

**MINUTES OF MEETING
SUNSHINE WATER CONTROL DISTRICT**

The Regular Meeting of the Sunshine Water Control District's Board of Supervisors was held on **Wednesday, October 8, 2008, 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	Secretary

Also present were:

Doug Paton	Client Services Manager
Bruce Cranmer	District Counsel
Cory Selchan	Field Superintendent
Rhon Ernest-Jones	Engineer
Tom Donahue	Engineer
Alejandro Vasquez	Engineer
Chris Pence	Engineer
Cedo DaSilva	CH2M Hill
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 6:32 p.m. All Supervisors were present at Roll Call.

SECOND ORDER OF BUSINESS

**Consideration of Bids for Purchase of
Chemicals for Aquatic Weed Control**

- a. **Affidavit of Publication**
- b. **Bid Tabulation**
- c. **Ranking Form**

Ms. Macomber presented the affidavit of publication for this bid and asked Mr. Selchan for a follow up report. Mr. Selchan asked the Board to disregard the ranking form and approve the lowest bids submitted.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of authorizing Mr. Selchan to select the lowest bids submitted for each chemical.

THIRD ORDER OF BUSINESS**Consideration of Change Order No. 3
from Globe Tec for Canal Restoration**

Mr. Paton recalled that previously, the Board had discussed applying for an increase in NRCS funding for ongoing canal restoration work. He advised that on September 12, staff received approval for an additional \$325,000 from NRCS for this project. He said Mr. Selchan, Mr. DaSilva and Mr. McKune had worked with the contractor, Globe Tec, to get as much restoration work done as possible. Ms. Macomber asked if the engineers felt the work would be finished on time. Mr. Selchan responded affirmatively. Mr. Paton added that the District would also receive \$32,500 more in-kind engineering services work (total of \$192,500), in addition to the construction work.

Mr. Hulett asked about the status of reimbursements from NRCS. Mr. Paton advised that one request for reimbursement of \$777,000 was already granted. Staff had also requested reimbursement of \$429,000 the previous day. He expected that this would be received soon. Mr. Paton advised that the project is anticipated to go beyond six (6) months and requested the Board's approval to have CH2M Hill work beyond this time frame.

Mr. DaSilva, of CH2M Hill, gave a brief presentation illustrating various areas where restoration work was completed. Mr. Selchan commended CH2M Hill and Globe Tec staff on the excellent job. Mr. Paton said, after the contract is finished, CH2M Hill will certify the entire project. He said this certification will be needed by the NRCS for reimbursement. Mr. Ernest-Jones spoke in favor of extending the contract with CH2M Hill until the end of November, 2008. Ms. Macomber thanked Mr. DaSilva and the staff of CH2M Hill for the good work they have done for the District.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving Change Order No. 3 for canal restoration work.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of extending CH2M Hill’s contract to November 30, 2008 for completion of this project.

FOURTH ORDER OF BUSINESS

Consideration of Interlocal Agreement between Coral Springs Improvement District and Sunshine Water Control District

Mr. Cranmer said Mr. Wrathell had drafted the language in this Agreement, which further cemented this relationship; he voiced approval for the Agreement and said it is ready for signature. He recommended that the Board authorize staff to inform the insurance broker and underwriter about the existence of this Agreement.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the Interlocal Agreement between the Coral Springs Improvement District and the Sunshine Water Control District.

On MOTION by Ms. Heafy and seconded by Mr. Hulett, with all in favor of authorizing the District Attorney to clarify any remaining Interlocal issues with the Coral Springs Improvement District.

FIFTH ORDER OF BUSINESS

Approval of September 12, 2008 Public Hearing and Regular Meeting Minutes

Mr. Ernest-Jones provided the following corrections to the minutes:

Line 219: Change “Mr. Ernest-Jones” to “Mr. Wrathell.”

Line 221: Change “Mr. Wrathell” to “Mr. Ernest-Jones.”

