BOARD OF SUPERVISOR'S MEETING
PINE TREE WATER CONTROL DISTRICT

Loxahatchee Town Hall
155 F Road
Loxahatchee Groves, Florida 33470

Monday, August 21, 2017
6:00 P.M.

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Consent Agenda

a. Approval of Minutes
   i. Board of Supervisors Meeting –April 17, 2017
   ii. Board of Supervisors Meeting – June 19, 2017

b. Hal Fickett & Company website approval

c. Authorization to solicit Bid Proposals for Aquatic Vegetation Control Services

d. Authorization to transfer PTWCD bank account from Bank of America to another financial institution

e. Financial Report
   i. Financial Report
   ii. Warrant List
   iii. Approval of Supervisor invoices (June & August)

f. Management Report

IV. Budget Resolution PT2017-

V. Engineer's Report

VI. Attorney's Report

VII. Other Business

VIII. Board Comments

IX. Next Meeting: November 13, 2017

X. Adjourn

MINUTES

Pine Tree Water Control District
Board of Supervisors Meeting

Wellington Village Hall
123 Forest Hill Blvd.
Wellington, FL 33414

Monday, April 17, 2017
6:00 p.m.

Pursuant to the foregoing notice, a meeting was held of the Pine Tree Water Control District Board of Supervisors on Monday, April 17, 2017 at Wellington Village Hall, 12300 Forest Hill Blvd., Wellington, FL 33414.

Board of Supervisors Present: Maria Fong, Board President, Joel Arrieta, Board Supervisor and Travis Deering, Board Supervisor.

I. **Call to Order** – Ms. Fong called the meeting to order at 6:00 p.m.

II. **Pledge of Allegiance** – Ms. Fong led the Pledge of Allegiance.

III. **Consent Agenda**

a. Approval of Minutes

i. Board of Supervisors Meeting – February 6, 2017

ii. Board of Supervisors Informational Meeting – March 27, 2017

b. Financial Report

i. Financial Report

ii. Warrant List

iii. Approval of Supervisors Invoices

c. Operations Report

Mr. Kurtz recommended revising the agenda by moving Agenda Item V. Authorize District Management Turnover immediately after the Attorneys Report. He explained he was recommending this move because the Engineer's Report or the Attorney's Report could affect the Board's decision regarding the District Manager Turnover agenda item.

Ms. Fong suggested removing the Minutes for the Board of Supervisors Informational Meeting from the agenda since this was not actually a board meeting.

Mr. Kurtz added that some comments were submitted with respect to the February 6, 2017 Board of Supervisors Meeting Minutes that question the accuracy of a portion of the minutes. He felt that both of the items should be tabled in order to provide staff to review them. He said he agreed with Ms. Fong that the Informational Meeting was not held as a Board meeting and was not sure if minutes of the meeting were appropriate.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and unanimously passed (3-0) to defer the approval of the Minutes for February 6, 2017 and March 27, 2017 to the following Board meeting.

At this time, Ms. Quickel presented the Financial and Operations Report on the Consent Agenda for approval.

A motion was made by Mr. Arrieta, seconded by Ms. Fong and unanimously passed (3-0) approving the Financial Report and Operations Report on the Consent Agenda.

IV. Budget Amendment

Ms. Quickel introduced the Budget Amendment.

Ms. Acevedo explained he budget amendment was $49,100 which included $19,100 from reserves. She noted the decrease in the expenditure budget was in the amount of $30,000.

Ms. Quickel recommended that two changes be made to the current budget which would equal the $30,000 decrease in the expenditure budget. 1) Swale Mowing - $51,000 – decrease to $41,000 and 2) Drainage Improvements - $20,000 use the entire amount. Ms. Quickel explained that the changes would help to offset the change in revenues due to the loss of the $49,100 due from South Florida's 2016-2017 assessment as well as increasing the reserve transfer.

Further discussion ensued amongst the board about the SFWMD payment and other special district assessments.

Ms. Quickel referred to page 4 of the financial reports – Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Budget to Actual, March 31, 2017 and answered the board's questions regarding the swale mowing.

A motion was made by Ms. Fong, seconded by Mr. Deering and unanimously passed (3-0) approving the Budget Amendment.

~~V. Authorize District Management Turnover~~ – This item was heard after the Attorney's Report as Agenda Item VII.

V. ~~VI.~~ Engineer's Report

a. Permit Approval

Ms. Quickel introduced the Engineer's Report.

Mr. Higgins stated he was working with Mr. Murray's crossing which was a bridge. He explained the plan was recently revised and the permit indicates the request of a culvert crossing similar to the culvert crossing that PTWCD placed at Skipik's Way. He stated the crossing would be a private crossing and Mr. Murray would be responsible for posting signs. Mr. Higgins said the revised draft permit was completed and his recommendation was for the Board to approve the permit. He also addressed the questions from the board regarding capacity, culverts and the size of pipes.

Mr. Kurtz asked Mr. Murray to come to the podium to answer questions from the Board.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and unanimously passed (3-0) approving Permit No. 17-01 Culvert Crossing.

Mr. Higgins indicated that Mr. Murray would be reimbursing the PTWCD for the time spent for reviewing and preparing the permit.

The Board expressed their thanks to Mr. Murray.

