

**SOUTH BROWARD DRAINAGE DISTRICT
GOVERNING BOARD MEETING MINUTES**

SEPTEMBER 12, 2016

Present:

Scott Hodges, Chairperson	Kevin M. Hart, District Director
James Ryan, Vice Chairperson	Douglas R. Bell, Legal Counsel
Vicki Minnaugh, Treasurer	Reina Muniz, Recording Secretary
Robert E. Goggin, IV, Secretary	General Public: See Attached List
Alanna Mersinger, Commissioner	
Thomas Good, Commissioner	
Mercedes Santana-Woodall, Commissioner	

Absent:

01. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Chair Hodges called the SBDD Board Meeting to order at 8:00 A.M.; with Vice Chair Ryan, Commissioner Minnaugh, Commissioner Mersinger, Commissioner Goggin, and Commissioner Santana-Woodall present; and Commissioner Good present via conference call; followed by the Pledge of Allegiance.

02. PUBLIC COMMENT

None.

03. APPROVAL OF MINUTES

Commissioner Minnaugh moved for approval of the minutes of the August 25, 2016, South Broward Drainage District Board meeting. Motion was seconded by Commissioner Goggin and it was carried unanimously.

04. DIRECTOR'S REPORT

A. VARIANCE REQUEST FOR MARIE MONROSE PROPERTY AT 17359 S.W. 54TH STREET, MIRAMAR, FL 33029

District Director Hart stated that the owner of the property located at 17359 SW 54th Street, Miramar, FL 33029 is requesting a variance from SBDD for the encroachment of a concrete patio approximately 14' into a 20' Lake Maintenance Easement (LME). The property is owned by Anel and Marie Monrose and is located in the Sunset Falls development in Miramar.

The patio was constructed in 2013 under a Building Permit issued by the City of Miramar. Neither the Contractor nor the property owner was aware that a permit/sign-off was also required from SBDD.

It was recently determined that the concrete patio encroaches approximately 14 feet into the LME and is not compliant with SBDD criteria. This determination was made when the property owner requested approval from the City to construct a 2nd floor addition to the existing home. As a result, the property owner is requesting a variance and permit from SBDD for the patio encroachment.

District Director Hart said that Mrs. Monroe met with the Variance Review Committee (VRC) on August 10, 2016 and as a follow-up to that meeting the variance request is being presented to the SBDD Board for consideration.

The details of the variance as discussed at the VRC are as follows:

1. Per SBDD Criteria, the concrete patio is permitted to encroach four feet (4') into the LME.
2. The concrete patio was constructed in 2013 by a licensed Contractor.
3. The Contractor obtained a Building Permit from the City of Miramar to construct the patio.
4. Neither the Contractor nor the property owner was aware that a permit/approval was also required from SBDD.
5. The patio was constructed to allow for the enjoyment and improved quality of life for the Monroe's son who is allergic to grass.
6. The HOA for this community has no objections to the variance request.
7. Mr. and Mrs. Monroe are agreeable to entering into an Indemnification and Hold Harmless Agreement with SBDD.

SBDD staff has no objections to this variance request.

The requested variance is to allow the encroachment of a concrete patio approximately 14 feet into a 20-foot Lake Maintenance Easement. If the variance is approved, the homeowner will be required to enter into an Indemnification and Hold Harmless Agreement with SBDD and pay for all associated legal fees and recording fees. There are no financial impacts to this agenda item, as the property owner will be required to pay all associated legal costs, if any, and recording fees.

Commissioner Mersinger moved to approve the variance for the encroachment of a concrete patio approximately 14' into a 20' Lake Maintenance Easement. Motion was seconded by Commissioner Goggin.

Commissioner Minnaugh confirmed with District Director Hart that the addition on the property will not be encroaching into the L.M.E. at all; and she asked District Director Hart if he can put some wording into the approval stating that there will be no additional improvements allowed to encroach into the LME. District Director Hart replied yes.

Commissioner Mersinger said that she was annoyed with the City of Miramar, because Mrs. Monroe and the Contractor did everything they should have done, and the City of Miramar dropped the ball; and now Mrs. Monroe has to pick up the ball that they dropped. She said that the management company should have also known. She said that all those entities were well aware that this needed SBDD approval; this goes back to 2013. She stated that Mrs. Monroe did nothing wrong.

Commissioner Santana-Woodall commented that she feels that there is a disconnect between the City and the Contractors. She said that many of the Contractors are not letting the homeowners know that they have to come to SBDD for a permit. This is not the first time that this has happened, and she thought that this was taken care of; and she agreed with Commissioner Mersinger that it is not Mrs. Monroe's fault.

District Director Hart agreed with the Commissioners on this particular instance; however, he said that SBDD does get many requests for sign-offs during the building permit process. He said that he thinks that the system is in place, but he could not speak as to why this particular permit was overlooked; for the most part, in the cities of Miramar and Pembroke Pines, and in the Town of SWR, the District does have very good inner-agency coordination, and most permits, even if there is no work whatsoever being done in the easement, still come to SBDD for a sign-off.

Chair Hodges thought it interesting that this was picked up when they were doing a second floor addition (not in the easement), but when they were actually doing work within the easement, it was not picked up. He said that he is slightly concerned about setting a precedence here, but this variance is related to a medical condition.

District Director Hart explained that there are two non-self imposed hardships related to this request; (1) - they did pull a permit, and were not made aware of the permit/sign-off by SBDD; and (2) - their son is allergic to grass, and this does help to improve a quality of life. Chair Hodges commented that he just does not want the neighbor to come in and say "well, if she did it" . . . District Director Hart commented that the District tells every applicant that every variance is independent and separate from every other.

Vice Chair Ryan asked Mrs. Monroe if she has plans for enclosing the pool patio with a screen. Mrs. Monroe replied yes, and said that since she moved to this property all she had in mind was her child's safety.

Commissioner Minnaugh restated the question of the pool patio being enclosed with a screen. Mrs. Monroe replied that she discussed this with her husband, and that once the addition is completed, they are proposing to screen the pool patio. Chair Hodges commented that he would not be in favor of that request. District Director Hart stated for the record, that a screen enclosure was not part of the request this morning; and that he would discuss it further with Mrs. Monroe. Mrs. Monroe said that she will do whatever is needed to be in compliance. Vice Chair Ryan said that he is very sympathetic to Mrs. Monroe's plea, and does not think that it will be a problem.

Commissioner Goggin commented that he had concerns as to the extreme distance the pool deck was encroaching into the lake maintenance easement, but he believes that the Director and his staff have reviewed the problem, and that they feel as though everything has fallen into a category where the District can deal with. He said he had concerns about the screen enclosure down the road, but as long as this does not create an issue where everyone in the neighborhood wants the same thing, he doesn't see a problem. He feels that his concerns have been addressed and he is happy with the answers.

Vice Chair Ryan wanted to make it clear to Mrs. Monroe, that if the District needed to go into the LME for any reason, that they have the right to remove some of the patio and it would be at her expense to replace it. Mrs. Monroe said yes, and stated that District Director Hart had explained that to her.

Chair Hodges stated for the record that he is not approving, and would not approve, any structures being added to the patio.

The question was called and it was carried unanimously.

At this time, Chair Hodges suspended the regular meeting and opened the public hearing on the final budget.

05. CONVENED PUBLIC HEARING AT 8:15 A.M. REGARDING THE FINAL BUDGET AND ASSESSMENTS OF SOUTH BROWARD DRAINAGE DISTRICT FOR FISCAL YEAR 2016/2017

Chair Hodges presented the following:

The name of the taxing District is South Broward Drainage District.

The Proposed Taxes and Assessment Rates for fiscal year 2016-2017 are attached as Exhibit "A" to District Resolution No. 2016-08.

The Proposed Budget for fiscal year 2016/2017 is attached as Exhibit "A" to the District Resolution No. 2016-09.

Chair Hodges asked if there were any questions or comments from the Board members. There were none.

District Director Hart stated that the total proposed budget for fiscal year 2016-2017 is \$3,404,742 with a recommendation to maintain the current assessment rates with no increases. He stated that the final draft budget is consistent with the draft budget that was presented at the first Budget Hearing on July 28, 2016, with the following minor adjustments:

- Tax Revenues increased slightly to \$3,110,681 based on the latest update from the Broward County Property Appraiser's Office (BCPA).
- BCPA Collection Fees and Discount Rates were adjusted accordingly.
- Appropriation of Fund Balance decreased slightly.
- Payroll/Other - decreased slightly.
- Workers Compensation Insurance decreased slightly.
- Maintenance Contract increased slightly.

Chair Hodges asked if there were any questions from the public. There were none.

Chair Hodges closed the public discussion.

Commissioner Minnaugh moved for approval of Resolution 2016-08 as presented; which approves and adopts the proposed assessment rates for fiscal year 2016/17. Motion was seconded by Commissioner Vice Chair Ryan and was carried unanimously.

Commissioner Minnaugh moved for approval of Resolution 2016-09, which approves and adopts the

proposed final budget for fiscal year 2016/17. Motion was seconded by Commissioner Goggin and was carried unanimously.

The Public Hearing was adjourned at 8:20 a.m. and the Regular SBDD Board Meeting was reconvened.

B. SBDD RESOLUTION 2016-10 – AGREEMENT WITH 7-ELEVEN, INC. TO ALLOW THE INSTALLATION OF A MONITORING WELL ON DISTRICT OWNED PROPERTY

District Director Hart presented SBDD Resolution No. 2016-10 and said that Ms. Ashley Kisner, Attorney for 7-Eleven, was on a conference call. Also present in the audience was Mr. Neil Campbell, Operations Manager with CB&I, environmental engineer for 7-Eleven. District Director Hart stated that Proposed Resolution 2016-10 authorizes South Broward Drainage District (SBDD) to enter into an Agreement with 7-Eleven, Inc. (7-Eleven) to allow for the installation of a monitoring well on District-owned property.

He said that 7-Eleven owns an out-parcel in the commercial shopping center located on the southwest corner of Flamingo Road and Pines Blvd. The 7-Eleven property was previously approved and permitted, and its current use consists of a convenience store, car wash, gasoline dispensers and underground storage tanks. The District owns a 30-foot strip of land adjacent to the 7-Eleven property to the east, which borders the Flamingo Road Canal.

7-Eleven is requesting approval from the District to construct a groundwater monitoring well within the 30' Strip of District-owned land in order to delineate the horizontal extent of the dissolved petroleum hydrocarbons in the groundwater from a discharge relating to the underground storage tanks on the 7-Eleven property.

The proposed Agreement included the following provisions:

- Hold Harmless/Indemnification language related to the monitoring well installation.
- Requirement for 7-Eleven to perform any and all remediation of the District's 30-foot strip of land and the Flamingo Road Canal associated with the discharge related to the underground storage tanks on the 7-Eleven property.
- Reimbursement of all costs related to the Agreement and any costs arising out of damage or pollution to the 30' Strip, Flamingo Road Canal, or District's drainage systems resulting from the discharge relating to the underground storage tanks on the Subject Property.
- 7-Eleven shall obtain all required federal, state and local permits associated with the installation of the monitoring well.
- 7-Eleven shall be responsible to comply with all local, state and federal regulatory requirements for water quality associated with the installation of the monitoring well.
- 7-Eleven will provide the District with as-built drawings of the monitoring well upon the completion of construction.
- The monitoring well will be abandoned in place upon completion of all remediation activities associated with the discharge at the 7-Eleven property.
- Allows for additional monitoring wells to be constructed, if required.

District staff has no objections to the proposed monitoring well installation, as the monitoring well is required to assess the horizontal extent of the dissolved petroleum hydrocarbons in the groundwater from a discharge relating to the underground storage tanks on the 7-Eleven property, including any possible impacts to the District-owned property; and 7-Eleven will be responsible for any and all remediation work including any required remediation work on District-owned property.

There are no financial impacts to this Agenda Item; the proposed Agreement includes provisions for the payment of all costs associated with Agreement and any costs arising out of damage or pollution to the District's 30' Strip of land, or the Flamingo Road Canal, resulting from the discharge relating to the underground storage tanks on the 7-Eleven property.

Commissioner Goggin moved for approval of Resolution 2016-10, which authorizes SBDD to enter into an Agreement with 7-Eleven, Inc. to Allow for the Installation of a Monitoring Well on District-Owned Property. Motion was seconded by Commissioner Minnaugh.

In discussion, Commissioner Minnaugh had concerns regarding the well. She asked for clarification on the last two provisions where it says, "The monitoring well will be abandoned in place upon completion of all remediation activities associated with the discharge at the 7-Eleven property". She said that she understands that once it's remediated, that they can abandon the well, but if there is a potential problem down the road with this well, and it has been abandoned, are they still responsible for any cost related to this abandoned well; and how does the District collect the money from them. And on the provision below that, where it says, "allows for additional monitoring wells to be constructed, if required"; she asked if this is just a given, or do they have to come back to the District with the same proposal and the same request.

District Director Hart replied that it is not a given; and the Agreement provides language where they have to come back to the District Director on the new location, if they need any additional wells; but they would not need to come back to the Board for a formal Agreement. This would expedite the approval for any additional wells, and it would be done through the staff. As far as the abandonment in place, he said that the engineer will speak to the Board about the process. He said that it's a common procedure on these types of installations, and he does not see any issues with that particular abandonment. He then deferred to Mr. Campbell to explain the process.

Mr. Campbell explained that on a well abandonment, at the end of an assessment, it is required to abandon the well using grout; and that this is under a state guidance document. It is filled completely using grout so that there is no other avenue from the surface for future impacts. He said that is the main reason for the abandonment by that method; it's a tremie system; where they fill from the bottom up, and the 2' pad on the surface that protects the well is removed and sod is replaced. The sub-surface column of the PVC and the grout inside is all that is left in the ground.

Commissioner Mersinger asked Mr. Campbell, at the end of the well's usefulness, why not dig a hole, pull out the column, and refill it with dirt as it once was. Mr. Campbell replied that the best way of sealing that column is putting the grout in, versus pulling out the column, and having a void. He said that this is a drilling method that has been established and approved. Commissioner Mersinger expressed her thoughts regarding putting things back the way they were. District Director Hart explained that the method described by Mr. Campbell really is the

least impactful method to the property. Chair Hodges stated that's typically the way it's done, and it is the least invasive; it's clean, neat, sealed up, and done.

Attorney Bell commented that he has seen in other situations, when you remove the material and back-fill it with sand, etc., you have a much higher tendency for erosion when it rains, depending on the location.

Commissioner Goggin asked that, if and when the well is abandoned and capped, how will that affect the District's 30-foot of property, if the District desires to use it for something else. He said that typically where there is petroleum around, it is not necessarily going to impact the ability to build on it, or use it for something else down the road. He also wanted to know how many years is this going to be in operation. District Director Hart deferred to Mr. Campbell.

Mr. Campbell replied it "depends". They are looking at the contamination on the sub-level to see how far it has gone. The intent is for this well is to be clean, and to give them a boundary. They are working under the direction of Chapter 27 and the State rules; so it depends on the type of remediation; whether it will be active or passive. If passive, it should take five years max; if active, three years.

District Director Hart elaborated further and said that the testing is to verify that there is no migration of the contaminates off of the 7-Eleven property into SBDD's property. That is the expectation and hope of 7-Eleven; that when they test the well, it is clean and there is no migration; so they will continue to do testing, for verification, for as long as the County requires, to allow them to close the permit they have with the County. Once they have addressed completely their issue on the property, they will abandon and move on.

Commissioner Goggin reiterated his second question; how will that impact the District's 30-foot piece of property and our ability to do something on it, if needed down the road, with this well being there. District Director Hart replied that he cannot envision anything that would prevent the District from doing anything on that property. He said the only restriction that he sees is, if for some reason, the District wants to extend a lateral pipe right in the exact spot where the well is, the District would have to make accommodations, but really the property is fully developed and there are no plans for that. He said with the method they are using, there are no issues with compaction or stability or placing a structure of any kind above. He says he does not see any restrictions at this point.

Chair Hodges commented that it would be less to do with the well and more to do with the historical data. For example, if one day you wanted to build a three-story office building in that location, you are going to do a phase one (environmental) audit on the land, and this is going to come up as something that occurred.

