

MINUTES

Tindall Hammock Irrigation and Soil Conservation District

Board of Supervisors Meeting

Wednesday, August 19th, 2015 at 4:30 p.m.
3941 SW 47th Avenue, Davie, FL

Call to Order:

H. Collins Forman, Jr. called the Meeting of the Board of Supervisors of the Tindall Hammock Irrigation and Soil Conservation District to order at 4:30 p.m. The meeting notice had been duly posted.

Roll Call:

The District Clerk called the roll. A quorum was present.

Supervisors:

Present:

H. Collins Forman, Jr. Eric Forman and Dr. Walter Forman

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*)

Approval of the interim financial statements for May and June 2015:

Mrs. Mahaney presented for approval the interim financial statements for the periods ending May 31, 2015 and June 30, 2015. Mrs. Mahaney also presented the third quarter budget to actual comparison report. Mrs. Mahaney reported that all items were in line with the budget. Mrs. Mahaney reported that she and Mr. Salerno had reviewed the detail utility activity from October 2014 thru June 2015 in regard to the finalization of the enterprise fund budget. The Chair entertained a motion to approve the May 31, 2015 and June 30, 2015 interim financial statements.

Motion #1:

Eric Forman made a motion to approve the May 31, 2015 and June 30, 2015 interim financial statements. Dr. Walter Forman seconded the motion. The motion carried.

Review potential meeting dates for 2015/2016 year:

The Chair presented the slate of proposed meeting dates for the 2015/2016 fiscal year as follows:

2015/2016 BOARD MEETING DATES

October 21, 2015
November 18, 2015
December 16, 2015
January 20, 2016
February 17, 2016
March 16, 2016
April 20, 2016
May 18, 2016
June 15, 2016
July 20, 2016
August 17, 2016
September 21, 2016

The Chair requested that the members review their respective calendars for availability and advise the District Manager of any conflicts. The final dates will be approved at the Annual meeting.

Discussion on 2015/16 Budget hearings and Annual meeting of the Landowners in September 2015:

The Chair presented the dates and times for the budget hearings as follows:

- A Public hearing on proposed Water and Sewer Facility Enterprise Fund Budget scheduled for 4:45 p.m. on Thursday, September 3, 2015

- The first budget public hearing to approve tentative millage rate and tentative budget is scheduled for 5:01 p.m. on Thursday, September 3, 2015 at 3941 SW 47th Avenue, Davie, Florida
- The annual Landowners and Supervisors meeting scheduled for 4:30 p.m. on Wednesday, September 9, 2015
- The final budget public hearing to approve tentative millage rate and tentative budget is scheduled for 5:01 p.m. on Wednesday, September 9, 2015 at 3941 SW 47th Avenue, Davie, Florida

Mr. Bell reported that the date and time of the first budget public hearing is set and cannot be changed. The Chair inquired of the other Supervisors as to any conflicts with the date and times of the annual meeting and final budget public hearing. There being none, the dates and times were found to be acceptable.

Mrs. Mahaney reported that there were two issues needing the attention of the Supervisors in order for the budget to be finalized prior to the public hearings. The two issues are the capital improvements and the salaries for the utility employees. Mrs. Mahaney had requested that Mr. Ameno and Mr. Salerno focus on the future capital improvements during Mr. Ameno's update on the utility plant improvements.

Discussion on the Utility Plant Capital Improvement Plan and budget proposal for Phase II

Mr. Salerno presented information relating to the needed capital improvements and those that can be completed "in-house". Mr. Ameno distributed some additional material to supplement Mr. Salerno's materials and reported that he and Mr. Salerno were in agreement on all but one item priority. Mr. Ameno recommended that the upgrade to the old facility to an MLE treatment process be done in concert with the other work already being done. The MLE treatment process is a nutrient removal process which is recognized by the State and being used in the new plant already. Therefore, Mr. Ameno recommended that the "Adding anoxic zone to old plant" be moved up in priority. Mr. Ameno reported that the "4 Log Process", which is a Federal standard, can be deferred for 1 – 1 ½ years to FY 2017/2018 based on the health departments current schedule. Mr. Salerno reported that they are reviewing other options that would be significantly less than the \$1.5M cost associated with the proposed process. The Chair requested that Mr. Ameno and Mr. Salerno continue to study the options.

