

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

NOVEMBER 15, 2018

Present:

Scott Hodges, Chairperson
James Ryan, Vice Chairperson
Vicki Minnaugh, Treasurer
Robert E. Goggin, IV, Secretary
Jack McCluskey, Commissioner
Alanna Mersinger, Commissioner
Mercedes Santana-Woodall, Commissioner

Kevin M. Hart, District Director
Reina Muniz, Recording Secretary
Douglas R. Bell, Legal Counsel
General Public: See Attached List

Absent:

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

Chair Hodges called the SBDD Board Meeting to order at 8:16 a.m.; with Vice Chair Ryan, Commissioner Minnaugh, Commissioner Mersinger, Commissioner McCluskey, Commissioner Goggin, and Commissioner Santana-Woodall present at the meeting; followed by the Pledge of Allegiance.

02. PUBLIC COMMENT

None.

03. APPROVAL OF MINUTES

Commissioner Goggin moved for approval of the minutes of the October 25, 2018, South Broward Drainage District Board meeting. Motion was seconded by Commissioner Minnaugh and it was carried unanimously.

04. DIRECTOR'S REPORT

A. INDUCTION OF NEWLY ELECTED SBDD BOARD MEMBERS

SBDD held a ceremonial induction of newly elected Commissioners where each newly elected SBDD Board member was inducted by the person of their choice. Previously, the constitutional oath for each newly elected Commissioner was administered by a notary public.

Commissioner Santana-Woodall was inducted and sworn in by her niece, Chloe Santana-Longsworth (Junior Orange Bowl Little Sister Princess).

Vice Chair Ryan was also inducted by Commissioner Santana-Woodall's niece, Chloe Santana-Longsworth.

Commissioner Goggin was inducted by his son Robert Goggin V.

Commissioner Mersinger was inducted by her friend and former Mayor of the City of

Miramar, Ms. Lori Moseley.

Chair Hodges thanked everyone for coming and participating in the ceremonial inductions.

B. ELECTION OF OFFICERS FOR SBDD BOARD OF COMMISSIONERS

Chair Hodges entertained nominations from the Board for new officers to serve over the next two years.

Commissioner McCluskey made a motion that the new officers for the Board remain as is. Motion was seconded by Commissioner Minnaugh and it was carried unanimously.

The new officers for the Commission are as follows:

Scott Hodges – Chair
Jim Ryan – Vice Chair
Vicki Minnaugh – Treasurer
Robert E. Goggin IV – Secretary

C. CONTRACT AWARDS:

1. SBDD REBUILDING OF TWO STORMWATER PUMPS AND GEAR DRIVES PROJECT

District Director Hart stated that SBDD advertised for bids for the Rebuilding of Two (2) Stormwater Pumps and Gear Drives at the S-7 and S-8 Pump Stations. The bid included the rebuild of the #2 pump and #2 gear drive at the S-7 pump station and #2 pump and the #2 gear drive at the S-8 pump station. SBDD received a total of two (2) bids. The bid included a base bid and two Alternate Bid Items for each pump rebuild. The base bids ranged in price from \$43,970.00 to \$59,912.00.

The lowest base bid for both pumps was submitted by Creel Pump, Inc. (Creel) in the amount of \$43,970.00. SBDD reviewed the bid submitted by Creel and determined that the Contractor is qualified to perform the work and that the bid meets all requirements. Creel has performed similar work for the District in the past and the District has been satisfied with their work.

District Director Hart recommended that the District award the contract for the SBDD Rebuilding of Two (2) Stormwater Pumps and Gear Drives Project to Creel Pump, Inc. in the amount of \$43,970.00 as the lowest, responsive, responsible bidder. In addition, he requested the award of Bid Alternates 1-4 in the combined, not-to-exceed amount of \$7,600.00 to Creel Pump, Inc. The total amount of the contract will be a not-to-exceed amount of \$51,570.00.

District Director Hart requested approval to award the contract for the SBDD Rebuilding Two (2) Stormwater Pumps and Gear Drives Project to Creel Pump, Inc. in the not-to-exceed amount of \$51,570.00 with funding for this project to come from the SBDD General Operating Account as part of the District's 2018-2019 Budget for CIP Projects.

Commissioner Minnaugh moved for approval to award the contract for the Rebuilding of Two (2) Stormwater Pumps and Gear Drives Project to Creel Pump, Inc. in the not-to-exceed amount of \$51,570.00 as recommended. Motion was seconded by Commissioner Goggin.

Commissioner Goggin commented that he believed the companies that the District is working with are local companies in the South Florida area. District Director Hart explained that the bid required their repair facility to be located within a 300 mile radius. Creel's shop is a bit north, outside of the county, but they are within the 300 mile radius. He said that in the past, SBDD staff has gone to their facility to see the work; and if needed, staff will go to see the pumps once they're torn down, either the gear drive or the pump; typically the pumps, so that we can see the condition, and to make sure that everything is being done in accordance with the specifications.

Commissioner Goggin asked if Creel will be subbing out the propeller work out. District Director Hart replied no, everything is being done in-house.