VI. ~~VII.~~ Attorney's Report

Mr. Kurtz explained there were three services that Wellington was providing through the Interlocal Agreement during the current year: Swale Mowing and Canal Mowing, Canal and Weed Control and Roadway Servicing and Maintenance Within the Rustic Ranches Area. He also discussed gas taxes and the maintenance of roads.

Ms. Quickel stated, for clarification purposes, that both of the vendors were willing to enter into a contract with PTWCD directly with the same terms if PTWCD wishes to move forward with the contract.

Mr. Kurtz and the aboard referenced a newspaper article and the initial discussion of the termination of the agreement.

At this point, the portion of the video of the October 24, 2016 Agenda Review meeting was shown of Mr. Schofield's discussion with the Village Council regarding the termination of the Agreement with Pine Tree. The film showed Mr. Schofield lying to the Wellington Town Council that the Pine Tree Board broke the Interlocal Agreement when, in fact, it was Mr. Schofield who actually broke the Agreement.

Leland Wright – Rustic Ranches. Mr. Wright voiced his opinions regarding the Interlocal Agreement.

The board reiterated their concern with the newspaper article and continued discussion of the road maintenance and the gas tax.

VII. Authorize District Management Turnover

Mr. Kurtz introduced the item.

He directed the Board to the PTWCD Transition Schedule, proposal from Special District Services and proposals from the local residents, Pine Tree Management Group. The board provided comments, suggestions and concerns regarding the RFP and the proposals. Representatives for each proposal were present and answered the board's questions.

The board asked about the usage of Council Chambers and the audible recordings of the meetings. Mr. Kurtz said the board needed to discuss with Wellington which services they would be willing to offer the district and he would include the request in the letter.

Mr. Deering asked for the date of the following meeting in order for the Pine Tree Management Group to prepare their updated presentation to the Board. Ms. Quickel said the next meeting would be held on June 19th.

Mr. Kurtz said Wellington would provide the Board with the RFP document that was submitted. Ms. Quickel said the information requested was part of the agenda packet that was provided for the prior meeting. She said that the staff would re-send the information to the Board.

The Board agreed to follow the procedure delineated by Mr. Kurtz for the upcoming RFP and Ms. Fong was appointed as the designee.

VIII. Other Business

None.

IX. Board Comments

Mr. Arrieta said Board members were sworn in and have an obligation to protect the 298 District and that they were asking questions in order to protect the community and not to push back.

Mr. Deering said there were many properties that were completely overgrown over the drainage ditches or swales especially on Deer Path Lane and could be impeding the water flow. Ms. Quickel explained, as noted in the policy, Wellington Code Enforcement would address the issue. Mr. Deering said he could meet with the officer. Ms. Quickel noted the policy states if the resident does not address the issue, the issue then comes back to the Board for direction.

Ms. Fong asked if anyone had any addition comments.

X. Next Meeting:
Monday, June 19, 2017 at 6:00 p.m. (Annual Landowners Meeting/TRIM)

XI. Adjourn
Meeting was adjourned at 7:16 p.m.

Approved:

____
Maria Fong, President

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Chevelle D. Nubin, Board Secretary

MINUTES

Pine Tree Water Control District
Board of Supervisors Meeting

Wellington Village Hall
123 Forest Hill Blvd.
Wellington, FL 33414

Monday, June 19, 2017
6:00 p.m.

Pursuant to the foregoing notice, a meeting was held of the Pine Tree Water Control District Board of Supervisors on Monday, June 19, 2017 at Wellington Village Hall, 12300 Forest Hill Blvd., Wellington, FL 33414.

Board of Supervisors Present: Leland Wright, Board President, Joel Arrieta, Board Supervisor and Travis Deering, Board Supervisor.

I. **Call to Order** – Mr. Deering called the meeting to order at 6:40 p.m.

II. **Selection of Officers**

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0), selecting Mr. Wright as Board President.

A motion was made by Mr. Arrieta, seconded by Mr. Wright and unanimously passed (3-0), selecting Mr. Deering as Vice Chairman to the Board.

~~III. Consent Agenda~~ **These items were heard under Agenda Item III. Regular Agenda**

~~a. Approval of Minutes~~

~~i. Board of Supervisors Meeting – February 6, 2017~~
~~ii. Informational Meeting – March 27, 2017~~
~~iii. Board of Supervisors Meeting – April 17, 2017~~

~~b. Financial Report~~

~~i. Financial Report~~
~~ii. Warrant List~~
~~iii. Approval of Supervisors Invoices~~

~~c. Operations Report~~

Mr. Wright said certain information was not included in the minutes and stated he was not going to approve them. There was no mention in the minutes of Mr. Schofield lying to the Wellington Town Council about Pine Tree ending the

Interlocal Agreement when, in fact, it was Mr. Schofield (city manager) who made that decision.

Mr. Kurtz's recommendation was to remove the Approval of the Minutes from the Consent Agenda and approve the other agenda items.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and passed (2-1) approving the Consent Agenda without Agenda Item III a. – Approval of Minutes.

Mr. Wright said he was not able to approve the other agenda items because he has not had time to read the material.

Mr. Kurtz explained the agenda items could be discussed at another meeting and said some of the items are time sensitive. Mr. Wright said he wanted to discuss all of the consent items at the present meeting.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) approving the removal of all of Consent Agenda items and moving the items to the Regular Agenda.

III. Regular Agenda

a. Approval of Minutes

i. Board of Supervisors Meeting – February 6, 2017
ii. Informational Meeting – March 27, 2017
iii. Board of Supervisors Meeting – April 17, 2017

Mr. Kurtz introduced the item.

