided. The plans & corresponding rip-rap detail have been revised and resubmitted for final approval. The ACOE were closed over the holidays through New Years, so we expect to hear from them shortly.

We are finishing up the bid documents along with some additional modifications that we feel would be beneficial to the District. We have consulted with the pump manufacturer to change the current "belt drive" to a "direct drive" system. This will eliminate potential belt failure, belt tightening as well as belt replacements; therefore, reducing maintenance efforts and associated expenses. According to the manufacturer, they estimate a net \$6,000 increase for the new gear, drive shaft, couplings and shaft guard, while eliminating the belt, pulley, sheath, guard, etc. from the original design.

The Bidding Process and anticipated schedule that was provided to the Board back in December did not change significantly. The updated schedule is as follows:

- :
1. Advertising and Contractor bid package pickup - By end of February
  2. Contractor bidding, bid evaluation, recommendation for Board approval and bid award - By end of May
  3. Contract preparation, coordination with District Attorney, bonding, contract completion, and signatures - July/August
  4. Issue Notice to Proceed, shop drawings review & approval, and pre-construction meeting - 30-60 days. Therefore, we estimate the start of construction date to be after this year's rainy season.

---

Prepared by: WTV Date: 01/21/2021

2021-01-20 Staff Report.D1707.01.wpd



December 1, 2020

Winningham & Fradley, Inc.  
111 NE 44<sup>th</sup> Street  
Oakland Park, FL 33334

Attn: Werner T. Vaughan, PE

**RE: Plantation Acres Improvement District**

Mr. Vaughan,

Below is our schedule for the Plantation Acres Improvement District. Should you have any questions, please feel free to contact me.

*Plantation Acres Improvement District Lining Schedule*

| Date      | Location    | Task          |
|-----------|-------------|---------------|
| 1/25/2021 | Pumphouse 1 | Clean and TV  |
|           | Pumphouse 2 | Clean and TV  |
| 1/26/2021 | Pumphouse 3 | Clean and TV  |
|           | Pumphouse 4 | Clean and TV  |
| 1/27/2021 | Pumphouse 5 | Clean and TV  |
|           | Pumphouse 6 | Clean and TV  |
| 2/8/2021  | Pumphouse 1 | Install Liner |
| 2/9/2021  | Pumphouse 2 | Install Liner |
| 2/10/2021 | Pumphouse 3 | Install Liner |
| 2/11/2021 | Pumphouse 4 | Install Liner |
| 2/12/2021 | Pumphouse 5 | Install Liner |
| 2/15/2021 | Pumphouse 6 | Install Liner |

Sincerely,  
Shenandoah Construction

*Louis J. Woska*

Louis J. Woska  
Vice President of Operations

**ENGINEER'S STAFF REPORT**  
FOR January 28, 2021 MEETING  
**AGENDA ITEM No.: D2**

**Action Required:** Discussion

**Item Description:** Permit Activity Summary

---

**P.A.I.D. Number:** D9408.02 & D9408.03

---

**Attachments:** None

---

**Summary:** Approved Building Permits

| <u>No.</u> | <u>Name</u>                  | <u>Address</u>                   | <u>PAID No.</u> |
|------------|------------------------------|----------------------------------|-----------------|
| 1.         | Pool (Pool)                  | 11311 NW 4 <sup>th</sup> Street  | B0106.02        |
| 2.         | Belknap (Tennis Court)       | 12153 NW 25 <sup>th</sup> Street | B0305.06        |
| 3.         | Carty (Garage Addition)      | 12160 NW 10 <sup>th</sup> Street | B9408.01        |
| 4.         | Lozada (Pool)                | 12300 NW 28 <sup>th</sup> Court  | B0204.07        |
| 5.         | Cohen (Paver Driveway/Fence) | 12050 SW 2 <sup>nd</sup> Street  | B9212.03        |
| 6.         | James (Addition)             | 12300 NW 21 <sup>st</sup> Court  | B8702.03        |
| 7.         | Mackie (Fence)               | 401 W Mount Vernon Drive         | B2009.01        |
| 8.         | Alonso (Fence)               | 11761 NW 23 <sup>rd</sup> Street | B9908.06        |
| 9.         | Powers (Paver Driveway)      | 840 NW 121 <sup>st</sup> Avenue  | B0306.03        |
| 10.        | Kaplan (Pickle Ball Court)   | 12232 NW 19 <sup>th</sup> Street | B0210.06        |
| 11.        | Long (Fence)                 | 12351 NW 6 <sup>th</sup> Street  | B8905.04        |
| 12.        | Corral (Shed)                | 11630 NW 27 <sup>th</sup> Street | B9004.11        |
| 13.        | Thomas (Gas Tank Lines)      | 11760 NW 27 <sup>th</sup> Street | B0407.04        |
| 14.        | Katlieva (House)             | 561 S Old Hiatus Road            | B0505.04        |
| 15.        | Avila (Driveway)             | 11301 NW 7 <sup>th</sup> Street  | B9502.09        |
| 16.        | Krueger (Fence)              | 11560 NW 24 <sup>th</sup> Street | B9002.03        |
| 17.        | Angella (Generator)          | 11650 NW 6 <sup>th</sup> Place   | B0507.08        |
| 18.        | Ament (Privacy Wall)         | 11851 NW 6 <sup>th</sup> Street  | B8609.04        |
| 19.        | Kasarla (Fill)               | 11800 NW 4 <sup>th</sup> Street  | B1008.02        |

**Summary:** Approved Certificates of Occupancy

| <u>No.</u> | <u>Name</u>             | <u>Address</u>                   | <u>PAID No.</u> |
|------------|-------------------------|----------------------------------|-----------------|
| 1.         | James (Garage Addition) | 12001 NW 25 <sup>th</sup> Street | B1111.01        |

---

Prepared by: HMS Date: 01/20/2021

**ENGINEER'S STAFF REPORT**  
FOR January 28, 2021 MEETING  
**AGENDA ITEM No.: D3**

**Action Required:** Discussion

**Item Description:** Notices of Violation  
Summary

**P.A.I.D. Number:** D9611.01

---

**Attachments:** None

---

**Summary:** The following is a summary of the existing violations.

| <b>Name</b> | <b>Address</b>                  | <b>Violation</b>      | <b>Status</b> |
|-------------|---------------------------------|-----------------------|---------------|
| Kasarla     | 11800 NW 4 <sup>th</sup> Street | Fill without a Permit | Complying     |
| Bohl        | 11800 NW 5 <sup>th</sup> Street | Fill without a Permit | Complying     |

---

Prepared by: HMS Date: 01/20/2021

J:\PAID\Projects (D)\1996\D9611.01-Violation Summary\WPI\2021-01-28 D3. Nov Activity.wpd