GOALS, OBJECTIVES, AND PERFORMANCE MEASURES ANNUAL REPORTING FORM
October 1, 2024 – September 30, 2025

Message from the District: The Florida Legislature established new regulations for all special districts during their 2024 legislative session to enhance accountability and transparency. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity. Districts are also required to develop performance measures and standards to assess the achievement of these goals and objectives.

Each special district is required to publish an annual report on its website by December 1 each year, with the initial report due by December 1, 2025. This annual report will outline the District's goals, objectives, performance metrics, deliverables, and essential work processes. By using performance measures and standards, the District will ensure it is headed in the right direction, maximize its limited resources, and maintain the expected quality of water service for customers.

Background: The District is an Independent Special District established in 1971 by the Florida State Legislature through Chapter 71-580, Laws of Florida, as amended. It is responsible for wastewater collection, stormwater management, and ensuring the safety and reliability of water services for approximately 40,000 residents in the City of Parkland and Coral Springs. The District manages over one million gallons of high-quality drinking water daily. It maintains the cities' water distribution network, fire hydrants, storm and sanitary collection systems within its 8,500-acre boundaries.

The District has established the following goals, objectives, and performance measures/standards for the Fiscal Year 2024-2025:

Program 1: Community Communication

Goal 1.1: Public Meetings Compliance

Objective: Hold a minimum of eleven (11) regular Board of Supervisor meetings per year to handle District-related business and address community needs. These meetings are open to the public, and agendas will allow time for public comments.

Measurement: Number of public board meetings held annually, as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of eleven (11) board meetings were held during the Fiscal Year.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District successfully met its objective of holding a minimum of eleven regular Board of Supervisors meetings during the fiscal year to conduct District business and provide a forum for public input. All required meetings were completed and documented from October 2024 through July 2025. Meeting minutes and legal advertisements serve as evidence of compliance.

Outcome: Standard Met – A total of eleven board meetings were held within the fiscal year.

Goal 1.2: Notice of Meetings Compliance Notice of Meetings Compliance

Objective: Provide public notices to all District regular, special, and public hearing meetings. Notices will be published in the local newspaper and shared on the District's website.

Measurement: Timeliness and method of meeting notices, as required, as evidenced by publishing in the local newspaper and posting to the website and social platform.

Standard: 100% of meetings were advertised with seven (7) days' notice per statute or by annual notice of meeting schedule via newspaper and on the District website.

Achieved:

✓ **October** ✓ **November** ✓ **December** ✓ **January** ✓ **February** ✓ **March**
✓ **April** ✓ **May** ✓ **June** ✓ **July** ✓ **August** ✓ **September**

Summary: The District met its objective to provide timely public notice for all regular, special, and public hearing meetings throughout the fiscal year. Notices were published on the District's website and social media accounts, and legally required advertisements were placed in the local newspaper. Public notice for each Board of Supervisors meeting from October through September was provided at least seven days in advance, in line with statutory requirements. Evidence of compliance includes publication records and dated social media posts.

Outcome: Standard Met – Timely and compliant notice was given for 100% of meetings held from October through September.

Goal 1.3: Website Public Records

Objective: Ensure that all public records, including, but not limited to, meeting minutes, agendas, charters and amendments, and District maps, are readily available and easily accessible on the District's website.

Measurement: Quarterly website reviews will be conducted to ensure that public records are current, as evidenced by District Clerks' records. The reviews will also include ADA compliance reports for all website pages.

Standard: 100% of quarterly website checks were completed by District Management.

Achieved: ☑ **October** ☑ **January** ☑ **April.** ☑ **July**

Summary: The District achieved its objective of maintaining easily accessible, up-to-date public records on its website, including meeting minutes, agendas, charters, and maps. Website reviews were conducted quarterly—in October, January, April, and July—to confirm content accuracy and ADA compliance. These reviews were documented and confirmed through the District Clerk's records.

Outcome: Standard Met – All four required quarterly website reviews were completed during the fiscal year.

Program 2: District Financial Transparency and Accountability

Goal 2.1: Maintain Fiscal Responsibility

Objective: Ensure the District maintains a strong and sustainable financial position by ensuring the debt service coverage ratio of 110% or more.

Measurement: The District's strong and sustainable position is evidenced by its debt service coverage ratio; results are evidenced in the annual financial audit published on the District's website.

Standard: District's debt service coverage ratio of 110%, and results are evidenced in the annual financial audit. The documents are also published on the District's website.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District maintained a solid financial position throughout the fiscal year, meeting its target debt service coverage ratio of at least 110%. This reflects effective budgeting and fiscal oversight. The final ratio is documented in the District's annual financial audit, which has been published and is available on the District's website for public access and transparency.

Outcome: Standard Met – The required debt service coverage ratio was achieved and confirmed through the annual audit.

