

**MINUTES OF MEETING  
SUNSHINE WATER CONTROL DISTRICT**

The Regular Meeting of the Sunshine Water Control District's Board of Supervisors was held on **Wednesday, November 12, 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:**

Dave Hulett	Vice President
Emily Heafy	Secretary

**Also present were:**

Craig Wrathell	District Manager
Doug Paton	Client Services Manager
Bruce Cranmer	General Counsel
Rhon Ernest-Jones	Engineer
Tom Donahue	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 6:31 p.m. All Supervisors were present at Roll Call, except Ms. Macomber, and all others were present except Mr. Cranmer.

**SECOND ORDER OF BUSINESS**

**Approval of October 8, 2008 Regular Meeting Minutes**

Corrections were provided to the minutes as follows:

Line 179: Change "proposed" to "prepared".

Line 276: Delete "fairly".

**On MOTION by Ms. Heafy and seconded by Mr. Hulett, with all in favor of approving the October 8, 2008 Regular Meeting Minutes, as amended.**

**THIRD ORDER OF BUSINESS****Other Business**

There being no Other Business, the next item followed.

**FOURTH ORDER OF BUSINESS****Staff Reports****a. Attorney**

As Mr. Cranmer was not yet present, the next item followed.

**b. Engineer**

Mr. Hulett suggested that Mr. Ernest-Jones provide the Board and staff with a brief outline of items to be discussed prior to each meeting. Mr. Ernest-Jones agreed to provide the most current report possible prior to preparation of agenda packets.

Mr. Ernest-Jones advised that permit applications were in progress for Coral Falls Apartments and Coral Glades High School. Also, the applicant will have the permit application for Sawgrass Place ready to present at the December meeting. Regarding the GIS District mapping project, Mr. Ernest-Jones said his staff is 75% complete on this task. He stated that his firm will coordinate with Mr. Cranmer's office to identify any drainage easements that may exist under any instruments other than plats. Mr. Hulett suggested that Mr. Selchan coordinate with Mr. Ernest-Jones to determine the appropriate computer system needed to run the software.

**\*\*\*Mr. Cranmer arrived at the meeting.\*\*\***

Mr. Ernest-Jones said the water control plan is proceeding well. He advised that his staff met with the South Florida Water Management District (SFWMD) planner who requested that the five (5)-year Capital Improvement Plan be added.

Mr. Wrathell recommended that since a lot of capital needs have not been addressed for a long time, the District should incorporate all its capital improvement needs and take advantage of one (1) large bond issue. He said this will allow the District to reinvest in its system and include everything needed to create a 21<sup>st</sup> century operating system. He encouraged Mr. Selchan and Mr. Ernest-Jones to compile everything needed with the goal of making a state-of-the-art water control system. Mr. Wrathell explained that it is more cost efficient to issue bonds at one time and spread the capital improvement costs over a 30-year time frame.

Mr. Ernest-Jones provided an early draft of the Capital Improvement Plan. Mr. Wrathell said this report is simply a draft for now and will not yet be ready for detailed discussion. He

commented that by spring of next year, the Board will have a strong version of the water improvement plan. He explained that staff is required to submit a copy of the plan to SFWMD, who will review it prior to the District's public hearings to adopt it. By summer of next year, staff will have clear financing models and numbers which will determine assessments prior to initiating the public hearing process. Mr. Wrathell added that by early fall, staff should be ready to adopt the assessment levels and most likely bonds may be issued at that time.

Mr. Hulett commented that the current credit market and economic conditions might not be favorable; however, they gave the District plenty of time to do a thorough planning job to design an excellent system until the markets are more favorable.

Mr. Ernest-Jones advised that the water use permit was submitted in a timely manner. He said the most significant requirement is for joint coordination between the City, the Coral Springs Improvement District (CSID) and the North Springs Improvement District (NSID).

Mr. Ernest-Jones said the time is approaching when engineering staff will request the Board's decision on whether to replace Pump Stations #1 and #2 or continue repairing them. He commented that he will work with Mr. Wrathell to formulate a recommendation or frame the business issues for consideration. Mr. Wrathell commented that the District's pump stations are 40-plus years old and not very well protected. He said his strong recommendation from a financing perspective, is to move away from liquid propane to more upgraded electrical pump stations with appropriate new housing to protect them. Mr. Hulett agreed that the systems are inadequate and that the District should be moving toward replacing these stations with a first class system that will last for another 40 or 50 years.

Mr. Ernest-Jones said there is general consensus that Pump Station #3 should be removed. He requested authorization to contact representatives of Royal Lands for their permission to remove this system as it is part of their permit. The Board agreed with this.

Mr. Ernest-Jones said his firm had been working with CH2M Hill on canal restoration work and is looking forward to Phase 2.

Mr. Ernest-Jones said the Corporate Park flooding issue is moving forward. He advised that the president of the association, Ralph Merritt, is speaking with the City Attorney to reach some consensus about the easements. Mr. Ernest-Jones said he anticipated that this might revert to an issue between the property owners and the City. He said he was pleased that the Board allowed him to serve as a catalyst to having this issue resolved.

