

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

The Regular Meeting of the Sunshine Water Control District's Board of Supervisors was held on **Wednesday, April 8, 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:

| | |
|-------------|----------------|
| Dave Hulett | President |
| Emily Heafy | Vice President |
| Joe Morera | 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 |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

The meeting was called to order at 6:30 p.m. Mr. Wrathell stated that all Supervisors were present at Roll Call.

SECOND ORDER OF BUSINESS

Discussion: Process to Issue Debt Under 298

Mr. Wrathell indicated that his firm created a flow chart outlining the process to issue debt under Chapter 298 Drainage District Laws. Mr. Wrathell briefly summarized the steps involved in presenting an Updated Drainage Plan. He explained that there will be two (2) public hearings held to authorize moving forward with the Plan and to adopt the Plan.

Mr. Ernest-Jones said Staff has already run the Plan by the District, which is happy with the Plan, subject to approval of the Capital Improvement Program. He said the District Engineer's Report and the Updated Plan, including the apportionment of assessments, all need to

be ready before the public hearing process. Mr. Wrathell agreed that it would be best to present a finished product to the community, at the time of the public hearing.

Mr. Wrathell gave a presentation explaining the Bond Validation and Assessment process. He stated that, wherever possible, he recommended going with one (1) bond issue, as this saves money. He advised that the current assessment is \$126.52, which would possibly be doubled. Mr. Wrathell reported that Mr. Paton was able to secure a manual to determine whether the District is eligible for various public funding opportunities. He said that Staff would look through this material to see if the District could benefit from any portion of the Stimulus Plan.

Mr. Paton reported that he was in touch with Congressman Klein's office to look into the \$50 million proposed Economic Stimulus Plan. He advised that the \$40 million was geared toward dam restoration projects. The other \$290 million will all be funneled through the NRCS. He reported that Mr. McKune contacted Jesse Wilson, who said he did not see any funds, for which the District could apply, to be used toward the Capital Improvement Program. He added that Staff would be looking into contacting the Army Corps of Engineers, as a possible source of funds. Mr. Wrathell said, as long as there were no restrictions, the District could utilize funds toward subsidizing the principal on the Bonds.

Mr. Wrathell said Staff will provide a sampling of bond runs at the next meeting. Mr. Hulett asked how much additional assessment would be required to do everything in the Capital Improvement Program and collect over a three (3)-year program. He voiced concern about immediately doubling the assessment and said, if this happens, the District needs to present very good reasons. Mr. Wrathell briefly recapped monies in the Reserve Funds, for various portions of the Capital Improvement Program.

Mr. Wrathell said the South Florida Water Management District's (SFWMD) ultimate goal is to ensure that water going into a drainage system, and the quality of water going out of the system, meets certain water quality standards.

****Mr. Ernest-Jones' comments are inaudible due to distance from microphone.****

THIRD ORDER OF BUSINESS

Consideration of Permits/Applications

- **Permit Application Log**

Mr. Hulett advised that there were no permits to be presented. Mr. Wrathell said he has asked Mr. Ernest-Jones not to present permit applications immediately before Board meetings.

****Mr. Ernest-Jones' comments are inaudible.****

FOURTH ORDER OF BUSINESS

Approval of Minutes

- **March 11, 2009 Landowners' Meeting**

On MOTION by Mr. Hulett and seconded by Mr. Morera, all voted in favor of approving the March 11, 2009 Landowners' Meeting Minutes, as corrected.

- **March 11, 2009 Regular Meeting**

Corrections were provided as follows:

Line 99: Strike "Assistant".

Mr. Wrathell said it would be appropriate to have a motion clarifying that Mr. Morera was elected as Secretary.

On MOTION by Ms. Heafy and seconded by Mr. Morera, all voted in favor of appointing Mr. Morera as Secretary.

Line 153: Replace "capital" with "Counsel".

Line 179: Replace "concerned" with "concerning".

Line 222: Rephrase as follows: "Mr. Hulett said it is critical to have an updated hydrologic study in order to move forward with continued canal restoration work."