Commissioner Good asked if this need is because there has already been a release of the storage tank on the 7-Eleven property. District Director Hart replied, yes. Commissioner Good said the monitoring well is for assessing the delineation of the horizontal extent of the release. He asked District Director Hart what "assess" means. He wanted to know if it meant that if there is contamination, are they anticipating a plume, with the plume moving in that direction. District Director Hart replied that is exactly what it means; it is to determine whether or not the plume has extended pass the 7-Eleven property. They need to verify that the plume has not moved beyond their property, and the only way to do that, is to place a well at the extent of the outside

boundaries of the property; that is the purpose of the well.

Commissioner Good asked what happens if their contaminate goes beyond their property, does that mean that there would be a remediation action that would occur within the District property. District Director Hart explained that is a possibility; that it would depend on the levels that they see within the well; whatever Broward County will require by way of remediation. He said that as Mr. Campbell had mentioned, it could be active or passive; and that would need to be determined after they do their initial testing of the well. It is very possible that there could be remediation work needed. He said that based on the engineer's experience, there will be no need for remediation, but there is no guarantee to that. Commissioner Good asked District Director Hart if there is a requirement for remediation, does that require another Agreement, or is it covered in this Agreement. District Director Hart replied that it is covered in the Agreement, it states of any required remediation is to be done by 7-Eleven at their cost.

Commissioner Minnaugh had concerns about reimbursement. She wanted to know how long will 7-Eleven be responsible for this financial reimbursement. She said what happens, if two or five years down the road, there is pollution in that area, does the District go to them and do they reimburse the District of all costs and clean-up. District Director Hart opined that it would really route through Broward County. He said that if there is pollution associated with the 7-Eleven property they will have a legal responsibility to remediate and take care of it. His first course of action would be to go to Broward County because they are the regulatory authority when it comes to pollution, and they are very strict when it comes to those issues. He said not only does it go up to the County, but it goes to the State at DEP; and there are certain things that 7-Eleven would have to prove by way of data and documentation. Commissioner Minnaugh asked if this is in writing. District Director Hart stated that it is in writing in the Statutes. She asked if the District had to hire an attorney or someone to start paying legal costs to enforce this, who will be responsible to reimburse us. Attorney Bell answered, they are (7-Eleven).

The question was called and it was carried unanimously.

C. REQUEST TO AUTHORIZE DISTRICT DIRECTOR TO PURCHASE “DOCSTAR ECLIPSE” RECORDS MANAGEMENT SOFTWARE & TRAINING FROM ASTRIA SOLUTIONS GROUP, LCC IN THE AMOUNT OF \$14,192.00

District Director Hart requested approval to purchase docStar Eclipse Records Management software and training from Astria Solutions Group, LLC in the amount of \$14,192.00.

He said that over the past 8 months, SBDD staff has been evaluating different products and options to help categorize the District's electronic files and to modernize its Records Management system. In the course of their research, SBDD staff discovered that in addition to a file management/records management component, several companies offer add-on features that would allow SBDD to offer its residents and businesses improved customer service and cost savings. These benefits include on-line permitting and the ability to link SBDD's records database into its GIS mapping system, and allow residents and businesses to access specific, non-restricted, public records/documents on-line.

Two products emerged for this research as offering the best options for meeting the Districts needs and objectives: “Laserfische” and “docStar Eclipse”. Both of these products offer very similar features, which include:

- File Management and Records Management software, which will allow SBDD to categorize its files and records in accordance with the State of Florida's General Records Schedule GS1-SL for State and Local Government Agencies.
- Ease, accuracy, and efficiency in the retrieval of records/documents in response to a public records request.
- Work flow features which will track and notify staff on records retention requirements and on the disposal of specific records/documents in accordance with state statutes.
- Ability to manage both computer files/documents and e-mails.
- Add-on features to allow residents and businesses the ability to apply for and process permits on-line (E-permitting). This feature involves the creation of on-line forms that will link directly into the file management directories, and work flow features to track the process from beginning to end.
- Add-on features to link SBDD's file management database with an on-line GIS mapping system. This will allow residents and businesses the ability to click on an individual property (from a GIS map of the District), and access non-restricted, public records related to that property on-line.
- Training and support for all aspects of the software.
- It is staff's intent to begin filing all relevant documents by the Broward County Property Appraisers (BCPA) folio number for individual properties.

Once the new software has been installed and implemented, staff will begin filing and saving all new documents in accordance with the new file management structure and system. Over time, SBDD will transfer and move existing files into the new directories. It's expected to take 3-5 years to fully implement the new filing and records management system and filing structure.

District Director Hart recommended that the features noted above be implemented in phases over the next three years as follows:

- Phase 1 – Records Management and File Management software.
- Phase 2 – On-Line Permitting, Forms, and Work Flow features.
- Phase 3 – Integration of SBDD Records Management database with an on-line GIS mapping feature.

SBDD is equally impressed with both the Laserfische and docStar Eclipse products; and feel that either product would serve the District very well. Reference checks on product satisfaction and vendors (for both products) all received positive responses.

Pricing for the two products did vary significantly however, as reflected on the Cost Comparison spreadsheet. Both products have an initial cost for the software, set-up, training and implementation; and the annual costs for on-going support and subscription rates. Based on the comparisons, District Director Hart recommended that the District purchase the docStar Eclipse Records Management software package from Astria Solutions Group, LLC in the amount of \$14,192.00. This is the Phase 1 cost.

The Director prepared a comparative cost analysis of both products over a 10-year period. This analysis include both the initial costs and the annual subscription rates. Over the 10-year period,

the docStar Eclipse package will cost between \$22,000 and \$45,000 less than the Laserfiche package.

SBDD's current fiscal-year budget includes the purchase of a Records Management, E-mail management and E-forms software in the amount of \$35,000; and the cost for this purchase (14,192.00) will be funded through the General Operating Account. SBDD's proposed budget for fiscal year 2016/2017 includes funds for Phase 2 of the system in the amount of \$25,000. Looking forward, it is anticipated that the District will be able to fund both the initial costs and the annual subscription rates for the overall implementation of the proposed system.

District Director Hart requested approval to purchase docStar Eclipse Records Management software and training from Astria Solutions Group, LLC in the amount of \$14,192.00.

Commissioner Goggin moved for approval to purchase "docStar Eclipse" Records Management Software & training from Astria Solutions Group, LCC in the amount of \$14,192.00. Motion was seconded by Commissioner Minnaugh.

Commissioner Mersinger asked if this would cost anyone their job. District Director Hart replied no. She commented that sometimes when things go automated it costs employees their job, and she does not want that to happen. District Director Hart said that over time the District has been looking at more things that the District can possibly do in-house. Commissioner Mersinger asked how many users are being put in place. District Director Hart said that initially the District does not think that they would need more than three. She wanted to know if three would be realistic, or would five be needed. District Director Hart said he thinks three, initially; but with docStar, the District can evaluate that as they move forward, and add on additional users; and they have a per user rate that can be added on, whereas with Laserfiche you pay for six users, whether you are using them or not.

Commissioner Goggin asked how many years has docStar Eclipse been in business? District Director Hart replied they have been in business for a number of years, and they have a very impressive client list. Commissioner Goggin commented that some of the older systems that have come up-to-date seem to have all that extra knowledge, because they have taken input from companies and facilities like ours.

Commissioner Santana-Woodall commented that with most systems like this, upgrades are paid for every year. She asked District Director Hart if the District will be paying for the upgrades every year, and did he incorporate those costs for the future. District Director Hart said that those costs are part of the subscription rate. Commissioner Santana-Woodall asked for how many years. He said that from year-to-year, as long as the District is under contract, they will be getting upgrades.

Vice Chair Ryan had concerns about the subscription rate. District Director Hart said that once all three phases are in place, the subscription rate for Laserfiche is \$11,500/year and for docStar it's \$10,405/year. He said that they are very close. Vice Chair Ryan asked if the people you train run into a problem, and you need to call the company, is there a fee to ask for their help. District Director Hart replied no, that also is part of the subscription fee.

Commissioner Good asked if the two products were both web-based. He wanted to know if the District is going to have to purchase additional servers. District Director Hart replied that they are both web-based and that there are no additional requirements for servers.

The question was called and is was carried unanimously.

D. ESTABLISH MEETING DATES FOR FISCAL YEAR 2016/2017

The following Board Meetings dates were established for the fiscal year 2016/2017:

OCTOBER 27, 2016
NOVEMBER 17, 2016
DECEMBER 15, 2016
JANUARY 26, 2017
FEBRUARY 23, 2017
MARCH 30, 2017
APRIL 27, 2017
MAY 25, 2017
JUNE 29, 2017
JULY 27, 2017
AUGUST 24, 2017
MONDAY, SEPTEMBER 11, 2017

Dates are subject to change.
All meetings will start at 8:00 a.m.

Commissioner Minnaugh moved for approval of the South Broward Drainage District Board meeting dates for fiscal year 2016/2017. Motion was seconded by Commissioner Santana-Woodall and was carried unanimously.

E. OTHER

- **City of Miramar Round Table Discussion** – District Director Hart said that on September 22, 2016 at 6:30 p.m. he was invited to attend the Round Table with the City of Miramar to discuss erosion with residents, members of staff, and possibly, the Vice Mayor of the City of Miramar.
- **Study and Evaluation of Sluice Gates** – District Director Hart has been working on a study of the Sluice Gates that have been put in place over the last several years to evaluate savings and their effectiveness, etc. He hopes to have information to present to the Board in October. He said that based on the initial data, the gates are definitely meeting and exceeding all of the District’s expectations. District Director Hart said that also in October, he is planning to present an update on the CIP for next fiscal year for formal approval.
- **Status Update on Garage Building** – District Director Hart said that the Selection Committee met two weeks ago and sent out letters to four Architectural firms requesting letters of interest, and that the schedule calls for approval of the rankings at the October Board meeting.

05. Attorney Report:

None.

06. APPROVAL OF LEGAL FEES

Commissioner Goggin moved for approval of the legal bills. Motion was seconded by Commissioner Mersinger and it was carried unanimously.

07. BOARD MEMBER'S QUESTIONS/COMMENTS

Commissioner Goggin asked about the fencing at the District's B-2 pump station.

08. MEETING DATE(S)

A. **Regular Board Meeting** will be held on **Thursday, October 27th at 8:00 a.m.**

Adjournment at 9:25 A.M.

Respectfully submitted,

Robert E. Goggin IV, Secretary
South Broward Drainage District

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MEMORANDUM

DATE: October 20, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: SBDD 5-Year Capital Improvement Plan

Comments:

Attached for the Board's review and approval is the proposed 5-Year Capital Improvement Plan (CIP). The CIP includes priorities for capital expenditures for fiscal year 2016/2017 and each subsequent year through 2020/2021. Also attached is the previous CIP for fiscal years 2015-2020.

SBDD completed four (4) CIP projects in 2015/2016 and has one (1) CIP project that is on-going. The total projected cost for SBDD's 2016/2017 CIP projects is \$870,000. One project from 2015/2016 is being carried forward to 2016/2017 (Expansion of the SBDD Garage Building).

The total budget for the proposed 5-year CIP is \$3,135,000. The CIP includes a variety of important and necessary capital improvements, including continued upgrades to the District's pump stations, culvert repairs/replacements, telemetry upgrades, canal improvements/dredging, miscellaneous drainage improvements, equipment upgrades, and building upgrades. The current balance in the CIP reserve account is \$1,599,664, which is sufficient to fund the proposed CIP through fiscal year 2017/2018. Additional funding will be required for fiscal year 2018/2019 and beyond.

The proposed CIP does not account for any outside funding from grants or other revenue sources. The District will continue to pursue available grants and outside funding opportunities for the CIP.

Financial impacts to this agenda item: approval of this agenda item will establish the 5-year budget for capital improvement projects for the District, and will establish priorities for CIP projects for the fiscal year 2016/2017. Any individual CIP contract will require separate approval by the Board of Commissioners.

This is to request approval of the SBDD 5-Year Capital Improvement Plan.

KH
Attachment

**SOUTH BROWARD DRAINAGE DISTRICT
CAPITAL IMPROVEMENT PROJECTS (2016-2021)**

October 20, 2016

2016/2017	1	Expand Garage Area at Maintenance Building (2,250 sf)	\$400,000	Carry Over from 2015/2016
	2	Rebuild 2 Motors (S-2 and S-7 Pump Stations)	\$70,000	#2 at S-1 PS & #1 at S-2 PS
	3	Rebuild 2 Pumps	\$55,000	# 3 at S-1 PS and #3 at S-7 PS
	4	Replace Generator at S-1 and S-7 Pump Stations	\$50,000	S-1 and S-7 Pump Stations
	5	Install Sluice Gate at S-8 PS and Install Motors and Telemetry System for Basin S-8 Sluice Gates (1 Location)	\$125,000	Basin 8
	6	Upgrade B-1 Pump Station - Design & Permitting	\$0	Defer Construction to 2017/2018
	7	Basin 8 Drainage Improvements (Dykes Road / Basin 8 Inter-Connect)	\$50,000	SFWMD Co-Op Grant Request (Cost Share @ 25%)
	8	Install CIPP for S-3 Pump Tubes	\$80,000	S-3 Pump Station
	9	County-Wide Flood Mapping Project	\$15,000	District-wide (Cost Share)
	10	SW 55th Street Drainage Improvements	\$25,000	Cost Share @ 25% - Basin 8
			Total	\$870,000
2017/2018	1	Replace 2 Gear Drives at the S-8 Pump Station	\$70,000	S-8 Pump Station
	2	Rebuild 2 Pumps	\$65,000	# 3 at the S-2 PS and #3 at the S-8 PS
	3	Rebuild 1 Motor at the S-1 PS	\$30,000	S-1 Pump Station
	4	Purchase New Grapple Truck	\$250,000	District-wide
	5	Upgrade B-1 Pump Station	\$225,000	Replace with Submersible Pump Station
	6	County-Wide Flood Mapping Project	\$15,000	District-wide (Cost Share)
	7	Install Motors and Telemetry System for Basin S-8 Sluice Gates	\$100,000	2 Locations - Basin 8
		Total	\$755,000	
2018/2019	1	Rebuild 2 Motors at S-2 Pump Station	\$65,000	S-2 Pump Station
	2	Rebuild 2 Pumps	\$65,000	#1 at the S-1 PS and #1 at the S-2 PS
	3	Upgrade B-2 Pump Station	\$225,000	Replace with Submersible Pump Station
	4	Install Motors and Telemetry System for Basin S-8 Sluice Gates	\$45,000	1 Location - Basin 8
	5	Excavate Primary/Secondary Canals in Basins 1 and 8	\$50,000	Basins S-1 and S-8
	6	Modify University Park Pump Station Structure	\$60,000	Basin S-1
	7	Install Sluice Gates at S-4/S-5 PS	\$90,000	Basin S-4/S-5
		Total	\$600,000	
2019/2020	1	Rebuild 2 Motors	\$65,000	Locations TBD
	2	Rebuild 2 Pumps	\$65,000	Locations TBD
	3	Excavate Primary/Secondary Canals in Basins 1 and 8	\$50,000	Basins S-1 and S-8
	4	Install New Roof at Maintenance Bldg	\$80,000	District-wide
	5	Basin Inter-Connect Between Basin 3 & Basin 7 (Century Village)	\$120,000	Basin 3 and Basin 7
	6	Install Sluice Gates in Basin 5 (2 Locations)	\$90,000	Basin S-5
		Total	\$470,000	
2020/2021	1	Rebuild 2 Motors	\$65,000	Locations TBD
	2	Rebuild 2 Pumps	\$65,000	Locations TBD
	3	Install Motors and Telemetry System for Basin Interconnects	\$120,000	2 Locations
	4	Excavate Primary/Secondary Canals in Basins 1 and 8	\$50,000	Basins S-1 and S-8
	5	Install Sluice Gates in Basin 5 (2 Locations)	\$90,000	Basin S-5
	6	Install Additional Fencing Along the C-1 Canal	\$50,000	Basin S- 1
		Total	\$440,000	
Grand Total			\$3,135,000	

