

MINUTES

BARRON WATER CONTROL DISTRICT

BOARD OF SUPERVISORS' MEETING

January 20, 2015

The meeting of the Board of Supervisors of the Barron Water Control District was called to order at 10:15 A.M. on Tuesday, January 20, 2015, by Mark Colbert, Chairman, who, at the preceding Landowners' meeting, had established that a quorum was present and that legal advertisement had been made.

Those present at the meeting were:

Mark Colbert – Board Member & Chairman
Ricke Kress – Board Member & Treasurer
Duane Hobby – Board Member & Vice-Chairman
Tommy Perry – District Engineer
Sommer Foster – Johnson – Prewitt & Associates, Inc.
Andy Higginbotham – District Accountant
Jeff Tuscan – District Auditor
Judi Kennington-Korf – General Manager
George Leicht – District Field Superintendent
Debora Simicich – Secretary of the Meeting
Dwayne House – Lone Ranger, LLC
Han Mouthan – Ranchettes
Chris Asplundh – Black Boar Ranch
Collins Hewes – Global Ag Properties
Ken McDuffie – Global Ag Properties

The Board reorganized. Mr. Kress nominated the following slate of officers:

Mark Colbert – Chairman
Duane Hobby – Vice-Chairman
Ricke Kress – Treasurer
Debora Simicich – Secretary

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that Mr. Colbert serve as Chairman of the Board, Mr. Hobby serve as Vice-Chairman of the Board, Mr. Kress serve as Treasurer of the Board, and Ms. Simicich serve as Secretary of the Board.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby, and unanimously carried, it was

RESOLVED AND APPROVED the minutes of the previous meeting of November 18, 2014 as written and individually read.

The General Manager's Report was presented by Ms. Kennington-Korf. The first item was surplus District property. Ms. Kennington-Korf listed the items and asked that the Board declare them surplus and remove them from the Fixed Assets Inventory. She noted that the District's policy is that any item over the amount of \$1,000 be listed on the Fixed Assets Inventory. There are currently

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several items on the Inventory that are under the \$1,000 minimum stated in the policy. She asked the Board's approval to remove these items from the Fixed Assets Inventory. She stated that a separate asset list for such items will be created so as to still have a record of what property the District owns.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that Property #14, 15, 66, 67, 74, 80, and 83 be surplus and removed from the Fixed Asset Inventory List.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that property with a value less than \$1,000 be removed from the Fixed Asset Inventory List.

The next item of business from Mr. Kennington-Korf was the sale of the District's Rhino Mower (Fixed Asset #80). The District put the mower out for bid but the only bid received was well below the asking price. Field Supervisor George Leicht recommended that the mower be taken to the upcoming Sugarland Auction in February in hopes of getting a better price. After discussion by the Board it was decided to send the mower to auction and if the auction does not bring the desired amount, the mower sale will be bid out again and sold for the best price possible.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that the bid for Property #80, a Rhino mower, received December 12, 2014 was rejected.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that Property #80, Rhino Mower, will be placed in the Sugarland Auction February 21, 2015. If the mower does not sell in the auction, staff will re-advertise the mower, setting the minimum bid lower than the original bid.

Ms. Kennington-Korf's next item was use of the District owned automobile by District staff. She asked that the Board consider permitting District staff to use the vehicle to run errands around town, such as pick up mail at the post office or accounting items from Andy's, and for transportation to in-state meetings and seminars. It is her opinion that the District would save money by using the vehicle instead of reimbursing staff for use of their private vehicle. Mr. Kress asked for a more detailed analysis of what the cost differential is, including the insurance costs. He is also concerned about the District's liability if a private vehicle is used. The item was tabled until additional information can be obtained.

The next item presented was a contract with CPR Tools. The company would provide an off-site back-up of the District's server and tech support for the District's online webpage. The State keeps increasing the amount of information required on the District's webpage. We are currently using a free service which provides no support when things don't work right. New standards require documents to be posted to the District's web page or the District will be non-compliant. The contract with CPR Tools will help to ensure the District's compliance with all online requirements. After some discussion it was decided to approve a one year contract with CPR Tools. The Board asked that the General Manager use that year to get quotes from other IT vendors for comparable services and present them to the Board one year from now for consideration.