Mr. Wright said the highlight of the April 17, 2017 meeting was when an excerpt of the October 25th Village Council Agenda Review Meeting video was shown during the Attorney's Report. He explained Paul Schofield was speaking to Council about Pine Tree and the entire conversation was not included in the minutes.

Mr. Kurtz suggested approving the minutes for the February 6, 2017 and March 27, 2017 meetings and have staff revise the minutes of the April 17, 2017 meeting.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) approving the February 6, 2017 Board of Supervisors Meeting and March 27, 2017 Informational Meeting minutes.

b. Financial Report

Mr. Kurtz introduced this item.

Mr. Wright said he had not reviewed the information.

Mr. Kurtz said the information could be discussed and reviewed at the next Board meeting.

Ms. Quickel explained the board members' invoices would need to be approved in order to release the payments.

Mr. Wright said the board members could wait for their payments.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) deferring Agenda Item III b - Financial Report to the next Board meeting.

c. Operations Report

Mr. Kurtz introduced this item.

A motion was made by Mr. Deering, seconded by Mr. Wright and unanimously passed (3-0) approving the Operations Report.

IV. Presentation of Annual Audit for the Year Ending September 30, 2016

Mr. Kurtz introduced this item.

Ms. McIntosh gave an overview of the Financial Report for the Fiscal Year ending September 30, 2016:

Independent Auditor's Report present fairly in all material respects; Emphasis of Matter subsequent to SFWMD no longer paying assessments; Balance Sheet (page 8) Fund Balance of $176,893; and Statement of Revenues Expenditures and Changes in Fund Balance (page 10) Fund Balance of $176,893 and Excess of Revenues of $10,776. She explained the amount indicates the amount brought in $10,776 more than was spent in the fiscal period and the fund balance was increased.

She continued with her overview:

Notes to the Financial Statements Note 8 Subsequent Events; Actual Budget (page 18) Ending Fund Balance was $176,893; Internal Control (page 20) No situations or findings were found in the current fiscal year; Compliance with the Requirements (page 22) the District is in compliance; and Report to Management (page 24) District did not have any findings in the current or prior years.

A motion was made by Mr. Arrieta, seconded by Mr. Deering and unanimously passed (3-0) accepting the Annual Audit Report as presented.

V. Proposed Fiscal Year 2017/2018 Budget

Mr. Kurtz introduced this item.

Ms. Acevedo gave an overview of the Proposed Budget for FY 2018: Rustic Ranches Assessment $197; Agricultural Assessment $47; Water Management $11; Canal Weed Control $17,700; Road Maintenance $42,000; Swale Mowing $41,400 Engineering $6,000; Legal $8,000; Printing and Administrative Cost $12,000; and Total Revenues $167,200.

Mr. Wright asked what the amount of $31,000 listed under Other was. Ms. Acevedo said that amount would be used in the event that SFWMD does not pay; that amount would be available to make up the difference of their assessments.

Mr. Wright asked for the reason for having to pay for road maintenance. Mr. Kurtz said a proposal to extend the road maintenance contract with the Village of Wellington was part of the agenda at no additional cost to the Pine Tree Water Control District (PTWCD). He said he does not agree to altering the amount and at the Village Council agenda review meeting, Council considered an extension since the gas tax receipts were equal to the cost of maintaining the roads until the next fiscal year. Council said an extension would be granted through September 30, 2017 but once there was a new Board in place, they would schedule a joint meeting to discuss the relationship and the potential to extend the services into the future on a contractual basis. Both Mr. Kurtz and Mr. Wright recommended removing the Road Maintenance line item with the amount of $42,000 from the proposed budget.

Mr. Wright said road rock has not been applied to the District's roads in two years and that service was part of the gas tax revenues. Currently, Norris Road was in really bad condition due to the lack of rock application for several years.

Mr. Wright noted there was a comment card regarding the budget.

Public Comments

Chris Wallace, Hollow Tree Lane – Ms. Wallace said she noticed the proposed budget was very high except for the Administrative Fees which have gone down $11 an acre. Mr. Wright said instead of assessing SFWMD at $17 per acre, staff felt the assessment of $11 per acre would be more feasible since there were no services provided to them.

Ms. Wallace suggested increasing the amount and in the future, the amount could be reduced. Mr. Wright said his recommendation was to keep the amount at $17 per acre.

Mr. Deering said SFWMD would need to receive a benefit or services for the monies spent for example spraying, swale mowing, or any other service in order for him to justify a higher rate per acre.

Mr. Wright suggested selecting a management company before approving the budget.

Ms. Quickel noted that the TRIM rate needed to be turned in by the middle of July. Mr. Wright said the Board would make their decision before the end of the meeting.

Mr. Kurtz suggested skipping Agenda Item VI. Resolution No. PT2017-02 TRIM Rate and moving on to the Selection of Management.

Mr. Wright said there was another comment card.

Carol Montgomery, Norris Road – Ms. Montgomery suggested placing the $42,000 in reserve for the purpose of paying for the road maintenance for the future.

~~VI. Resolution No. PT 2017-02:~~ ~~A Resolution of the Supervisors of the Pine Tree Water Control District Adopting the District's Preliminary Non-Ad-Valorem Assessment Rate for the Truth in Millage ("TRIM") Purpose; and Providing an Effective Date.~~ **This Item was heard as Agenda Item VII. Resolution No. PT2017-01.**

VI.~~VII~~. Authorize District Management Turnover

- **a. Selection of Management**
  - i. Special Service District
  - ii. Flying Cow Management Co., Inc.

