



# Plantation Acres Improvement District

## Broward County Florida

1701 NW 112<sup>th</sup> Avenue, Plantation, FL 33323

### AGENDA

September 13, 2023

Call to Order 7:00 P.M.

Pledge of Allegiance

Invocation

Roll Call

Approval of Attendance of Commissioners by Social Media or Telephone

Approval of Minutes

Public Hearing on PAID Per Acre Non-Ad Valorem Assessment amount for Fiscal Year 2023-2024

Public Comment

Staff Reports

I. Administrator's Report

A. Approval of the August 2023 Expenses in the Amount of \$112,960.62

B. Selection of November/December 2023 P.A.I.D. meeting date

II. Attorney's Report

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.

B1. 1500 NW 118<sup>th</sup> Ave (B0206.05). . . . . Waiver Request

C. BOARD ACTION ITEMS

C1. None

D. DISCUSSION ITEMS

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

D2. NW 118<sup>th</sup> Ave. Drainage Improvements (D2308.04-1) . . . . . Update

D3. Offsite Improvements for N. Acres Park (D2308.03) . . . . . Update

D4. Master Drainage Improvements (D2301.01) . . . . . Update

D5. Permit Activity (D9408.02 & D9408.03) . . . . . Summary

D6. Violation Activity (D9611.01) . . . . . Summary

IV. District Manager's Agenda

Old Business

New Business

Commissioner Comments

Adjournment

Plantation Acres Improvement District  
Draft Proposed Budget 2023 / 2024

Revised Draft 08/09/2023

	Acre Billable	875 Adopted 2022/2023 Budget	1,250 Proposed 2023 /2024 Budget	Notes
<b>Income</b>				
Tax Roll - Broward County		1,524,653	2,180,887	
License Fee		8,846	8,846	
Interest Income		900	900	
<b>Total Income</b>		<b>1,534,399</b>	<b>2,190,633</b>	
<b>Expenses</b>				
Tax Collector - Commissions - 1.3%		19,500	28,315	
Discount - Tax Roll - 3.5%		55,000	76,233	
BCPA - Non-Ad Valorem Admin			4,000	
<b>Total Tax Collector Costs</b>		<b>74,500</b>	<b>108,548</b>	
R/M - Equipment		10,000	15,000	
R/M - Admin Building		10,000	10,000	
R/M - Pump Station Buildings		5,000	10,000	
Fuel - Propane		25,000	25,000	
Chemicals and Spraying		33,000	33,000	
Electric		3,200	4,800	
Trash Removal		7,000	7,000	
Telephone/Mobile/Internet		4,500	5,000	
Canal & Swale Maintenance		25,000	40,000	1
Wages - Maintenance		194,000	199,820	2
Wages - District Manager		83,078	85,570	
Payroll Taxes		22,000	22,895	
Workers Compensation Insurance		0	9,000	3
Florida Retirement Systems		33,000	37,000	
Health Insurance - Employee		50,000	60,500	4
Fuel - Vehicles / Equipment		20,000	20,000	
Vehicle Maintenance		10,000	12,000	
Uniforms		4,000	4,000	
Water / Sewer		200	250	
<b>Total Operation / Maintenance</b>		<b>538,978</b>	<b>600,835</b>	
Engineering - General		75,000	80,000	
Engineering - Plat/Permits		15,000	15,000	
Engineering - Violations		6,500	6,500	
Legal		22,000	26,000	5
Audit		11,500	15,500	6

Plantation Acres Improvement District  
Draft Proposed Budget 2023 / 2024

Revised Draft 08/09/2023

	Adopted 2022/2023 Budget	Proposed 2023 /2024 Budget	
Administration / Accounting	40,000	40,000	
Secretarial	3,200	3,200	
Website	1,920	3,000	7
Printing / Postage	400	1,000	
Office Supplies, Expenses, Software	10,000	10,000	
Insurance	45,800	50,000	8
Officer Fees	18,000	18,000	
Advertising	1,300	1,300	
License and Permits	3,200	3,200	
Professional Meetings	250	250	
Professional Travel	300	300	
Community Relations	0	3,000	
Document Storage / Retention	120	25,000	9
<b>Total Administration</b>	<b>254,490</b>	<b>301,250</b>	
Contingencies	3,000	0	
<b>Total Contingencies</b>	<b>3,000</b>	<b>0</b>	
Capital - Pump Station Replacement	624,931	1,180,000	10
Vehicle Replacement	38,500		
<b>Total Capital Projects</b>	<b>663,431</b>	<b>1,180,000</b>	
<b>Total Expenses</b>	<b>1,534,399</b>	<b>2,190,633</b>	