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Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that the CPR Tools
quote be accepted and authorized the General Manager
to execute the agreement.

The next item in the General Manager's Report was a contract with CBIZ for an inspection of District properties. This inspection is a requirement from our Property and Liability Insurance company, World Risk Management. Ms. Kennington-Korf reported that the initial quote for the required inspection was \$2,500 to \$2,900 just for Barron's property. But she happily reported that CBIZ has agreed to combine the inspection of both properties, Barron's and Pt. LaBelle's, into one inspection since that is how they are treated by the insurance company. So the cost of the inspection will be \$2,500 to \$2,900 with the cost proportionally split with Pt. LaBelle Community Development District.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that the CBIZ evaluation and
Inspection quote be accepted and authorized the General
Manager to execute the agreement.

The last item on the General Manager's Report was the District's Records. Ms. Kennington-Korf related to the Board that the District has retained all written records since its inception. She noted that while this provides a wealth of history and background for the District, it is also a liability. Any record retained by the District is considered a public document and copies can be requested at any time. If the District is still in possession of the document, we are required to provide the copy, no matter the amount of labor required to find it and copy it. She explained that by adopting a Records Retention Policy the District will be able to destroy outdated records. This will open up much needed storage space and relieve the District from having to provide outdated and obsolete records upon request. She recommended that the Board adopt the State's General Records Schedule GS1-SL, which is written specifically for state and local governments. She explained that adopting the State policy which is regularly reviewed and updated relieves the District from having to do so.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED Resolution #2015-2 by the
Barron Water Control District establishing the State of Florida
General Records Schedule GS1-SL as the District's Policy
for records storage and retention.

Ms. Kennington-Korf updated the Board on several items of information which required no action by the Board. The \$10,000 bond paid to Hendry County has been released and the funds were deposited into the District checking account. The FDOT has dropped the lawsuit against the District. The final check from FDOT for widening SR 80 was received and deposited into the District checking account. The City of LaBelle has tabled the request to use District property for a golf course and wishes to have the item removed at this time. Mr. Kress asked what had changed. Ms. Kennington-Korf replied that a report from the City's contractor recommended not using the property. Mr. Hobby stated that the amount of fill needed was going to cost too much.

Mr. Tuscan, with Tuscan & Company, P.A., presented the final audited financial reports for fiscal year 2013/2014 to the Board for consideration. He stated that it is an unmodified opinion, which is the highest level of scrutiny an auditor can provide. He stated that he found no material weaknesses and no instances of non-compliance. He explained to the Board and the Landowners the necessity of and the process for using a "public funds" account for District monies. He noted that government

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money has to be collateralized so much that many banks will not take it and that is why it earns so little in interest. He noted that tax revenue is down and that is just a sign of the times. Governments run about 3 years behind the timeline so even though the economy is picking up slightly, the District is feeling the pinch from the lack of funds over the past 3 to 5 years. Mr. Tuscan noted that there were no new comments to the audit this year but that several of the comments from last year's audit had not been cleared. Mr. Kress asked that these particular items be noted and that an update be given to the Board at each meeting regarding progress toward clearing the comments for next year.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that the fiscal year 2014 District audit, as presented by Jeff Tuscan, CPA, be accepted.

Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED the fiscal year 2014 audited Financial Statements.

Mr. Perry presented the Engineer's Report to the Board and Landowners. In addition to what is in his report, Mr. Perry stated that he will be reviewing the amount of emergency funds the District has available. He does not anticipate any changes to the amounts currently in place.


Upon motion duly made by Mr. Kress, seconded by Mr. Hobby and unanimously carried, it was

RESOLVED AND APPROVED that the 2014 Engineer's Report be accepted.

Mr. Colbert asked if there were any further comments or business to come before the Board at this time. There being none, the meeting was adjourned at 12:15 P.M.


Mark Colbert – Chairman

ATTEST:


Debora T. Simicich, Corporate Secretary