**SOUTH BROWARD DRAINAGE DISTRICT
CAPITAL IMPROVEMENT PROJECTS (2015-2020)**

October 13, 2016

2015/2016	1	Upgrades to SBDD Board Room	\$30,000	On Hold - Carry Forward
	2	Upgrade 1 Pump to Water Cooled; Rebuild 1 Pump; & and Rebuild 1 Gear Drive	\$57,234	Complete - S-4/S-5 PS and S-2 PS
	3	Rebuild 2 Motors (S-1 and S-7 Pump Stations)	\$66,776	Complete - S-1 PS and S-7 PS
	4	Upgrade Control Panels at S-4/S-5 Pump Station	\$177,235	Complete - S-4/S-5 PS
	5	Expand Garage Area at Maintenance Building (2,250 sf)	\$400,000	Awaiting Approval of Architect - District-wide
	6	Install New Roof at Office Building	\$63,065	Complete - District-wide
			Total	\$794,310
2016/2017	1	Rebuild 2 Motors (S-2 and S-7 Pump Stations)	\$65,000	S-2 PS & Completes S-7 PS Motor Overhauls
	2	Rebuild 2 Pumps	\$55,000	# 3 at S-1 PS and #3 at S-7 PS
	3	Replace Generator at S-1 and S-7 Pump Stations	\$50,000	S-1 and S-7 Pump Stations
	4	Install Motors and Telemetry System for Basin S-8 Sluice Gates	\$180,000	3 Locations - Basin 8
	5	Upgrade B-1 Pump Station	\$150,000	New Motor, Add Telemetry & Rebuild Pump - Basin 1
	6	Basin 8 Drainage Improvements (Dykes Road / Basin 8 Inter-Connect)	\$100,000	SFWMD Co-Op Grant Request (Cost Share @ 25%)
	7	Install CIPP for S-3 Pump Tubes	\$80,000	S-3 Pump Station
	8	County-Wide Flood Mapping Project	\$15,000	District-wide (Cost Share)
	9	SW 61st Court Drainage Improvements	\$25,000	Cost Share @ 25% - Basin 8
			Total	\$720,000
2017/2018	1	Replace 2 Gear Drives at the S-8 Pump Station	\$70,000	S-8 Pump Station
	2	Rebuild 2 Pumps	\$65,000	# 3 at the S-2 PS and #3 at the S-8 PS
	3	Rebuild 1 Motor at the S-1 PS	\$30,000	S-1 Pump Station
	4	Purchase New Grapple Truck	\$250,000	District-wide
	5	Upgrade B-2 Pump Station	\$100,000	Recondition Pump and Add Telemetry - Basin 1
	6	County-Wide Flood Mapping Project	\$15,000	District-wide (Cost Share)
	7	S-8 Emergency By-Pass Culvert & Sluice Gate	\$90,000	SFWMD Co-Op Grant Request (Cost Share @ 50%)
	8	Culvert Replacements in Basin 8 - SW 54th Place/SW 164th Terr	\$50,000	SFWMD Co-Op Grant Request (Cost Share @ 50%)
		Total	\$670,000	
2018/2019	1	Rebuild 2 Motors at S-2 Pump Station	\$65,000	S-2 Pump Station
	2	Rebuild 2 Pumps	\$65,000	#1 at the S-1 PS and #1 at the S-2 PS
	3	Install New Roof at Maintenance Bldg	\$80,000	District-wide
	4	Install Sluice Gates in Basin 5 (4 Locations)	\$160,000	Basin S-5
	5	Excavate Primary/Secondary Canals in Basins 1 and 8	\$50,000	Basins S-1 and S-8
	6	Modify University Park Pump Station Structure	\$60,000	Basin S-1
	7	Basin Inter-Connect Between Basin 3 & Basin 7 (Century Village)	\$120,000	Basin 3 and Basin 7
		Total	\$600,000	
2019/2020	1	Rebuild 2 Motors	\$65,000	Locations TBD
	2	Rebuild 2 Pumps	\$65,000	Locations TBD
	3	Install Motors and Telemerty System for Basin Interconnects	\$120,000	2 Locations
	4	Excavate Primary/Secondary Canals in Basins 1 and 8	\$50,000	Basins S-1 and S-8
	5	Install Additional Fencing Along the C-1 Canal	\$50,000	Basin S- 1
		Total	\$350,000	
Grand Total			\$3,134,310	

*****MEMORANDUM*****

DATE: October 20, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: Contract Award for SBDD Culvert Repair Project at the S-3 Pump Station in Miramar

Comments:

South Broward Drainage District (SBDD) advertised for bids for the Culvert Repair Project at the S-3 Pump Station in Miramar. SBDD received five (5) bids, ranging in price from \$76,437.90 to \$188,160.00. Each bidder was required to attend a mandatory pre-bid meeting and a mandatory site visit as a prerequisite to submitting a bid. A copy of the Bid Summary is attached.

The project is located at the SBDD S-3 pump station and includes repairs to the three existing, 54-inch diameter pump tubes at that location. The project will utilize a Cured-In-Place-Pipe (CIPP) culvert repair method in order to maximize the hydraulic/flow capacity through the existing culverts.

The lowest bid received was submitted by Shenandoah General Construction Company (Shenandoah) in the amount of \$76,437.90. SBDD has reviewed the bid submitted by Shenandoah and has determined that the Contractor is qualified to perform the work and that the bid meets all requirements. Shenandoah has performed similar work for SBDD in the past and the District has been satisfied with their work.

I am recommending that the District award the contract for the Culvert Repair Project at the S-3 Pump Station in Miramar to Shenandoah as the lowest, responsive, responsible bidder in the amount of \$76,437.90.

Financial Impacts to this Agenda item: The work covered under this project is included as part of the District's 2016-2017 Capital Improvement Plan (CIP); and funding for the project will come from the SBDD CIP Committed account.

This is to request approval to award the contract for the Culvert Repair Project at the S-3 Pump Station in Miramar to Shenandoah General Construction Company as the lowest, responsive, responsible bidder in the amount of \$76,437.90. Funding for this project will come from the SBDD CIP Committed Account as part of the District's 2016-2017 CIP.

KH
Attachments

BID TABULATION

SOUTH BROWARD DRAINAGE DISTRICT

CULVERT REPAIR PROJECT AT THE S-3 PUMP STATION IN MIRAMAR

(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)

Tuesday, October 11, 2016

COMPANY NAME	TOTAL LUMP SUM PRICE	COMMENTS
<i>SHENANDOAH GENERAL CONSTRUCTION COMPANY</i>	\$76,437.90	
<i>LANZO TRENCHLESS TECHNOLOGIES SOUTH</i>	\$188,160.00	
<i>LMR CONSTRUCTION, INC.</i>	\$114,888.75	
<i>HINTERLAND GROUP INC.</i>	\$83,500.00	
<i>RIC-MAN CONSTRUCTION FL., INC.</i>	\$107,250.00	

MEMORANDUM

DATE: October 20, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: Contract Award for SBDD Rebuilding of Stormwater Pumps at the S-1 and S-7 Pump Stations in Miramar

Comments:

SBDD advertised for bids for the Rebuilding of Stormwater Pumps at the S-1 and S-7 Pump Stations in Miramar. The bid included the rebuild of one pump at the S-1 pump station (S-1 #3 Pump); and one pump at the S-7 pump station (S-7 #3 Pump). We received a total of three (3) bids. The bid included a base bid and two Alternate Bid Items for each pump. The base bids ranged in price from \$51,538.00 to \$52,000.00. A copy of the Bid Summary is attached.

The lowest base bid for both pumps was submitted by MWI Pump Corporation (MWI) in the amount of \$51,538.00. SBDD has reviewed the bid submitted by MWI and has determined that the Contractor is qualified to perform the work and that the bid meets all requirements. MWI has performed work for the District in the past and the District has been satisfied with their work.

I am recommending that the District award the contract for the Stormwater Pumps at the S-1 and S-7 Pump Stations in Miramar to MWI Pump Corporation in the amount of \$51,538.00 as the lowest, responsive, responsible bidder. In addition, I am requesting the award of Bid Alternates 1 and 2 in the combined, not-to-exceed amount of \$7,980.00 to MWI Pump Corporation. The total amount of the contract will be a not-to-exceed amount of \$59,518.00.

Financial impacts to this Agenda Item: The work covered under this project is included under SBDD's 2016-2017 Capital Improvement Plan (CIP); and funding for the project will come from the SBDD Capital Improvement Committed Account.

This is to request approval to award the contract for the Rebuilding of Stormwater Pumps at the S-1 and S-7 Pump Stations in Miramar to MWI Pump Corporation in the not-to-exceed amount of \$59,518.00. Funding for this project will come from the SBDD Capital Improvement Committed Account.

KH
Attachment

BID TABULATION

SOUTH BROWARD DRAINAGE DISTRICT

REBUILDING OF STORMWATER PUMPS AT THE S-1 & S-7 PUMP STATIONS IN MIRAMAR

(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)

Tuesday, October 11, 2016

COMPANY NAME	BIDS FOR - S-1 PUMP STATION # 3 PUMP			BIDS FOR - S-7 PUMP STATION # 3 PUMP			LUMP SUM FOR BOTH PUMPS
	BASE BID AMOUNTS	ALT. BID AMOUNTS		BASE BID AMOUNTS	ALT. BID AMOUNTS		
	#3 PUMP	NEW PROPELLER PER PUMP	REBLADING PROPELLER PER PUMP	#3 PUMP	NEW PROPELLER PER PUMP	REBLADING PROPELLER PER PUMP	TOTAL LUMP SUM FOR BOTH PUMPS (Not Including Alternates)
<i>CREEL PUMP INC.</i>	\$26,000.00	\$4,600.00	\$2,600.00	\$26,000.00	\$4,600.00	\$2,600.00	\$52,000.00
<i>MWI PUMP CORP.</i>	\$25,769.00	\$3,990.00	\$1,985.00	\$25,769.00	\$3,990.00	\$1,985.00	\$51,538.00
FPI PUMPS, INC.	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
COMMENTS:	Contract Awarded to : For a total amount, not-to-exceed: \$						

MEMORANDUM

DATE: October 20, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: Contract Award for the SBDD Rebuilding and Reconditioning of Caterpillar Diesel Engines Project at the S-1 and S-2 Pump Stations in Miramar

Comments:

SBDD advertised for bids for the rebuilding and reconditioning of two (2) Caterpillar diesel engines. The engines to be rebuilt are the District's # 2 diesel engine at the S-1 pump station and the # 1 diesel engine at the S-2 pump station. The scope of the work will include a complete re-build of the CAT engines by an authorized Caterpillar (CAT) dealer who provides certified repair and maintenance services on CAT engines. We received one bid in the amount of \$71,500. A copy of the Bid Summary is attached.

The lowest and only bid was submitted by Ring Power Corp. in the amount of \$71,500. SBDD has reviewed the bid submitted by Ring Power Corp. and has determined that the Contractor is qualified to perform the work and that the bid meets all requirements. SBDD is familiar with this Contractor and has been satisfied with their past work on similar type projects. I am recommending that the District award the contract for the SBDD Rebuilding and Reconditioning of Caterpillar Diesel Engines Project at the S-1 and S-2 Pump Stations in Miramar to Ring Power, Corp. in the not-to-exceed amount of \$71,500 as the lowest responsive, responsible bidder

Financial impacts to this Agenda Item: The work covered under this project is included as part of the District's 2016-2017 Capital Improvement Plan (CIP); and funding for the project will come from the SBDD CIP Committed account.

This is to request approval to award the contract for the bid for the SBDD Rebuilding and Reconditioning of Caterpillar Diesel Engines Project at the S-1 and S-2 Pump Stations in Miramar to Ring Power Corporation in the not-to-exceed amount of \$71,500. Funding for this project will come from the SBDD CIP Committed Account as part of the District's 2016-2017 CIP.

KH
Attachment

BID TABULATION

SOUTH BROWARD DRAINAGE DISTRICT

REBUILDING & RECONDITIONING TWO (2) CATERPILLAR DIESEL ENGINES PROJECT AT THE S-2 & S-1 PUMP STATIONS IN MIRAMAR

(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)

Tuesday, October 11, 2016

COMPANIES	BASE BID #1 S-2 PUMP STATION MOTOR #1	BASE BID #2 S-1 PUMP STATION MOTOR #2	TOTAL LUMP SUM FOR BOTH LOCATIONS	ALLOWANCE	TOTAL LUMP SUM FOR BOTH LOCATIONS W/ALLOWANCE
<i>RING POWER CORP.</i>	\$30,500.00	\$36,000.00	\$66,500.00	\$5,000.00	\$71,500.00
Contract Awarded to: Total for both sites: \$					

MEMORANDUM

DATE: October 20, 2016

TO: South Broward Drainage District Commissioners

FROM: Kevin M. Hart, P.E.
District Director

Subject: SBDD Resolution No. 2016-11 – Authorize the District to Proceed with the Procurement of Contractual Services for Emergency Repairs to the S-8 Pump Station Without Competition, or With Such Competition as is Practical Under the Circumstances; Authorize the District Director to Enter into Contracts & Issue Purchase Orders up to a Maximum of \$200,000 for the Emergency Repairs to the S-8 Pump Station; and Authorize the Use of the SBDD Emergency Fund Account to Pay for the Emergency Repair Work at the S-8 Pump Station

Comments:

Attached for the Board's review and approval is SBDD Resolution No. 2016-11. This is a request to authorize the District to proceed with the procurement of contractual services for emergency repairs to the S-8 pump station without competition, or with such competition as is practical under the circumstances; authorize the District Director to enter into contracts & issue Purchase Orders up to a maximum of \$200,000 for the emergency repairs to the S-8 pump station; and authorize the use of the SBDD Emergency Fund Account to pay for the emergency repair work at the S-8 pump station.

During the pre-storm preparations for Hurricane Matthew, the S-8 pump station sustained significant damage due to a fire at the #2 Caterpillar Diesel Engine. The fire was caused by a fuel line that severed during the operation of the engine. Fortunately, SBDD staff was on-site (outside the engine room) at the time the fire broke out, and was able to notify the Town of Davie Fire Department which is located right next door to the S-8 pump station. The fire department was able to extinguish the fire quickly and minimize the overall damage to the pump station.

Despite the timing and seriousness of this incident, SBDD staff was able to isolate the damaged engine, and restore the operational capabilities of the pump station in advance of the pending storm. Although, one engine was out of commission, the pump station was operational with two pumps on-line, along with the emergency generator.

District staff has estimated the S-8 pump station sustained \$158,100 in damages. This damage is covered under the District's Property and Inland Marine Insurance policy with Preferred Governmental Insurance Trust (PGIT). The deductible for this incident will be \$5,000.

SBDD staff has begun the process of assessing the damage and coordinating on the required repairs to the pump station. Due to critical nature of this facility and urgent need to complete the repairs

as quickly as possible, and to fully restore the capacity of the S-8 pump station in the quickest manner possible, I am requesting that the Board waive the formal bidding process for the repair work that will be necessary at the S-8 pump station. In addition, I am requesting that the Board authorize the District Director to approve contract work and to issue Purchase Orders for the required emergency repair work up to a maximum amount of \$200,000. All work will be performed by licensed and insured Contractors and by Contractors who are experienced with SBDD and with the specific work required at the S-8 pump station: It is anticipated that the following work will be required:

<u>Description</u>	<u>Est. Cost</u>	<u>Specialty Contractor</u>
Caterpillar Engine Rebuild	\$58,000	Ring Power
Replace Engine Clutch	\$5,000	Centrimatic
Replace Heat Exhaust Wraps	\$8,500	DeAngelo Marine Exhaust
Replace Roof Coating	\$12,000	TBD
Repair Roof Drainage	\$3,000	TBD
Replace Engine Control Panel	\$50,000	TAW Custom Equipment
Replace Lighting/Electrical	\$7,500	A & W Electric
Clean & Paint PS	\$4,500	TBD
Contingency Items	\$9,600	
Total	\$158,100	

All of the Specialty Contractors listed above are familiar with SBDD; have performed work in the past for SBDD; and have been the low bidder on similar work in the past.

It is further requested that if necessary, the initial funding for this work come from the SBDD Emergency Fund Account. Any funds taken from the Emergency Fund Account would be reimbursed upon receipt of the insurance payment from PGIT for the repair work.

