

MINUTES

*Tindall Hammock Irrigation and
Soil Conservation District*

Board of Supervisors Meeting
Wednesday, February 22, 2017 at 4:30 p.m.
3941 SW 47th Avenue, Davie, FL

DRAFT

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 4:44 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. 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*)

Report from the District Manager

Mrs. Mahaney reported that various bank accounts used by the District have been migrated over to BB&T from BankUnited. Mrs. Mahaney and Mr. Salerno reported that the payroll auto-debit has been transitioned. Mrs. Mahaney reported that the ACH credit from the tax collector's office for the ad valorem tax revenues will also need to be migrated to the new comparable account at BB&T. Mrs. Mahaney reported that the BankUnited accounts will be closed at some point in the future when all transactions have cleared and automated transactions converted.

Mrs. Mahaney reported that the District auditor has rescheduled the field work for a future date but all the supporting schedules, general ledgers, etc. have been provided to him in advance of the field work and a substantial portion of the audit review is being done remotely versus on-site.

Discussion on the status of Generator acquisition and installation

Mr. Ameno reported that the new generator was load bank tested for six hours and passed on February 8th. CR Dunn had previously installed the conduits for the new generator, have disconnected the existing generator, has coordinated the instrumentation with Pantropic and is currently preparing the as-built documentation for GAI review. Mr. Ameno reported that the as-built documents were just received that day, after his report had been printed, and he can move forward with submitting the documents and closing the permits.

Dr. Walter Forman asked about the testing of the new generator. Mr. Salerno responded that the new generator runs in test mode under full load for one hour every week. Mr. Salerno reported that the generator has run in test mode several times since the initial test and is working perfectly.

Mr. Salerno asked the Board about the disposition of the old generator. The Chair responded that further evaluation is needed and Mrs. Mahaney added that a fixed asset ledger review would be

needed at some point in the future to fully account for the changes made during Phase I. The Chair suggested that the name plate be reviewed to confirm the manufacture date of the old generator.

Discussion on the Utility Plant Capital Improvement Plan

Mr. Ameno reported that he had received an approval from BCHD on Friday, February 17th regarding the backflow resolution for FDEP. Mr. Ameno provided a copy of the approval letter to the Board. Mr. Ameno reported that the response to FDEP was sent on February 22, 2017 and provided a copy of the response to the Board. The FDEP construction permit for Phase I should now be closed with the response provided.

Mr. Ameno reported that with respect to Phase II of the Capital Improvements Plan, the contract front end documents have had legal review and the raw water well no. 3 is the first step in the Phase II Improvements. He also reported BCHD and FDEP have been contacted regarding the upcoming permits requests. Mr. Ameno reported that the fees for the permit applications for the plant improvements is \$7,307.50 with an additional \$200 for well location inspection. Mr. Ameno requested that checks be prepared in these amounts to get the project started.

Mr. Ameno reported that the cost estimate for drilling the raw water well no. 3 is approximately \$155,000 and he recommended that the District solicit bids from Southeast Drilling Services, Inc., Florida Design Drilling, Inc. and All Webb's Enterprises, Inc. The Chair encouraged local participation if at all possible but Mr. Ameno advised that while there are a limited number of vendors that can be responsive to the scope of this job, he will make every effort to include local vendors if there are any available.

Mr. Ameno reported that the second step in the Phase II plan is to bid the plant work (both water and wastewater) once the permits are obtained. Mr. Ameno reported that the pre-application work for the wastewater improvements is complete and a meeting with FDEP will be set up within the next month to review the application and proposed improvements once the Phase I permit is closed.

The Chair asked about the request for information (RFI) distributed by Mr. Ameno. Mr. Ameno responded that this pertains to the backflow resolution issue discussed previously in addition to the cross-connection control program. Mr. Ameno distributed a copy of the Broward County acceptance letter for the program as well.

Mr. Ameno reported that the Broward County operating permit will be coming up in April.

Request by Town of Davie for transfer of Oakes Road Drainage Easement property to Town of Davie

Mr. Gibney reported that a meeting with the Town of Davie is still pending. He reported that he has had two conversations with Town representatives and they have expressed some concern about taking on any liability for maintenance and other items as previously discussed. As soon as Mr. Gibney receives some available meeting dates and times he will advise the Chair.