Mr. Kurtz introduced this item.

Mr. Deering asked who is representing the Flying Cow Management Co., Inc. because under the Annual Fee Schedule list, the services for Financial Advisor indicated it is included in the amount of $11,800. He said he is concerned because the audit provided by Grau and Associates was $5,000.

Ms. Hearn said the auditing services are not included in the quote.

Ms. Quickel explained there was a separate line item in the budget for auditing services.

At this point, Mr. Arrieta excused himself.

Mr. Deering asked if there was representation from Special District Services present. At this point, there was no reply.

Mr. Wright said Flying Cow Management Co., Inc. is selected as the District's new management company.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (2-0) selecting Flying Cow Management Co., Inc. as the District's new management company.

Mr. Kurtz suggested entering into a contract with the new management company and one of the board members be authorized to negotiate the contract and execute the agreement.

Mr. Deering addressed Ms. Hearn and explained that succession planning is very important to him and asked her to designate someone else if she was not available. Additionally, he asked her to provide the Board with an organizational chart in order to know who is doing what. Ms. Hearn said she will provide the Board with the information.

At this point, Mr. Arrieta rejoined the meeting.

Mr. Wright said he would work with Mr. Kurtz in regards to the contracts and agreements. Mr. Deering agreed.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) designating Mr. Wright to negotiate the contract with Mr. Kurtz's assistance and be authorized to execute the contract on behalf of the District.

Mr. Wright asked when the transition period will take place. Mr. Kurtz said the transition period is as the District enters into a contract, which will be within a week or so. July 23, 2017 is the date most of the services terminate from the Village of Wellington. Staff has indicated they will be happy to meet at no additional cost with the new management company immediately to assist with the transition.

b. Management Transition Items

i. Clark Aquatic Services, Inc. Piggyback Contract Agreement
ii. Wellington Professional Lawn Care, Piggyback Contract Agreement
iii. Village of Wellington Roadway Maintenance Extension

Mr. Kurtz introduced this item.

Mr. Kurtz provided an overview from Wellington regarding the services from Clarke Aquatic Services and Wellington Professional Lawn Care based on prior bids. 1) Clarke Aquatic Services will end on December 11, 2017; and 2) Wellington Professional Lawn Care contract can be extended through September 30, 2018.

Mr. Wright asked if Wellington Professional Lawn Care does the mowing of the dykes. Ms. Quickel explained Wellington Professional Lawn Care handles the canal banks. Mr. Wright said he is in favor of extending their contract until September 2018 but he is not looking towards extending the services of Clarke Aquatic Services. He only wanted their service until July 23, 2017.

Mr. Kurtz reminded the board in order to enter into a contract with a new vendor, a Board meeting will be needed in order to authorize the management company to find a new vendor. MR. Wright said another meeting is not needed.

Mr. Kurtz reiterated the Board has decided to move forward with Wellington Professional Law Care's services until September 30, 2018 and authorized Mr. Wright to execute the agreement.

Ms. Quickel noted Wellington Professional Lawn Service's term would start on July 1, 2017 with Flying Cow Management Company.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) to maintain Wellington Professional Lawn Care until September 30, 2018 and have Mr. Wright be authorized to execute the contract on behalf of the District.

Mr. Kurtz said he will modify the agreement and provide to Mr. Wright for his review and approval.

Mr. Kurtz asked the Board if the Clarke Aquatic Service is going to be extended until December 11, 2017.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) to maintain Clarke Aquatic Services, Inc. until December 11, 2017 and have Mr. Wright be authorized to execute the contract and finalize negotiations on behalf of the District.

Mr. Kurtz stated the Village of Wellington Roadway Maintenance Extension is effective until September 30, 2017 but upcoming discussion will be provided regarding the issue. His recommendation is to have the Board approve the extension of the services through the end of the fiscal year. Mr. Wright asked if there is an agreement that needed to be signed in regard to the issue. Mr. Kurtz replied affirmatively. Mr. Wright said he is unhappy with the wording of the last paragraph (5) to the Amendment to Interlocal Agreement Dated May 25, 2004 Between The Village of Wellington and Pine Tree Water Control District (Palm Beach County) located in the agenda packet. Mr. Kurtz said they should not be concerned with the terminology. Mr. Wright said he currently will not sign the document due to the terminology in paragraph 5. Mr. Kurtz said his only concern is having the need to have another meeting if the Village decides not to sign the agreement without the terminology in paragraph 5.

Laurie Cohen, Esq., attorney for the Village of Wellington, explained the provision is part of the document for the reason that Mr. Kurtz informed the Board and it is something that has been approved by the Village Council and no discussion by the Village Council has been made of revising the terminology because it is intended to insure that the continuation of collecting the funds and maintaining the roads through September does not in any way revive any other provision. The Village believes the notice was properly given and the intention is that it will come to an end as of September 30, 2017 unless some other agreement is reached between the Board and the Village Council. Ms. Cohen said her recommendation to the Village Council will be to have the provision remain intact in the agreement absent the District's agreement to extend or execute the current agreement and the current termination scheduled for July will be in effect.