Line 226: Insert “permit” before “involvement.”

Line 227: Change “1958” to “1968.”

Mr. Paton requested that all meeting participants speak clearly and identify themselves for the purpose of clarity in transcription of meetings.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the September 12, 2008 Minutes, as corrected.

SIXTH ORDER OF BUSINESS**Other Business**

With regard to the agenda, Mr. Paton explained that because the Board was meeting so early in the month, staff did not have enough time to submit reconciled financial reports; this is because of the short period from the 31st through the 1st of the following month. Mr. Paton said for this reason, financial statements were not included in the agenda packet. He advised that staff had just completed the September 30th financials earlier that afternoon. He indicated that he had copies of the balance sheet and income statement for the Board's reference. He stated that the Board will receive two (2) months of financial statements at the next meeting. The Board had no objections.

With regard to the agenda, Mr. Ernest-Jones explained that the engineering report was sent to the Board members via email. He requested adding on two (2) permit items to the agenda for discussion. There were no objections from the Board.

- **Coral Falls Permit**

Mr. Ernest-Jones advised that he had worked with Mr. Paton on compliance issues. He read aloud the following conditions stipulated in the permit: "That the existing irrigation system and pump pre-existing any modifications or improvements to the irrigation system or pump other than normal maintenance must be in complete compliance with the SWCD Permit Criteria Manual, last updated February 2005, or any subsequent updates." Secondly, "That all conditions of SFWMD Permit No. 060714-14 shall remain in effect."

Mr. Ernest-Jones said his firm recommended approval.

On MOTION by Ms. Heafy and seconded by Mr. Hulett, with all in favor of approving the Coral Falls permit request, subject to the conditions stipulated.

- **Coral Glades High School Permit**

Mr. Ernest-Jones said the following permit conditions needed to be met: "That all modifications to the drainage system must be in complete compliance with the Sunshine Water

Control District Permit Criteria Manual, last updated February 2005, or any subsequent updates.”
Secondly, “That all conditions previously approved in Sunshine Water Control District permits 97-1, 2001-1, 2003-1, 2003-11, 2004-16, shall remain in effect.”

Mr. Ernest-Jones said his firm recommended approval.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of approving the Coral Glades High School permit request, subject to the conditions stipulated.

SEVENTH ORDER OF BUSINESS

Staff Reports

a. Attorney

i. Status of Finalizing the Phillips & Jordan and Malcolm Pirnie Piggybacking Agreement

Mr. Cranmer advised that the District needed a debris removal agreement and a debris monitoring agreement. He advised that on September 18th, he had sent a monitoring proposal to the office of Malcolm Pirnie, but had not yet received a reply. Additionally, he had sent follow up correspondence earlier that day. Mr. Cranmer said it was suggested that the Board solicit separate bids for the land and sea equipment relative to NRCS issues. He said his office is making every effort to finalize this matter.

Mr. Cranmer recalled discussion at the previous meeting about an illegal fence on a homeowner’s property. He advised that staff sent letters to the property owner advising that the fence would need to be taken down. This was accomplished with no associated objections or problems.

Mr. Cranmer presented an invoice for \$175 to the District Manager from the Department of Community Affairs. Mr. Paton said staff would pay this invoice.

b. Engineer

Mr. Ernest-Jones recalled previous discussion about the Sawgrass Place project and said the applicant will be submitting this item at the November meeting.

Mr. Ernest-Jones recalled discussion at the previous meeting, wherein the Board authorized staff to commence the contract for District mapping. He deferred to Alejandro Vasquez and Chris Pence, with his engineering firm, to address the Board on this topic.

