

**MINUTES OF MEETING  
SUNSHINE WATER CONTROL DISTRICT**

The Regular Meeting of the Sunshine Water Control District's Board of Supervisors was held on **Wednesday, February 11, 2009, at 6:30 p.m.**, in the **Commission Chambers, Coral Springs City Hall, 9551 West Sample Road, Coral Springs, Florida 33065.**

**Present at the meeting were:**

Mary Macomber	President
Dave Hulett	Vice President
Emily Heafy	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Doug Paton	Client Services Manager
Bruce Cranmer	General Counsel
Rhon Ernest-Jones	District Engineer
Cory Selchan	Field Superintendent
Tom Donahue	Engineer
John McKune	McKune & Associates
Rich Michaud	City of Coral Springs Public Works
Ted David	David & Gerchar Surveyors
Paul Brewer	Paul Brewer & Associates
Brian DiGirolmo	DiGirolmo & Associates
Alejandro Vasquez	Rhon Ernest-Jones/IBI

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

The meeting was called to order at 6:31 p.m. All Supervisors were present at Roll Call.

**SECOND ORDER OF BUSINESS**

**Consideration of Permits**

- **Permit Application Log**

There being no discussion, the next item followed.

- **Permit Application Review**

1. **JBI, Inc. - 4228 NW 120<sup>th</sup> Ave. - Irrigation Line**

**On MOTION by Ms. Heafy and seconded by Mr. Hulett, with  
all in favor of approval.**

**2. Ralph Merritt Construction Corp. - 4300-4354 NW 120<sup>th</sup> Ave. - Irrigation Line**

Mr. Ernest-Jones introduced Paul Brewer as the representative for all three (3) permit applications. Mr. Ernest-Jones recommended this permit for approval according to the provided conditions.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approval, with conditions, as discussed.**

**3. JBI, Inc. - Sawgrass Place - Greater Coral Springs Research & Development Park Addition**

Mr. Ernest-Jones referred to the Letter of Recommendation attached in the Agenda packet and recommended this permit for approval. Mr. Hulett inquired as to the adequacy of the current permit fee of \$350. Mr. Ernest-Jones stated the amount is a flat, sufficient fee and was recently increased from \$250 to \$350. He noted, the current fee is equivalent to the charges of North Springs Improvement District (NSID) and Coral Springs Improvement District (CSID).

**On MOTION by Ms. Heafy and seconded by Mr. Hulett, with all in favor of approval.**

**THIRD ORDER OF BUSINESS**

**Consideration of Amendment to Permit 2008-07 - City of Coral Springs/Incredible Ice - Canal Restoration - Providing for Performance Bond**

Brian DiGirolmo, of DiGirolmo & Associates, the engineer for the project, introduced himself to the Board to discuss the details of the current, rough draft agreement for the escrow monies for the canal excavation.

Mr. Cranmer provided three (3) revisions to the agreement. The first revision involved changing the liquidation time period from ten (10) business days to 60 business days. The second revision is to remove paragraph four (4), that allows for an increase in an assessment amount, in the case of unexpected conditions that would cause an increase in the cost of the project. The final revision states the project must be completed by the permit expiration date of April 9, 2013. If the project is not complete, the \$30,000 must be refunded.

Mr. Ernest-Jones clarified this project is a revised drainage discharge for Incredible Ice. He stated the project, completed with DiGirolmo & Associates, would be less destructive and more effective. He noted the price is based on the total cost of Phase I, divided by the average linear foot, totaling around \$100 per linear foot. He noted this work was anticipated under Phase 2 of the Canal Restoration.

Mr. Cranmer stated he agreed with the 60-day time period, and noted the City of Coral Springs will have to be included on the agreement, because they serve as the landlord.

