



San Carlos Estates Water Control District

2024-2025-Fiscal Year: Goals, Objectives, Performance Measures, and Standards

As required by Section 189.0694, Florida Statutes, as it relates to Special Districts, the following performance measures and standards are hereby adopted:

1. Administration

Public Records (Minutes)

- **Goal:** Ensure accurate and accessible documentation of all District meetings and decisions.
- **Objective:** Maintain and update public records in accordance with the legal requirements and ensure they are readily accessible to the public in compliance with state regulations.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Public Meetings (Scheduling and Advertising)

- **Goal:** Facilitate transparent and timely communication regarding District meetings.
- **Objective:** Schedule and advertise all public meetings in compliance with applicable legal requirements and District policies to ensure the public is adequately informed.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Web Page

- **Goal:** Provide an up-to-date and informative online presence for the District.
- **Objective:** Update the District's website monthly to reflect the latest information on meetings, decisions, and public records, ensuring transparency and ease of access for the public in compliance with ADA standards.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

2. Finance Budget

- **Goal:** Ensure financial stability and effective allocation of resources within the District.
- **Objective:** Prepare and approve the annual budget ensuring alignment with District goals and compliance with state financial regulations.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Assessment

- **Goal:** Accurately assess and collect all non-ad valorem assessment funds to support District operations.
- **Objective:** Complete, levy and certify the non-ad valorem assessments ensuring that all required funds are collected efficiently and transparently.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Receipts and Disbursements

- **Goal:** Maintain accurate records of all financial transactions within the District.
- **Objective:** Process all receipts and disbursements of transactions, ensuring proper documentation and compliance with District policies.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Audit and Financial Report

- **Goal:** Ensure financial transparency and accountability within the District.
- **Objective:** Complete an annual audit and an annual financial report and submit the audit and financial report annually by June 30th providing a comprehensive overview of the District's financial health.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

3. Operations and Maintenance, Works of the District

Canals, Ditches and Weirs

- **Goal:** Maintain the integrity and functionality of all canals, ditches, and weirs within the District.
- **Objective:** Conduct periodic inspections and appropriate maintenance activities on canals, ditches, and levees to prevent erosion, leaks, and other structural issues
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Culverts

- **Goal:** Conduct periodic inspections of District culverts within the District to ensure they are free from obstructions and in good repair.
- **Objective:** Inspect and clean all culverts as needed, addressing any blockages or damages promptly to maintain water flow.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Roads and Bridges

- **Goal:** Maintain safe and accessible roads and roadway culvert crossings within the District.
Objective: Conduct annual inspections of all District roadways and culvert crossings, performing necessary repairs to ensure safety and accessibility.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Drainage Infrastructure Maintenance

- **Goal:** Proper function of all District drainage infrastructure for its intended purpose.
- **Objective:** Conduct periodic, or as needed, custodial maintenance of all elements of the managed drainage system to ensure proper function.
- Prevent sediment and debris build-up in all drainage ways to maintain efficient flow conditions.
- Removal of sediment and debris from primary and secondary drainage system on an as needed basis.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

Roadway Infrastructure Maintenance

- **Goal:** Proper function of all District roads and maintenance ways.
- **Objective:** Conduct periodic, or as needed, custodial maintenance of all elements of the road ways to ensure safe and usable condition.
- Maintain roadside swales are operable and functional to maintain efficient flow conditions.
- **Performance Measures and Standards:** Was the goal and objective met? If not why?

Equipment

- **Goal:** If any equipment is owned by the District, ensure all District equipment is functional and ready for deployment as needed.
- **Objective:** Maintain an inventory of all equipment, conducting monthly checks, servicing, and maintenance to prevent operational delays or failures.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

4. Regulatory Compliance

SCEWCD Right of Way Permitting

- **Goal:** To review all proposed uses within the District's right of ways to ensure proper permit status and compatibility with existing drainage conditions.
- **Objective:** Maintain the functional condition of the existing right of ways to provide adequate drainage and storage capacity without impeding drainage.
- Conduct necessary oversight of ongoing construction activity within the District's right of ways throughout the District.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

MS4 Permit Compliance

- **Goal:** To maintain compliance with all requirements of the District's MS4 permit and to meet all the requirements thereof.
- **Objective:** Conduct routine and periodic inspections of the District's infrastructure to ensure all are functioning as required. Conduct periodic custodial maintenance as required to ensure proper functioning of the system. Ensure all requirements are met to maintain MS4 permit for the District.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why?

SFWMD Permit Compliance

- **Goal:** To maintain compliance with all requirements of the SFWMD ERP.
- To operate the storm water management system in a manner to maintain compliance with the permit requirements and conditions to effect the highest level of flood protection practicable along with the highest level of water quality treatment practicable.
- **Objective:** To modify, from time to time as necessary, the storm water management system to enhance and improve the flood protection and water quality treatment capabilities of the system.
- **Performance Measures and Standards:** Was the goal and objective met? If not, why

By establishing these goals and objectives, the San Carlos Estates Water Control District can better confirm that all its programs and activities are being managed effectively, with clear benchmarks for performance and accountability.