Financial impacts to this agenda item: There is a \$5,000 deductible for this work, which will be paid for through the SBDD General Operating account. All other expenses are anticipated to be reimbursed under SBDD's insurance policy with PGIT.

This is a request for approval of SBDD Resolution No. 2016-11 to authorize the District to proceed with the procurement of contractual services for emergency repairs to the S-8 pump station without competition, or with such competition as is practical under the circumstances; authorize the District Director to enter into contracts & issue Purchase Orders up to a maximum of \$200,000 for the emergency repairs to the S-8 pump station; and authorize the use of the SBDD Emergency Fund Account to pay for the emergency repair work at the S-8 pump station, as necessary.

KH
Attachment

**SOUTH BROWARD DRAINAGE DISTRICT
RESOLUTION No. 2016-11**

RESOLUTION OF THE SOUTH BROWARD DRAINAGE DISTRICT AUTHORIZING THE SOUTH BROWARD DRAINAGE DISTRICT TO PROCEED WITH THE PROCUREMENT OF CONTRACTUAL SERVICES FOR EMERGENCY REPAIR WORK AT THE S-8 STORMWATER PUMP STATION AS NEEDED TO REPAIR DAMAGES CAUSED BY A FIRE WITHOUT COMPETITION OR WITH SUCH COMPETITION AS IS PRACTICAL UNDER THE CIRCUMSTANCES; AUTHORIZING THE DISTRICT DIRECTOR TO ENTER INTO CONTRACTS AND ISSUE PURCHASE ORDERS IN SUCH AMOUNTS AS MAY BE NECESSARY, UP TO A MAXIMUM OF \$200,000 FOR THE EMERGENCY REPAIR WORK AT THE S-8 STORMWATER PUMP STATION; AUTHORIZING THE USE OF THE SOUTH BROWARD DRAINAGE DISTRICT EMERGENCY FUND ACCOUNT TO PAY FOR THE EMERGENCY REPAIR WORK AT THE S-8 PUMP STATION, AS NEEDED, UP TO A MAXIMUM OF \$200,000; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The South Broward Drainage District, hereinafter referred to as "District", is a political subdivision of the State of Florida charged with the responsibility of effecting drainage and water management within its geographical boundaries and approving all subdivision plats and development plans affecting lands and drainage within its geographical boundaries; and

WHEREAS, on October 5, 2016 the District's S-8 stormwater pump station sustained substantial damage as the result of a fire that started at the #2 diesel engine; and

WHEREAS, as a result of the fire and associated damages, the District's S-8 pump station is operating at less than 100% capacity and requires numerous repairs; and

WHEREAS, District staff has estimated that the total cost of the damages to S-8 pump station is approximately \$158,100.00; and

WHEREAS, the damage to the District's S-8 stormwater pump station is covered under the District's Property and Inland Marine Insurance Policy with Preferred Governmental Insurance Trust (PGIT); and

WHEREAS, Paragraph (3) of Section 52 of the District's Charter allows the Board of

Commissioners (Board) to determine by Resolution that if an immediate danger to the public health or safety or other substantial loss to the District requires emergency action, the Board may proceed with the procurement of contractual services necessitated by the immediate danger without competition, provided that such emergency procurement is made with such competition as is practical under the circumstances; and

WHEREAS, the District Director believes that the repairs to S-8 stormwater pump station should be completed as quickly as possible, that any delays to completing these repairs could cause additional, substantial losses, and that the work at the S-8 stormwater pump needed to repair the damages caused by the fire that occurred on October 5, 2016 should be considered as emergency repairs; and

WHEREAS, due to the extreme importance in completing the emergency repairs to the S-8 pump station as quickly as possible, the District Director is requesting authorization to proceed with the emergency repair work at the S-8 stormwater pump station without competition, or with such competition as is practical under the circumstances; and

WHEREAS, the District Director is also requesting authorization to enter into contracts, to issue Purchase Orders and to pay for the emergency repairs in such amounts as may be necessary, up to a maximum of \$200,000 for the emergency repair work at the S-8 stormwater pump station; and

WHEREAS, District Resolution 2008-08 created an Emergency Fund for payment of emergencies as determined by a super majority (5 members) of the Board; and

WHEREAS, the District Director is also requesting authorization to utilize the District's Emergency Fund Account to pay for the emergency repair work at the S-8 stormwater pump station, as needed, up to a maximum of \$200,000; and

WHEREAS, a public meeting was held on the 27th day of October, 2016 at 8:00 AM at the offices of the South Broward Drainage District located at 6591 SW 160th Avenue, Southwest Ranches, Florida 33331 for the purpose of authorizing the District to proceed with the emergency repair work at the S-8 stormwater pump station without competition, or with such competition as is practical under the circumstances, and authorizing the District Director to enter in contracts and to issue Purchase Orders and pay for said repairs out of the Emergency Fund for such amount as may be necessary, up to a maximum of \$200,000;

NOW, THEREFORE, be it resolved by the Board of Commissioners of the South Broward Drainage District in meeting assembled that:

1. The foregoing statements are true and correct and are incorporated herein by reference as if fully stated herein.
2. The District is hereby authorized to proceed with the emergency repair work at the S-8 stormwater pump station without competition, or with such competition as is practical under the circumstances.
3. The District Director is hereby authorized to enter in contracts, to issue Purchase Orders and to pay for said emergency repair work in such amounts as may be necessary, up to a maximum of \$200,000.
4. The District is hereby authorized to pay for said emergency repair work directly out of the District's Emergency Fund Account or to transfer said emergency funds to the District's general operating account for payment of said emergency repair work up to a maximum of \$200,000.
5. If any one or more of the covenants, agreements or provisions of this Resolution shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be separate from the remaining covenants, agreements or provisions and shall in no way affect the validity of all other provisions of this Resolution.
6. This Resolution shall take effect immediately upon its adoption and shall be effective until revised or changed by a super majority of the District Board of Commissioners by subsequent Resolution.

IN WITNESS WHEREOF, the Chairperson of the Board of Commissioners of the SOUTH BROWARD DRAINAGE DISTRICT has hereunto set his hand and the Secretary of the Board of Commissioners of the SOUTH BROWARD DRAINAGE DISTRICT has caused to be set its seal.

ADOPTED AND DATED the _____ day of _____, 2016.

SOUTH BROWARD DRAINAGE DISTRICT

(SEAL)

By: _____
Scott Hodges, Chairperson

Attest:

Robert E. Goggin, IV, Secretary

STATE OF FLORIDA)
)§
COUNTY OF BROWARD)

The foregoing Resolution No. 2016-11 was acknowledged before me this _____ day of _____, 2016 by SCOTT HODGES and ROBERT E. GOGGIN, IV, as Chairperson and Secretary, respectively of the SOUTH BROWARD DRAINAGE DISTRICT, a political subdivision of the State of Florida, on behalf of SOUTH BROWARD DRAINAGE DISTRICT. They are personally known to me.

WITNESS my hand and official seal in the county and state last aforesaid this _____ day of _____, 2016.

(NOTARY SEAL OR STAMP)



Notary Public - State of Florida at Large

MEMORANDUM

DATE: October 20, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Approval of Rankings of Architectural Firms for SBDD's Garage Building Expansion Project as Recommended by the Selection Committee

Comments:

The Selection Committee for the SBDD Garage Building Expansion Project met on Tuesday, October 17th to establish rankings for architectural firms.

The Selection Committee had previously requested Letters of Interest (LOI) from four (4) qualified firms to provide architectural services for this project. The committee reviewed the LOI submittals and established the following rankings to present to the SBDD Board of Commissioners for approval.

1. CPZ Architects, Inc.
2. Walters Zackria Associates
3. Acai Associates, Inc. and MC Harry & Associates (tie)

The recommended rankings are based upon an evaluation criteria that was established prior to the request for LOIs, and reflect the Selection Committee's order of preference of the most qualified firm to perform the required architectural services for this project.

A copy of the LOI submittals, along with the evaluation criteria is attached.

Financial Impacts to this Agenda item: Upon approval of the rankings, the District Director will negotiate a fee for architectural services, starting with the highest ranked firm, in accordance with CCNA; and the Board of Commissioners shall approve the contract.

This is to request approval of the rankings as recommended by the Selection Committee for the order of preference of the most qualified architectural firm to perform the required architectural services for the SBDD Garage Building Expansion Project.

KH
Attachments

EXHIBIT "B"

SBDD Garage Building Expansion Project
Selection of Professional Architect
Evaluation Criteria

MANDATORY ELEMENTS

- Certificate of Authorization to provide architect services under Section 481.219 , F.S.
- The firm has no conflicts of interest with regard to any other work performed by the firm for SBDD
- The firm adhered to the instructions in the RFP on preparing and submitting the proposal
- LOI includes Proposer's understanding of project & required work
 - LOI indicates location, size & organizational structure of firm
 - LOI includes brief staff resumes
 - LOI includes description of proposer's experience with SBDD & other governmental agencies
 - LOI includes list of 3 -5 comparable projects completed within the last 5 years
 - LOI includes brief description of project approach
 - LOI includes statement on project schedule
 - LOI includes Change Order history
 - LOI includes information on certified minority business enterprises
 - LOI includes insurance information (general liability and professional liability)
 - LOI includes lawsuit disclosures
 - LOI includes business ethics and professional ethics disciplinary disclosures
 - LOI includes answer to question regarding resignation on project in the past five years
 - Anti-Kickback Affidavit completed
 - Non-Collusion Affidavit completed
 - Drug-Free Workplace Affidavit
- The LOI was submitted in proper form (number of copies & electronic form)

EXHIBIT "B"

SBDD Garage Building Expansion Project Selection of Professional Architect Evaluation Criteria

EVALUATION CRITERIA

SCORE

Firm Qualifications (Maximum 65 Points)

- Experience on similar size projects (max 20 points)
- Past performance on comparable projects (max 10 points)
- Ability to meet past budgets and schedules (max 10 points)
- Change Order history (max 10 points)
- References (max 10 points)
- Location (max 5 points)

Sub-Total (Maximum of 65 points)

--

Knowledge & Understanding of Project (Maximum 35 Points)

- Project Approach (max 10 points)
- Staff assigned to Project (max 10 points)
- Ability to meet Project schedule (max 10 points)
- Certified minority business enterprise participation (max 5 points)

Sub-Total (Maximum of 35 points)

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Total (Maximum of 100 points)

--

DEDUCTIONS:

Points may be deducted from the above total based on firm history.

Firm History

Prior business or professional ethics disciplinary action; resignation or removal from prior projects; and prior lawsuits

Total Deduct (Maximum of 100 points)

--

Final Score

--

MEMORANDUM

DATE: October 20, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Evaluation of Sluice Gates

Comments:

Attached for the Board's information is a summary of the performance and cost savings associated with the construction and operation of the sluice gates that were installed at the District's S-7, S-2 and S-1 pump stations.

As the summary indicates, the addition of the sluice has resulted in significant benefits and savings to the District.

The District is deriving the following benefits from the presence and operation of the sluice gates:

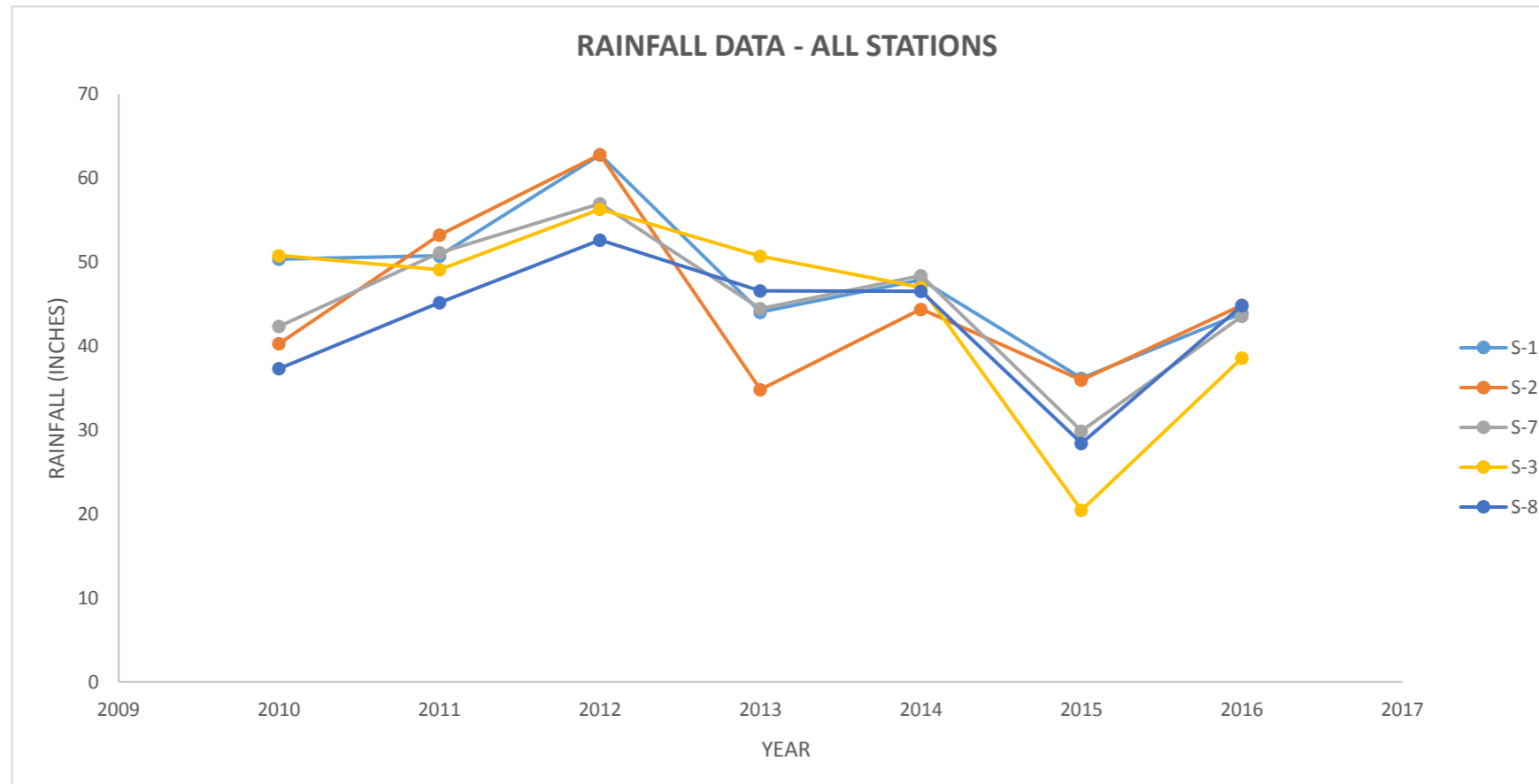
- The sluice gates provide an emergency by-pass for the discharge of stormwater in the event that one or more engines or pumps were to become inoperable, or in the event of a complete shutdown of the pumps or engines.
- The sluice gates provide SBDD with ability to "bleed down" water levels within the District's drainage basins in accordance with state rules and criteria. This is a critical benefit that allows these basins to recover between significant rainfalls and storm events.
- The sluice gates have resulted in a significant reduction in use of the diesel engines at the pump stations, resulting in fuel savings; less wear and tear on the engines and pumps; extending the useful life of the engines and pumps; and lower maintenance costs. To date, the total savings in fuel and maintenance costs is estimated at \$78,592.
- The reduction in engine run time has resulted in a significant reduction of CO2 emissions from the pump stations. To date, it is estimated that SBDD has reduced its CO2 emissions by 391 tons.

In summary, the sluice gates are proving to be a tremendous benefit to the District.

Financial impacts to this agenda item: There are no financial impacts to this agenda item.