Discussion ensued regarding the Permit Amendment for the Incredible Ice Canal Restoration project. It was agreed that \$30,000 would be held in a segregated account and that this agreement will be amended by Bruce Cranmer, with a provision that, by April 9, 2014, these monies will be returned if work is not completed by that date.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approval, with the stipulation to hold \$30,000 in a segregated account and with the agreement to be amended by Bruce Cranmer, with the condition that, by April 9, 2014, the monies will be returned if work is not completed by that date.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Engagement Letter from Grau & Associates Regarding Audit Services for Fiscal Year Ended 2008**

Mr. Wrathell presented the Engagement Letter for Grau and Associates to serve as Auditor for Fiscal Year 2008. He noted the District requires additional services due to the receipt of the federally funded NRCS monies. This is a single audit at the cost of \$3,000.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of accepting the Engagement Letter from Grau & Associates for audit services for Fiscal Year ended 2008.**

**FIFTH ORDER OF BUSINESS**

**Approval of January 14, 2009 Regular Meeting Minutes**

Corrections were provided as follows:

Line 158: Strike "Pump Station 3 Removal".

Line 174: Strike "East-West Basis Interconnect Grant Application".

Line 185: Strike "5-Year Capital Improvement Program".

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the January 14, 2009 Regular Meeting Minutes, as corrected.**

**SIXTH ORDER OF BUSINESS**

**Other Business**

It was stated that the Landowners' Election and Regular Board meeting were scheduled for March 11, 2009.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**a. Attorney**

Mr. Cranmer discussed drafting a form of an engagement letter. He noted he is currently being paid a retainer fee of \$1,000 per month.

Mr. Hulett presented the Board with an outline of Mr. Cranmer's hours, beginning May 14, 2008 through January 14, 2009. The hours totaled 48.45 hours, averaging 6.06 per month, and \$165.00 per hour.

It was requested that Mr. Cranmer provide a form of an engagement letter at the next meeting.

**b. Engineer**

**i. Proposal Designs - Pump Station 1 & 2; Culvert Maintenance; Canal Restoration Phase 2**

Mr. Ernest-Jones noted that, after meeting with Mr. Selchan, it was determined nine (9) out of 135 culvert locations are seriously damaged and require replacement. The locations of the nine (9) culverts were provided, noting three (3) of the locations are in north-south arterial locations: Coral Springs Drive, Coral Ridge Drive and University Drive. The proposal includes repairing some pipes and replacing other pipes. The anticipated total cost of the culvert replacement is \$750,000, with \$50,000 for engineering work.

Mr. Ernest-Jones noted that this project may include monies from grants and possible stimulus package funding. Mr. Ernest-Jones noted the need to address the canal cleaning process, as the current process does not completely remove waste from the canals. It was noted the culverts marked for cleaning are at least 25% clogged.

Mr. Selchan discussed the current annual maintenance plan, which includes inspections and cleaning completed by diving inspections. During the past year, 95% of the culverts were inspected by divers to help locate problem areas for the Capital Improvement Project. Mr. Selchan noted the high expense of cleaning the culverts and that the level of necessary annual cleaning depends on the current environmental situations. Mr. Selchan noted that, currently, the silt is removed from the pipe and redistributed down stream. The process would be more efficient if the silt was physically removed from the canal; however, this would increase costs significantly. Mr. Selchan stated he agreed with the engineer's recommendation to the District.

Mr. Wrathell noted a provision in Florida Statute, Chapter 298, stating that the District can assess up to 90% of the cost of the project, while the District is in the position to fund the remaining 10% of the cost. He suggested, when the time is relevant, engaging Bond Counsel knowledgeable in Chapter 298. The completion of the culvert replacement proposal and pump station proposal is a step in the completion of the updated drainage plan and necessary in the event NRCS funding becomes readily available. Mr. Wrathell explained the bond process allowing the District to assess 90% of the cost, beyond the already allotted assessments. Such a process involves the completion of the Plan of Reclamation, as presented at a Public Hearing and approved by South Florida Water Management District (SFWMD). The bonds would have to be validated by a Circuit Court Judge, along with a completed methodology report explaining the benefits of the project. When the bonds are validated by the Circuit Judge, the current assessment cap can be readjusted to a higher amount and the assessments are more difficult to contest. Mr. Wrathell noted the preference to submit the Plan of Reclamation to SFWMD before holding the Public Hearing and beginning work with Bond Counsel. By having the culvert replacement and pump station proposals completed sooner, rather than later, the District is in a position to, possibly, receive stimulus package money, or NRCS funding, as soon as it becomes available.