Mr. Wright addressed Ms. Cohen and said she mentioned a meeting with the Village Council regarding the roads. Mr. Kurtz said the meeting took place on May 17, 2017 and Council approved the proposed extension of the interlocal agreement regarding the roadway services until September 30, 2017. He explained during the meeting Council gave direction to staff to schedule a policy discussion regarding the general issue and schedule a joint meeting with the new Board after June 19,2 2017 but they did not foreclose the possibility of further extensions. He said he felt Council will be offering an extension but the question is if the Village will accept the continued collection of the gas tax monies as all the money required or if the Village will be seeking additional revenues beyond that amount. He noted the final results are based on the future discussions and joint workshops which need to occur prior to September 30, 2017 in order for the District to have the ability to move forward. He stated the meetings will be scheduled sometime in the month of August 2017.

Mr. Wright asked if the Amendment To Interlocal Agreement needs to be signed tonight. Mr. Kurtz said the risk of not signing the document is the Board will have to schedule another meeting depending on Council's reaction in order to maintain the roadway services after July 23, 2017. Mr. Wright said he needed further review of the document. Mr. Kurtz said another meeting will need to be scheduled or the Board can designate a member to renegotiate the agreement.

Ms. Cohen noted that the agreement was provided to Mr. Kurtz in advance to the Village Council meeting where the document was approved and no comments were received from him. At that time staff proceeded, being under the impression that there was no objection to the language of the agreement and it was approved by Village Council. She explained the agreement ensures that the Village is not waiving any rights in the sense of continuing the agreement and therefore having to give another 270 days' notice. Ms. Cohen emphasized there is nothing to foreclose if they felt grieved or pursuing, and with the advice of their attorney whatever remedies the District felt were needed and should be entitled to he would assist them with.

Mr. Kurtz said when he received the agreement he forwarded a copy to the Board and communicated with them. On behalf of the Board, he opposed the extension and agreed to have a joint meeting. The Village made the point that they wanted to meet with the new board members, and extended the meeting for after June 19, 2017, until September 30, 2017 so there would not be any interruption of the services. He indicated he is fine with the language in paragraph 5 and he understood the information being as Ms. Cohen explained and drafted the document.

Mr. Wright said he would sign the agreement.

A motion was made by Mr. Wright, seconded by Mr. Deering and unanimously passed (3-0) to approve the Roadway Maintenance Extension Agreement To Interlocal Agreement as presented.

VII. ~~VI~~. Resolution No. PT 2017-02: A Resolution of the Supervisors of the Pine Tree Water Control District Adopting the District's Preliminary Non-Ad Valorem Assessment Rate for Truth-In-Millage ("TRIM") Purposes; and Providing an Effective Date.

Mr. Kurtz introduced the item.

Mr. Arrieta said the budget could be passed that night and the new management accompany could make the adjustments.

Mr. Kurtz explained the TRIM notice with the assessed rates from the Village of Wellington is very important and Board direction is needed.

Mr. Wright said the Village of Wellington should be assessed for the park.

Mr. Deering asked if the Village of Wellington is currently able to vote because of the park. Mr. Kurtz said he will not be able to answer the question without doing further research. Mr. Deering asked for the amount of acres for the park. Ms. Acevedo said the park consists of 364 acres.

Ms. Quickel said staff is recommending the following rates: 10 Rustic Ranches $197.00; 2) Agricultural $47.00; 3) Water Management $10.00; and 4) Village of Wellington $10.00 per acre.

Ms. Quickel said staff will revise the resolution with the mentioned numbers.

Mr. Arrieta said SFWMD should be left at $0.00 since no benefits or services are provided.

A motion was made by Mr. Wright, seconded by Mr. Deering and passed (2-1) to approving Resolution No. PT2017-02 as amended.

VIII. Engineer's Report

Mr. Deering introduced this item.

Mr. Higgins said he did not have anything to report on.

Mr. Wright asked Mr. Higgins if there is a requirement to add a half-acre pond if someone purchases a 5-acre lot to develop; if it is a 10-acre lot, the pond will have to be a one-acre pond. Mr. Higgins said he is not aware of that requirement but he is aware of water management criteria that apply within the Village and Basin B oriented towards increasing storage in a low lying area. Mr. Kurtz stated the requirements that Mr. Wright is indicating might go back to the engineering standards that were adopted in the storm water retention policy. He indicated there are alternatives available. Mr. Deering said he remembered the meeting where discussion was held regarding the concerns of flooding by neighbors and building massive barns with massive roof lines on the properties without interfering with the water system. He noted that he does not recall any required specifications. Mr. Wright said that was the requirement provided to the new property owners and attorney Katie Edwards has provided comments stating that the requirements were not legal, especially when the property was labeled as agricultural land. Mr. Arrieta suggested both Mr. Wright and Mr. Kurtz meet with Mr. Higgins to review the surface water plan and bring the issue to the next board meeting. The water surface plan drives retentions and other requirements. Mr. Kurtz suggested that Mr. Wright look into the issue because of future permit reviews for the District from an engineering point of view and research if the Village of Wellington will continue to have the authority to uphold those types of requirements.

IX. Attorney's Report

Mr. Kurtz said after having preliminary discussion with Village staff he noted the following: 1) Pine Tree meetings can continue to be held in the Village's buildings; 2) the Village can continue to record the meetings by using their equipment; and 3) the need for an Interlocal Agreement which will include the costs for the room and the recording of the meetings. He explained the Village does not want to have an independent contractor use their equipment. Pursuant to state law, recordings of the meeting are a requirement.

