



**Town of Southwest Ranches**  
**Advisory Board**  
**Meeting Minutes**

May 06, 2015  
 7:00 PM

Town Hall  
 13400 Griffin Road

**Call to Order 7:00 PM.**

**Roll Call**

**RH, (Robert) Bob Hartmann, Chairman - Present**  
**JM, John Monroe, Vice Chair, Recording Secretary - Present**  
**VF, Vince Falletta, Member – Absent**  
**MC, Mary Gay Chaples, Member –Present**  
**JH, John Herring, Member – Present**  
**BH, Bryon Houghtaling, Member – Absent**  
**JE, John Eastman, Member - Absent**  
**A Quorum was established.**  
**Also Present: Clete Saunier (Town Engineer), Freddy Fisikelli (Liaison/Vice Mayor), Gary Jablonski (Council Member), Steve Breitreuz (Council Member)**

**Pledge of Allegiance**

**Motion: To adopt the April 04, 2015 meeting minutes as presented.**

<b>Result</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>RH</b>	<b>JM</b>	<b>VF</b>	<b>MC</b>	<b>JH</b>	<b>BH</b>	<b>JE</b>
<i>Passed</i>	<i>MG</i>	<i>JH</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>A</i>

**Motion: To excuse absent members Vince Faletta, John Eastman, and Bryon Houghtaling.**

<b>Results</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>RH</b>	<b>JM</b>	<b>VF</b>	<b>MC</b>	<b>JH</b>	<b>BH</b>	<b>JE</b>
<i>Passed</i>	<i>MG</i>	<i>JH</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>A</i>

**Clete handed out the Public Works Director Monthly Report and described the highlights. The board asked Clete to discuss with the Town Clerk, the possibility of posting the Public Works report on the town’s website.**

**Motion: For the board to recommend the council recommend Broward County remove the 188<sup>th</sup> Ave extension project from the 2035 LRTP Plan.**

<b>Results</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>RH</b>	<b>JM</b>	<b>VF</b>	<b>MC</b>	<b>JH</b>	<b>BH</b>	<b>JE</b>
<i>Passed</i>	<i>MC</i>	<i>JH</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>A</i>

**Motion: For the board to add the southeast side of 27 in the recommendation the council directs our lobbyists in Tallahassee to pursue the property on the northeast section of Griffin Road at US 27.**

<b>Results</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>RH</b>	<b>JM</b>	<b>VF</b>	<b>MC</b>	<b>JH</b>	<b>BH</b>	<b>JE</b>
<i>Passed</i>	<i>MC</i>	<i>JH</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>Y</i>	<i>Y</i>	<i>A</i>	<i>A</i>

**Meeting Adjourned 9:00 p.m.**



## Town of Southwest Ranches

13400 Griffin Road  
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall  
(954) 434-1490 Fax

### Public Works Director Monthly Report

TO: Drainage and Infrastructure Advisory Board

FROM: Clete J. Saunier, P.E., Public Works Director / Town Engineer

DATE: May 6, 2015

RE: **Public Works Director Monthly Report**

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#### Country Estates Fishing Hole Park:

- On April 20, 2015, the Town received five (5) bid responses to the Trail Improvement Invitation for Bid. Award of the contract will be on an upcoming Town Council agenda. A bench, wash rack, equestrian mounting block, bike rack, drinking fountain and signage will be installed once the trail is completed. The Town was awarded at \$34,027 Recreation Trail Program Grant to supplement this work. Staff has developed preliminary cost estimates based upon a conceptual scope of work for the remaining, unimproved park areas to be cleared of overgrown vegetation and undesirable trees, lake excavation, grading, leveling and grassing (sodding or seeding). However, funding is currently unavailable for this work.
- Staff received reimbursement for \$72,100.35 grant from Broward County for landscaping, playground equipment and fencing.

**Calusa Corners:** The Town was awarded a fifty thousand dollar (\$50,000) FRDAP grant from the State with no required Town match for construction of a pavilion, playground and parking improvements. We have until April 30, 2017 to complete this work. Staff submitted the commencement documentation. Staff received a wetland determination.

**Drainage Interconnect Projects funded by (Florida Department of Environmental Protection) FDEP:** The following projects will be designed and constructed prior to December 31, 2015. Keith and Associates are completing the surveys and design drawings to be incorporated into final bid documents constructing the improvements:

1. **SW 54<sup>th</sup> Place Drainage:** The Phase I improvements were completed before October 31, 2014. Construction of Phase II of the project has been awarded to Straight Ahead Construction. The Pre-Construction Meeting was held with the contractor and South Broward Drainage District on April 14<sup>th</sup>. Staff met with the

impacted residents on April 22<sup>nd</sup> and received favorable responses for the project. The message boards were deployed to notify other residents of the work and schedule. Construction is scheduled to be completed by the end of May.