Mr. Vasquez gave a PowerPoint presentation explaining the GIS system being prepared for District mapping. He explained that staff compiled information to create the District's GIS map. He stated this system will provide access to all relevant information about properties within the District. The system will include links to the Property Appraiser's website, which will provide more detailed information on parcels within the District. Mr. Vasquez said staff is also working on creating a new layer of information to have an inventory of easements and right-of-ways within the drainage district. He illustrated how the program would be used to create this information. Mr. Ernest-Jones said the dedication language for each plat will be clearly defined. He stressed that the intention is to ensure this document is easily accessible to Mr. Selchan and operational staff. Mr. Vasquez said the mapping system will include access to data on hydrologic models and interconnection of basins. Additionally, products will be created to show how much money is being spent on canal maintenance. Mr. Ernest-Jones said this system will pull together good work done by CH2M Hill, the City of Coral Springs, SFWMD, the County and FDOT, and will create a very powerful tool. Mr. Vasquez said a very clear process is needed to get updated maintenance information on the maps.

Mr. Ernest-Jones said the Water Control Plan is moving forward and he expected to have a draft available for review in November. Ms. Macomber said she was able to locate the last Water Control Plan and distributed copies of the 2000 document. She commented that the plan she located appeared to be adequate for the District and voiced concern that the District not spend more money than necessary. Mr. Ernest-Jones disagreed and said the plan may have been adequate in the past, but now needed to be revised. He referred to Section 298.225 and read aloud the following: "Effective October 1, 1998, any Plan of Reclamation, Water Management Plan or Plan of Improvement implemented by the Water Control District, created by this Chapter, is considered a Water Control Plan for purposes of this Chapter by Oct 1, 2000, the Board of Supervisors of each Water Control District must develop or revise the District's water control plan to reflect the minimum applicable requirements set forth in Subsection 3."

Mr. Ernest-Jones advised that the Water Use Permit Application had been submitted and said staff was expecting a response by November 8.

Mr. Ernest-Jones advised that staff was doing preliminary analysis on CH2M Hill's report on Pump Stations #1 and #2. Staff was proceeding with final recommendations as part of the reclamation plan.

Mr. Ernest-Jones advised that there was an additional memo attached that outlined detailed review on Pump Station #3. He said staff was working on taking this pump station out of service as it was not needed; however, as this pump station is part of the Royal Lands surface water management permit, Mr. Cranmer's help may be needed. Mr. Hulett asked if staff will submit a pre-application with SFWMD. Mr. Ernest-Jones responded affirmatively and said staff will follow up with Royal Lands with regard to eliminating this pump station. Mr. Hulett asked if there was any propane in the underground propane tank. Mr. Selchan said the gauge reads 20% propane; however, he said he has not seen any as-builts for this station. Mr. Hulett asked whether tests could be done to determine the safety of the tank. Mr. Selchan said he did not have the feeling the tank was unsafe; however, if necessary, safety tests could be arranged. Mr. Hulett asked if the propane tank is listed on the District's liability coverage. Mr. Paton responded affirmatively.

Mr. Ernest-Jones said staff recommends that CH2M Hill finish Phase 1 of the canal restoration work.

Mr. Ernest-Jones advised that a meeting was held to discuss the Coral Springs Corporate Park flooding. He stated that the POA is disseminating information to its members to make them aware of their responsibilities. He said there are challenges locating documentation outlining each property owner's obligations; however, he anticipated that the property owners will be motivated to address this issue, as they were affected by the flooding. Ms. Macomber voiced concern that the District not take on any liability in addressing this matter.

Mr. Hulett asked if Mr. Ernest-Jones had prepared a timeline for Phase 2 canal restoration work. Mr. Ernest-Jones responded affirmatively and said he wanted Mr. Wrathell to review the schedule his firm prepared. He distributed copies of a timeline schedule to the Board members. Mr. Hulett requested a rough draft of the Phase 2 timeline presented in November.

c. Field Supervisor

There being no report, the next item followed.

d. Manager

- i. Unaudited Financial Statements as of September 30, 2008, will be presented for approval at the November Board meeting, to allow for the close out of September**

Mr. Paton handed out copies of the September 30, 2008 Balance Sheet and Income Statements. He stated that at the next meeting, he would distribute the check register and invoices.

ii. Discussion of Joint Call Center - Malcolm Pirnie, City of Coral Springs and Sunshine Water Control District

Mr. Paton recalled previous discussion among various parties about using Malcolm Pirnie's call center during hurricane restoration efforts. He said the City does not want the District to be part of its switchboard call center; however, staff can work independently with Malcolm Pirnie to establish a separate call center only for the District.