KH
Attachment

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

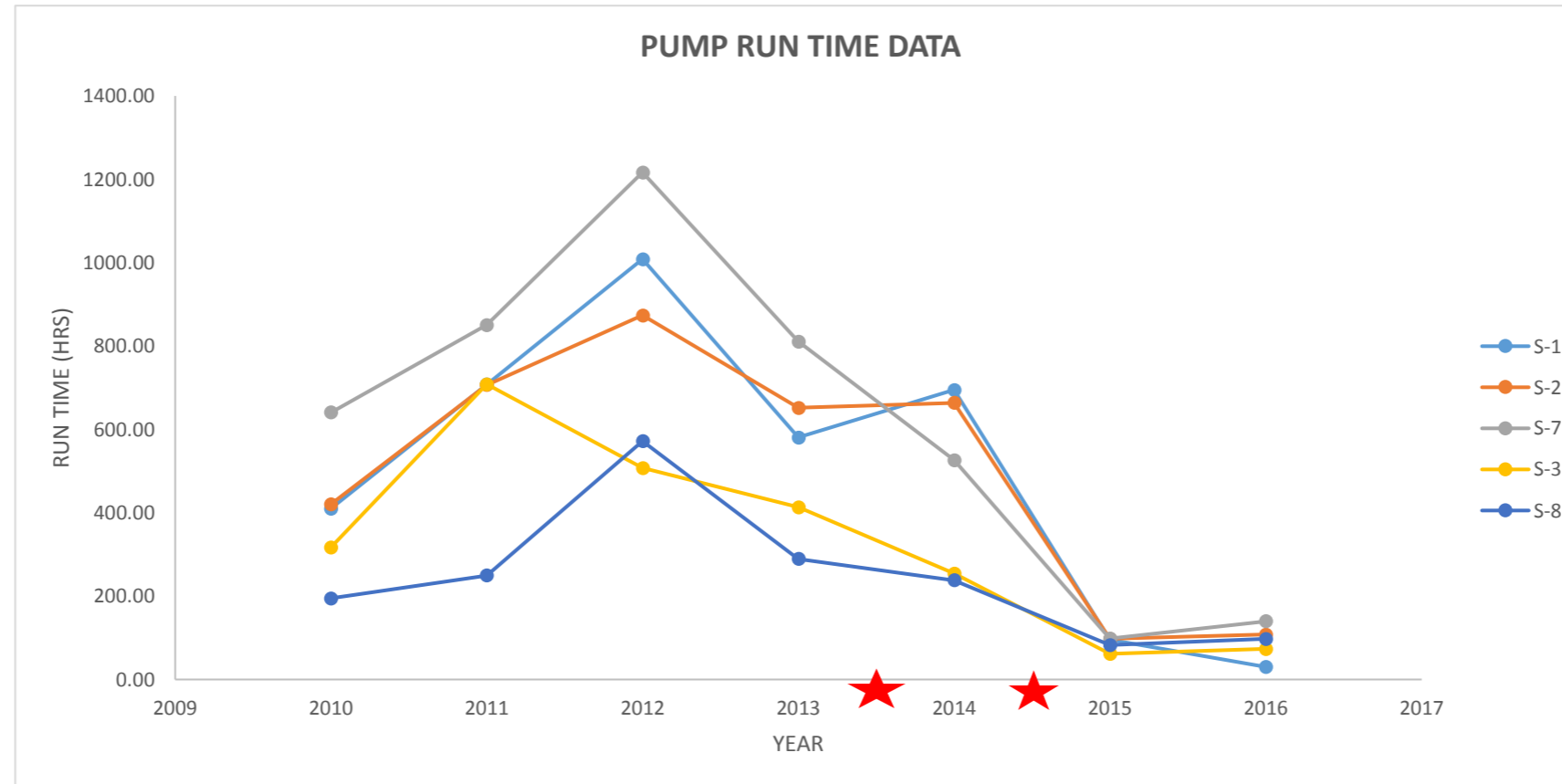


<u>RAINFALL DATA (INCHES)</u>						
<u>YEAR</u>	<u>S-1</u>	<u>S-2</u>	<u>S-7</u>	<u>S-3</u>	<u>S-8</u>	<u>AVG</u>
2010	50.36	40.28	42.34	50.77	37.32	44.21
2011	50.72	53.2	51.1	49.08	45.15	49.85
2012	62.77	62.79	56.95	56.29	52.62	58.28
2013	44.03	34.82	44.46	50.69	46.55	44.11
2014	47.86	44.38	48.37	46.97	46.50	46.82
2015	36.17	35.97	29.89	20.45	28.42	30.18
2016	43.91	44.87	43.56	38.57	44.8	43.14

(through 10/16/16)

- ★ * Tropical Storm Nicole - 9/28/2010 (2.5" - 5.75" Rainfall)
- ★ * Tropical Storm Isaac - 10/27/2012 (7.25" - 10.08" Rainfall)
- ★ * October 2011 was the 4th wettest October on record - 15.5 " Rain
- ★ * On October 11, 2011 Southeastern Broward County experienced 16.2 " Rainfall
- ★ * Nov 2015 - Jan 2016 was the wettest first half of the dry season on record

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

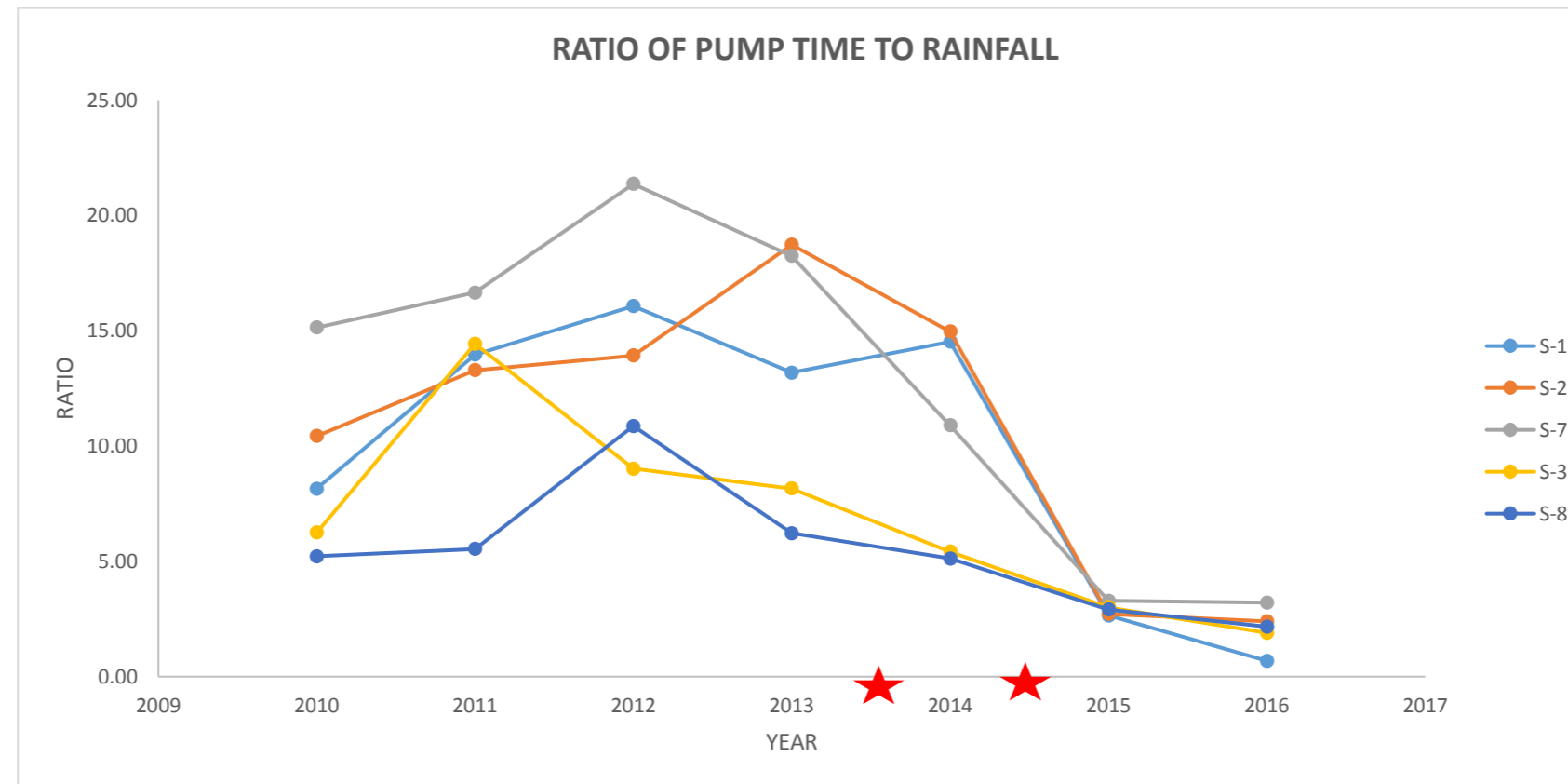


Year	S-1	S-2	S-7	S-3	S-8	AVG
2010	410.28	420.37	640.81	316.96	194.72	396.63
2011	707.77	706.81	850.81	708.33	249.74	644.69
2012	1008.56	873.77	1216.62	507.34	571.82	835.62
2013	580.35	652.11	810.79	413.29	289.29	549.17
2014	694.97	663.96	526.65	254.60	238.05	475.65
2015	95.75	97.73	98.25	61.56	82.64	87.19
2016	30.11	107.63	139.84	73.27	97.11	89.59

(through 10/16/16)

- ★ S-7 Sluice Gate Installed on 8/21/2013 (No Downstream Water Level Recorder)
- ★ S-2 Sluice Gate Installed on 3/5/2014 (Downstream Water Level Recorder Installed Aug 2014)
- ★ S-1 Sluice Gate Installed on 3/16/2015 (Downstream Water Level Recorder Installed with Gate)
- ◆ 2012 rainfall data for S-3 and S-8 pump station increased by 4.21" and 2.15" respectively to account for Data Flow downtime

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

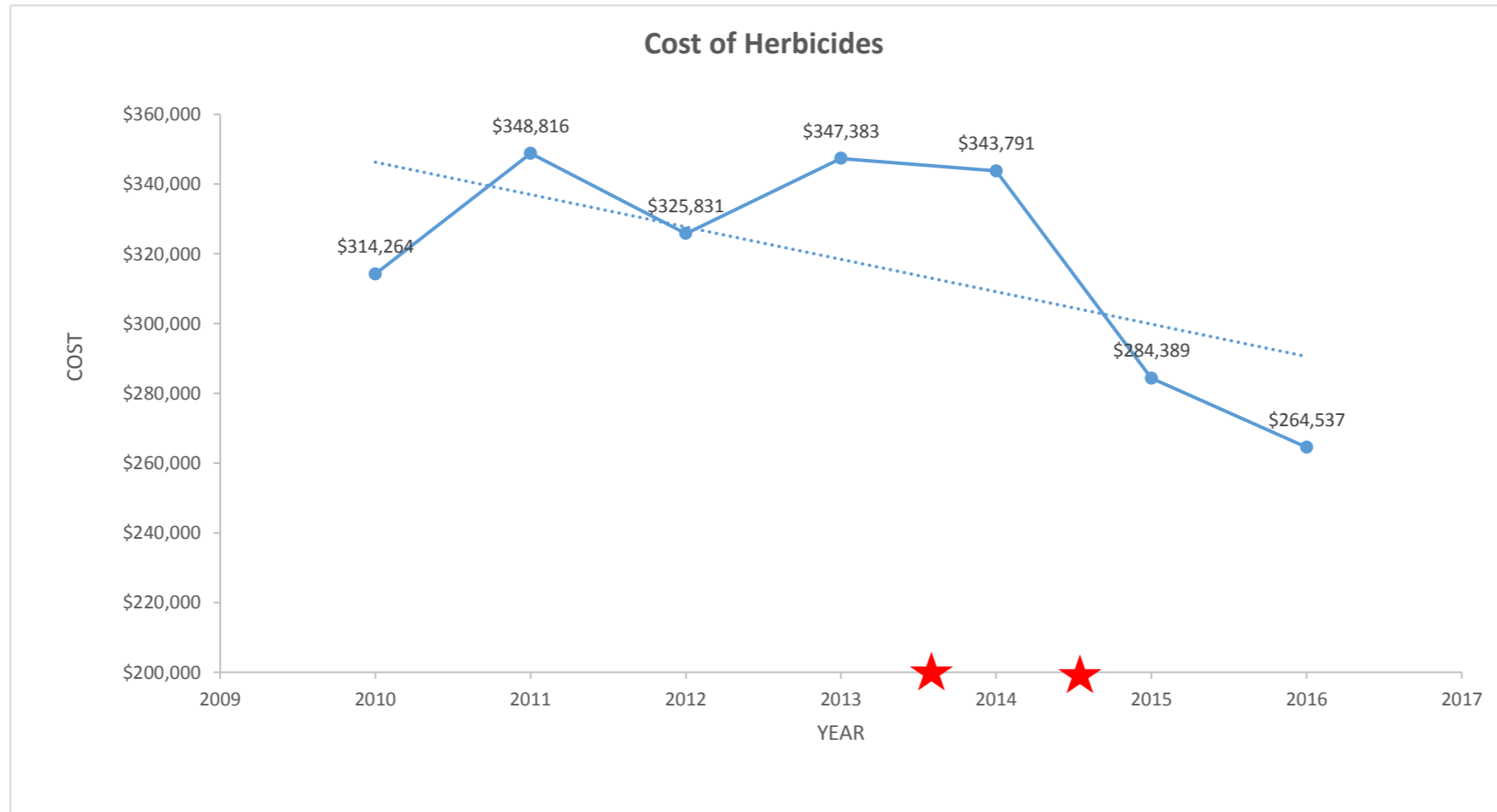


<u>Year</u>	<u>S-1</u>	<u>S-2</u>	<u>S-7</u>	<u>S-3</u>	<u>S-8</u>	<u>AVG</u>
2010	8.15	10.44	15.13	6.24	5.22	9.04
2011	13.95	13.29	16.65	14.43	5.53	12.77
2012	16.07	13.92	21.36	9.01	10.87	14.25
2013	13.18	18.73	18.24	8.15	6.21	12.90
2014	14.52	14.96	10.89	5.42	5.12	10.18
2015	2.65	2.72	3.29	3.01	2.91	2.91
2016	0.69	2.40	3.21	1.90	2.17	2.07

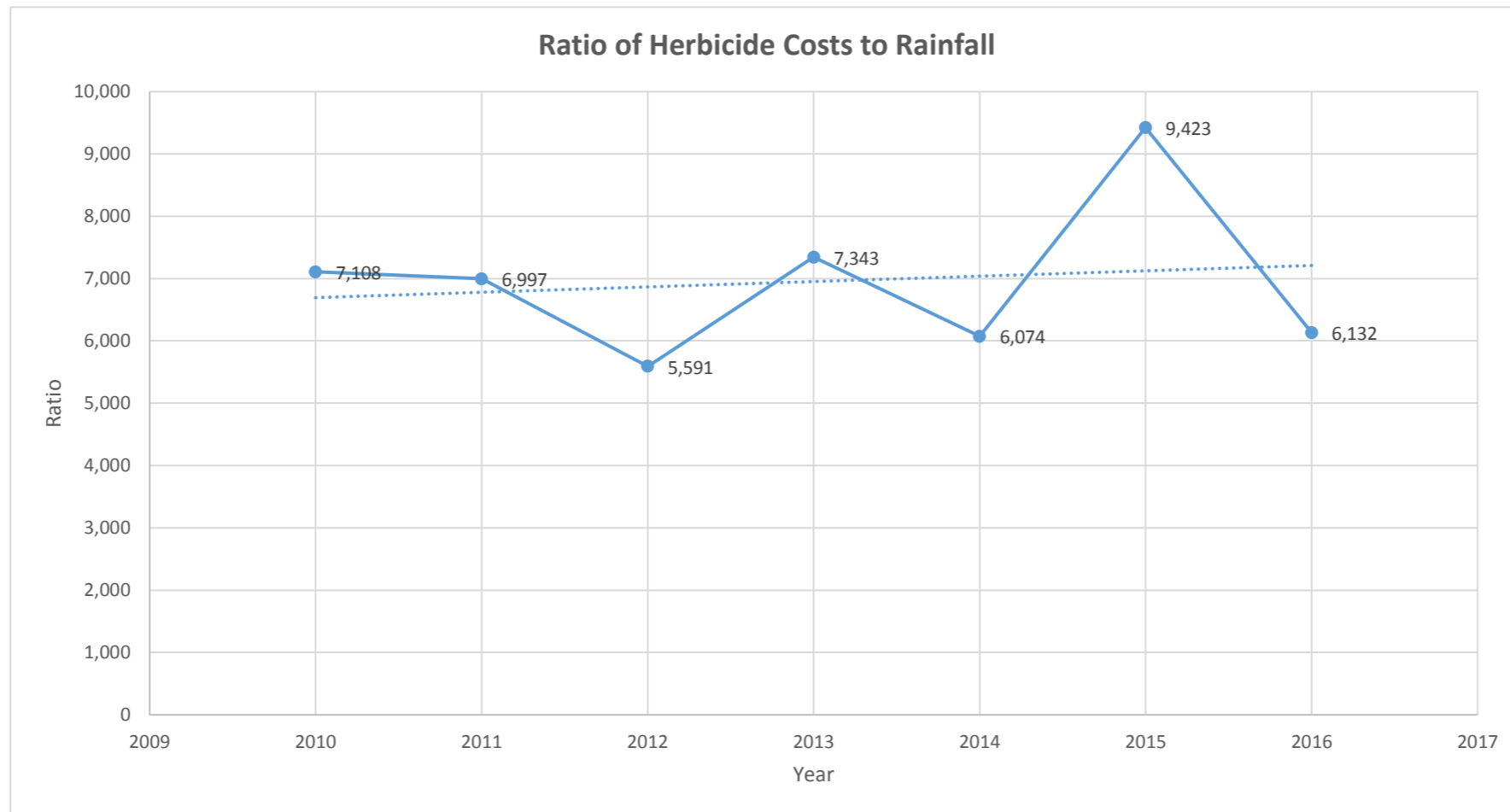
(through 10/16/16)