- 2. Thoroughbred Lane & Palomino Drive Drainage Improvement:** Construction is complete and reimbursement requests have been made to the Central Broward Water Control District. Reimbursement has been received from FDEP.
- 3. Hancock Road & Mustang Trail Intersection Drainage Improvement:** This project will provide a drainage pipe connection from an existing drainage inlet to a new drainage inlet and outfall pipe with headwall to the adjacent CBWCD canal. Plans and bid documents are in development.
- 4. Dykes Road (between SW 51<sup>st</sup> Manor & SW 53<sup>rd</sup> Court) Drainage Improvement:** This project will provide an additional drainage outfall from Dykes Road to an adjacent canal. SBDD has prepared the design drawing and specs and has indicated they may be able to support this project by subcontracting a portion of the construction. Plans and bid documents are in development.
- 5. SW 210<sup>th</sup> Terrace & SW 50<sup>th</sup> Street Intersection Drainage Improvement:** This project will provide two new drainage inlets and pipe, swale excavation and an outfall connection to an SBDD canal (Cemetery Canal). SBDD has indicated they may be able to support this project by subcontracting a portion of the construction work. Plans and bid documents are in development.
- 6. SW 63<sup>rd</sup> Street Drainage Improvement from SW 185<sup>th</sup> Way to SBDD Canal West:** This project will provide new drainage inlets and pipe at each intersection and swales along the south side of SW 63<sup>rd</sup> Street from SW 185<sup>th</sup> Way to an SBDD canal west of SW 188<sup>th</sup> Avenue. SBDD has indicated they may be able to support this project by subcontracting a portion of the construction work. Plans and bid documents are in development.
- 7. SW 195<sup>th</sup> Terrace Drainage Improvement from the 5800 Block to the 5400 Block:** This will require construction of approximately 1900 linear feet of drainage outfall pipe by connecting the existing catch basins at 5801 SW 195 Terrace to the drainage catch basins at the intersection of SW 195<sup>th</sup> Terrace and SW 54<sup>th</sup> Place. The drainage connection will then extend via the SW 54 Place Phase II improvements and outfall to Canal 13 (ref. 1 above). Plans and bid documents are in development.

**Stirling Road Guardrail:** The Town Council approved the funding agreement with the State of Florida on January 22<sup>nd</sup> in the amount of four hundred and seventy eight thousand dollars (\$478,000) for guardrails from SW 130<sup>th</sup> to Hancock Road. The total project cost is estimated to be \$613,000, which requires a Town funding match of up to

\$135,000. Surveying and design are underway and anticipated to be complete for bid document production by the end of May.

**SW 190<sup>th</sup> Extension:** Town was awarded \$243,000 in the State budget to extend SW 190<sup>th</sup> Avenue. The Town Council approved the funding agreement at the January 22<sup>nd</sup> meeting. Staff met with FPL on April 16<sup>th</sup> to acquire the necessary easements to complete the work. FPL has indicated they will consider issuing an easement to the Town contingent upon all internal stakeholders (3 departments) review and approval.

**Town Entranceway Signs:** Staff received permits from Broward County for the two (2) new entryway signs on Griffin Road (SW 148<sup>th</sup> Avenue and SW 205<sup>th</sup> Avenue). The Revocable license agreement with Broward County for the fourth entranceway sign will be on an upcoming Town Council agenda. The survey is currently being prepared by Keith and Associates.

**The Barn:** Minor punch-out items remain to be addressed by the contractor, including an outstanding item with the water system that staff is helping the contractor get addressed prior to final payment and issuing construction certification as required by the contract.

**Pothole Repairs:** Staff continues to monitor pothole occurrences and repairs. Staff is considering alternate options for inspecting, reporting and construction contracting allowing for a more efficient and responsive process.

**Transportation Surface and Drainage Ongoing Rehabilitation Program (TSDOR):** The Drainage and Infrastructure Advisory Board and Town Council have approved the first four years of the `21-year plan subject to annual review and amendment by the DIAB those roads scheduled for construction five (5) fiscal years and beyond. The first group of roads scheduled for construction FY 2016 have been reviewed by Town legal staff and determined to have no encumbered right of way issues. Surveying and civil design is underway and complete bid documents are scheduled for completion by June 2015. The roads scheduled for improvement are:

- |                                |   |
|--------------------------------|---|
| • SW 209 <sup>th</sup> Avenue  | Griffin Road to SW 50 <sup>th</sup> Street                |
| • SW 50 <sup>th</sup> Street   | SW 208 <sup>th</sup> Lane to SW 210 <sup>th</sup> Terrace |
| • SW 210 <sup>th</sup> Terrace | SW 50 <sup>th</sup> Street to SW 54 <sup>th</sup> Place   |
| • SW 54 <sup>th</sup> Place    | SW 208 <sup>th</sup> Lane to East Dead End                |
| • SW 54 <sup>th</sup> Place    | SW 210 <sup>th</sup> Terrace to East Dead End             |
| • SW 208 <sup>th</sup> Lane    | SW 50 <sup>th</sup> Street to SW 54 <sup>th</sup> Place   |
| • SW 205 <sup>th</sup> Avenue  | Griffin Road to Town Limit                                |
| • SW 48 <sup>th</sup> Place    | SW 205 <sup>th</sup> Avenue to E/W Dead Ends              |
| • SW 49 <sup>th</sup> Court    | SW 205 <sup>th</sup> Avenue to E/W Dead Ends              |
| • SW 50 <sup>th</sup> Place    | SW 205 <sup>th</sup> Avenue to E/W Dead Ends              |

Staff met with residents of SW 210<sup>th</sup> Avenue, between SW 54<sup>th</sup> Place and Stirling Road on February 17<sup>th</sup> who expressed interest in participating in the TSDOR program. This section of SW 210<sup>th</sup> Avenue is not owned or maintained by the Town. The residents were tasked with getting the remaining road easements dedicated to the Town and determining (with staff assistance) a resident majority interested in funding the road improvements. As of this reporting date, the residents have still not responded. Legal and Engineering staff are working together to develop a process for correcting road right of way and easement issues as they are discovered well in advance of construction (2 years).

**Community Rating System (CRS):** Staff is coordinating with the State and FEMA and preparing for the preliminary audit to obtain the CRS rating. FEMA conducted a Community Assistance Visit on September 3, 2014 to determine the effectiveness of the Town's floodplain management programs under participation in the National Flood Insurance Program. Town staff from Public Works, Code Enforcement and Building Departments are involved. The auditor had comments regarding several elevation certificates (surveyor certifications and technical information) that are being addressed with the affected residents and their surveying consultants. A staff member of the Florida CRS Initiative met with staff on February 25<sup>th</sup> to help Town staff with admittance into the program.

**Broadwing Property Improvements for VFD:** This project will provide a new station for the transfer of the Volunteer Fire Department from its current location 17220 Griffin Road. The project will require platting and potentially extensive environmental permitting due to its location adjacent to the SFWMD C-11 Canal. The building is planned to be a modular, portable structure, modified to the VFD's needs. Staff has inspected the School Board's surplus modular and has determined the available portable structures will not meet current FBC requirements without extensive improvements at considerable cost compared to the installation of a new modular building. The project will probably require 8 to 10 months to move through the platting process which will delay Certificate of Occupancy of the structure no earlier than late 2015. Staff will continue meeting with its design consultants to prepare the required site plans and building construction documents, including permitting, etc. Staff is also coordinating with a local modular building contractor that provided 'turn-key' services to determine if this is an efficient and cost-saving option. Keith and Associates prepared a boundary and topographic survey for the site and is also developing the conceptual site plan for staff review. The Mellgren Planning Group is preparing the plat application. Soil borings have been taken. Staff is preparing a tree preservation evaluation prior to requesting quotes to clear the property.

**SWR Interconnect to Improve Water Quality and Drainage (Dykes Road & Calusa Corners Park):** The first phase of this project includes installing drainage inlets, pipe and swales along Dykes Road to transfer flood waters into a system of swales, canals and improved wetlands within Calusa Corners Park. The second phase includes the construction of an east to west waterway interconnecting the lake system within Ivanhoe

Estates to the SBDD SW 172<sup>nd</sup> Avenue Pump Station. This project was determined eligible for the program by SFWMD for funding consideration within the next year.

**National Pollutant Discharge Elimination System (NPDES):** Staff submitted the annual report. FDEP randomly selected 10 co-permittee municipalities under the county permit auditing. SWR was selected this year and completed the FDEP audit on April 16th. FDEP staff indicated SWR's annual report adequately addressed all reporting parameters (no significant deficiencies noted) and may make additional SOP and reporting efficiency recommendations within their final audit report.

**Florida Department of Law Enforcement Grant:** The Town's grant application to purchase additional tablets was approved. The tablets must be purchased before June.

**Development Reviews and Inspections:** Staff continues to assist residents on development requirements and code compliance through meetings, phone calls, emails, permit reviews, re-reviews, and inspections.

<b>Month</b>	<b>Permit App's Received</b>
September	28
October	21
November	18
December	20
January	17
February	15
March	16

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