Mr. Salerno reported on the current salary levels for utility employees. Mr. Salerno presented information from several municipalities for comparison. The average increase needed to bring the utility salaries in line with the rest of the county is approximately 9%. The Chair entertained a motion to approve the salary increases as presented by Mr. Salerno effective October 1, 2015.

Motion #2:

Dr. Walter Forman made a motion to approve the salary increases as presented by Mr. Salerno effective October 1, 2015. Eric Forman seconded the motion. The motion carried.

Mrs. Mahaney requested that the Supervisors approve the capital budget items and maintenance items for inclusion in the final budget. The Chair recommended that both the capital items indicated as priority "1" and priority "2" be included in the budget for a total of \$1,198,000. Also, the Chair recommended that the maintenance items totaling \$518,600 should be included in the operating budget for the utility. Mr. Salerno recommended that all lower priority items be deferred to future years. The Chair entertained a motion to include the capital and maintenance priority items numbered "1" and "2" as discussed in the tentative budget.

Motion #3:

Eric Forman made a motion to include the capital and maintenance priority items numbered "1" and "2" as discussed in the tentative budget. Dr. Walter Forman seconded the motion. The motion carried.

The Supervisors discussed the current millage of 4.9 mills and the roll-back rate of 4.3967 and the likely opportunity to lower the rate at the upcoming tax hearings based on the current financial condition of the District.

Discussion on the Utility Plant Capital Improvement Plan (current status)

Mr. Ameno reported that the issues with regard to the Broward County Health Department consent order are complete. He also reported that the new plant is operational with the instrumentation check-out in progress. There will be a final punch list prepared this month for R.J. Sullivan's completion and the final as-built drawings are still pending.

Mr. Ameno reported that the responses to the RAI received June 11, 2015 from FDEP regarding the Re-use system application, connection schedules and operation protocols are in process. The preliminary comments received suggest that the Cross-Connection Control Program with BCHD will need to be updated and the Operation Protocol submission will need to be revised. Mr. Ameno is reviewing the options of adopting either the Town of Davie or Broward County Cross-Connection Programs as they both comply with the most recent Federal rules. Mr. Salerno reported that all the

equipment and procedures are in compliance and this is simply the resolution that needs to be updated. Mr. Ameno requested that Mr. Bell review both from a legal perspective. The Supervisors discussed using the Town of Davie program. The Chair entertained a motion to approve the use of the Town of Davie's Cross Connection program as the basis for the District program.

Motion #4:

Dr. Walter Forman made a motion to approve the use of the Town of Davie's Cross Connection program as the basis for the District program. Eric Forman seconded the motion. The motion carried. The Chair noted that the final resolution will be presented to the board for final action at a future meeting.

Mr. Ameno reported that the Broward County Annual Operational Permit has been received.

In addition to the final punch list and as-built drawings, Mr. Ameno reported that he expects to have one more change order and then a final reconciliation change order on the Improvement Project. Mr. Ameno believes that the fifth change order may be approximately \$10,000 for additional programming and anticipates that the reconciliation change order may be a credit depending on whether the contractor proceeds with completing the generator pad.

Mr. Ameno reported that the interconnect with the Town of Davie in the amount of \$45,000 is included in the priority items discussed for inclusion in the budget for FY 2015/2016.

Mr. Ameno and Mr. Salerno responded to several questions regarding the generator. In summary, the minimum generator capacity should be 350 kW. Mr. Salerno is assessing a 500 kW generator which would provide ample power. Mr. Ameno has received one quote in order to establish an estimate for use in the tentative budget. The Chair requested that Mr. Ameno or Mr. Salerno call Don Hillman and obtain a price for a comparable generator in Broward County.