#1 Increase in infrastructure repairs (including in house projects)

#2 Assumption 3% increase

#3 Breakout of W/C Insurance costs from other ins line

#4 Anticipated increase in Health Care costs - final pricing in Sept 2023

#5 Additional services related to Pump Station Contract review

#6 Reflects new pricing after RFP

#7 reflect new web site annual costs

#8 Estimated General Insurance increases - final pricing in Sept 2023

#9 Records Preservation Program to digitize the Districts records

#10 Pump Replacement project / engineering / Phase 2 Infrastructure buildout - Long term

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: B1**

**Action Required:** Board Approval (Quasi-Judicial)

**Item Description:** 1500 NW 118<sup>th</sup> Avenue  
Building Permit

**P.A.I.D. Number:** B0206.05

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**Attachments:** Response Letter from Applicant dated May 25, 2023 with attachments

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**Summary:** This item is for the approval of a building permit to allow a private fence/gate to be constructed in the C-4 canal maintenance easement. The permit request was denied because "Fences in canal maintenance easements are not permitted unless approved by the Board", per P.A.I.D. Policies and Procedures Section 3.13.2.

The fence location proposed by the applicant appears to be reasonable. However, as representatives of PAID, the Board needs to grant permission for the fence to occupy District property. The permission could be accompanied by an encroachment agreement. There is a fee of \$400 associated with an encroachment agreement. A lock key or combination code for example, would need to be provided to District Staff for access to the canal, should it become necessary, although the south side of the C-4 Canal at 118<sup>th</sup> Ave currently appears to be the primary means of access.

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**Recommendation:** DENY

**Comments:** All building permits presented to the Board require our recommendation of Denial as a prerequisite. The application could be approved with the options presented or any other options presented by the Board.

Prepared by: CJF Date: 9/6/23



May 25, 2023

**RE: RESPONSE TO ENTRANCE SIGN AND FENCE COMMENTS**

Dear Lina: I am not sure where the idea came from but there are no columns in this design/ request for permit. The design calls for two subdivision signs and a metal fence along portions of NW 118 Avenue adjacent to Lots 1 and 5.

Starting at the SW corner of Lot 5:

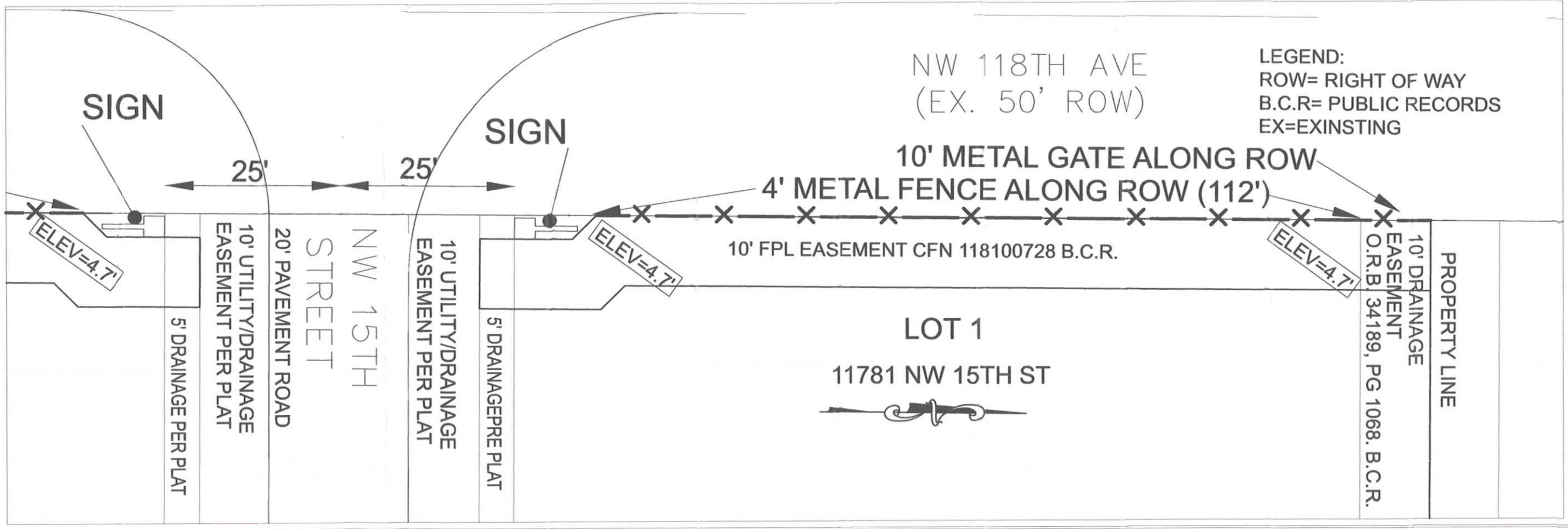
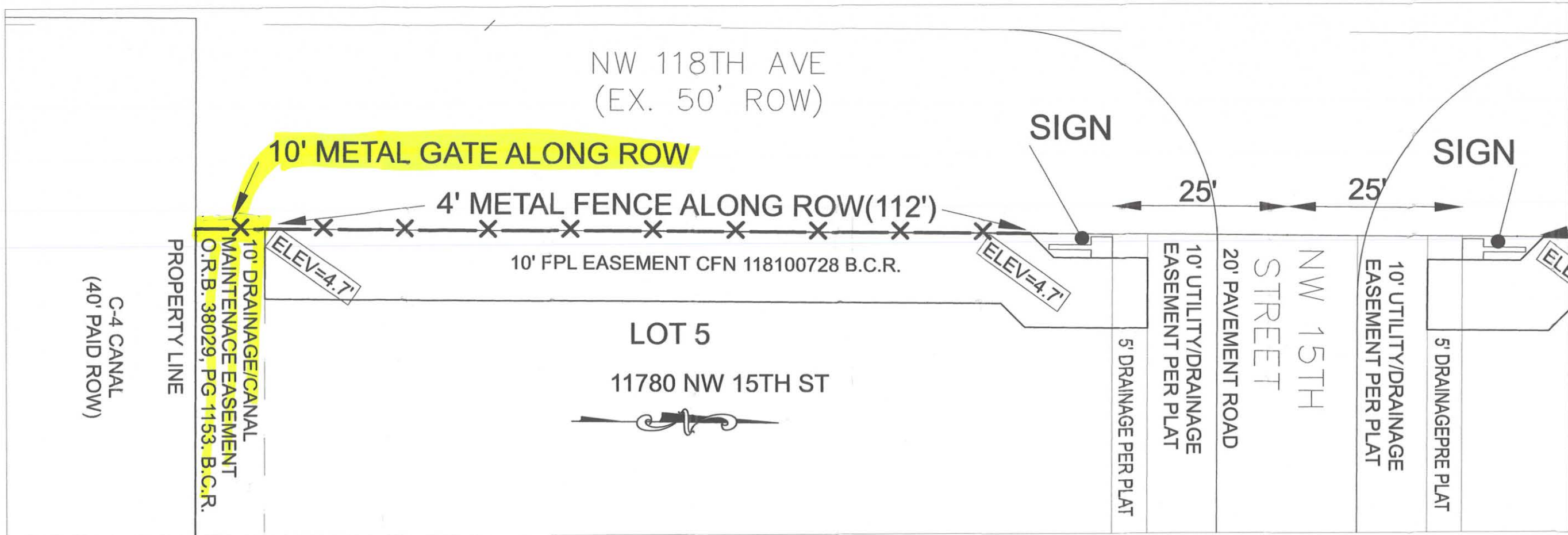
The district approved cross section for the 10' Drainage/Canal Maintenance Easement (adjacent to C-4 Canal) will only allow pedestrian and small off road vehicle access (attached swale detail). The owner is/has proposed a 10' gate. The gate is to provide some semblance of privacy for the home owner's 10' rear yard (key or combination lock for district access). The 4' metal fence terminates at the north easement line. The 4' metal fence (metal fence only) will run from the north easement line to the subdivision sign.

There are no proposed installations between the two subdivision signs. Both subdivision signs are exterior to NW 15 Street and the 10' Utility/Drainage Easement and 5' Drainage Easement on each side of the Street (50' total)

NW corner Lot 1: The 10' Drainage Easement, along the north line of Lot 1 has a similar District approved cross section as the one along the C-4 Canal . The owner is/has proposed a 10' gate. The gate is to provide some semblance of privacy for the home owner's 10' rear yard (key or combination lock for district access).