- ★ S-7 Sluice Gate Installed on 8/21/2013 (No Downstream Water Level Recorder)
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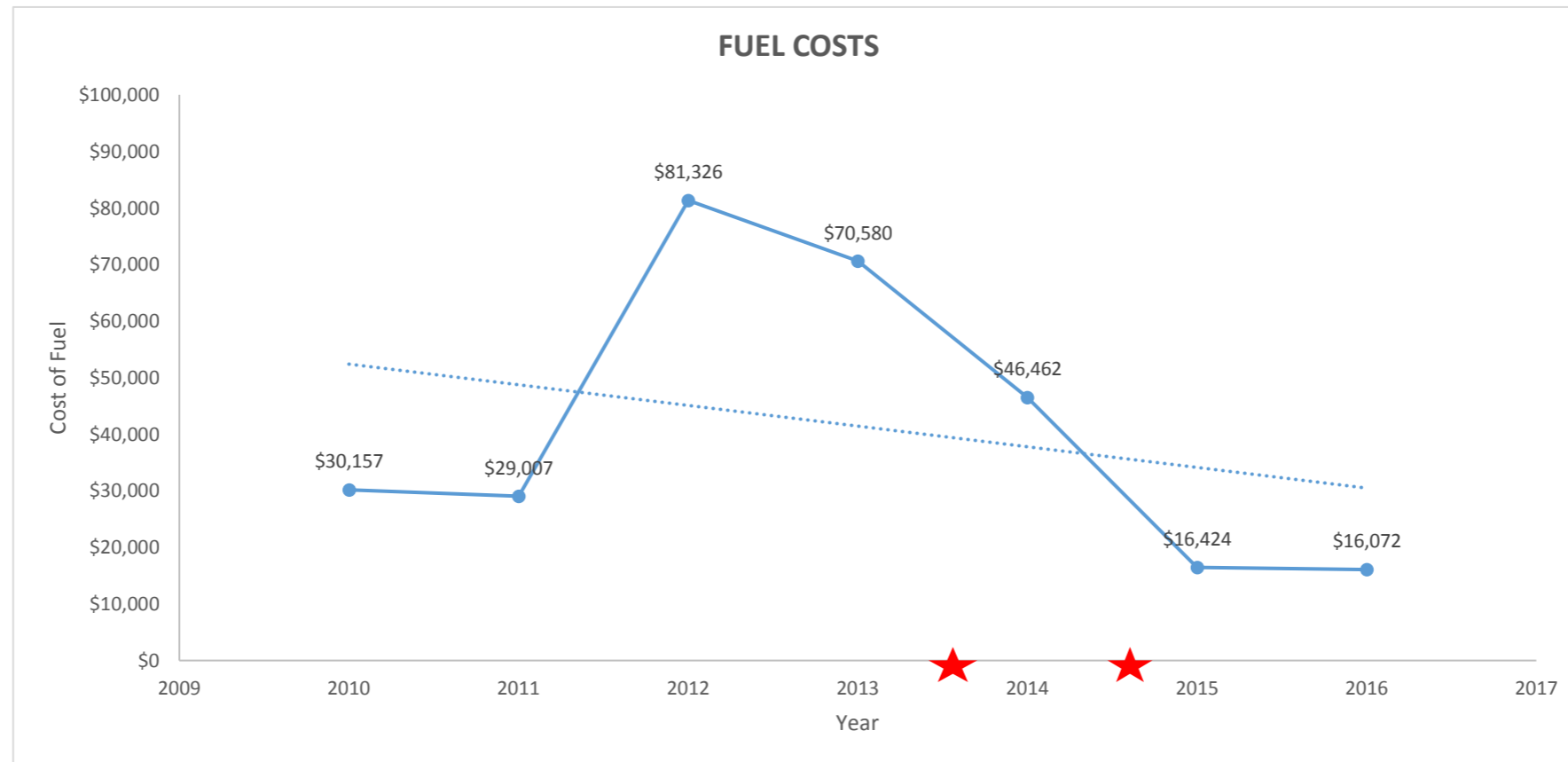
SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016



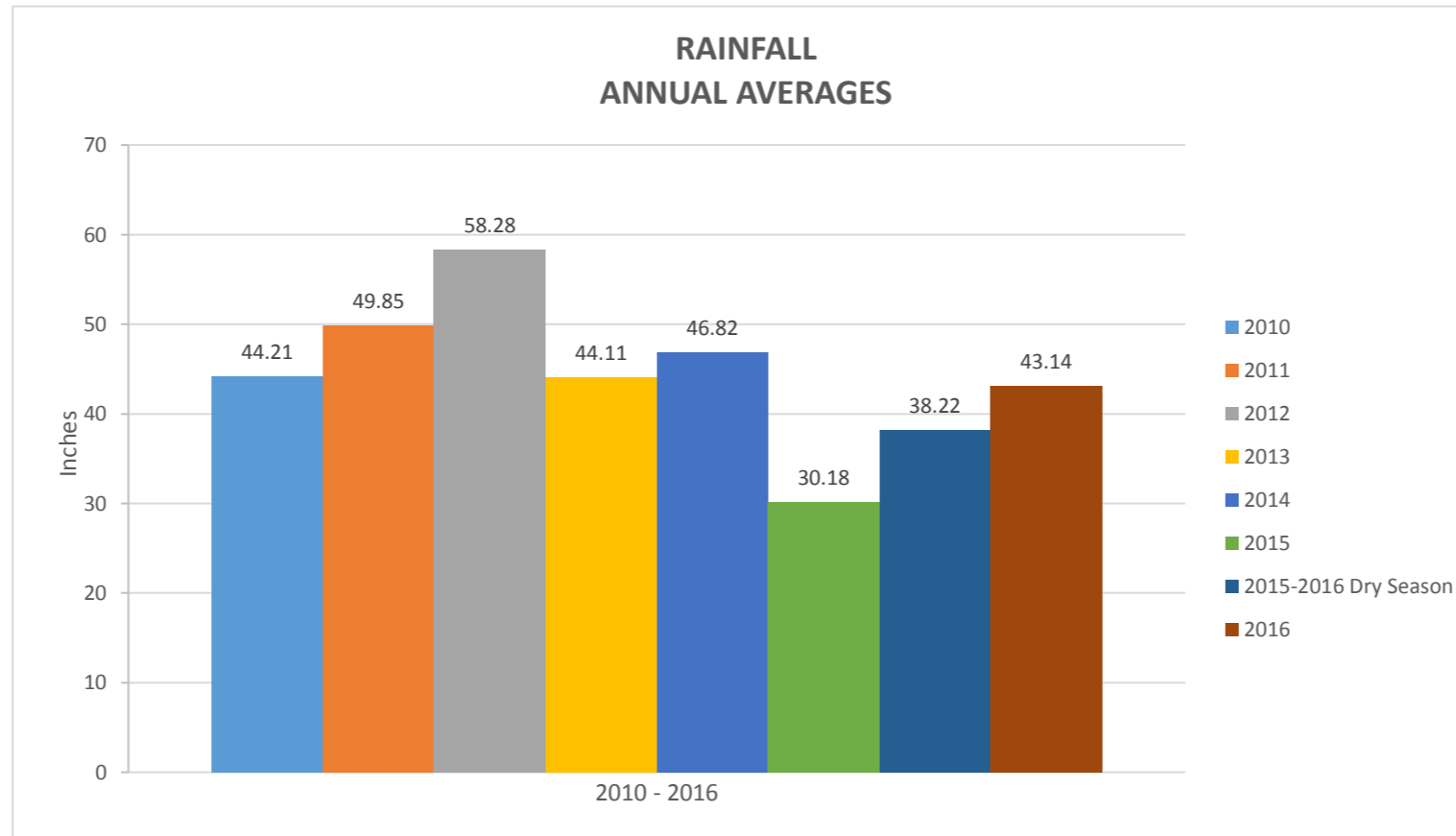
**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**



SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016



**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

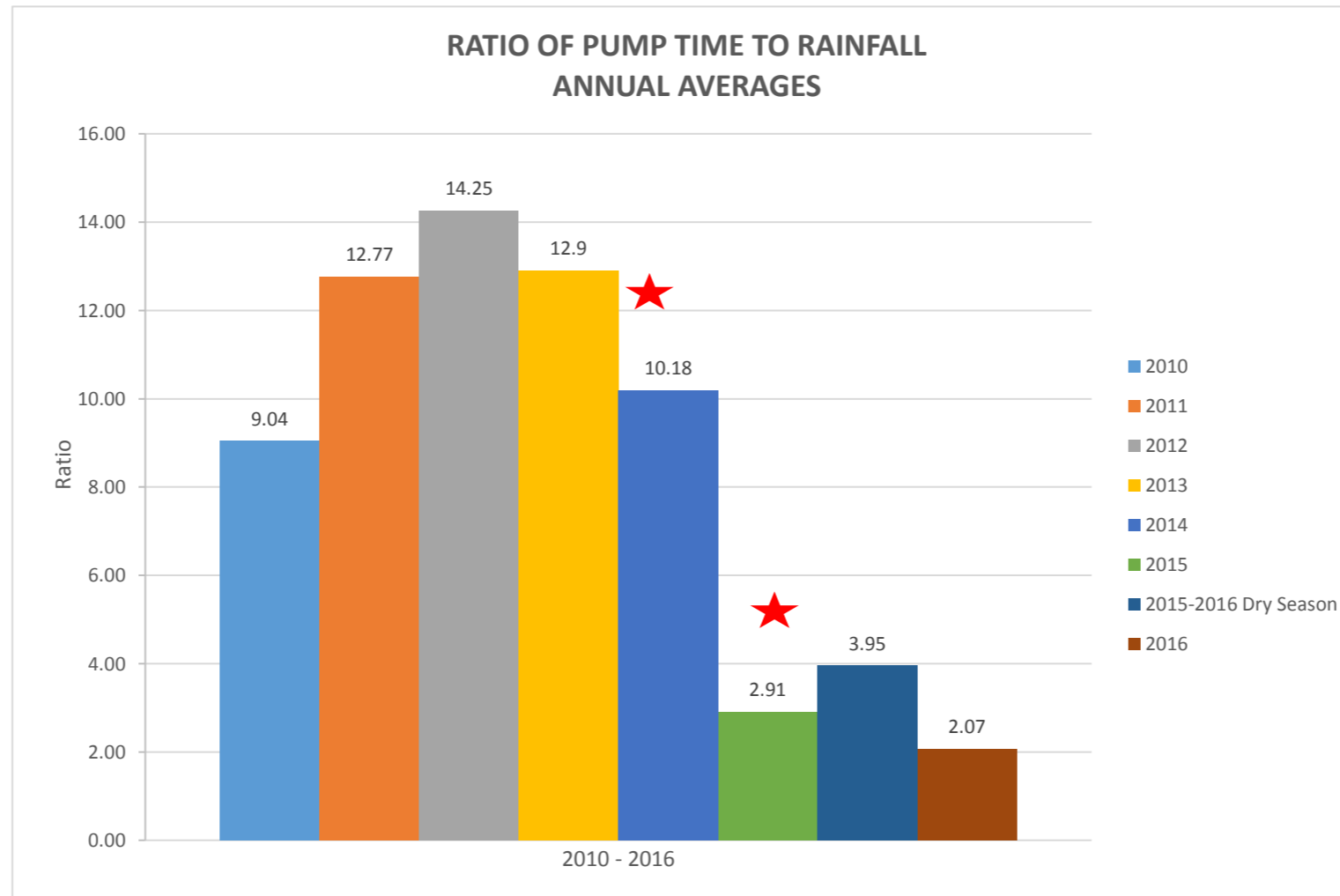


RAINFALL DATA

<u>YEAR</u>	<u>AVG</u>	
2010	44.21	
2011	49.85	
2012	58.28	
2013	44.11	
2014	46.82	
2015	30.18	
2015-2016 Dry Season	38.22	
2016	43.14	(through 10/16/16)

- ★ Tropical Storm Isaac - 10/27/2012
(7.25" - 10.08" Rainfall)
- ★ 2015-2016 dry season experienced
38.22" rain from 10/1/15 - 5/31/16
(wettest Nov. - Jan. period on record)

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**



Annual Averages - Ratio
of Pump Time to Inches
of Rainfall

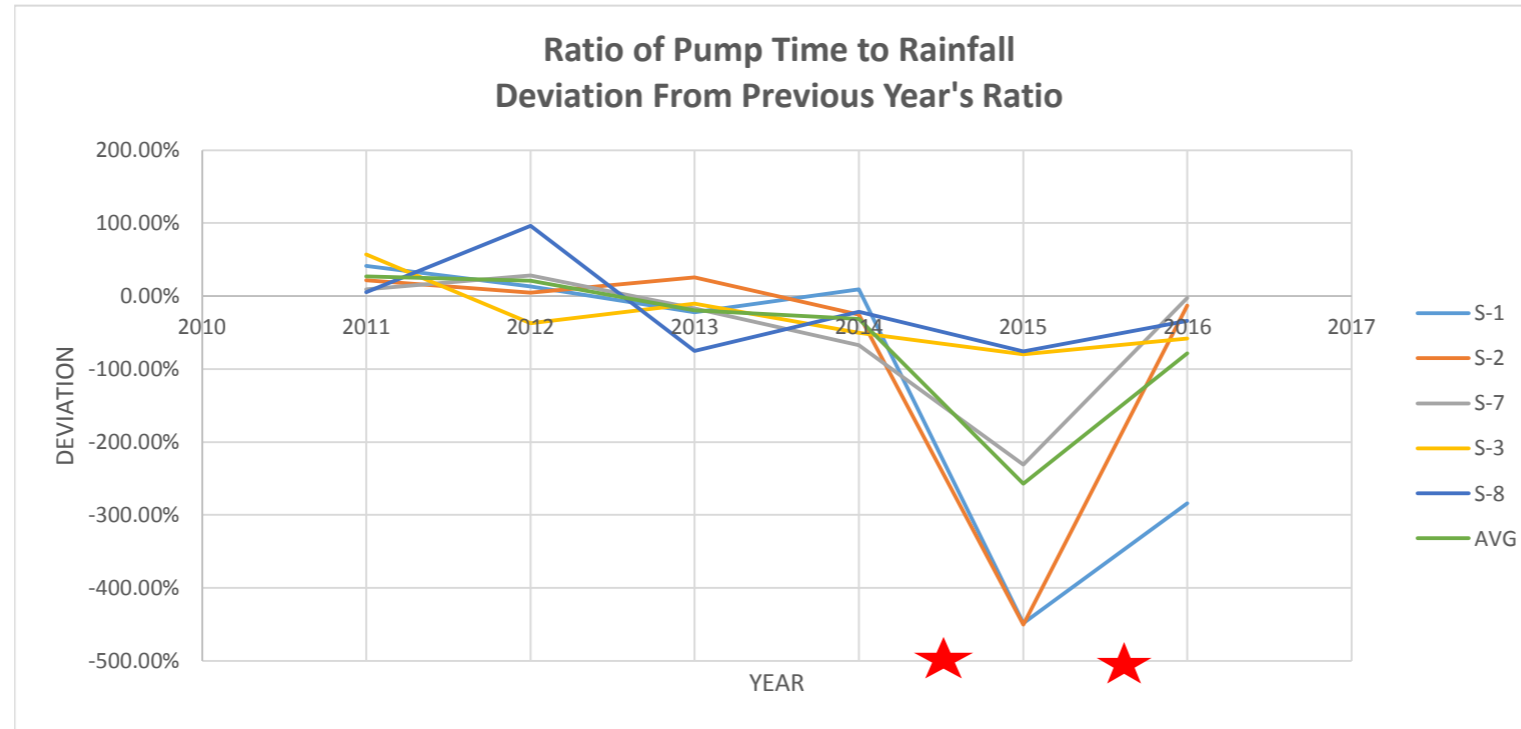
<u>Year</u>	<u>Ratio</u>
2010	9.04
2011	12.77
2012	14.25
2013	12.9
2014	10.18
2015	2.91
2015-2016 Dry Season	3.95
2016	2.07

