

**MINUTES OF MEETING
PINE TREE WATER CONTROL DISTRICT**

A meeting of the Board of Supervisors of the Pine Tree Water Control District was held on Thursday, November 3, 2016 at 6:00 p.m. at the Parkland City Hall, 6600 North University Drive, Parkland, Florida.

Present and constituting a quorum were:

Paul Brewer	President
Donna McCann Benckenstein	Secretary
Donald Eckler	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
Warren Craven	District Engineer
Shari Wallen	District Counsel

The following is a summary of the minutes and actions taken during the November 3, 2016 PTWCD Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the September 1, 2016 meeting

Mr. Cassel stated each Board member received a copy of the minutes of the September 1, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Ms. Benckenstein seconded by Mr. Brewer with all in favor the minutes of the September 1, 2016 meeting were approved.
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FOURTH ORDER OF BUSINESS

Manager's Report

A. Consideration of Audit Selection Committee Recommendation

Mr. Cassel reported only Grau & Associates, which is the current auditor, responded to the RFP and submitted a proposal. Their proposal is for a three year engagement with a fee of

\$3,500 for Fiscal Year 2016, \$3,600 for Fiscal Year 2017 and \$3,700 for Fiscal Year 2018. The amount budgeted is \$4,000.

On MOTION by Mr. Brewer seconded by Ms. Benckenstein with all in favor the District Manager was authorized to execute a three year engagement letter with Grau & Associates.

B. Motion: Assigning Fund Balance as of September 30, 2016

Mr. Cassel reviewed the proposed motion to assign the fund balance for Fiscal Year 2016 in order to comply with GASB 54 requirements.

On MOTION by Mr. Brewer seconded by Ms. Benckenstein with all in favor the fund balance as of September 30, 2016 was assigned as presented.

C. Acknowledgement of Mark Weissman's Resignation and Departure from the City

Mr. Weissman has moved out of the District and submitted his resignation. The City of Parkland will appoint a Board member after the General Election.

On MOTION by Ms. Benckenstein seconded by Mr. Brewer with all in favor Mr. Weissman's resignation was accepted.

D. Update on Ownership and Maintenance Responsibilities for Terramar 1, 2 and 3

Mr. Cassel reviewed a memorandum related to an inquiry by Parkland Code Enforcement regarding the canal. The following was discussed:

- They are having issues with ponding and potential mosquito habitation. They are requesting the District take care of this.
- The District's ownership map shows the District does not have maintenance responsibility over this area.
- Mr. Craven stated District staff researched ownership documents in 2011 and created an ownership map. The plat shows the maintenance responsibility falls under the City of Parkland.
- Mr. Brewer suggested Mr. Doody write a letter to the City noting the District's previous findings and reiterate no documents were found showing this area belongs to the District.

- Mr. Craven will send all his documentation as back-up for Mr. Doody to use when responding on this issue.
- Mr. Cassel received a complaint from a resident on West Leitner Drive about lake bank failure. The HOA attorney is saying the District has jurisdiction for maintenance of the lakes in Whispering Woods.
- The District has a flow easement where it accepts water from them. Mr. Craven stated the District has a flow easement over all these lakes and an easement on the north side of the Sawgrass Expressway. This is one of those areas the District is trying to clean up.
- Mr. Craven stated there was a bank failure in this area two years ago and he provided a recommendation for an individual who could repair it.
- Mr. Cassel asked who owned the canals which are located in the front between the park and Whispering Woods commercial area. Mr. Craven will look to see if it is part of the commercial plat or residential plat. They are not owned by the District. The District owns and maintains the lakes and canals. There are deeds for all of them and dedications by plat.
- Mr. Cassel noted Broward County wants to run water through the District's system to recharge the wetlands. Once he receives documents from the County he will present it to the Board.
- Mr. Cassel suggested sending a mailing to homeowners informing them what their assessment pays for and what the District is responsible for.

FIFTH ORDER OF BUSINESS

Attorney's Report

Ms. Wallen reported they are working with Mr. Craven to write letters to the homeowners near the Sawgrass Canal.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Tabled Permit Modification for Wawa Site in Parkland

Mr. Craven reviewed the permit modification for the Wawa.

- The applicant addressed the items discussed at the last meeting.
- There was concern about what was going to happen to the rest of the property. Plans for the balance of the property were received after the Engineer's Report was prepared

and are available for the Board to review. They will have to come for another modification of that permit piece.

- Mr. Craven met with the project engineer. They will handle whatever pretreatment they need on site and flow through that. He is expecting the discharge to be minimal from this parcel.

On MOTION by Ms. Benckenstein seconded by Mr. Eckler with all in favor the permit modification for the Wawa site in Parkland was approved.

B. Consideration of Permit for Waterway Shoppes Outparcel

This is a Waterway Shoppe outparcel, which was figured into the calculations when they came in for the original permit. This is a design out of the site so it is a permanent modification to what was already approved. They already received their SFWMD permit and it is in compliance with the District's criteria.

On MOTION by Ms. Benckenstein seconded by Mr. Brewer with all in favor the permit for the Waterway Shoppes outparcel was approved.

C. Engineer's Report

Mr. Craven reviewed his report, a copy of which is attached hereto and made a part of the public record.

SEVENTH ORDER OF BUSINESS

Approval of Financials Dated September 30, 2016 and Check Registers

There were no questions or comments,

On MOTION by Ms. Benckenstein seconded by Mr. Brewer with all in favor the financials dated September 30, 2016 and Check Registers were approved.

November 3, 2016


Pine Tree Water Control District

EIGHTH ORDER OF BUSINESS

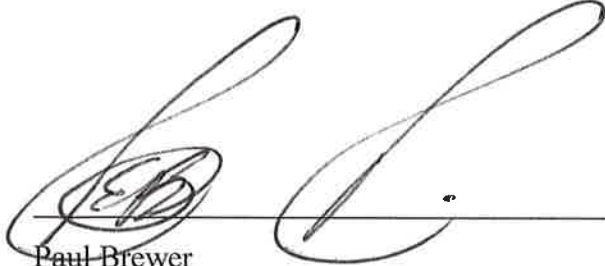
Adjournment

There being no further business,

On MOTION by Ms. Benckenstein seconded by Mr. Brewer with all in favor the meeting was adjourned.



Kenneth Cassel
Assistant Secretary



Paul Brewer
President