The question was called and it was carried unanimously.

2. SBDD STORM RELATED TREE & DEBRIS REMOVAL PROJECT FOR NRCS SITE NO. 11 PROJECT IN MIRAMAR

District Director Hart stated that SBDD advertised for bids for the Removal of Storm Related Trees and Debris for NRCS Site No. 11 in Miramar. NRCS Site No. 11 is located at the south end of SBDD Canal No. 7; SW 196th Avenue, south of Pembroke Road, in Miramar, FL. The District received a total of two (2) bids.

The lowest bid was submitted by Aquatic Control Group, Inc. (ACG) in the amount of \$3,964.20. SBDD reviewed the bid submitted by ACG and determined that the Contractor is qualified to perform the work and that the bid meets all requirements. SBDD has checked references for ACG, and all references provided a positive response.

District Director Hart communicated that this project is for tree and debris removal work that is remaining from Hurricane Irma. He explained that right after the storm, NRCS only had funding available for emergency work; and SBDD did get funding for four locations that qualified as emergency work. Under NRCS guidelines, once you do the work you cannot qualify for reimbursement. It took quite a while for NRCS to bring additional funds online, and it just so happened that SBDD had some areas along their perimeters that still had trees that needed removal; and SBDD was able to then qualify for additional NRCS funding. He said that both bids were far below the original estimate; which is good news, because that allows the District additional funding for the 184th Avenue canal; which is the second site. There are two sites, Site #11 and Site #12; and Site #12 is currently out to bid. District Director Hart will be bringing that forward at the next Board meeting.

District Director Hart recommended that the District award the contract for the SBDD Removal of Storm Related Trees and Debris for NRCS Site No. 11 in Miramar Project to Aquatic Control Group, Inc. in the amount of \$3,964.20 as the lowest, responsive, responsible bidder.

The work covered under this project is part of a grant agreement with the U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS), where SBDD is responsible for 25% of the costs (\$991.05).

District Director Hart requested approval to award the contract for the SBDD Removal of Storm Related Trees and Debris for NRCS Site No. 11 in Miramar Project to Aquatic Control Group, Inc. in the amount of \$3,964.20. Funding for this project will come from a grant with

the NRCS (75%) and from the SBDD General Operating Account as part of the District's 2018-2019 Budget (25%).

Commissioner Santana-Woodall moved for approval to award the contract for the SBDD Storm Related Tree & Debris Removal Project for NRCS Site NO. 11 project in Miramar to Aquatic Control Group, Inc. in the amount of \$3,964.20 as recommended. Motion was seconded by Commissioner McCluskey.

Commissioner Mersinger asked if the bidders went to the sites. District Director replied yes; all the bidders went to the site and there was also a pre-bid meeting.

The question was called and it was carried unanimously.

Commissioner Minnaugh suggested that, due to the excellent pricing that SBDD has received on its tree removal projects, that we think about making tree removal a priority in the coming year; because once these companies get busy, like everyone else, their prices will go up.

District Director Hart said that a new contract for post-storm tree and debris removal will be going out early next year. Hopefully, this company will be bidding. He said that ACG had approached SBDD, and said they were interested in doing work for SBDD.

D. RELEASE AND VACATION OF DRAINAGE EASEMENT(S) FOR LEON PROPERTY, SWR

District Director Hart said that the owners of the property located at 17340 SW 70th Place, Southwest Ranches, FL 33331, requested that SBDD release and vacate its interest in an existing 20-Foot Drainage Easement that extends along the west and south sides of the property. The Drainage Easement was previously dedicated under OR Book 29075, Page 1302, Broward County Records (BCR).

As part of this request, the property owners, Robert E. Leon and Audrey J. Leon will be dedicating a Surface Water Management Area (SWMA) over the property in accordance with SBDD criteria. All properties in SW Ranches are required to set aside 20% of their property at elevation 5.0' (or an equivalent storage area) as a SWMA.

SBDD staff has reviewed the request and has no objections, subject to the dedication of the SWMA and payment of all associated fees and costs. The existing drainage easement is not necessary for any future drainage purposes.

There are no financial impacts to this Agenda Item, other than SBDD administrative costs; all other costs will be incurred by the property owner.

District Director Hart requested approval for requested that SBDD release and vacate its interest in an existing 20-Foot Drainage Easement that extends along the west and south sides of the property located at 17340 SW 70th Place, Southwest Ranches, FL 33331, as described in the "Release and Vacation of Drainage Easement and Surface Water Management Area Designation" document, and recorded under OR Book 29075, Page 1302, Broward County Records (BCR). This request is subject to the dedication of a new Surface Water Management Area in accordance with SBDD Criteria.

Commissioner Minnaugh moved for approval of the Release & Vacation of the Drainage Easement and Surface Water Management Area Designation for the Leon property as

submitted. Motion was seconded by Commissioner McCluskey and it was carried unanimously.