Mr. Ernest-Jones advised that he had attended fruitful meetings with the City's utility consultant, Mr. McKune, Mr. Paton, Mr. Selchan, and Mr. Wrathell regarding the East-West Basin Interconnect proposed by the City's consultant. He said from a recharge standpoint, it is desirable to have a controlled interconnect between the east and west basins. He reported that the discussion centered on what is initially needed to obtain a county grant that will fund 50% of the design and permitting efforts. Mr. Ernest-Jones indicated three (3) potential interconnect areas that were proposed. He commented that the benefits identified would be far greater to the City as the utility provider. He said Mr. Selchan had identified added benefits of the east-west interconnection, such as cost sharing for work that would have been part of the District's future capital improvement plans to clean out canals and culverts. Other benefits would include better control of elevations and a more aesthetic water control plan for residents. Mr. Donahue referred to an illustration and pointed out the two (2) relevant locations to make the interconnect.

Ms. Heafy asked about the difference between this interconnection and the North Springs interconnection previously proposed. Mr. Ernest-Jones said this was brought up at the meeting, but North Springs had its own problems in terms of water supply and recharge. He said the intergovernmental coordination was a good thing, but he felt it would not be greatly encouraged by North Springs. He felt this should be pursued and said his staff would be happy to work on the Board's behalf to give a presentation to the Board of Supervisors of the NSID. Mr. Ernest-Jones said it seemed to be of little advantage to NSID to have the proposed interconnect, even though it might be good for the SWCD. Ms. Heafy spoke of a conversation she had with members of NSID, where it was commented that this cut through was important. Mr. Ernest-Jones said if the will is there, then this should be done.

Mr. McKune said the SFWMD is interested in the broad conservation of water. He explained that North Springs does not want water pumped into the Everglades; therefore, it pumps water over to the Hillsborough Canal. He said [verbatim]: "If there was an interconnect between NSID and SWCD and between SWCD and CSID, should there be heavy rain in NSID and there was available capacity in SWCD, then SFWMD would prefer to see the water moved to the Sunshine Water Control District and fill up these basins." He continued to explain that during a drought, when the City is in distress and needs water in the east basin, the same trouble situation usually affects North Springs. Mr. McKune also said that [verbatim]: "During the dry season, NSID will be reluctant to let water flow from their southwest corner into the District's

northwest corner; but it is still a good fit for everyone to have it there.” Mr. Hulett felt it is a good idea to be proactive in pursuing these discussions further with all entities involved. Mr. Ernest-Jones felt that sooner or later, SFWMD will impose mandates to require some of the interconnections being discussed.

Ms. Heafy agreed that the three (3) districts need to address this matter for the benefit of all their citizens. It was agreed that it is a good idea to wrap this work into the financing program.

Mr. Michaud said the City welcomed the District’s involvement in this matter; however, he could not say what percentage of cost sharing the City would support at this time.

Mr. Ernest-Jones advised that with the Board’s permission, he and his staff will attend the SFWMD’s special meetings for the Chapter 298 drainage districts.

Mr. Ernest-Jones reported that Pump Station #1 and #2’s propane tanks are 75% full. He stated that he had done some research and learned that propane tanks are regulated through the State Department of Agriculture and Consumer Services, through the Bureau of Liquid Propane Gas. He said he had discussed this with Mr. Selchan and would place the District on an annual schedule for reporting and inspection. Mr. Hulett asked when the Board can expect these tanks to be inspected. Mr. Ernest-Jones said this will be done before the end of the year. Mr. Hulett said he will be more comfortable when these are inspected and signed off by the proper authorities. Mr. Ernest-Jones indicated that a memo was provided to the Board with additional information.

Mr. DaSilva provided an update on the NRCS canal bank restoration and advised that the contractor had completed all work on October 31. He said his firm is now in the process of collecting all the information and reviewing the sites. He advised that currently, the final package is being prepared for NRCS review and also, a final punch list is being prepared for the contractor.

Mr. Paton stated that a reimbursement was recently received from NRCS for \$429,000; he added that there is approximately \$700,000 remaining to submit. He stated that overall; the project cost will total \$2.3 million of which the District will receive about \$1.7 million from NRCS. Mr. Hulett commended all parties involved for the success of this project.

**\*\*\*The Board returned to the Attorney’s Report at this time.\*\*\***

Mr. Cranmer advised that he had finalized the Phillips & Jordan piggyback agreement. Also, the agreement with Malcolm Pirnie was finalized with some language changes. Mr.

Cranmer said he needed the list of recommended equipment that was submitted with one of the packages. Mr. Wrathell commented that competitive bids for projects such as these are a good thing for the District. Mr. Cranmer agreed this is a good idea; however, in emergency situations, the District should have a standby firm in place for work that needs to be done right away. Mr. Wrathell agreed and said going forward, the District can put out a formal bid package in spring so a contractor is in place far in advance of hurricane season.

