

Tindall Hammock Irrigation and Soil Conservation District

Minutes for

Board of Supervisors Meeting Wednesday, October 16th, 2013 at 4:30 p.m.

At 3941 Southwest 47th Avenue, Davie, Florida 33314

Call to Order:

The Chair H. Collins Forman, Jr. called the Meeting of the Board of Supervisors of Tindall Hammock Irrigation and Soil Conservation District to order at 4:31 p.m. The notice was duly posted.

Roll Call:

Mr. Bell was asked to take the roll. A quorum was present.

Supervisors:

Present:

Chair H. Collins Forman, Jr., Walter Forman, and Eric Forman (by phone)

Also Present:

Douglas R. Bell, Esquire, Patricia Mahaney (Everhart Management Group), Pat Gibney, P.E. (Craven Thompson & Associates), Jay Ameno, P.E. (GAI) and Bob Salerno (Fern Crest), Austin Forman, landowner.

Consideration of Award of Bid to R.J. Sullivan And Contract for Water and Wastewater Improvements for the Utility Plant

The Chair opened discussion on the results of the bid for Water and Wastewater Improvements for the Utility Plant as part of the Capital Improvement Plan for the District and Fern Crest Utilities. Mr. Ameno noted that R.J. Sullivan (RJS) is the apparent qualifying low bidder. Mr. Ameno (GAI) also noted that RJS had agreed to the payment schedule by fiscal year. Further, RJS will be completing the schedule of values upon bid award and will be providing all requested documents and a signed contract back to the District for District execution.

Motion #1:

Mr. Walter Forman made a motion to award the bid to the apparent low bidder, R.J. Sullivan. Mr. Eric Forman seconded the motion. The Motion carried.

The Chair asked Mr. Bell to prepare Resolution 2013-15 which authorizes the District to Award Contract to low bidder, R.J. Sullivan Corp., a Florida Corporation and to authorize the District Chair to execute the Contract on behalf of the District.

Motion #2:

Mr. Walter Forman made a motion to approve Resolution 2013-15 and execute the agreement as proposed. Mr. Eric Forman seconded the motion. The Motion carried.

Consideration of Everhart Management Group LLC (EMG) to provide management, accounting and administrative services to the District:

The Chair opened discussion on engaging EMG to assume the management, accounting and administrative functions for the District.

Motion #3

Mr. Walter Forman made a motion approving Resolution 2013-14 Authorizing the Tindall Hammock Irrigation and Soil Conservation District to enter into an agreement with Everhart Management Group, LLC for the purpose of providing management, accounting and administrative consulting services associated with the operations of the Tindall Hammock Irrigation and Soil Conservation District to the Tindall Hammock Irrigation and Soil Conservation District and all matters agreed to in the proposed agreement relating to said District; providing for severability; and providing an effective date. Mr. Eric Forman seconded the motion. The motion carried.

Progress Report on revisions to section 2 of the District's Water and Wastewater Utility Standard Notebook to conform stated reference to fees, rates and tariffs with fees, rates and tariffs adopted by District Resolution 2012-06:

Mr. Bell updated the group on the progress of revisions to Section 2 of the District's Water and Wastewater Utility Standard Notebook. Discussion ensued regarding the requirement that a developer commit in advance and pay in advance for District services. Further discussion occurred regarding the need for a standard developer agreement for ERCs and permits. It was agreed that any developer should pay in advance; a standard agreement should be used and a bill of sale for ERCs (either obtained from the District or outside the District) be provided prior to any work being done.

Presentation of and discussion on proposed Water and Wastewater Agreement for Toscana II Development:

Mr. Bell commented that the prior discussion resolved the issues for Toscana II. It was noted that the engineering fees are 2% of cost. If costs are under, the District refunds any excess fee. If costs are over, the District has no recourse for additional fees.

Discussion on status of the IDI (Davie Business Center) Development Water and Wastewater Facilities:

IDI has not paid review fees. Per Mr. Ameno, GAI has not received the cost estimate.

Presentation of and discussion on IDI (Davie Business Center) Water and Wastewater Agreement for Phase I:

Discussion ensued regarding IDI and the assignment of some ERCs for Phase I. It was noted that the agreement provides for re-evaluation of industrial usage after occupancy.

Discussion on status of Elan 33 Development Water and Wastewater Facilities:

Mr. Bell commented that the project is moving forward, the Bill of Sale is completed and the video assessment will be done on sewers, pending cost figures.

Status of update to District's Water Control Plan and Facilities Report:

Mr. Gibney notes that the report is not started and requested that the discussion be deferred to a future meeting as there is adequate time to address this requirement.

Update on DOT Condemnation Proceedings for additional Turnpike Right-of-Way:

Mr. Bell that the condemnation proceedings are still on hold

Discussion on proposed access to the Pump House facility adjacent to the Turnpike and access to the box culvert under the Turnpike:

As to the proposed access Mr. Gibney reported that DOT has agreed to correct access and may not leave the Turnpike access as is. Approval of the proposed limited access off of the Turnpike is required. Mr. Gibney was asked to engage DOT in further discussion about leaving the Turnpike access.

Update on Utility Plant Capital Improvement Plan:

Mr. Salerno commented that with the award of bid to R.J. Sullivan, the improvement plan is underway. Further, Fern Crest received permits from Broward County to move forward with the wastewater construction; letters will be issued from Fern Crest regarding the Capital Improvement Program to property owners; Fern Crest will be applying to Broward County for water permits; Mr. Salerno and Mr. Ameno will be meeting with the Broward County Health Department on October 29th in follow up to issues on the wells with regarding to pad size, sealing and ventilation.

Progress report on providing Water and Sewer service to property east of Turnpike:

Mr. Ameno commented that the options have been evaluated and are included in the Capital Improvement Plan in two years.

Status report on Fire Hydrants for FDOT Fire Suppression System:

The fire hydrant project is complete. The District needs easements from Mr. Forman relating to this item.

Update on I-595 construction and condition of culverts under I-595:

No update.

Progress report on new modular office building for water and wastewater treatment facility:

The office project was on the consent agenda and Mr. Salerno should have the permit on October 17th with installation occurring on Monday, October 21st.

Update on Special District Legislation proposed for 2014:

Mr. Bell reported that there are no changes to date.

Status of 5 year recertification program:

Mr. Gibney reported that two have been completed; Westport Business Center and the Ruby Tuesday location. There are no significant issues with either location.

Update on THISCD Web page and separate website for Fern Crest:

Ms. Mahaney requested this item be deferred until January given the change in District management.

Discussion on designation of District Custodian for maintaining District Records and to respond to public requests for District documents:

Ms. Mahaney commented that the State of Florida offers guidance with regard to record retention guidelines and requirements. Ms. Mahaney requested this item be deferred until January given the change in District management.

Next meeting:

The next regular meeting of the Board of Supervisors is scheduled for Wednesday, November 20th, 2013 at 4:30 PM at 3941 SW 47th Avenue, Davie, Florida. It was confirmed that board members will be available either in person or by phone at this time and a quorum will be met.

Old Business:

Mr. Bell noted that minutes from the September meetings are still outstanding from NCS.

New Business:

None

Public Comments and Concerns:

None

Adjournment:

There being no further business, the Chair adjourned the meeting at 5:29 p.m.