On MOTION by Ms. Heafy and seconded by Mr. Morera, all voted in favor of approving the March 11, 2009 Regular Meeting Minutes, as amended.

FIFTH ORDER OF BUSINESS

Citizens' Requests

There being no Citizens' Requests, the next item followed.

SIXTH ORDER OF BUSINESS

Supervisors' Requests

A question was raised about who manages the District's website. Mr. Wrathell advised that the management firm does. It was requested that the website be updated.

Mr. Hulett said he thought it would be helpful to determine the quantity of refuse being collected throughout the District. He also felt it was important to inform the public about the District's efforts to codify infrastructure improvements.

******Ms. Heafy's comments are inaudible due to distance from microphone.******

Mr. Hulett raised the topic of advertising the position of District Counsel. He commended Mr. Cranmer for providing services to the District for several years. He requested that the Board consider advertising this position to learn what firms are out there that specialize in governmental entities.

******Mr. Cranmer's comments are inaudible due to distance from microphone.******

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor of advertising the position of District Counsel.

SEVENTH ORDER OF BUSINESS

Staff Reports

a. Attorney

i. Consideration of Form of Engagement Letter

Mr. Hulett suggested postponing consideration of the Engagement Letter.

Mr. Cranmer spoke of work involved in accommodating the expansion of Incredible Ice. He indicated that the City Attorney had approved Amendments to the Permit agreement with Incredible Ice.

b. Engineer

i. Monthly Engineer's Report – 3/12/09 to 4/1/09

Mr. Ernest-Jones advised that Staff was working on the Fire Station #80 Permit, along with the Calvary Chapel, Coral Springs and the Coral Springs Charter School Permits. He also advised that the Water Use Permit is still subject to modeling in progress, for the area. He stated that a consultant was doing the modeling for the City and for the CSID.

Mr. Ernest-Jones advised that progress is being made on Pump Stations 1 and 2 and that Staff has met with two (2) pump manufacturers. He stated that Staff will have materials for the Board to review at the next meeting.

Mr. Ernest-Jones reported that Hydrologic Modeling is in progress.

ii. Estimated 5-Year Capital Improvements Plan

Mr. Ernest-Jones stated that the 5-Year Capital Improvements Plan has been submitted. Mr. Wrathell suggested that Staff present the overall 5-Year CIP, but also include all additional improvements that need to be addressed.

iii. District Mapping and Geographic Information System (GIS) Computer Capabilities

****Several speakers are inaudible due to distance from microphone.****

Discussion was held with regard to purchasing a laptop for District Staff to use in the field. Mr. Hulett requested that, at the next meeting, Staff bring back a proposal and costs to provide a laptop.

iv. East – West Basin Interconnect Grant Application

Mr. Ernest-Jones provided an update on this item. He said there has been a lot of talk about the benefits of making a connection between the East and West Basins. He referred to an illustration of the area and advised that one (1) inexpensive way to connect the Basins would involve construction of a pipe down a public right-of-way; however, this would involve acquiring the easement from a property owner at the desired location. A suggestion was made to approach the property owner and ensure him that the District will restore or upgrade any landscaping, after work is completed.

****Mr. Ernest-Jones' comments are inaudible due to distance from microphone.****

With regard to grant funding for the East – West Basin construction, Mr. Ernest-Jones said this would be regarded as a very first step. It was stated that this project will help all constituents within the District, while also benefiting the City. It was stressed that the purpose of the District is to focus on the movement of stormwater drainage. Mr. Hulett asked who had authority to decide when to use the Basin, if it were to be constructed. Mr. Wrathell suggested preparing some guidelines and parameters set forth by the SFWMD, before further discussion on design features. Mr. Hulett asked about possible costs involved in applying for this grant. It was stated that the grant application process could cost up to \$10,000. Discussion ensued with regard to splitting the grant application cost with the City. Mr. Hulett requested that Mr. Ernest-Jones prepare the grant application for an hourly cost, not to exceed \$5,000.

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor of approving preparation of a grant application by the District Engineer for an hourly cost, not to exceed \$5,000.