Ms. Heafy commented that the District did not need to set up its own call center, as most people's first instinct will be to call the City of Coral Springs for disaster relief information. Ms. Macomber asked Mr. Selchan if he believed a separate call center is necessary. Mr. Selchan said at this point in time, he did not anticipate the same volume of trees in canals; therefore, he felt the volume of calls will be much lower. He commented that the City of Coral Springs can also include a statement on its website and provide relevant contact information to residents. This would prevent the District from incurring the costs of a call center. Ms. Heafy agreed and felt the City would be happy to pass on information to District residents about who to contact during disaster recovery. Mr. Hulett said he was more comfortable with having calls come directly to the District's own call center. Mr. Paton said Malcolm Pirnie provides very efficient call centers to the City. Ms. Heafy said she would be happy to work with the City's call center on behalf of the District. Mr. Hulett requested that staff bring back information on costs to set up a call center at the next meeting.

iii. Permit Application Log

Mr. Paton referred to Tab #7 of the Agenda and advised that staff will now include a monthly Permit Application Log for the Board's information. He gave a brief overview of the permit application process.

iv. Status of Additional NRCS Funding for Globe Tec

This item was discussed under Agenda Item #3.

v. NEXT MEETING DATE: November 12, 2008

It was stated that the next meeting will be held on November 12, 2008.

EIGHTH ORDER OF BUSINESS**Audience
Requests****Comments/Supervisors'**

Mr. Hulett observed that the District's money was moved from the Evergreen Fund into a Fidelity Fund and asked for a status of the investments. Mr. Paton explained that the Fidelity Fund was a safe Treasury Fund. He advised that Mr. Wrathell is working with a broker on transferring the District's money into Treasury Bills. He asked whether the Board wanted staff to pursue placing some of the District's funds into a two (2)-month Treasury Bill, which will mature in December; at that point, when tax revenues start coming in, the District will be in a different financial position. Ms. Macomber said this plan sounded good to her. Mr. Hulett asked whether staff already ascertained the District's cash flow needs over the next 60 days. Mr. Paton responded affirmatively. He said staff recommends putting away \$1.5 million for two (2) months, which will still leave the District with enough money on hand to meet all its expenses. Mr. Paton reminded the Board that about \$450,000 was coming to the District from NRCS.

On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of authorizing staff to move \$1.5 million of District funds into Treasury Bills for a two (2)-month period.

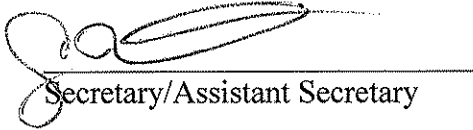
Mr. Hulett said he had concerns about the health insurance renewal amounts, plan design, the Policies and Procedures Manual and annualized returns of pensions for the last four (4) years. He stated he will email these questions to Mr. Wrathell. Mr. Paton said the insurance company was working on providing the pension plan returns.

Mr. Paton recalled a previous question regarding one (1) employee's health coverage costs. He explained that CSID's had sent a response explaining that one (1) employee and a dependent were overlooked and as a result, the account was not billed for many months; when this was discovered, a large bill was submitted. Mr. Paton said the coverage is legitimate, but because it was a large amount, it stood out on the financial statements.

NINTH ORDER OF BUSINESS**Adjournment**

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

The meeting was adjourned at 8:06 p.m.



Secretary/Assistant Secretary



President/Vice President