Mr. Hulett recalled previous discussion about the call center for storm restoration and asked for an update on this. Mr. Paton said staff had researched this issue and gone over the numbers; he said after speaking with Malcolm Pirnie, they were not really in favor of providing a call center as it was not cost effective to the District. He said Mr. Selchan recommended using the current system whereby residents generally call the City. He added that the City's website lists the CSID telephone number which allows customers to get to Mr. Selchan. Also, the management firm's telephone number is also listed on the website for general inquiries. Mr. Paton said the recommendation is not to pursue the call center but handle this in-house. Mr. Hulett asked if there was a practical way to get District staff telephone numbers filtered through CSID so that calls go directly to Mr. Selchan. Mr. Wrathell felt the system was workable right now. He recalled that after Hurricane Wilma, the City received several calls about trees in canals; however, now that District has implemented its canal restoration and clean up program, he felt the District's potential for serious damages is somewhat minimized.

Mr. Hulett stressed that he wanted to move the District away from being dependent upon the CSID. Mr. Wrathell commented that the District does have a contractual relationship with CSID and that this is one of the services they provide. He pointed out that there are positive cost efficiencies that result from working with a larger agency like CSID. Mr. Hulett agreed that cost efficiency is important and said if the District's calls are routed appropriately to Mr. Selchan, he would be comfortable with the current arrangement.

Mr. Cranmer said he, Mr. Hulett and Mr. Paton had done some minor modifications on the Interlocal Agreement. Mr. Cranmer said he will follow up on this further the next day.

**c. Field Supervisor**

Mr. Hulett advised that Mr. Selchan would not be present that evening. Mr. Wrathell said he learned that afternoon that Mr. Selchan's stepfather had passed away. Mr. Hulett asked if the

Board had done anything about sending a charitable gift. Ms. Heafy said there is a request for a charitable contribution in lieu of flowers.

**On MOTION by Mr. Hulett and seconded by Ms. Heafy, with all in favor of providing a \$150 charitable contribution on behalf of the family and sending a card from the Board.**

**d. Manager**

**i. Unaudited Financial Statements as of September 30, 2008**

Mr. Wrathell presented the Unaudited Financial Statements as of September 30, 2008 along with a balance sheet for the General Fund. He explained that timing is an issue when it comes to reconciling and posting all the monthly financial statements before the agenda packets are sent out for each meeting. He requested that the Board allow staff extra time to ensure that financial statements are complete and ready for the agenda packets. He explained that from an accounting perspective, staff would prefer to present the previous month's statements at each meeting to avoid corrections that may result from rushing financial statements into the agendas too early. Mr. Wrathell summarized the balance sheet provided at Mr. Hulett's request. He explained that a year-end budget amendment will be prepared because the District's expenditures have exceeded the budget for last year.

Mr. Hulett said the balance sheet is helpful in keeping the Board updated on the District's financials. He commented that purchase orders need to be redrafted to reflect the current address. He also requested that all invoices reflect "Sold to Sunshine Water Control District."

**On MOTION by Ms. Heafy and seconded by Mr. Hulett, with all in favor of approving the September 30, 2008 Unaudited Financial Statements.**

**ii. Update on the Proposed Call Center**

This item was discussed during the Engineer's report.

**iii. NRCS Project Status**

This item was addressed during the Engineer's report.

**iv. Update on Capital Improvement Program and Estimated Schedule**

This item was discussed during the Engineer’s report.

**v. Permit Application Log**

Mr. Wrathell referred to the Permit Application Log spreadsheet provided.

**vi. NEXT MEETING DATE: December 10, 2008 at 6:30 P.M.**

Mr. Wrathell advised that the next meeting will be held on December 10, 2008 at 6:30 p.m. He stated that the RFP/RFQ for post hurricane cleanup and monitoring will be addressed on a future agenda.

**FIFTH ORDER OF BUSINESS**

**Audience  
Requests**

**Comments/Supervisors’**

Mr. Hulett recalled that he had asked staff to look over the Personnel Manual for the District’s Offices. He requested that the contract Human Resource Provider modify this document to state Personnel Manual for the Sunshine Water Control District and to include the District’s mission statement and a new signature page for employees of the District.

Mr. Hulett reported that Mr. Paton had provided him with renewal rates for health insurance. He voiced concern that there is no reference to the SWCD in the insurance documentation he reviewed. He requested that the content be modified to reflect that “SWCD employees are also covered under the CSID plan.” Mr. Hulett voiced concern that based on the insurance documentation, SWCD employees are listed as employees of the CSID. He also voiced concern about lack of cooperation from CSID in helping the District resolve these concerns. Ms. Heafy agreed. Mr. Hulett stressed his desire to separate the District from other entities so it stands on its own in health insurance matters. He said he wanted to see more cooperation if the District continues to use the CSID as its Human Resources Department.

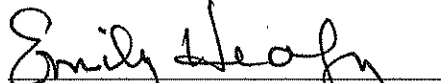
**SIXTH ORDER OF BUSINESS**

**Adjournment**

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

The meeting was adjourned at 8:28 p.m.



  
Secretary/Assistant Secretary

  
President/Vice President