Mr. Ernest-Jones reported that Staff had met with Brian DiGirolmo, the engineer whose firm is presenting a plan for the water management component of the Broken Woods Golf Course improvements. It was stated that the developer has met with the District Engineer and has a good plan to create deeper, wider canals. Mr. Ernest-Jones said a lot of work needs to be done, because much of the drainage from the Golf Course goes through the neighborhood roads.

c. Field Supervisor

Mr. Selchan reported that the District had over nine (9) inches of rain the previous month.

Mr. Selchan reported that a resident called and informed him that the contractor who did canal restoration work at 11331 N.W. 39 Street had acquired a Right-of-Entry Agreement with her. He said the resident stated that, in the process of crossing her driveway, he damaged her driveway. Mr. Selchan said he had examined the driveway and did not feel this was the case. He then enlisted the District Engineer, for his expert opinion. Mr. Selchan said it is Staff's opinion that the homeowner's driveway was not damaged by the equipment used by the contractor, but was, in fact, a pre-existing condition, prior to his work. He said he wanted a letter sent to the homeowner to outline the District's position.

Mr. Selchan reported that he and Mr. Donohue both received phone calls from a property manager, Mr. Highlander, suggesting that a particular canal was very shallow in the Broken Woods area, due to a lack of maintenance of the canals. Mr. Selchan said he has seen this canal for many years and had asked the District Engineer for his expert opinion. He said that usually, some material flows out into this waterway; however, the City usually goes in and digs this material out. Mr. Selchan said he wanted the Board to be aware, as Mr. Highlander is contacting several people about this matter.

Mr. Selchan stated that the District has always had a program of three (3)-year leases for its trucks; however, due to the recent economic market, the lease recently increased to \$750 per month per vehicle, which Staff finds unacceptable. He said Staff preferred to purchase the trucks for four (4) years at a similar cost, with a warranty for the full four (4) years. He advised the Board that, when this is budgeted, this item will be reflected as a lease to buy. Mr. Wrathell said, in light of the recent economic constraints, buying and owning is the logical approach.

Mr. Hulett advised that he and Mr. Selchan attended the Slice of the Springs meeting one (1) week earlier.

d. Manager

i. Unaudited Financial Statements as of February 28, 2009

o SunTrust Loan Balance

Mr. Wrathell presented the Unaudited Financial Statements as of February 28, 2009. He advised that Tax Collection Funds are now going into the Community Bank of Broward account. He advised that Treasury Bills that matured in March were rolled over into another four (4)-month Treasury Bill. He stated that more Tax Collection Funds will appear on the next month's Financials.

Mr. Wrathell briefly summarized the payment schedule for the SunTrust loan balance. He stated that the next payment will be made on May 1 and will be followed by a payment on November 1.

Mr. Wrathell advised that the Audited Financial Statements will be presented at the next meeting. He stated that he will ask the auditor to explain the governmental entity-wise financial statements versus the fund financial statements.

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor of accepting the Unaudited Financial Statements as of February 28, 2009.

ii. SWCD Personnel Manual

Mr. Wrathell presented the draft of the District's Personnel Manual. He commended Doug Paton and Daphne Gillyard of his firm and Mr. Hulett for their work on compiling this draft. He commented that all the content should be consistent with current State and Federal labor laws. He said the Board can choose to hire an attorney or Human Resources Consultant to review the manual.

******Discussion is inaudible due to low volume/distance from microphone.******

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor of authorizing the President to engage a Human Resources company to review the District's draft Personnel Manual to ensure its compliance with the State and Federal guidelines.

iii. Status of Fiscal Year 2008 Audit

Mr. Wrathell advised that the update on the Fiscal Year 2008 Audit will be presented at the next meeting.

iv. Update: Watershed Rehabilitation Program

Mr. Wrathell advised that Mr. Paton had already addressed this item earlier in the meeting.

v. NEXT MEETING DATE: May 13, 2009 at 6:30 P.M.

The next meeting was scheduled for May 13, 2009 at 6:30 p.m.


EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Heafy and seconded by Mr. Morera, with all in favor of adjourning.

The meeting was adjourned at 9:52 p.m.


Secretary/Assistant Secretary


President/Vice President