The Chair discussed the background of this issue with Dr. Walter Forman due to Dr. Forman's absence at the prior month's meeting.

Discussion on status of development projects:

IDI [Davie Business Center] Development – Building B

Mr. Bell reported that he has no update since the previous meeting. Mr. Salerno reported that Building B is complete and it appears the first tenant is preparing to move in. Mr. Salerno reported that Building A has limited space available in it. Mr. Ameno inquired as to whether the floor plans had been requested to determine any variances from the ERCs acquired by IDI at inception.

IDI [Davie Business Center] Phase II Development

Both Mr. Bell and Mr. Ameno reported that they have no update from the prior meeting on this project.

HWW Davie LLC (Waterwalk)

The Chair requested that Mr. Ameno confirm their bill has been paid.

Elan Maison (GS Davie II (Greystar))

Mr. Bell reported that he has received the agreement and the bank consent so these can be signed and recorded. He also reported that the bill of sale and easement documents are still pending. Mr. Gibney reported that the legal descriptions for the easements are in process.

Reports:

Update on DOT Condemnation

Mr. Bell reported that the answers to the interrogatories have been provided and he has heard nothing further from their attorney.

Update on Additions and Amendments to District's Permit Criteria Manual

Mr. Bell reported no change from the prior meeting.

Status of 5-year recertification program

Mr. Gibney reported that there were zero 5-year re-certifications completed since the last meeting. The Chair inquired on the status of the reuse water issue. Mr. Ameno and Mr. Salerno reported that the approvals in order to sell reuse water have been obtained once the permit is closed out. Mr. Ameno reported that this will be one of the topics for discussion with FDEP when they meet to review the Phase II improvements.

Update on District's Utility Water and Wastewater Facilities Report

Mr. Bell reported no change from the prior meeting.

Update on Legislative Activities

Mr. Bell reported that there is nothing significant pending that may adversely affect the District.

Old Business

Mrs. Mahaney reported that as part of the year end audit review and in conjunction with the new policy on disposal of surplus assets she had discovered that the District owned a small Boston Whaler boat that was not usable and had no motor or electronics, only a trailer. Mrs. Mahaney reported that the boat was no longer needed for lake testing, had not been used for approximately 10 years and she recommended that the boat be declared surplus property. Mrs. Mahaney reported that the estimated value, based on her review of comparable vessels, is between \$2,300 and \$3,000. Mrs. Mahaney distributed a memorandum requesting that the Board authorize the disposal of the asset pursuant to Resolution 2017-01 and authorize the District Manager to dispose of the asset in a manner consistent with the policy. Mrs. Mahaney reported that the boat could be offered up for sale to District employees. The Chair entertained a motion to declare as surplus the 1997 Boston Whaler, 17' fiberglass hull, no electronics or motor(s), hull only and trailer.

Motion #1:

Dr. Walter Forman made a motion to declare as surplus the 1997 Boston Whaler, 17' fiberglass hull, no electronics or motor(s), hull only and trailer. The Chair seconded the motion. The motion carried.

The Chair asked Mrs. Mahaney if other items would be coming before the Board to which she responded that she and Mr. Salerno would need to review the fixed asset ledgers for the utility. Mr. Salerno reported that he knew of one item, other than the old generator, which he would consider surplus which was an old non-working Caterpillar forklift that would most likely be worth scrap value of approximately \$500.

Mr. Bell reported that the Central and South Broward Districts have received inquiries from a company regarding their unclaimed funds. Mrs. Mahaney reported that she has been contacted as well but the District has no funds that exceed the thresholds outlined in the FOIA request from Edgepoint.

Mrs. Mahaney reported that she had received a letter from the Attorney General regarding an anti-trust lawsuit involving liquid aluminum sulfate. Mrs. Mahaney reported that a previous inquiry had been made about the District's use of the product of which there is none.

New Business

There was no new business brought before the Board.

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, March 15, 2017 at 3941 SW 47 Avenue, Davie, FL 33314.

Adjournment

There being no further business, the Chair adjourned the meeting at 5:23 p.m.