X. Other Business

Mr. Deering introduced this item.

Mr. Wright said he had another comment card from Ms. Wallace.

Ms. Wallace said the multipurpose path has no markings indicating that bicycles are allowed and she fears for the riders. She said there are numerous bikers in the streets and asked the Village to place a sign with pictures indicating that the path is a multiuse path that includes bicyclists.

Ms. Wallace explained that there is a huge hole when driving off the bridge at Flying Cow Road and Southern Boulevard and asked to have the hole patched and paved. Mr. Deering said the hole is located on Southern Boulevard. Ms. Quickel said she will have staff review the area and will make a request for the multipurpose path signage.

XI. Board Comments

Mr. Deering asked if the water level in the canals have been changed to the summer levels in order to maintain the drainage levels in check. He said whatever staff is doing, he wanted to report that it is working very well. Mr. Higgins said he is sure that staff has been monitoring the levels very carefully. Mr. Wright said everything looked very good.

Mr. Deering said on the sides of each road, there are 2 channels of water along the left and right sides and some of the residents have taken the liberty of slightly cutting the areas in order to drain into the swales, which works perfectly. He suggested the procedure be a practice because the procedure works very well for his property. Mr. Wright said the reason the practice is necessary is due to the lack of road rock. He said the Village has been collecting monies for the road rock for years but due to the lack of road rock, the roads are becoming gullies and holding water. Mr. Deering said the grader machine is able to do a quick cut, which temporarily solves the problem and assists in releasing water.

XII. Next Meeting – Monday, August 21, 2017 at 6:00 p.m. (Budget Approval)

Mr. Kurtz asked if the Board agreed with the date. All of the board members said they would be available on August 21, 2017.

XIII. Adjourn

There being no further business to come before the Board, the meeting was adjourned at 8:43 p.m.

Approved:

Leland Wright, President	**Chevelle D. Nubin, Secretary**

RESOLUTION NO. PT2017 -

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT RATIFYING AND AUTHORIZING THE CONTRACT BETWEEN THE DISTRICT AND HF MARKETING AND DESIGN, LLC D/B/A HAL FICKETT AND COMPANY TO PROVIDE WEBSITE MANAGEMENT FOR THE DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Pine Tree Water Control District's website had been managed and maintained through its previous management relationship with the Village of Wellington which agreement for management services ended on July 23, 2017; and

WHEREAS, it was necessary for the District to maintain and manage its website; and

WHEREAS, the District Manager secured the services of HF Marketing and Design, LLC d/b/a Hal Fickett and Company (hereinafter referred to as Hal Fickett) to provide website maintenance and management; and

WHEREAS, a copy of the agreement between the District and Hal Fickett is attached hereto, and the District Manager is requesting the Board of Supervisors ratify, approve and authorize the execution of the agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PINE TREE WATER CONTROL DISTRICT, WELLINGTON, FLORIDA that:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The Agreement with Hal Fickett is hereby ratified and approved. The District Manager or the President of the Board of Supervisors may execute the Agreement on behalf of the District. Any monies advanced by through the District Manager to Hal Fickett may be reimbursed to the District Manager as the Board acknowledges that continuation of control, maintenance, and management of the District website was a necessary action taken by the District Manager. The Board finds the set up fee of $300 and quarterly fees of $350 to be reasonable and necessary for District operations. Future payments shall be made directly from the District to Hal Fickkett.

SECTION 6. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 21st day of August, 2017.

ATTEST: | **PINE TREE WATER CONTROL DISTRICT**

By: ______________________________
Margaret Hearn, Board Secretary

By: ______________________________
Leland Wright, President

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: ______________________________
Jeffrey S. Kurtz, Attorney for District

Contract

This contract establishes an agreement between Pine Tree Water Control District (PTWCD) and Hal Fickett & Company as of July 26th, 2017.

Pine Tree Water Control District has hired Hal Fickett & Company to fulfill the following tasks:

• Transfer PTWCD's website to Hal Fickett & Company so our agency can host the organization's site on behalf of PTWCD
• Transfer PTWCD's domain name to Hal Fickett & Company on behalf of PTWCD
• On a monthly basis, update the site's Wordpress software, plugins and theme
• On a monthly basis make website edits including posting meeting minutes, implement and update a video streaming web page, and update information on the Meetings and Posted Notices web pages

For 2017 - 2018, payments for the work mentioned above will be the following:

• Upon the signing of this contract, a $300 set-up fee will be due to transfer PTWCD's website domain name and hosting account
• Upon the signing of this contract, $350 will also be due. This includes the cost for monthly website updates for August 2017, September 2017, and October 2017
• On November 1st, 2017, $350 will be due for the cost of monthly web updates for November 2017, December 2017, January 2018
• On February 1st, 2018, $350 will be due. This includes the cost for updates for February 2018, March 2018, and April 2018
• On May 1st, 2018 $350 will be due for the cost of monthly updates for May 2018, June 2018, and July 2018

Payment will be made by check to Hal Fickett & Company, and mailed to the following address: Hal Fickett & Company, 4381 Weeping Willow Circle, Casselberry, FL 32707, ATTN: Harold Fickett.