Goal 2.2: Annual Budget Preparation

Objective: Ensure that statutory deadlines are met by preparing and approving annual proposed and adopted budgets.

Measurement: The proposed and adopted budgets are evidenced by the meeting minutes, published on the District's website and sent to the appropriate agencies.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines. The documents are also posted on the District's website.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District successfully prepared, approved, and adopted its annual budgets in accordance with all statutory deadlines. Both the proposed and final budgets were reviewed and approved during public meetings, with documentation available in the meeting minutes. Copies were submitted to the appropriate agencies and published on the District's website.

Outcome: Standard Met – All budget-related actions were completed on time and properly documented.

Goal 2.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit completed by an independent auditing firm, per statutory requirements. Publish results on the District's website and submit the report to the State of Florida.

Measurement: Audit completion and publication are evidenced by the meeting minutes, published on the District's website, and transmitted to the State of Florida.

Standard: Audit is completed by an independent auditing firm per statutory requirements, and results were posted to the District's website and transmitted to the State of Florida.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District completed its required annual financial audit through an independent auditing firm, in full compliance with statutory guidelines. The audit results were formally presented during a public meeting, posted to the District's website, and submitted to the State of Florida as required. All steps were completed within the expected timeframe.

Outcome: Standard Met – The annual audit was conducted, published, and submitted as required by law.

Program 3: Infrastructure and Facilities Maintenance & Standards

Goal 3.1: District Infrastructure and Facilities Inspection

Objective: The District will annually inspect its infrastructure and related systems to ensure they are maintained, operating as designed, and comply with safety regulations and standards.

Measurement: A minimum of one (1) inspection is completed annually, as evidenced by the infrastructure and facilities inspection schedule report.

Standard: Minimum of one (1) inspection is completed in the Fiscal Year by the District staff.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District carried out its annual inspection of infrastructure and related systems to confirm proper operation, maintenance standards, and regulatory compliance. This inspection was completed by District staff, and the activity is documented in the official inspection schedule report for the fiscal year.

Outcome: Standard Met – At least one inspection was conducted as required and properly recorded.

Goal 3.2: Adhere to all Water Quality Requirements

Objective: Ensure compliance with all regulations outlined by the Safe Drinking Water Act and the Florida Administrative Code (FAC). Adhere to all primary and exceed all secondary water quality standards set by the Florida Department of Environmental Protection (FDEP) and best management practices established by the American Water Works Association (AWWA).

Measurement: Evidenced by hourly sampling, monthly reporting submitted to FDEP, and quarterly reporting to South Florida Water District Management (SFWDM.)

Standard: Adhere to all primary and exceed secondary water quality standards set by the State of Florida.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District fully complied with all water-quality regulations set forth by the Safe Drinking Water Act and the Florida Administrative Code. All primary standards set by the Florida Department of Environmental Protection (FDEP) were met, and secondary standards were exceeded, in line with best practices recommended by the American Water Works Association (AWWA).

The District conducts continuous hourly sampling and maintains comprehensive water-quality logs. Monthly reports are submitted to FDEP, and quarterly updates are provided to the South Florida Water Management District (SFWMD).

Outcome: Standard Met – All regulatory requirements were met or exceeded, and reporting was completed as scheduled.

Goal 3.3: Field Distribution - Emergency Response Planning

Objective: Train personnel to quickly recognize and respond to routine operations and unexpected emergencies to minimize damages and system downtime.

Measurement: Evidenced by monthly mock emergency sessions.

Standard: 100% of monthly mock sessions were completed by District staff. **Achieved:**

✓ **October** ✓ **November** ✓ **December** ✓ **January** ✓ **February** ✓ **March**
✓ **April** ✓ **May** ✓ **June** ✓ **July** ✓ **August** ✓ **September**

Summary: The District prioritized preparedness by conducting monthly emergency response training sessions for field personnel. These mock scenarios focused on both routine and unexpected operational events to ensure staff could respond effectively and minimize potential system impacts. Sessions were held each month from October through September, as scheduled.

Outcome: Standard Met – All twelve-monthly emergency response drills were completed by District staff during the fiscal year.

Goal 3.4: Culvert Maintenance Program

Objective: Drainage Manager and staff will annually inspect, clean, and repair all culverts within the District and address reported problems to prevent flooding.

Measurement: A minimum of one (1) inspection is completed annually, as evidenced by the culvert maintenance schedule.

Standard: Minimum of one (1) inspection is completed in the fiscal year by District staff.

Achieved: ☑ **Yes** ☐ **No**

Summary: The District completed its annual inspection and maintenance of all culverts within its boundaries to support proper drainage and reduce the risk of flooding. The Drainage Manager and field staff conducted inspections, addressed identified issues, and documented the work in the culvert maintenance schedule.

Outcome:
Standard Met – Required annual inspection and maintenance activities were completed and properly recorded by District staff.