E. RELEASE AND VACATION OF DRAINAGE EASEMENT AND SURFACE WATER MANAGEMENT AREA FOR RAMON PROPERTY, SWR

District Director Hart said that owners of the property located at 5620 SW 195th Terrace, Southwest Ranches, FL 33332 requested that SBDD release and vacate its interest in a Drainage Easement and Surface Water Management Area Designation (SWMA) that was previously recorded under OR Book 30409, Pages 0189, Broward County Records (BCR).

All properties in the SW Ranches are required to set aside 20% of their property at elevation 5.0' (or an equivalent storage area) as a SWMA. The property owners, Alfred Ramon III and Bobbi Ramon, will dedicate a new SWMA over their property to comply with the 20% SWMA requirement.

SBDD staff has reviewed the request and has no objections, subject to the dedication of the new SWMA and payment of all associated fees and costs. The existing drainage easement is not necessary for any future drainage purposes.

There are no financial impacts to this Agenda Item, other than SBDD administrative costs; all other costs will be incurred by the property owner.

District Director Hart requested approval for SBDD to vacate and release its interest in a Drainage Easement and Surface Water Management Area Designation on the property located at 5620 SW 195th Terrace, Southwest Ranches, FL 33332, as described in the "Release and Vacation of Drainage Easement and Surface Water Management Area Designation" document, and recorded under OR Book 30409, Page 0189, BCR. This request is subject to the dedication of a new Surface Water Management Area in accordance with SBDD Criteria.

Commissioner McCluskey moved for approval of the Release & Vacation of the Drainage Easement and Surface Water Management Area Designation for the Ramon property as submitted. Motion was seconded by Commissioner Minnaugh and it was carried unanimously

F. OTHER

- ***Holiday Luncheon*** – SBDD's Holiday Luncheon will be held on Friday, December 21, 2018 at 1:00 p.m. in the SBDD Conference Room.

05. ATTORNEY'S REPORT:

Attorney Bell congratulated all the newly elected Board members and officers.

06. APPROVAL OF LEGAL FEES

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

07. BOARD MEMBER'S QUESTIONS/COMMENTS

Vice Chair Ryan asked District Director Hart for an update on the reimbursement from FEMA. District Director Hart stated that SBDD has submitted all documentation to FEMA, and have

responded to all requests and follow-up. He said he got an e-mail from FEMA that all documentation balances out, which is good news. District Director Hart stated that the good news is that SBDD has gotten past the first hurdle, and now it starts moving up the chain of FEMA. He still has not heard where any other agency has received any FEMA reimbursement yet.

Vice Chair Ryan asked how much did SBDD ask to be reimbursed. District Director Hart replied somewhere between \$200,000 and \$250,000.

08. MEETING DATE(S)

The Next **Regular Board Meeting** will be held on **Thursday, December 20th at 8:15 a.m.**

Adjournment at 8:55 A.M.

Respectfully submitted,

Robert E. Goggin IV, Secretary
South Broward Drainage District

/rim

MEMORANDUM

DATE: December 13, 2018
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Contract Award for SBDD Storm Related Tree and Debris Removal for NRCS Site No. 12 in Southwest Ranches

Comments:

SBDD advertised for bids for the Removal of Storm Related Trees and Debris for NRCS Site No. 12 in Southwest Ranches. NRCS Site No. 12 is located along the SW 184th Avenue right-of-way, from Griffin Road to Sheridan Street in Southwest Ranches, FL. We received a total of four (4) bids. The bids ranged in price from \$13,350.00 to \$368,500.00. A copy of the Bid Summary is attached.

The lowest bid was submitted by EDJ Tree Service, LLC (EDJ) in the amount of \$13,350.00. SBDD has reviewed the bid submitted by EDJ and has determined that the Contractor is qualified to perform the work and that the bid meets all requirements. EDJ has performed numerous tree cutting and tree removal projects with the District in the past, including tree removal and debris removal from within water bodies, and SBDD has been satisfied with EDJ's past work.

I am recommending that the District award the contract for the SBDD Removal of Storm Related Trees and Debris for NRCS Site No. 12 in Southwest Ranches Project to EDJ Tree Service, LLC in the amount of \$13,350.00 as the lowest, responsive, responsible bidder.

Financial impacts to this Agenda Item: The work covered under this project is part of a grant agreement with the U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS), where SBDD is responsible for 25% of the costs (\$3,337.50); and funding for SBDD's cost-share will come from the SBDD General Operating Account (Line Item 1755-Tree Removal).

This is to request approval to award the contract for the SBDD Removal of Storm Related Trees and Debris for NRCS Site No. 12 in Southwest Ranches Project to EDJ Tree Service, LLC in the amount of \$13,350.00. Funding for this project will come from a grant with the NRCS (75%) and from the SBDD General Operating Account as part of the District's 2018-2019 Budget (25%).