Discussion on proposed Corrective, Supplemental and Restated Memorandum of Lease or Amendment to the Rock Pit Lease between the District and Forman Industrial Land, L.L.C..

Austin Forman, representing the land owners, indicated that the landowner does not want to modify the lease at this time. This item was deferred.

Discussion on District involvement/input to State Department of Environmental Protection Study [2014 Senate Bill 526] on reclaimed water, storm water and excess surface water in the state. Meeting/webinar scheduled for Thursday, August 20th, 2015 at 9:30 a.m.

Mr. Bell reported that he had just learned of this event. There is a comment period open thru September 19, 2015. Mr. Salerno reported that he had read the draft report. Mr. Ameno reported that the trend for "one water" is going nationwide. Mr. Bell inquired as to the District's interest in participating in the comment process. The Chair recommended that the District not participate at this time.

Discussion on status of development projects:

IDI [Davie Business Center] Development

Mr. Bell reported that IDI paid the outstanding legal invoice. Mr. Bell also reported he is working with them to put the Developer's Agreement in place for Building B of Phase I.

IDI [Davie Business Center] Phase II Development

Mr. Gibney reported that there was no new information on IDI Phase II. Mr. Ameno reported that he was in possession of the site plan and inquired as to whether he should complete processing the permit at this time now that the Phase I legal invoice has been paid. The Supervisors suggested that GAI request a deposit in advance.

Bridge Point-Davie Development

Mr. Ameno reported that he is waiting on the health department for final approval. Due to delays there is a requirement for Bridge Point-Davie to re-sample and resubmit to the Health Department.

Reports:

DOT Condemnation

Mr. Bell provided an update on DOT Condemnation proceedings for additional Turnpike Right-of-Way and reported that the trial has been rescheduled to December 2015.

I-595 construction and condition of culverts under I-595

Mr. Gibney reported that Dragados still has to resolve the access issue. Mr. Gibney reported that Shenandoah will be starting work the following week on the blocked culvert.

Additions and Amendments to District's Permit Criteria Manual

Mr. Bell reported no change from the prior meeting.

5 year recertifications

Mr. Gibney reported that there were several 5-year re-certifications completed since the last meeting.

Turbidity in North-South Canal South of rock pit

Mr. Gibney reported that this issue is resolved and this item can be removed from future agendas.

Water Control Plan and Facilities Plan

Mr. Gibney distributed a draft of the District Water Control Facilities Report. He requested that all concerned review the draft and provide him with any additional comments or corrections.

Update on discussions with PNC Bank

Mrs. Mahaney reported that a 60-day extension had been approved and executed. The extension expires August 31, 2015. Mrs. Mahaney reported that there is a new bank representative servicing the account. The new representative will be requesting an additional 30-day extension and working with PNC Bank's credit department on a restructuring of the loan. Mrs. Mahaney reported that she has also contacted representatives from BB&T regarding the possible acquisition of the note and subsequent restructuring of the note.

Utility Plant Web Site

Mrs. Mahaney reported that she had obtained the permit forms and related information from Mr. Gibney. The form and information would be populated on the utility website.

Old Business

There was no old business brought before the Board.

New Business

The Chair reported that one of the District employees had reached retirement age. The Chair, after consultation with the District Engineer, recommended that some automatic switches should be installed on the pumps. Mr. Gibney reported that basic control panels and automatic switches for the three pumps would cost \$1,500-\$2,000 per pump. The Chair requested that Mr. Gibney obtain proposals to acquire and install the automatic switches on the three District pumps.

Next meeting

The Chair reported that the next regular monthly meeting of the Board of Supervisors is tentatively scheduled for 4:30 p.m. on Wednesday, September 9th, 2015 at 3941 SW 47 Avenue, Davie, FL 33314. The Chair reported that the tentative budget hearing is scheduled for 5:01 p.m. on Thursday September 3, 2015 at 3941 SW 47 Avenue, Davie, FL 33314.

Adjournment

There being no further business, the Chair adjourned the meeting at 6:04 p.m.