

**MINUTES OF MEETING  
SUNSHINE WATER CONTROL DISTRICT**

The Regular Meeting of the Board of Supervisors of the Sunshine Water Control District was held on Wednesday, November 14, 2007 at 6:30 p.m., in the Commission Chambers, Coral Springs City Hall, 9551 West Sample Road, Coral Springs, Florida.

Present and constituting a quorum were:

Mary Macomber	President
Dave Hulett	Vice President

Also present were:

Craig Wrathell	District Manager
Bruce Cranmer	District Counsel
John McKune	McKune & Associates
Cory Selchan	Field Supervisor
Richard Michaud	City of Coral Springs
Mark Grimmel	HRH Agent
Peter Colussy	CH2M Hill
Representatives	David & Gerchar, Inc.
David Clark	Resident

**FIRST ORDER OF BUSINESS:**

**Roll Call**

Ms. Macomber called the meeting to order.

Mr. Wrathell called the roll and noted that Mr. Sobers was not present.

**SECOND ORDER OF BUSINESS:**

**Discussion of Insurance**

Mr. Wrathell explained there were certain insurance policies that were not renewed as of September 30, 2007; and were expiring in October. Mr. Wrathell requested that Mr. Mark Grimmel, with HRH, to evaluate the District's insurance and with the help of Cory, did an inventory of the assets to ensure that all assets were insured. There is a substantial savings on the annual premium of approximately \$19,000.00 for the levels of coverage indicated within the Agenda Package. Mr. Wrathell asked Mr. Grimmel to explain the Preferred Governmental Insurance Trust with the Board Members.

Mr. Grimmel introduced himself and discussed the governmental experience/background of his company. Mr. Grimmel explained the coverage and benefits that he has outlined for the District at a substantial premium reduction. Preferred Governmental Insurance Trust is underwritten by all "A" rated carriers.

Mr. Wrathell highlighted the savings to the District and the levels of property coverage, general liability, and public official liability.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of adopting the PGIT Insurance as provided by HRH as discussed.**

**THIRD ORDER OF BUSINESS:**

**Discussion and Consideration of Proposal from McKune & Associates**

Ms. Macomber questioned a section of the Professional Services Agreement with McKune & Associates.

Mr. McKune clarified, what I was trying to say is that I will not order anything on my own without the Board's knowledge.

Ms. Macomber commented that she would prefer written notification for all charges prior to services.

Mr. Hulett discussed his visit with the Engineering firm following the last Board meeting. Mr. Hulett provided a copy of the original Engineering agreement with CH2M Hill, for review and discussion. Mr. Hulett shared his discussion with the staff at CH2M Hill and stated it was not very satisfactory in answers to his questions and asked Mr. Wrathell if he could advise them as to terms of the Engineering discussion.

Mr. Wrathell explained the Consultants Competitive Negotiations Act, this will require that if you are exceeding \$25,000 in an annual basis for Engineering Services that those additional services over \$25,000 would need to be bid out. If you accept Mr. McKune's proposal tonight, there would be an understanding that his services will not exceed \$25,000 in a 365 day period of time. We go out for RFQ process with a continuing services agreement for all new Districts. My opinion of the CH2M Hill, I am not qualified to comment on whether it is the same contract as the original contract.

Discussion followed regarding the previous contract and existing contract with CH2M Hill. (*\*\*\*please note, several speakers were not audible due to distance from the microphone\*\*\**).

Mr. Hulett stated due to the large projects that we are ahead of us, that at that point and time I would like to see if there are other engineering companies that may be interested.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the Proposal from McKune & Associates with the threshold of \$25,000.00 as under the contract with CH2M Hill and with written notification of all charges prior to service.**

Ms. Macomber expressed her concern over the remainder of the Board not being aware of Mr. Hulett meeting with the Engineering firm.

Mr. Hulett explained there was just an invitation for me to meet with them.

Ms. Macomber stated I think that Phil and I should be involved in any of these meetings and I would appreciate in the future being made aware of any such meetings.