Gregory Mire, P.S.M.

Project No. 10-210



LEGEND:  
ROW= RIGHT OF WAY  
B.C.R= PUBLIC RECORDS  
EX=EXISTING

DATE	REVISION
8/19/2022	Add design elevation
11/19/2022	Add length north gate
7/19/2023	Add fence symbol

8/19/2022	SCALE	NOT TO SCALE	DATE	9/1
	FIELD BOOK		DESIGNED BY	GR
			CHECKED BY	GR

**TEAM SURVEYING SOLUTIONS**

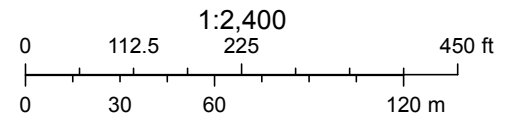
1120 SOUTHWEST 19TH AVENUE, FORT LAUDERDALE, FLORIDA 33312  
WWW.TEAMSURVEYSOLUTIONS.COM PHONE (954) 709-5895 FAX (954) 514-8031

PLOT PLAN ENTRANCE SIGN

A PORTION OF LOTS 1 AND 5, SLS REAL ESTATE 4  
PLAT BOOK 183, PAGE 468, BROWARD COUNTY RECORDS  
CITY OF PLANTATION BROWARD COUNTY FLORIDA

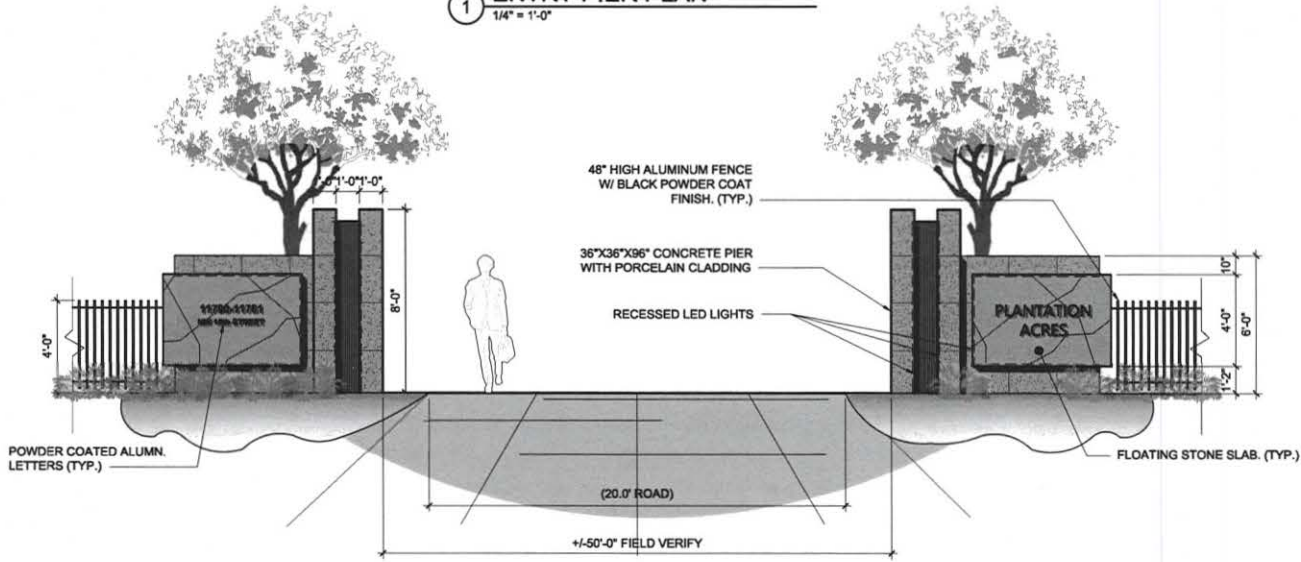


September 1, 2023





1 ENTRY PIER PLAN  
1/4" = 1'-0"



2 ENTRY PIER ELEVATION  
1/4" = 1'-0"

**RANDALL STOFFT**  
ARCHITECTS  
distinctive. inspirational. architecture  
Delray Beach, Naples, The Caribbean

12-16-21  
REV.1-04-05-22





**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D1**

**Action Required:** Update

**Item Description:** Pump Station Improvements

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

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**Attachments:** None

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**Summary:** A Notice to Proceed was issued on August 8, 2023, for the contractor to begin ordering materials.