KH
Attachment

BID TABULATION
SOUTH BROWARD DRAINAGE DISTRICT
CULVERT SLIP-LINING PROJECT IN PEMBROKE PINES
(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)

Thursday, December 06, 2018

<u>COMPANY NAME</u>	TOTAL LUMP SUM BASE BID AMOUNTS	COMMENTS
MG UNDERGROUND, LLC	\$246,350.00	
SHENANDOAH GENERAL CONSTRUCTION COMPANY	\$49,792.00	
STRAIGHT AHEAD CONSTRUCTION	\$84,323.11	



LOCATION MAP
NTS

MEMORANDUM

DATE: December 13, 2018
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Contract Award for SBDD Culvert Slip-Lining Project in Pembroke Pines

Comments:

South Broward Drainage District (SBDD) advertised for bids for the SBDD Culvert Slip-Lining project in Pembroke Pines. SBDD received three (3) bids ranging in price from \$49,792.00 to \$246,350.00. A copy of the Bid Summary is attached.

The lowest bid was submitted by Shenandoah General Construction Company (Shenandoah) in the amount of \$49,792.00. SBDD has reviewed the bid submitted by Shenandoah and has determined that the bid is complete and meets all requirements, and that the Contractor is qualified to perform the work. In addition, SBDD has been satisfied with previous work performed by Shenandoah. I am recommending that the District award the contract for the SBDD Culvert Slip-Lining Project in Pembroke Pines to Shenandoah General Construction Company in the amount of \$49,792.00 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 2018-2019 budget; and funding for the project will come from the SBDD General Operating account (Line Item 1730 – Culvert Repairs).

This is to request approval for the award of the contract for the SBDD Culvert Slip-Lining Project in Pembroke Pines to Shenandoah General Construction Company in the amount of \$49,792.00. Funding for this project will come from the SBDD General Operating Account.

KH
Attachments

BID TABULATION

SOUTH BROWARD DRAINAGE DISTRICT

STORM RELATED TREE & DEBRIS REMOVAL PROJECT FOR NRCS SITE NO. 12 IN SWR

(BID RESULTS HAVE NOT BEEN FULLY EVALUATED)

Thursday, December 06, 2018

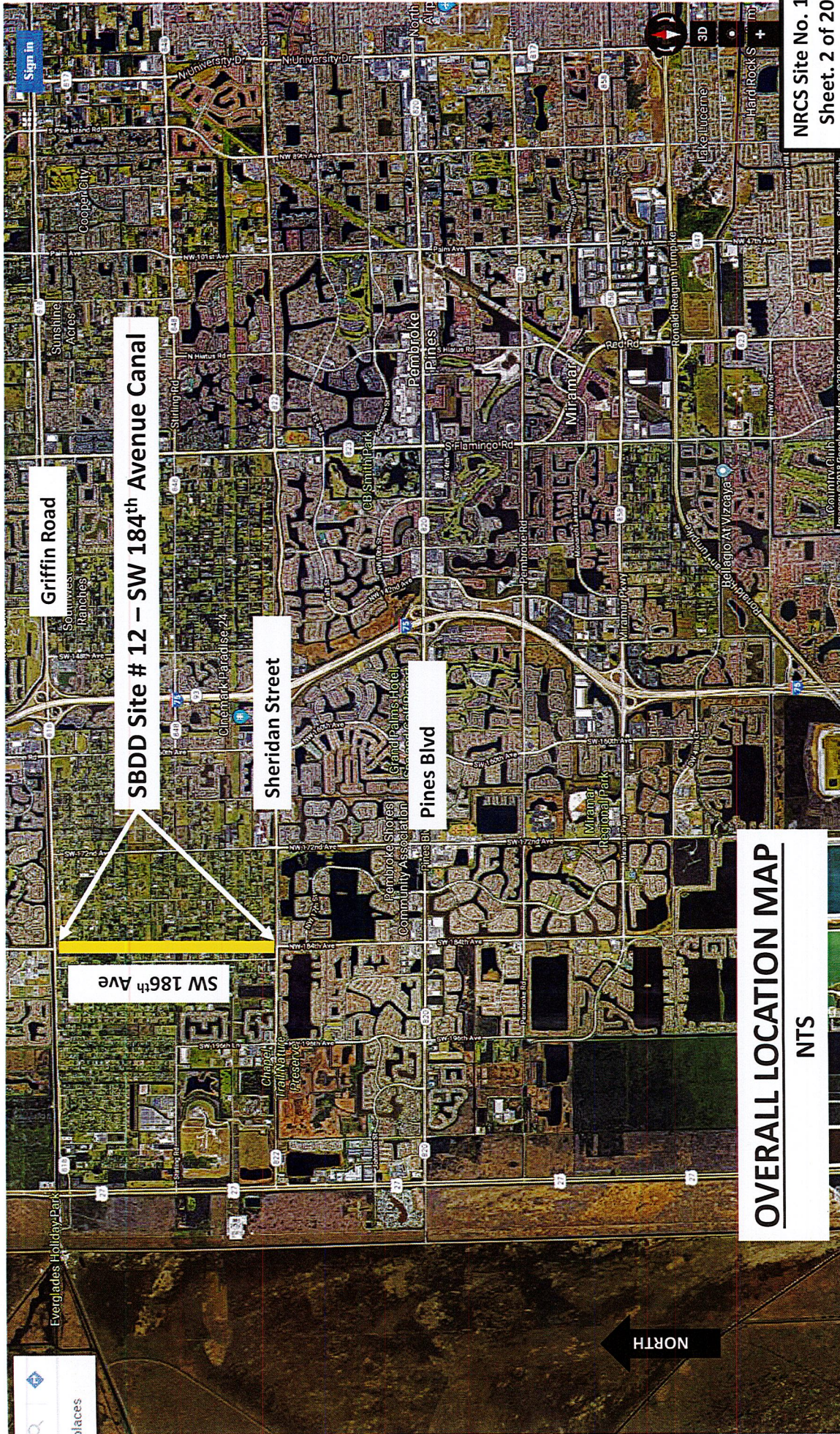
SITE #12	DRC Emergency Svcs.	EDJ Tree Svc., LLC	Arbor Tree & Land, Inc. (ATL)	Aquatic Control Group
Segment #1	\$180,000.00	\$3,850.00	\$14,000.00	\$30,096.00
Segment #2	\$44,500.00	\$2,375.00	\$22,500.00	\$7,416.00
Segment #3	\$57,000.00	\$2,250.00	\$12,000.00	\$13,220.00
Segment #4	\$87,000.00	\$4,875.00	\$10,500.00	\$26,180.00
LUMP SUM FOR ALL (4) SEGMENTS #12:	\$368,500.00	\$13,350.00	\$59,000.00	\$76,912.00