Signatures

For Pine Tree Water Control District________________________Date__________

For Hal Fickett & Company______________________________Date__________

RESOLUTION NO. PT2017 -

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT AUTHORIZING THE DISTRICT MANAGER TO SOLICIT PROPOSALS FOR AQUATIC VEGETATION CONTROL SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Pine Tree Water Control District has an Agreement for Aquatic Vegetation Control Services with Clark Aquatic Services, Inc., that is scheduled to terminate as of December 11, 2017; and

WHEREAS, the Board of Supervisors are next scheduled to meet on November 13, 2017 and there is a need to have solicited proposals for the continuation of aquatic vegetation control services prior to that date so that the Board will have options available for consideration for the continued provision of such services; and

WHEREAS, the Board of Supervisors believes it is in the best interests of the landowners to authorize the District Manager, Flying Cow Management, Inc. to prepare bid solicitations for such services so the bids may be evaluated and an award of contract for the continuation of such services made by the Board on November 13, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PINE TREE WATER CONTROL DISTRICT, WELLINGTON, FLORIDA that:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The District Manager is directed to prepare bid documents for review by the individual Board members for their review and comment. The documents are to be sent to the individual Board members on or before September 1, 2017. Board members shall review and give comments back to the District Manager by September 11, 2017. It shall be within the District Manager's discretion to include or disregard any of the individual Board member's comments and finalize the bid documents by September 20, 2017. The documents shall then be circulated and made available to interested bidders by with a response to the solicitation due back by November 1, 2017 at the latest. The District Manager shall adhere to all applicable Florida Statutes in processing the solicitation. The District Manager shall provide the responsive bids to the Board for their consideration and direction at the November 13, 2017 meeting.

SECTION 3. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 21st day of August, 2017.

ATTEST:

By: ______________________________
Margaret Hearn, Board Secretary

PINE TREE WATER CONTROL DISTRICT

By: ______________________________
Leland Wright, President

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By:______________________________
Jeffrey S. Kurtz, Attorney for District

RESOLUTION NO. PT2017 -

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT AUTHORIZING THE DISTRICT MANAGER TO SELECT A BANKING INSTITUTION AND OPEN BANKING ACCOUNTS FOR THE DISTRICT; DESIGNATING SIGNATORIES TO SUCH BANK ACCOUNTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Pine Tree Water Control District currently has a banking relationship with Bank of America; and

WHEREAS, the banking relationship was established by the Village of Wellington acting as the District's Manager; and

WHEREAS, the District Manager is currently evaluating banking services being provided to the District and would like the authority to enter into a new banking relationship if it is determined to be advantageous to the District; and

WHEREAS, the day to day operations including accounting and banking services are assigned to the District Manager and the Board desires to facilitate the effective and efficient management of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PINE TREE WATER CONTROL DISTRICT, WELLINGTON, FLORIDA that:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The District Manager is authorized to evaluate the current banking services provide by Bank of America and if the District Manager in their discretion decide that opening other bank accounts, changing banking providers, will enhance the overall efficiency of the District, the District Manager is authorized on behalf of the District to make such changes. Within 72 hours of establishing a new banking account or relationship the District Manager shall inform the Board of Supervisors of the institution in which the account was established, the purpose of the account, and the amount of funds deposited into said account. Likewise if any banking accounts are closed the District Manager shall inform the Board of the accounts being closed, the reason the account was closed and the final balance of the account prior to its closing. The purpose of this action is to allow the efficient operation of the District without the necessity of the District Manager calling special meetings to establish and close bank accounts.

SECTION 3. When establishing any bank account the authorized signatories to the account shall be any member of the Board of Supervisors and Margaret Hearn. No checks shall be authorized without the signatures of one Board Member and Margaret Hearn.

SECTION 4. Margaret Hearn is designated as the Board Secretary

SECTION 5. The District Manager and President of the Board of Supervisors may execute other agreements, including, but not limited to, special depository agreements, and arrangements concerning the manner, condition, and/or purposes for which funds, checks, debits, or items of the corpora/on may be deposited, collected, or withdrawn, as long as these other agreements are not contrary to the provisions contained in this resolution.

SECTION 6. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 21st day of August, 2017.

ATTEST: **PINE TREE WATER CONTROL DISTRICT**

By: ______________________________
Margaret Hearn, Board Secretary

By: ______________________________
Leland Wright, President

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By:______________________________
Jeffrey S. Kurtz, Attorney for District

RESOLUTION NO. PT2017 -

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE TREE WATER CONTROL DISTRICT ADOPTING THE DISTRICT'S BUDGET AND NON-AD VALOREM ASSESSMENT ROLL AS PROVIDED HEREIN; LEVYING OF THE NON-AD VALOREM ASSESSMENTS FOR THE DISTRICT AND APPOINTING AN AUTHORIZED REPRESENTATIVE OF THE DISTRICT FOR CERTIFICATION OF THE DISTRICT'S NON-AD VALOREM ASSESSMENT ROLL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors of the Pine Tree Water Control District shall consider and adopt an annual budget for the District; and

WHEREAS, specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors, in accordance with the District's budget, shall levy non-ad valorem assessments upon designated lands lying within the jurisdictional boundaries of the District; and

WHEREAS, Section 197.3632, Florida Statutes, requires the Board of Supervisors of the District to adopt a Non-Ad Valorem Assessment Roll; and

WHEREAS, Section 197.3632, Florida Statutes, authorizes the Board of Supervisors of the District to designate an authorized representative of the District to certify the District's Non-Ad Valorem Assessment Roll to the Tax Collector of Palm Beach County, Florida.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PINE TREE WATER CONTROL DISTRICT, WELLINGTON, FLORIDA that:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The proposed budget attached hereto is hereby made a part hereof and adopted as the budget for the District's Fiscal Year 2017-18, except as said budget may be otherwise modified or adjusted in accordance with the lase of the State of Florida.