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**Comments:** \_\_\_\_\_

Prepared by: CJF Date: 9/6/23

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D2**

**Action Required:** Update

**Item Description:** NW 118<sup>th</sup> Ave. Drainage Improvements

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**P.A.I.D. Number:** D2308.04-1

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**Attachments:** None

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**Summary:** This project was approved by the Board last month. Surveying has commenced for these drainage improvements.

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**Comments:**

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Prepared by: BMP Date: 9/6/23

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D3**

**Action Required:** Update

**Item Description:** Offsite Improvements for North Acres Park (City Funded)  
Prepare Engineering Plans and Provide Surveying Services (District Funded)

**P.A.I.D. Number:** D2308.03

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**Attachments:** None

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**Summary:** Surveying services for this project has commenced.

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**Recommendation:** N/A.

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Prepared by: BMP Date: 9/6/23

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D4**

**Action Required:** Update

**Item Description:** Master Drainage Improvements (NW 12<sup>th</sup> St/NW 122<sup>nd</sup> Ave; SW 3<sup>rd</sup> St/SW 122<sup>nd</sup> Ave; and 118<sup>th</sup> Ave Swale Prepare Engineering Plans and Provide Surveying Services

**P.A.I.D. Number:** D2308.01

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**Attachments:** None

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**Summary:** The above scope for this project was approved by the Board last month. Surveying has commenced for these drainage improvements.

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**Recommendation:** N/A.

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Prepared by: CJF Date: 9/6/23

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D5**

**Action Required:** Discussion

**Item Description:** Permit Activity Summary

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

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**Attachments:** None

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**Summary:** Approved Building Permits

<u>No.</u>	<u>Name</u>	<u>Address</u>	<u>PAID No.</u>
1.	Jenga Enterprises LLC (Fence/ Pond Deck)	11621 NW 21 <sup>st</sup> Court	B9407.01
2.	Barnett (Fence/ Gate/ Columns)	1200 NW 124 <sup>th</sup> Avenue	B8912.02
3.	Silva (Pool)	1500 NW 115 <sup>th</sup> Terrace	B1005.02
4.	Inversiones Villa Hiatus LLC (Pool)	12331 SW 2 <sup>nd</sup> Street	B9408.11
5.	Cuffia (Pool)	11201 NW 4 <sup>th</sup> Street	B2203.02
6.	Cuffia (Pool)	11251 NW 4 <sup>th</sup> Street	B2203.03

**Summary:** No Certificates of Occupancy

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Prepared by: HMS Date: 09/06/2023

**ENGINEER'S STAFF REPORT**  
FOR September 13, 2023 MEETING  
**AGENDA ITEM No.: D6**

**Action Required:** Discussion

**Item Description:** Notices of Violation  
Summary

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

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**Attachments:** None

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

Name	Address	Violation	Status
GENDLER	11400 NW 26 <sup>TH</sup> STREET	LANDSCAPE IN CANAL MAINTENANCE EASEMENT	FINAL NOTICE
OCAMPO	11350 NW 26 <sup>TH</sup> STREET	LANDSCAPE IN CANAL MAINTENANCE EASEMENT	FINAL NOTICE
DESANTIS	12121 NW 11 <sup>TH</sup> STREET	LANDSCAPE IN CANAL EASEMENT	NOTIFIED
SHAH	12121 NW 5 <sup>TH</sup> COURT	LANDSCAPE / PLANTING IN CANAL EASEMENT	FINAL NOTICE
GIL	480 SW 116 <sup>TH</sup> AVENUE (PETERSBURG TERRACE)	FILL WITHOUT PERMIT	COMPLIED
MARTIN	11350 NW 8 <sup>TH</sup> STREET	CONSTRUCTION WITHOUT PERMIT	IN PROCESS OF COMPLYING
NARA	1101 NW 122 <sup>ND</sup> AVENUE	LANDSCAPE IN DRAINAGE EASEMENT	NOTIFIED

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Prepared by: HMS Date: 9/6/2023

J:\PAID\Projects (D)\1996\D9611.01-Violation Summary\WPL\2023-09-13 D6. Nov Activity.wpd