Contract Awarded to: This bid was awarded on a split basis as follows:

1

2

Total for site listed: \$



Griffin Road

SBDD Site # 12 - SW 184th Avenue Canal

Sheridan Street

Pines Blvd

SW 186th Ave

OVERALL LOCATION MAP
NTS

NRCS Site No. 12
Sheet. 2 of 20

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NORTH

****MEMORANDUM****

DATE: December 13, 2108

TO: South Broward Drainage District Commissioners

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

Subject: Request to Purchase New Vehicle

Comments:

SBDD staff has researched pricing for the purchase of a new vehicle for the District's Maintenance and Field Operations.

This is a request to purchase a new 2019 Ford F-450 Super Duty Truck (1¼ -Ton Truck). The lowest price available for the purchase of a new 2019 Ford F-450 Super Duty Truck is through the Florida Sheriff's Association Contract in the total amount of \$52,750.00. The Florida Sheriff's Association Contract was awarded through a publically advertised, competitive bid process and therefore, the purchase of a vehicle through this contract does not require SBDD to publically advertise for bids.

The 450 Heavy Duty Truck will serve multiple purposes for the District's maintenance and field operations, and includes the following features and benefits:

Standard Features

- 15,000 LB GVWR Cab & Chassis (Dual Rear Wheel) – 4x4 (\$36,577)
- 6.7 Liter Power Stroke Diesel Engine
- 450 HP at 2800 rpm
- 935 Torque at 1800 rpm
- 35,000 Lbs Towing Capacity w/ Gooseneck Body
- 40 Gallon Fuel Tank
- 4-Wheel Disk Brakes
- Heavy Duty, Load Capacity Tires
- 3-Year, 36,000 Mile Bumper-to-Bumper Warranty
- 5-Year, 100,000 Mile Powertrain Warranty (Engine & Transmission)

Optional Features

- Large Capacity, 9-Foot Gooseneck Body (Flat Bed) (\$6,500)
- Bulkhead Lights (\$200)
- Brake & Turn Signals on Top of Bulkhead (\$398)
- Electric Brake Controller (\$269)
- Speed Control/Tilt steering wheel (\$230)
- Crew Cab (\$4,140)
- Trailer Towing Package w/ Heavy Duty Flashers & Wiring for Trailer Plug (\$898.00)
- Back-up Alarm (\$138)

- Two (2) Integrated Chassis Toolboxes (\$1,200)
- Side Pocket Sides and Integrated Cargo Tie-Down System (\$1,000 Est.)
- 48" Steel Side Panels (\$1,000 Est.)
- 3/8" HD Steel Plate Bed (\$200 Est.)

Additional Benefits/Features

- Ability to tow all SBDD equipment (tractor/mower, skid steer, gator, dump trailer, portable generator, chipper, etc.).
- Gooseneck body feature allows for the ability to load from three sides of the bed, as opposed to a standard, conventional truck bed.
- Capacity to load and transport optional SBDD equipment, including Caterpillar diesel engines, pump station gear drives, emergency portable fuel tanks, pump station generators, portable emergency generators, sod pallets, rip-rap, rubble, drainage culverts, drainage structures, fencing material, storm-related debris, in-house tree removal debris, and other miscellaneous field operations/maintenance items.
- Crew cab will allow District to transport up to 6 crew staff to assigned job sites throughout the District w/ full towing capacity.
- Provides District with a multi-purpose, multi-personnel vehicle for use during regular field maintenance operations (tree removal, small-scale drainage projects, facility maintenance, boat ramp improvement work, bush-hogging/easement maintenance, equipment transport, and endwall repair work); annual engine and gear drive maintenance program (SBDD mechanic); long-distance transport of heavy equipment for maintenance, repairs, and rebuilds; and emergency operations (pre-storm and post-storm clean-up operations, tree and debris removal, waterway clean-up, and equipment/fuel/generators/staff transport throughout the District).