Mr. Ernest-Jones noted the design piece and surveying piece as less costly, while the construction-related supervision is more costly, but will not be incurred until the project begins.

He noted the first step to Phase II is to complete the surveying, once the definition of the desired work is complete. He presented an updated Capital Improvement Plan and discussed combining the Canal Restoration Project and the Canal Maintenance Project. He noted the engineering cost to have the projects prepared is \$985,000, including some surveying, with Phase I surveying being complete.

Mr. Ernest-Jones estimated the prep work costs for all three (3) projects to be \$691,000, plus \$112,000 for surveying, thus making all three (3) projects permit ready.

Mr. Paton stated he contacted the offices of Congressmen Ron Klein and Robert Wexler. At this point, it is unclear how much money will be distributed for water control, but the money should be allocated through NRCS. He noted Phase II will be for Capital Improvements, while Phase I was for Hurricane Restoration.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the engineering work for Canal Restoration Phase 2, Culvert Replacement Program and Surveying and Geo-Technical aspects for Pump Stations 1 & 2, as presented.**

Mr. Ernest-Jones suggested having the District look into becoming a member of Florida Association of Special Districts.

Mr. Alejandro Vasquez of Rhon Ernest-Jones/IBI presented the GIS Mapping System to the board. Discussion continued as to the specifics of the program.

**c. Field Supervisor**

Mr. Selchan stated that the Pump Station 3 door has been bolted, a new “No Trespassing” sign was posted and the graffiti was painted over. He noted the need to consider the size of the culvert pipe in the replacement process. Mr. Selchan thanked the Board for being prudent in their decisions.

**d. Manager**

**i. Unaudited Financial Statements as of December 31, 2008**

Mr. Wrathell presented the Unaudited Financial Statements as of December 31, 2008 and noted the District opened new Treasury Money Market Accounts.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the December 31, 2008 Unaudited Financial Statements, as presented.**

**ii. Unreconciled Cash and Investment Balances as of January 31, 2009**

Mr. Wrathell presented the Unreconciled Cash and Investment Balances as of January 31, 2009.

**iii. Sunshine WCD Capital Improvements Plan (*Email from Doug Paton*)**

Mr. Wrathell stated this was presented for informational purposes.

**iv. Sunshine WCD Employee Manual (*Email from Craig Wrathell*)**

Mr. Wrathell stated he plans to discuss with Mr. Lyles, the inclusion of SWCD into the current manual.

**v. Economic Stimulus Program (*Email from Doug Paton*)**

This item was discussed under the Seventh Order of Business.

**vi. NEXT MEETING DATE: March 11, 2009 at 6:30 P.M.**

Mr. Wrathell advised that the next meeting is scheduled for March 11, 2009 at 6:30 p.m.

**EIGHTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors'**

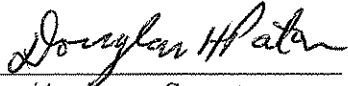
Mr. Cranmer stated he received a Public Records Request from Deborah Marks. Mr. Wrathell stated his firm is handling the request.

**NINTH ORDER OF BUSINESS**

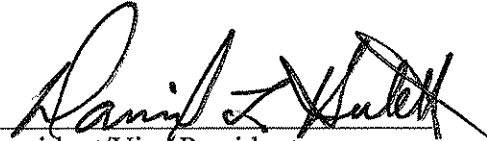
**Adjournment**

**On MOTION by Ms. Macomber and seconded by Ms. Heafy, with all in favor of adjourning.**

The meeting was adjourned at 8:44 p.m.



Secretary/Assistant Secretary



President/Vice President