**FOURTH ORDER OF BUSINESS:**

**Discussion and Consideration of Storm Water Update and Study**

Representatives from David & Gerchar, Inc. Surveyors and Mappers, presented their proposal for Professional Land Surveying as provided in the Agenda Packages and explained the scope of work that will be rendered for the District.

Mr. Wrathell commented on the data provided by the surveyors and the approach to the survey that is required by the NRCS agreement within a ninety day period. A revised drainage plan is to be done and a much larger plan is to be implemented in the future regarding the canals.

Explanation of the record survey of the canal x-sections was reviewed.

Mr. Wrathell clarified the scope of work and the costs involved with each phase of work. The debris and silt buildup in the canals was discussed; this will need to be determined in order to identify the benefit to the homeowners for assessments.

Ms. Macomber requested that Mr. Selchan oversee the project and requested an amendment to the proposal indicating that the approval is necessary by Sunshine Water Control

District Staff and McKune & Associates as well as request in writing to the Sunshine Board for any additional work.

Mr. Hulett provided a previous contract with CH2M Hill regarding work on the canals for review and asked Mr. Colussy to clarify what was done.

Mr. Colussy, CH2M Hill, explained the scope of work at that time that was necessary to establish the original canal cross sections and bottom elevations, and there were downed trees due to a hurricane.

**FIFTH ORDER OF BUSINESS:**

**Consideration of Permit Requests**

**a. Drainage Permit Request from La Placida Real Estate Development for construction of forty duplex units on existing vacant lots north of Sample Road on the east side of Coral Springs Drive:**

Mr. Colussy stated we have reviewed this permit and do recommend approval in accordance with the conditions in the letter.

A resident, David Clark, commented on the residents' concerns with this project due to the drainage pipes that are being installed by the Developer. The concern is that because the pipes are so large and cross over their neighborhood, there will be flooding in these areas; also there is no on-site storm water retention area. Mr. Clark requested that the Board defer action on this project until the residents have a chance to talk with the regulatory officials.

Discussion followed regarding the permit and the surface water management of these areas and Mr. Colussy was asked to clarify on the map the areas that will be affected by the project.

Mr. Rich Michaud, with the City of Coral Springs, stated I don't have much to offer you, other than to say that I did meet with the Clarks this afternoon and learned of their situation. The City engineer is installing the pipes in accordance to an approved plan and he stated that it is not being done wrong.

Mr. Hulett commented that I would like to see a better map as to where this work will be done and I prefer we table this item at this time.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of deferring this item until further review and correction to the maps is provided by the Engineer.**

- b. Right-of-Way Permit Request from Walter Keller, PE, AICP, for culverting of canal to allow for parking, circulation, landscaping, utility crossing and buffers for the Country Club of Coral Springs, 10800 West Sample Road, Coral Springs, Florida:**

Mr. Colussy commented that upon review, approval of this permit is recommended.

Mr. Walter Keller, representative of the Country Club of Coral Springs, demonstrated the site plan for this project and asked for the Board's approval tonight.

Discussion of the permit request followed.

Mr. Wrathell suggested that if the Board desires to approve the project that it would be contingent on additional indemnification by the Engineer.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the Permit Request from Walter Keller, PE, AICP, with additional indemnification by the Engineer.**

**SIXTH ORDER OF BUSINESS: Approval of October 10, 2007 Meeting Minutes**

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the October 10, 2007 Meeting Minutes as amended.**

**SEVENTH ORDER OF BUSINESS: Other Business**

There being no Other Business, the next item followed.

**EIGHTH ORDER OF BUSINESS: Staff Reports**

- A. Attorney**  
Mr. Cranmer discussed the expense of advertising the meetings; and clarified

the legal requirements for Board meetings.

Mr. Wrathell stated we advertise the meeting schedule for the entire year in order to reduce advertising costs for regular meetings and that newspaper advertising is not always effective.

Mr. Hulett suggested posting the meeting schedule on the website.