SBDD has researched other pricing options for a comparable 2019 Ford F-450 Super Duty Truck, and determined that the pricing through the Florida Sheriff's Association Contract is the most economical option. Informal pricing obtained from other local car/truck dealers exceeded \$60,000 in price.

I am requesting approval for the District to purchase a 2019 Ford F-450 Super Duty Pick-Up Truck as described above from Coggin Auto Group out of Jacksonville, FL under the Florida Sheriff's Association Contract in the amount of \$52,750.00.

Financial impacts to this Agenda Item: The purchase of the new vehicle will be funded through the General Operating Account as part of the District's 2018-2019 budget (Line Item 1785 – Equipment Purchases, Replacements, and Upgrades).

This is to request approval for the purchase of a 2019 Ford F-450 Super Duty Truck (1¼ -Ton Truck) in the total amount of \$52,750.00. Funding for this project will come from the SBDD General Operating Account as part of the 2018-2019 Budget.

KH
Attachments



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

15,000 LB GVWR CAB & CHASSIS (DUAL REAR WHEEL) - 4X4 SPECIFICATION #9

2019 Ford F-450 (F4H)

The Ford F-450 (F4H) purchased through this contract comes with all the standard equipment as specified by the manufacturer for this model and FSA's base vehicle specification(s) requirements which are included and made a part of this contract's vehicle base price as awarded by specification by zone.

ZONE:	★ Western	★ Northern	★ Central	★ Southern
BASE PRICE:	\$36,568.00	\$36,544.00	\$36,577.00	\$36,577.00

While the Florida Sheriffs Association and Florida Association of Counties have attempted to identify and include those equipment items most often requested by participating agencies for full size vehicles, we realize equipment needs and preferences are going to vary from agency to agency. In an effort to incorporate flexibility into our program, we have created specific add/delete options which allow the purchaser to tailor the vehicle to their particular wants or needs.

The following equipment delete and add options and their related cost are provided here to assist you in approximating the total cost of the type vehicle(s) you wish to order through this program. Simply deduct the cost of any of the following equipment items you wish deleted from the base unit cost and/or add the cost of any equipment items you wish added to the base unit cost to determine the approximate cost of the type vehicle(s) you wish to order.

NOTE: An official listing of all add/delete options and their prices should be obtained from the appropriate dealer in your zone when preparing your order. Additional add/delete options other than those listed here may be available through the dealers, however, those listed here must be honored by the dealers in your zone at the stated prices.



FLORIDA SHERIFFS ASSOCIATION & FLORIDA ASSOCIATION OF COUNTIES

15,000 LB GVWR CAB & CHASSIS (DUAL REAR WHEEL) - 4X4 SPECIFICATION #9

2019 Chevrolet Silverado 4500HD WT (CK56403/C7R)
2019 Ford F-450 (F4H)
2019 International CV
2019 Ram 4500 (DP9L63)

THE FOLLOWING ITEMS WILL BE FACTORY INSTALLED ON THE BASE VEHICLE/EQUIPMENT TO MEET THE MODEL NUMBER AND BUILD CODES OF THE VEHICLE LISTED. PLEASE REFER TO THE EMERGENCY VEHICLE LIGHTING AND SIRENS SECTION WITHIN THIS CONTRACT FOR DESCRIPTIONS, SPECIFICATIONS AND AWARDED VENDOR PRICING.

1. FSA BASE VEHICLE REQUIREMENTS

- a. Air conditioning
- b. Standard full-size spare tire, if available
- c. 2 – keys
- d. Limited slip differential, if available

2. ENGINE:

- a. Manufacturer's standard diesel engine.
- b. Maintenance free heavy duty battery
- c. Manufacturer's heavy duty engine cooling.
- d. Heavy duty alternator

3. TRANSMISSION/AXLES:

- a. Manufacturer's standard automatic transmission
- b. Manufacturer's standard drive axle ratio for engine and transmission combination.
- c. Manufacturer's standard transfer case

4. PERFORMANCE ITEMS:

- a. Manufacturer's standard power steering.
- b. Manufacturer's standard gauges.
- c. Heavy duty front and rear shocks.

5. COMFORT ITEMS:

- a. Manufacturer's standard tinted glass all around.
- b. Manufacturer's standard AM/FM stereo.
- c. Heavy duty rubber floor covering instead of carpet.
- d. Vinyl seating with head rests to accommodate 3 passengers. Purchaser will select color at time of order.

6. SAFETY ITEMS:

- a. Dual mount outside mirrors must provide a field of vision for vehicles to 96" width, and for towing.
- b. Interior dome lights with left and right door activated switches.
- c. Air bags for driver and right front passenger, if available.

7. BRAKES:

- a. Rear anti-lock brakes, minimum.

8. TIRES AND WHEELS:

- a. BSW all season tread radial, 19.5" heavy duty truck tires.

9. CHASSIS, FRAME, CAB:

- a. Fuel tank capacity, 25 gallons minimum.
- b. Manufacturer's standard front bumper, bright or painted.
- c. Manufacturer's standard colors, factory painted. Colors to be determined by individual agencies.
- d. Cab & chassis only.
- e. Minimum 15,000 lbs. GVWR.
- f. Cab to center of rear axle - 60" approximately.