S-7 Sluice Gate Installed or (No Downstream Water Level Recorder)
S-2 Sluice Gate Installed or (Downstream Water Level Recorder Installed Aug 2014)
S-1 Sluice Gate Installed or (Downstream Water Level Recorder Installed with Gate)

Data is for time period of May 1st - Oct. 31st

(through 10/16/16)

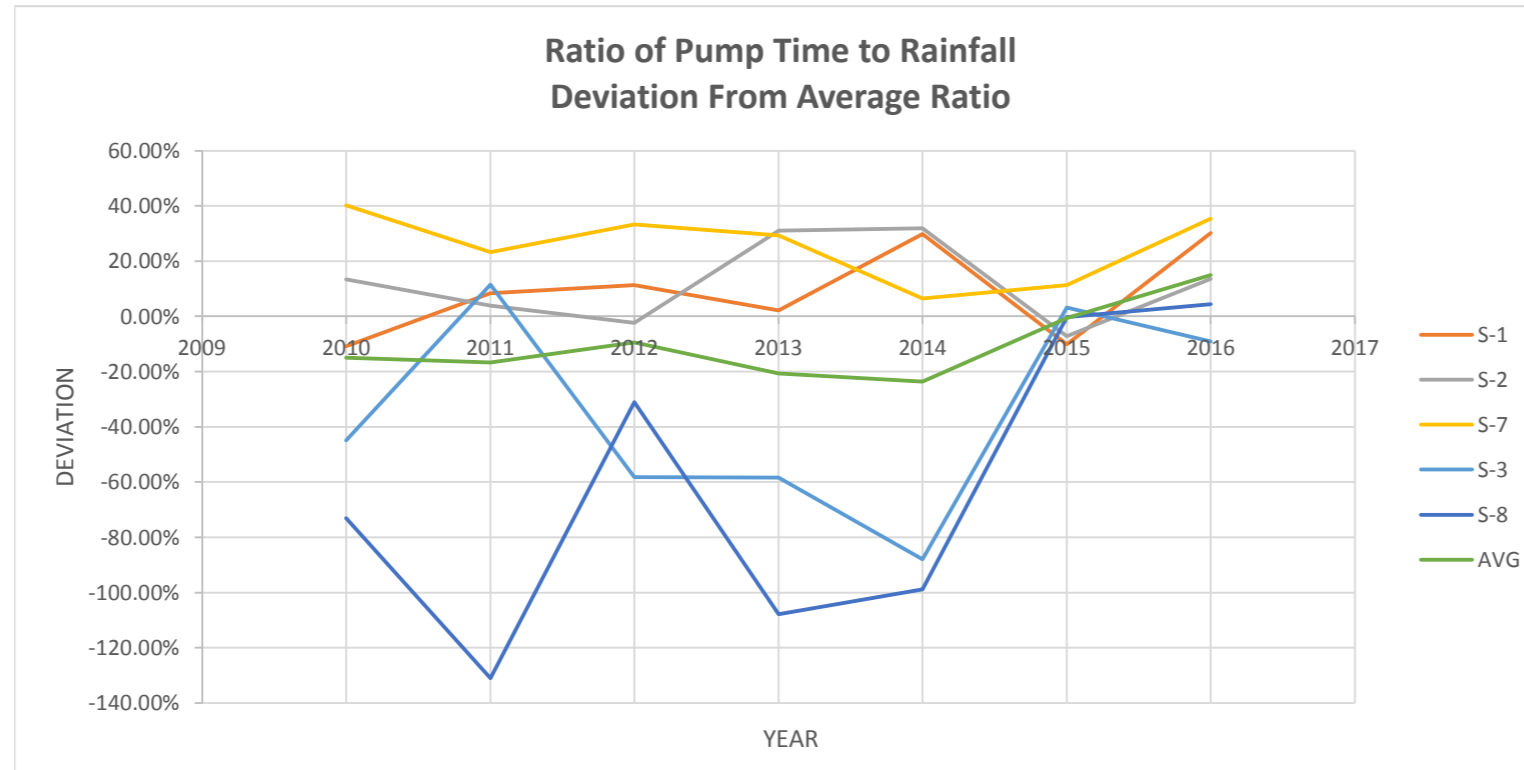
**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**



Year	Deviation From Previous Year's Ratio					
	<u>S-1</u>	<u>S-2</u>	<u>S-7</u>	<u>S-3</u>	<u>S-8</u>	<u>AVG</u>
2011	41.58%	21.44%	9.13%	56.76%	5.61%	26.90%
2012	13.19%	4.74%	28.29%	-37.56%	96.56%	21.04%
2013	-21.93%	25.68%	-17.11%	-10.55%	-75.04%	-19.79%
2014	9.23%	-25.20%	-67.49%	-50.37%	-21.29%	-31.02%
2015	-447.92%	-450.00%	-231.00%	-80.07%	-75.95%	-256.99%
2016	-284.06%	-13.33%	-2.49%	-58.42%	-34.10%	-78.48%

(through 10/16/16)

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**



<u>Year</u>	<u>Deviation From Average Ratio</u>					
	<u>S-1</u>	<u>S-2</u>	<u>S-7</u>	<u>S-3</u>	<u>S-8</u>	<u>AVG</u>
2010	-10.87%	13.45%	40.28%	-44.81%	-73.10%	-15.01%
2011	8.46%	3.91%	23.30%	11.50%	-130.92%	-16.75%
2012	11.35%	-2.34%	33.31%	-58.11%	-31.06%	-9.37%
2013	2.11%	31.12%	29.27%	-58.31%	-107.76%	-20.72%
2014	29.88%	31.94%	6.50%	-87.86%	-98.87%	-23.68%
2015	-10.04%	-7.21%	11.37%	3.12%	-0.21%	-0.59%
2016	30.20%	13.58%	35.39%	-9.16%	4.42%	14.89%

(through 10/16/16)

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

Compute Fuel Savings Due to Operation of Sluice Gates

<u>S-7 Pump Station</u>			
Sluice Gate Installed on 8/21/2013			
<u>Ratio of Pump Time vs. Rainfall</u>		<u>Comments</u>	
2010	15.13		
2011	16.65		
2012	21.36		
2013	18.24		
AVG - 2010 - 2013	17.85		
5/1/13 - 8/22/13	21.95		
8/21/13 - 10/31/13	4.13	-431.48%	Reduction from first 4 months of the Year
2014	10.89	-63.87%	Reduction from Average of Previous 4 Years (2010-2013)
2015	3.29	-442.40%	Reduction from Average of Previous Years w/ No Gate (2010-2013)
2016	3.21	-455.92%	Reduction from Average of Previous Years w/ No Gate (2010-2013)

<u>S-2 Pump Station</u>			
Sluice Gate Installed on 3/5/2014			
<u>Ratio of Pump Time vs. Rainfall</u>			
2010	10.44		
2011	13.29		
2012	13.92		
2013	18.73		
AVG - 2010 - 2013	14.10		
2014	14.96	5.78%	Increase from Average of Previous 4 Years (2010-2013)
2015	2.72	-418.20%	Reduction from Average of Previous Years w/ No Gate (2010-2013)
2016	2.4	-487.29%	Reduction from Average of Previous Years w/ No Gate (2010-2013)

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

S-1 Pump Station			
Sluice Gate Installed on 3/5/2014			
<u>Ratio of Pump Time vs. Rainfall</u>			
2010	8.15		
2011	13.95		
2012	16.07		
2013	13.18		
2014	14.52		
AVG - 2010 - 2013	13.17		
2015	2.65	-397.13%	Reduction from Average of Previous 5 Years (2010-2014)
2016	0.69	-1809.28%	Reduction from Average of Previous Years W/ No Gate (2010-2014)

Estimated Amount of Fuel to Run a Caterpillar Diesel Engine for 1 Hour = 8.2 Gal

Additional Savings in Maintenance Costs = \$250 per 250 hours of usage

<u>Avg. Cost of Fuel</u>	
2014	\$3.20
2015	\$2.10
2016	\$1.82

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

Estimate Savings in Pumping Time and Costs

S-7 Pump Station							
Year	Inches Rainfall	Estimate Previous Pumping Time	Actual Pumping Time	Savings in Hrs	Fuel Savings	Additional Savings in Maintenance Costs	Total Savings
2014	48.37	863.16	526.65	336.51	\$8,830.09	\$336.51	\$9,166.60
2015	29.89	533.39	98.25	435.14	\$7,493.06	\$435.14	\$7,928.20
2016	38.69	690.42	118.15	572.27	\$8,540.60	\$572.27	\$9,112.88
Total							\$26,207.68
Cost of Sluice Gate = \$46,162 Estimated Payback Period = 5.28 Years							

S-2 Pump Station							
Year	Inches Rainfall	Estimate Previous Pumping Time	Actual Pumping Time	Savings in Hrs	Fuel Savings	Additional Savings in Maintenance Costs	Total Savings
2014	44.38	625.54	663.96	-38.42	-\$1,008.24	(\$38.42)	\$0.00
2015	35.97	507.00	97.73	409.27	\$7,047.58	\$409.27	\$7,456.85
2016	39.72	559.85	106.3	453.55	\$6,768.83	\$453.55	\$7,222.38
Total							\$14,679.23
Cost of Sluice Gate = \$43,329 Estimated Payback Period = 8.86 Years							

S-1 Pump Station							
Year	Inches Rainfall	Estimate Previous Pumping Time	Actual Pumping Time	Savings in Hrs	Fuel Savings	Additional Savings in Maintenance Costs	Total Savings
2015	36.17	476.50	95.75	380.75	\$6,556.58	\$380.75	\$6,937.33
2016	38.89	512.34	16.38	495.96	\$7,401.66	\$495.96	\$7,897.62
Total							\$14,834.95
Cost of Sluice Gate = \$76,537 Estimated Payback Period = 10.32 Years							
Total Savings All Pumps Stations				3,045.03	Hrs	\$55,721.86	

Estimated Payback Period = 7.89 Years

Data is for time period of May 1st - Oct. 31st
Total savings do not include savings during the 2015-2016 dry season, which is estimated at \$22,870.

**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

2015-2016 Dry Season

<u>S-7 Pump Station</u>							
<u>Year</u>	<u>Inches Rainfall</u>	<u>Estimate Previous Pumping Time</u>	<u>Actual Pumping Time</u>	<u>Savings in Hrs</u>	<u>Fuel Savings</u>	<u>Additional Savings in Maintenance Costs</u>	<u>Total Savings</u>
2015-2016 Dry Season	36.37	649.02	199.76	449.26	\$7,736.30	\$449.26	\$8,185.57
Total							\$8,185.57

<u>S-2 Pump Station</u>							
<u>Year</u>	<u>Inches Rainfall</u>	<u>Estimate Previous Pumping Time</u>	<u>Actual Pumping Time</u>	<u>Savings in Hrs</u>	<u>Fuel Savings</u>	<u>Additional Savings in Maintenance Costs</u>	<u>Total Savings</u>
2015-2016 Dry Season	40.1	565.21	165.85	399.36	\$6,876.97	\$399.36	\$7,276.33
Total							\$7,276.33

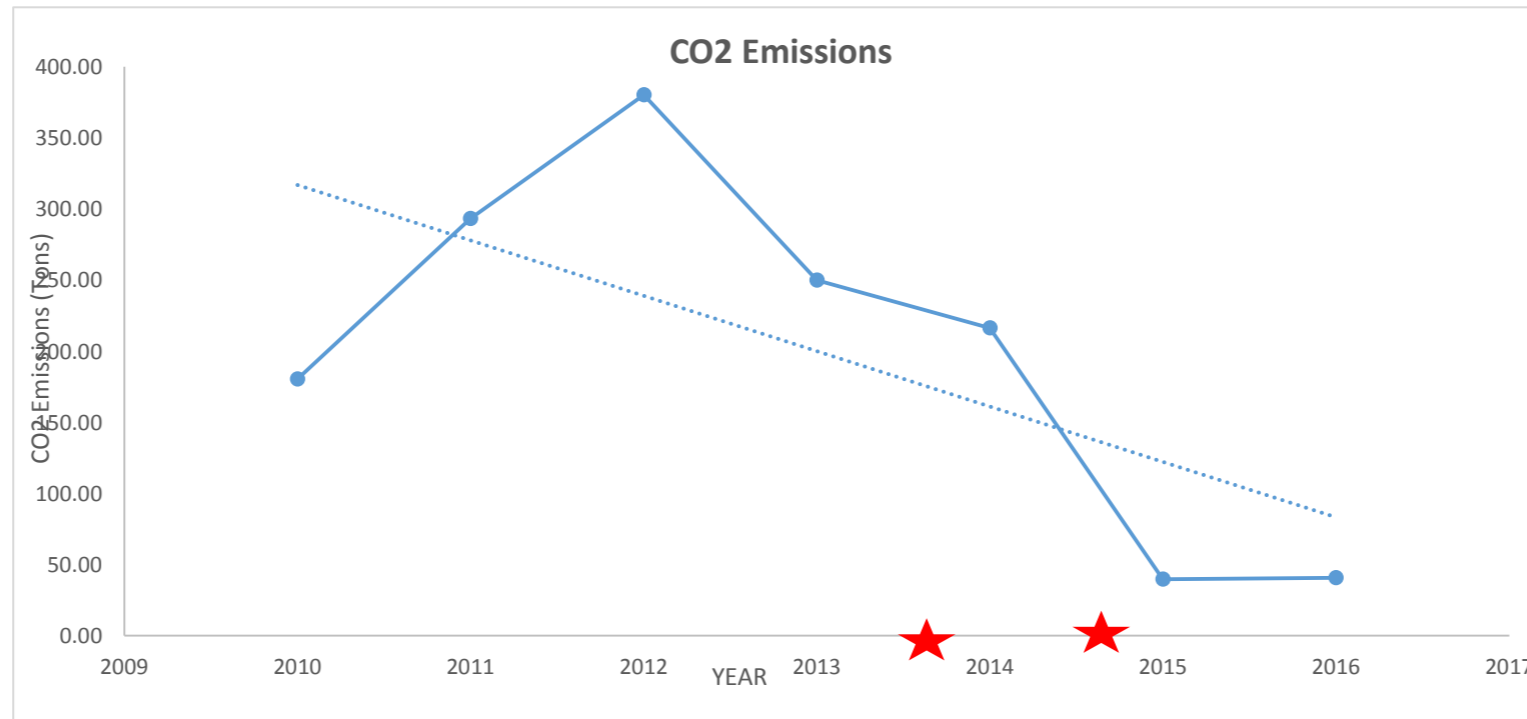
<u>S-1 Pump Station</u>							
<u>Year</u>	<u>Inches Rainfall</u>	<u>Estimate Previous Pumping Time</u>	<u>Actual Pumping Time</u>	<u>Savings in Hrs</u>	<u>Fuel Savings</u>	<u>Additional Savings in Maintenance Costs</u>	<u>Total Savings</u>
2015-2016 Dry Season	43.68	575.44	168.85	406.59	\$7,001.49	\$406.59	\$7,408.08
Total							\$7,408.08

Total Savings All Pumps Stations				1,255.21			\$22,869.97
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Total Savings All Pumps Stations, Including 2015-2016 Dry Season				4,300.24	Hrs		\$78,591.83
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**SOUTH BROWARD DRAINAGE DISTRICT
EVALUATION OF SLUICE GATES
OCTOBER 17, 2016**

Estimate Reduction in CO2 Emissions



Year	ESTIMATED CO2 EMISSIONS (TONS)					TOTALS	% Reduction From Previous Year
	S-1	S-2	S-7	S-3	S-8		
2010	37.34	38.26	58.33	28.85	17.72	180.51	
2011	64.42	64.33	77.44	64.47	22.73	293.40	38.48%
2012	91.80	79.53	110.74	46.18	52.05	380.29	22.85%
2013	52.82	59.36	73.80	37.62	26.33	249.93	-52.16%
2014	63.26	60.43	47.94	23.17	21.67	216.47	-15.46%
2015	8.72	8.90	8.94	5.60	7.52	39.68	-445.55%
2016	2.74	9.80	12.73	6.67	8.84	40.77	2.69%
TOTALS	321.10	320.61	389.91	212.56	156.86	1401.04	

TOTAL CO2 REDUCTION

4,300 LESS HOURS OF ENGINE RUN TIME x 8.2 GALS/HR x 22.2 LBS CO2/GAL

= 782,772 LBS
= 391 TONS

BELL & BELL
ATTORNEYS AT LAW
CUMBERLAND BUILDING, SUITE 505
800 EAST BROWARD BOULEVARD
FT. LAUDERDALE, FLORIDA 33301

ITEM # 5A

JOHN W. BELL (1916-1982)
DOUGLAS R. BELL

TELEPHONE (954) 524-8526
FAX (954) 524-8644
E-MAIL: BELL8526@BELLSOUTH.NET

October 17, 2016

Kevin Hart, P.E., CFM, District Director
Board of Commissioners
South Broward Drainage District
6591 Southwest 160 Avenue
Southwest Ranches, Florida 33331

Re: Proposal for Legal Services

Dear Kevin and Members of the Board:

The following is my proposal for providing continuing legal services to the District. These services have been provided since 1984.