SECTION 3. The District's non-ad valorem special assessments shall be levied in accordance with the herein above adopted budget, except as said levy may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

SECTION 4. The District's Non-Ad Valorem Assessment Rates for Fiscal Year 2017-2018, per computed acre, are hereby adopted as follows:

Rustic Ranches (PAM): ______
Agricultural (PBM): ______
Water Management (PCM) ______
Village of Wellington (VOW) ______

SECTION 5. The District's Non-Ad Valorem Assessment Roll is hereby adopted, except as said Non-Ad Valorem Assessment Roll may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

SECTION 6. The District's Non-Ad Valorem Roll as adopted is to be continued to be collected from year to year until discontinued.

SECTION 7. In accordance with Section 197.3632(5), Florida Statutes, Leland Wright, President is hereby designated and authorized to certify the 2017-18 Pine Tree Water Control District's Non-Ad Valorem Assessment Roll to the Tax Collector of Palm Beach County, Florida.

SECTION 8. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 21st day of August, 2017.

ATTEST: **PINE TREE WATER CONTROL DISTRICT**

By: ______________________________
Margaret Hearn, Board Secretary

By: ______________________________
Leland Wright, President

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: ______________________________
Jeffrey S. Kurtz, Attorney for District

INVOICE

Board Member: Travis Deering

Invoice To: Pine Tree Water Control District

Invoice For: Pine Tree Water Control District Meetings Attended

Meeting Date	Amount Due
June 19, 2017	$50.00
Total Amount Due:	**$50.00**

INVOICE

Board Member: Travis Deering

Invoice To: Pine Tree Water Control District

Invoice For: Pine Tree Water Control District Meetings Attended

Meeting Date	Amount Due
August 21, 2017	$50.00
Total Amount Due:	**$50.00**

PINE TREE WATER CONTROL DISTRICT

TRIM FY 2018 BUDGET

	REVISED FY 2018 BUDGET			PROPOSED FY 2018 BUDGET			AMENDED FY 2017 BUDGET		
	Units	Assessment	Total	Units	Assessment	Total	Units	Assessment	Total
REVENUES									
Rustic Ranch Assessment (PAM)	638.92	$ 137.00	$ 87,532	638.92	$ 197.00	$ 125,867	638.92	$ 85.00	$ 54,310
Agricultural Assessment (PBM)	223.03	$ 25.00	$ 5,576	223.03	$ 47.00	$ 10,482	223.03	$ 25.00	$ 5,580
Water Management (PCM)	2805.45	$ 10.00	$ 28,055	2805.45	$ 10.00	$ 28,055			$ -
Village of Wellington (VOW)	364.58	$ 10.00	$ 3,646	364.58	$ 10.00	$ 3,646			$ -
Less Collection Allowance (5%)			$ (6,241)			$ (8,400)			$ (5,400)
Use of Reserves			$ -			$ 8,250			$ 35,310
Total Revenues	4031.98		$ 118,568	4031.98		$ 167,900	861.95		**$ 89,800**
EXPENDITURES									
Canal Weed Control & Testing			$ 15,000			$ 18,700			$ 15,500
Road Maintenance			$ -			$ 42,000			
Swale Mowing			$ 41,400			$ 41,400			$ 41,000
Other			$ 35,068			$ 31,700			
Supervisor Meeting Fees			$ 600			$ 600			$ 500
Engineering			$ 2,000			$ 6,000			$ 10,000
Legal			$ 8,000			$ 8,000			
Printing & Advertising			$ 1,550			$ 1,550			$ 1,550
Dues			$ 200			$ 200			$ 200
Banking Charges			$ 500			$ 500			$ 400
Audit			$ 2,000			$ 5,000			$ 5,000
Misc Fees (postage, etc.)			$ 250			$ 250			$ 150
Administrative Cost			$ 12,000			$ 12,000			$ 15,500
Total Operating Expenditures			**$ 118,568**			**$ 167,900**			**$ 89,800**

LEGAL NOTICE
PINE TREE WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
NOTICE OF MEETINGS FY 2017/2018

YOU ARE HEREBY NOTIFIED that the Board of Supervisors of the Pine Tree Water Control District adopted the following meeting schedule for the year FY 2017/2018.

Monday, November 13, 2017	Regular Meeting (Optional)
Monday, February 12, 2018	Regular Meeting (Optional)
Monday, April16, 2018	Regular Meeting (Optional)
Monday, June 18, 2018	Annual Landowners and Regular Meeting
Monday, August 20, 2018	Budget Adoption and Regular Hearing
Monday, November 12, 2018	Regular Meeting (Optional)

All meetings, unless otherwise noticed, will be held at 6:00 p.m. in the Loxahatchee Town Hall, located at 155 F Road, Loxahatchee Groves, Florida 33470.

Pursuant to the provisions of the American with Disabilities Act, any person requiring special accommodations to participate in a meeting, because of a disability or physical impairment, should contact us at (561) 379-3739 at least five (5) days prior to the date of proceeding.

Peggi Hearn
Secretary
Pine Tree Water Control District

Dated: August 10, 2017