Mr. Cranmer discussed the Disaster Recovery Agreements with the City; there are two programs that are very similar. Mr. Cranmer suggested having the Manager review them and possibly piggyback on the City's agreement for hurricane debris removal.

Mr. Cranmer will draft a memo to the City regarding this suggestion.

Mr. Cranmer stated he received seventy TRIM notices from the tax collectors office.

Mr. Wrathell stated I believe those are for the pump stations; our office will take care of those notices.

**B. Engineer**

Mr. Colussy presented the new NRCS Project Agreement relative to the Emergency Watershed Protection program which was previously approved.

Mr. Wrathell concurred time is of the essence on this issue, the bids need to be executed within ninety days as we previously discussed.

Mr. Wrathell discussed the encroachment issues that need to be addressed with the residents.

The necessity of a written policy regarding encroachment issues was discussed.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the NRCS Project Agreement regarding the Emergency Watershed Protection Program as presented.**

**C. Field Supervisor**

**Consideration of Fencing bids:**

Mr. Selchan stated we asked ten people to come out and give us bids on repairing the damaged fences around the pump stations; we had two people who were kind enough to come out and bid. The estimated cost is \$3,895.00 for pump station #1

and \$2,310.00 for pump station #2 with Classic; they will install Razor wire with permission from the City.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of accepting the bid from Classic for fencing around the pump stations as discussed; \$3,895.00 for Pump station #1, and \$2,310.00 for pump station #2.**

**Consideration of Chemical Bid Awards:**

Mr. Selchan provided bids for Chemicals for use by the District and reviewed the data with the Board Members.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of accepting the Chemical Bid Award as presented.**

**D. Manager**

**1. Auditor Selection Process:**

Mr. Wrathell stated we have advertised again for Auditor; the response was very low with last month's advertisement. This item will be brought back to the next meeting.

**2. Newspaper Advertisement:**

We will get the meeting schedule on the Website and talk to the City about linking to their Website as previously discussed.

**3. Sunshine Gift Certificates:**

We had received a request for Gift Certificates for \$25.00 Publix Gift cards for employees and a Holiday luncheon on December 31<sup>st</sup> for a cost of \$34.95 per person for Board Members and Staff.

**4. Insurance Coverage:**

Provided under separate cover and previously discussed.

**5. Hurricane Wilma and Sun Trust Loan Analysis:**

Mr. Doug Patton, with WHHA, discussed the hand out provided regarding the debt service of the District and two loans related to the repair and replacement of Pump Station #1 and the Hurricane Wilma clean-up.

Discussion followed regarding the use of the reserve funds; the options available for the District to pay down the SunTrust loan and accomplish the improvements that are planned with minimal assessment increases.

**NINTH ORDER OF BUSINESS: Approval of Financials and Invoices**

**a. Unaudited Financial Statements as of October 31, 2007:**

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the Financial Statements as of October 31, 2007 as presented.**

**b. CH2M Hill Invoices for approval for period before WHHA was the District Management Firm:**

Mr. Wrathell questioned certain CH2M Hill invoices regarding the Pump Station analysis.

Mr. Colussy responded that was with the previous Management Firm.

**On MOTION by Mr. Hulett and seconded by Ms. Macomber with all in favor of approving the CH2M Hill invoices as presented.**

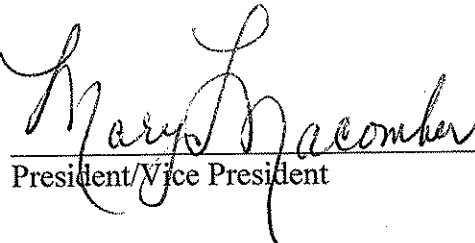
**TENTH ORDER OF BUSINESS: Supervisors Requests and Audience Comments**

There being no Supervisors Requests and no Audience Comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS: Adjournment**

There being no further business, the meeting was adjourned at 8:50 p.m.

  
Secretary/Assistant Secretary

  
President/Vice President