For attorneys fees, I propose an hourly rate increase to \$250 per hour from \$225 per hour (11%) (1.85% per year) and for paralegal fees, an hourly rate increase to \$110 per hour from \$90 per hour (22%) (3.70% per year). Attorneys fees have not increased since October 2010 and paralegal fees have not increased since October 2010.

In addition, I propose that the monthly retainer of \$1,000 per month which includes attendance at the regular District meetings remain at \$1,000 per month. This fee has not changed since 2010.

Photocopies will remain at the rate of 25¢ per copy and received fax copies at the reduced rate of 25¢ per page. Sent fax copies will not be billed. Mileage, if applicable would be billed at the rate of 35¢ per mile. Other costs will be billed to the District at my cost.

The above rates are proposed to commence as of November 1, 2016.

Thank you for your consideration of the above.

Sincerely



Douglas R. Bell
DRB:lea

****MEMORANDUM****

DATE: October 20, 2016
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Evaluation of District Attorney Rates and Costs

Comments:

Attached for the Board's information is an evaluation of District Attorney rates and costs.

The evaluation looked at the following parameters in evaluating SBDD's attorney costs and rates in comparison to other, similar, independent special districts:

- Hourly Rates
- Overall Budgeted Costs for Legal Services
- Ratio of Budgeted Legal Costs to the Overall Budget

The information that is included in this evaluation was obtained through discussions and meetings with other District Directors/Managers. In addition, a relatively small sample size of districts was used in order to obtain a general impression of SBDD's rates and costs in comparison to other, similar, independent special districts.

Financial impacts to this agenda item: There are no financial impacts to this agenda item.

KH
Attachment

<u>AGENCY</u>	<u>ANNUAL BUDGET</u>	<u>ATTORNEY COSTS (BUDGET)</u>	<u>%</u>	<u>HOURLY RATE</u>	<u>Attend Meetings</u>	<u>Comments</u>
South Broward Drainage District	\$3,345,099	\$85,000	2.54%	\$225	\$1,000	\$25,000 is for unexpected legal costs
Tindall Hammock Irrigation & Soil Conservation District	\$4,326,305	\$100,000	2.31%	\$225	N/A	
Central Broward Water Control District	\$3,253,350	\$35,000	1.08%	\$205	\$550.00	Board meets twice a month, as necessary
Old Plantation Water Control District	\$1,008,000	\$40,000	3.97%	\$365	N/A	Hourly Rate only applies to License Agreements (Recoverable Costs); Attorney Costs are \$1,600 per month, which includes meeting attendance (equates to \$19,200 annually or 1.90% of the annual budget.
Plantation Acres Improvement District	\$820,389	\$18,000	2.19%	\$200	N/A	
Sunshine Water Control District	\$2,588,015	\$85,000	3.28%	\$295		Partner only rate (special litigation costs NIC)
Lake Worth Drainage District	\$14,467,400	\$160,000	1.11%	\$225	N/A	Attorney costs are \$13,000/month; District attorney spends 16 hrs/wk at the District offices; Board meets once per month
Lehigh Acres MSID	\$6,151,080	\$96,500	1.57%	\$195	N/A	Budget includes capital projects (\$2,757,812)
Adjusted Budget	\$3,393,268		2.84%			
Pinellas Park Water Management District	\$8,077,635	\$55,000	0.68%	N/A		Budget includes capital projects (\$5,493,000)
Adjusted Budget	\$2,584,635		2.13%			\$2,500/month retainer; \$30,000/year for normal operating costs (1.16% of annual budget); includes attendance at mtgs (6) \$25,000 is for unexpected legal costs
South Florida Conservancy District	\$1,100,000	\$12,000	1.09%	\$275	N/A	

Note:

Information provided to the District Director by agency staff members over the phone and not through a public records request.

Date: October 20, 2016

SOUTH BROWARD DRAINAGE DISTRICT
SUMMARY OF DISTRICT FUNDS
October 19, 2016

SBDD ASSET ACCOUNTS

Fund	Cash on Hand	Subtotals	Institution	Investment Accounts	Fund Totals	
UNASSIGNED						
General	\$491,804	\$491,804	Suntrust AdvantageNow	\$39,855	CD-FL Community	\$921,874
				\$244,976	CD-Regent Bank	
				\$145,239	CD-Bank United	
Payroll	\$25,460	\$25,460	Suntrust		\$25,460	
COMMITTED						
Capital Improvements	\$838,595	\$838,595	Suntrust Reserve	\$247,500	CD-Stonegate	\$1,599,664
				\$247,500	CD-Landmark	
				\$184,500	CD-Centennial	
				\$81,569	CD-FL Community	
Emergency	\$3,246,697	\$3,246,697	Suntrust Reserve		\$3,246,697	
Separation	\$160,668	\$160,668	Suntrust Reserve	\$51,048	CD-Bank United	\$274,716
				\$63,000	CD-Centennial	
Totals	\$4,763,224	\$4,763,224		\$1,305,187		\$6,068,411

SBDD LIABILITY ACCOUNT

Fund	Cash on Hand	Subtotals	Institution	Investment Accounts	Fund Totals	
As-Built	\$92,085	\$92,085	Suntrust Paying	\$51,213	CD-Bank United	\$516,874
				\$247,500	CD-TD Bank	
				\$126,076	CD-FL Community	
Total	\$92,085	\$92,085		\$424,789		\$516,874
FUND TOTALS				\$1,729,976		\$6,585,285

SBDD INVESTMENT SUMMARY

Investment	Recommendation	Investment Amount	Interest Rate	Issue Date	Maturity Date
Regent Bank CD		\$244,976	0.50%	1/11/2016	1/11/2017
FL Community Bank CD		\$247,500	1.00%	2/25/2016	2/25/2017
Centennial Bank CD		\$247,500	0.20%	7/19/2016	7/19/2017
TD Bank CD		\$247,500	0.37%	8/8/2016	8/8/2017
Stonegate Bank CD		\$247,500	0.40%	8/8/2016	8/8/2017
Landmark Bank CD		\$247,500	1.01%	8/15/2016	11/15/2017
Bank United CD		\$247,500	1.10%	9/30/2016	11/30/2017
TOTAL OF INVESTMENTS		\$1,729,976			

Sep-16	Jan-17	Feb-17	Jul-17	Aug-17	Nov-17
\$247,506	\$244,976	\$247,500	\$247,500	\$495,000	\$247,500

South Broward Drainage District
Comparative Statement of Revenues and Expenses
General Fund (Budgetary Basis)

Ordinary Income/Expense	<u>Oct '15 - Sep 16</u>	<u>Annual Budget</u>
Income		
1402 · Maintenance	3,091,747.90	3,093,364.50
1404 · Permit Fees	53,063.50	30,000.00
1405 · 5 Year Recertification Program	57,851.00	30,000.00
1406 · Residential and Lot Permit Fees	41,448.50	22,000.00
1407 · Telecommunications Annual Fee	3,500.00	2,850.00
1408 · Appropriation of Fund Balance	0.00	153,884.74
1410 · Interest Income	9,804.87	12,000.00
1416 · Miscellaneous Income	46,371.10	1,000.00
Total Income	<u>3,303,786.87</u>	<u>3,345,099.24</u>
Expense		
1412 · South Broward Collection Fee	59,485.39	61,867.29
1414 · Discounts (Early Tax Payments)	110,260.40	111,361.12
1501 · Administrative - Office	333,170.40	334,501.44
1503 · Board of Supervisors	37,800.00	37,800.00
1505 · Field Operations	499,140.68	501,105.28
1506 · Inspectors/Project Coord.	236,792.21	247,990.08
1507 · Payroll Taxes - FICA	84,917.34	90,832.81
1509 · Pension	102,424.97	105,891.22
1513 · Payroll Other	46,095.72	65,000.00
1520 · Accounting Fees	24,750.00	25,000.00
1535 · Engineer/Consult Fees/Spec Proj	12,455.29	59,700.00
1540 · Legal Fees	53,455.95	60,000.00
1543 · Legal Fees Special Proj.	0.00	25,000.00
1544 · Other Expense	0.00	1,000.00
1550 · Commercial Property Package	32,888.00	36,000.00
1555 · General/Hazard Liability	36,515.00	38,000.00
1560 · Group Health, Life & Dental	359,793.70	395,000.00
1570 · Workers Compensation	21,981.00	22,000.00
1575 · Advertising	3,433.95	6,500.00
1585 · Computer Supplies - Upgrades	5,120.01	10,000.00
1590 · Dues & Subscriptions	5,345.90	5,600.00
1600 · FPL - Electric	11,909.62	13,000.00
1603 · Gas (LP) Auxiliary Power	188.13	5,000.00
1605 · Janitorial Service	1,720.95	2,000.00
1610 · Licenses & Fees	904.35	900.00
1615 · Maintenance Contracts	6,549.19	9,000.00
1620 · Uniforms	3,162.03	4,200.00
1625 · Office Supplies - Postage	3,249.84	4,500.00
1630 · Payroll Service	3,462.18	3,600.00
1635 · Printing - Stationary	1,460.56	1,800.00
1640 · Public Records Storage/Filing	21,045.67	40,000.00
1645 · Telephone - Misc. Communication	13,415.03	15,000.00

**South Broward Drainage District
Comparative Statement of Revenues and Expenses
General Fund (Budgetary Basis)**

	<u>Oct '15 - Sep 16</u>	<u>Annual Budget</u>
1650 · Water & Sewer	1,808.32	2,100.00
1655 · Buildings & Grounds	30,637.57	35,000.00
1660 · Equipment Rental/Outside Svcs.	688.65	5,000.00
1665 · Equip/Vehic/Boats/Hvy Equip	29,799.01	30,000.00
1670 · Fuel/Oil/Lubric. (Pump Stat)	23,440.62	60,000.00
1675 · Fuel/Oil/Lubric. (Vehic/Equip)	31,342.55	40,000.00
1677 · Hazardous Mat./Spill Cont.	944.88	5,000.00
1680 · Janitorial Supplies - Carp. Clg	267.10	1,000.00
1683 · Hurricane Preparedness Supp.	472.69	1,500.00
1685 · Landscaping & Mowing	32,001.53	32,500.00
1690 · Photography - VCR Equip. & Phot	0.00	250.00
1695 · Pump Stations - Flood Gates	51,896.97	70,000.00
1700 · Safety/SCUBA - Inspect Equip.	2,524.91	2,500.00
1705 · Sanitat. - Exterminating Serv.	8,847.88	10,200.00
1710 · Small Tools - Shop Supplies	8,167.17	9,000.00
1715 · Water Recorder/Elev Gge/Telemetry	8,370.73	8,400.00
1720 · CanaL/Swale Cleaning/Renovation	14,731.89	30,000.00
1725 · Culvert Cleaning/Inspection	37,121.00	50,000.00
1730 · Culvert Repair - Flapper Gates	39,608.08	40,000.00
1735 · Endwall Repair - Replace./Upgrd	310.68	5,000.00
1740 · Erosion Control	23,259.51	45,000.00
1745 · Gates/Barrier/Fence/Ramp/Sign	3,573.50	5,000.00
1747 · Outfall Structures	0.00	2,000.00
1750 · Trash Rack/Piling/Tank Upgr.	7,308.78	10,000.00
1755 · Tree Removal	25,100.15	30,000.00
1765 · Herbicides	274,341.68	370,000.00
1770 · Triploid Carp/Fsh Guards/Maint	21,700.00	30,000.00
1775 · Water Testing	5,410.00	8,000.00
1780 · Seminars/Meetings/Conferences	6,626.12	8,500.00
1781 · Basin S-3 Drainage Improvements	0.00	0.00
1785 · Equip./Vehicle Replace./Upgrd	43,873.94	50,000.00
1797 · Contingency/Misc Expense	0.00	10,000.00
Total Expense	<u>2,867,069.37</u>	<u>3,345,099.24</u>

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September 30, 2016

South Broward Drainage District
6591 Southwest 160th Avenue
Southwest Ranches, Florida 33331

I N V O I C E

Legal services rendered on behalf of South Broward Drainage District from September 1, 2016 through September 30, 2016:

1. Coordination regarding Maintenance Building Issues including Title Opinion, Plat Amendment, Architect Contract and Public Meetings:
Attorney's Fees: 10 minutes @ \$225.00/hr. = **\$ 37.50**

2. Coordination regarding Polices and Guidelines for Selecting Professional Consultants:
Attorney's Fees: 45 minutes @ \$225.00/hr. = **\$ 168.75**

3. Coordination regarding 2016/17 Budget:
Attorney's Fees: 1 hr. 25 min. @ \$225.00/hr. = **\$ 318.75**

4. Coordination regarding Joint Venture Proposal:
Attorney's Fees: 10 minutes @ \$225.00/hr. = **\$ 37.50**

TOTAL DUE THIS INVOICE: \$ 562.50

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September 30, 2016

South Broward Drainage District
6591 Southwest 160th Avenue
Southwest Ranches, Florida 33331

*** I N V O I C E ***

LEGAL SERVICES REIMBURSABLE FROM PROPERTY OWNERS:

Legal services rendered on behalf of South Broward Drainage District from September 1, 2016 through September 30, 2016:

1. Coordination regarding 7-Eleven Monitoring Well Adjacent to Flamingo Road Canal Right-of-Way:

Attorney's Fees: 20 minutes @ \$225.00/hr. = \$ 75.00

2. Coordination regarding Townhomes @ Deercreek Plat:

Attorney's Fees: 20 minutes @ \$225.00/hr. = \$ 75.00

TOTAL DUE THIS INVOICE: \$ 150.00

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October 19, 2016

South Broward Drainage District
6591 Southwest 160th Avenue
Southwest Ranches, Florida 33331

I N V O I C E

Legal services rendered on behalf of South Broward Drainage District from October 1, 2016 through October 18, 2016:

1. Coordination regarding Emergency Resolution for Approval of Emergency Repairs due to Fire at S-8 Pump Station:

Attorney's Fees: 1 hr. 50 min. @ \$225.00/hr. = **\$ 412.50**

TOTAL DUE THIS INVOICE: \$ 412.50