MEMORANDUM

DATE: December 13, 2018
TO: South Broward Drainage District Commissioners
FROM: Kevin M. Hart, P.E.
District Director
Subject: Re-Investment of District Funds

Comments:

The following investment funds are scheduled to mature this month:

- | | |
|-------------------------------|----------------------------|
| 1. Legacy Bank CD - \$247,500 | Maturity Date – 12/28/2018 |
| 2. Bank United CD - \$247,500 | Maturity Date – 12/30/2018 |

On November 27, 2018, the Finance and Investment Committee met to discuss the District's options for re-investing the cash-on-hand that will be available upon the maturity of these investment funds. The recommendation from the Finance and Investment Committee is to re-invest these funds in a new 13-month CD and a new 15-month CD in accordance with the District's Investment Policy. Current interest rates range between 2.35% and 2.70%.

Financial impacts to this Agenda Item: None; a 12 month cash flow analysis by SBDD staff indicates that the District will have adequate cash-on-hand over the next 12 months, and if necessary, future maturing CDs can be transferred to cash.

This is to request approval to re-invest the monies that will become available from two maturing SBDD investments by purchasing a new 13-month CD and a new 15-month CD in accordance with the District's Investment Policy.

KH

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

	<u>Oct - Nov 18</u>	<u>Annual Budget</u>
Ordinary Income/Expense		
Income		
1402 · Maintenance	583,746.16	3,577,367.20
1404 · Permit Fees	12,237.90	50,000.00
1405 · 5 Year Recertification Program	4,720.00	40,000.00
1406 · Residential and Lot Permit Fees	5,392.50	30,000.00
1407 · Telecommunications Annual Fee	3,500.00	3,500.00
1408 · Appropriation of Fund Balance	0.00	96,565.41
1410 · Interest Income	1,851.76	7,500.00
1416 · Miscellaneous Income	250.00	1,000.00
Total Income	611,698.32	3,805,932.61
Expense		
1412 · South Broward Collection Fee	11,203.64	71,547.34
1414 · Discounts (Early Tax Payments)	23,420.52	128,785.22
1501 · Administrative - Office	71,516.01	376,489.89
1503 · Board of Supervisors	6,300.00	37,800.00
1505 · Field Operations	93,671.80	505,026.11
1506 · Inspectors/Project Coord.	50,689.28	264,129.16
1507 · Payroll Taxes - FICA	18,476.91	96,271.08
1509 · Pension	26,578.64	124,456.44
1513 · Payroll Other	49,636.80	75,000.00
1520 · Accounting Fees	0.00	24,000.00
1535 · Engineer/Consult Fees/Spec Proj	1,200.00	29,177.37
1540 · Legal Fees	2,416.67	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	33,757.00	34,000.00
1555 · General/Hazard Liability	32,172.00	36,000.00
1560 · Group Health, Life & Dental	51,113.33	395,000.00
1570 · Workers Compensation	21,403.00	26,000.00
1575 · Advertising	774.80	5,500.00
1585 · Computer Supplies - Upgrades	600.95	10,000.00
1590 · Dues & Subscriptions	4,160.00	5,800.00
1600 · FPL - Electric	2,441.67	13,500.00
1603 · Gas (LP) Auxiliary Power	0.00	5,000.00
1605 · Janitorial Service	298.00	2,000.00
1610 · Licenses & Fees	195.00	1,100.00
1615 · Maintenance Contracts	1,960.81	10,200.00
1620 · Uniforms	0.00	2,800.00
1625 · Office Supplies - Postage	1,156.87	6,000.00
1630 · Payroll Service	687.44	3,800.00
1635 · Printing - Stationary	366.93	1,800.00
1640 · Public Records Storage/Filing	4,158.00	35,000.00
1645 · Telephone - Misc. Communication	2,081.10	15,000.00

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

	<u>Oct - Nov 18</u>	<u>Annual Budget</u>
1650 · Water & Sewer	342.99	2,500.00
1655 · Buildings & Grounds	2,140.84	40,000.00
1660 · Equipment Rental/Outside Svcs.	181.00	6,000.00
1665 · Equip/Vehic/Boats/Hvy Equip	5,878.54	40,000.00
1670 · Fuel/Oil/Lubric. (Pump Stat)	270.00	50,000.00
1675 · Fuel/Oil/Lubric. (Vehic/Equip)	7,587.19	40,000.00
1677 · Hazardous Mat./Spill Cont.	235.04	5,000.00
1680 · Janitorial Supplies - Carp. Clg	0.00	1,000.00
1683 · Hurricane Preparedness Supp.	0.00	1,500.00
1685 · Landscaping & Mowing	4,003.90	35,000.00
1690 · Photography - VCR Equip. & Phot	0.00	250.00
1695 · Pump Stations - Flood Gates	2,268.04	70,000.00
1700 · Safety/SCUBA - Inspect Equip.	807.51	3,000.00
1705 · Sanitat. - Exterminating Serv.	1,409.08	15,000.00
1710 · Small Tools - Shop Supplies	1,123.32	9,000.00
1715 · Water Recorder/Elev Gge/Telemetry	10.10	8,000.00
1720 · Canal/Swale Cleaning/Renovation	178.90	30,000.00
1725 · Culvert Cleaning/Inspection	0.00	40,000.00
1730 · Culvert Repair - Flapper Gates	0.00	50,000.00
1735 · Endwall Repair - Replace./Upgrd	0.00	5,000.00
1740 · Erosion Control	665.00	25,000.00
1745 · Gates/Barrier/Fence/Ramp/Sign	0.00	5,000.00
1747 · Outfall Structures	0.00	2,000.00
1750 · Trash Rack/Piling/Tank Upgr.	0.00	10,000.00
1755 · Tree Removal	3,964.20	40,000.00
1765 · Herbicides	20,480.30	320,000.00
1770 · Triploid Carp/Fsh Guards/Maint	9,000.00	40,000.00
1775 · Water Testing	0.00	6,500.00
1780 · Seminars/Meetings/Conferences	1,497.70	9,000.00
1785 · Equip./Vehicle Replace./Upgrd	382.00	60,000.00
1795 · Capital Improvements	0.00	400,000.00
1797 · Contingency/Misc Expense	0.00	10,000.00
Total Expense	<u>574,862.82</u>	<u>3,805,932.61</u>

SOUTH BROWARD DRAINAGE DISTRICT
SUMMARY OF DISTRICT FUNDS
December 11, 2018

SBDD ASSET ACCOUNTS

Fund	Cash on Hand	Subtotals	Institution	Investment Accounts	Fund Totals
UNASSIGNED					
General	\$3,293,354	\$3,293,354	Suntrust AdvantageNow	\$196,452 CD-Bank United	\$3,489,806
				\$247,500 CD-Legacy Bank	
Payroll	\$41,165	\$41,165	Suntrust		\$41,165
COMMITTED					
Capital Improvements	\$568,274	\$568,274	Suntrust Reserve	\$184,500 CD-TD Bank	\$1,000,274
				\$247,500 CD-FL Community	
Emergency	\$2,973,719	\$2,973,719	Suntrust Reserve		\$2,973,719
Separation	\$160,668	\$160,668	Suntrust Reserve	\$51,048 CD-Bank United	\$274,716
				\$63,000 CD-TD Bank	
Totals	\$7,037,180	\$7,037,180		\$990,000	\$7,779,680

SBDD LIABILITY ACCOUNT

Fund	Cash on Hand	Subtotals	Institution	Investment Accounts	Fund Totals
As-Built	\$195,540	\$195,540	Suntrust Paying		\$195,540
FUND TOTALS					\$7,975,220

SBDD INVESTMENT SUMMARY

Investment	Recommendation	Investment Amount	Interest Rate	Issue Date	Maturity Date
Legacy Bank	To rollover	\$247,500	1.50%	11/28/2017	12/28/2018
Bank United	To rollover	\$247,500	1.55%	11/30/2017	12/30/2018
TD Bank		\$247,500	1.73%	2/22/2018	2/22/2019
FL Community Bank		\$247,500	1.87%	2/25/2018	2/25/2019
TOTAL OF INVESTMENTS		\$990,000			

Dec-18	Feb-19
\$495,000	\$495,000

DOUGLAS R. BELL
ATTORNEY AT LAW
CUMBERLAND BUILDING, SUITE 505
800 E BROWARD BOULEVARD
FORT LAUDERDALE, FLORIDA 33301
(954) 524-8526

December 12, 2018

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 November 7, 2018 through December 11, 2018:

1. Coordination regarding 2018 District Election:
Attorney's Fees: 1 hr. 30 min. @ \$250.00/hr. = \$ 375.00

2. Coordination regarding Hurricane Irma Debris:
Attorney's Fees: 2 hrs. 15 min. @ \$250.00/hr. = \$ 562.50

3. Coordination regarding Employee Background Check:
Attorney's Fees: 1 hr. 50 min. @ \$250.00/hr. = \$ 458.33
Paralegal Fees: 30 minutes @ \$100.00/hr. = \$ 50.00

TOTAL DUE THIS INVOICE: \$ 1,445.83

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December 12, 2018

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 November 7, 2018 through December 11, 2018:

1. Coordination regarding SW Broward Theaters Lake Vacation/Sale:

Attorney's Fees:	9 hrs. 0 min.	@ \$250.00/hr.	= \$ 2,250.00
Paralegal Fees:	1 hr. 15 min.	@ \$100.00/hr.	= \$ 125.00

2. Coordination regarding Bergeron Park of Commerce Canal Acceptance:

Attorney's Fees:	4 hrs. 50 min.	@ \$250.00/hr.	= \$ 1,208.33
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3. Coordination regarding Tuscan Isles Plat:

Attorney's Fees:	45 minutes	@ \$250.00/hr.	= \$ 187.50
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TOTAL DUE THIS INVOICE: \$ 3,770.83