

**Coral Springs
Improvement District**

Agenda

July 19, 2021



Coral Springs Improvement District

July 12, 2021

Board of Supervisors
Coral Springs Improvement District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District will be held Monday, July 19, 2021, at 4:00 p.m. at the District Offices, 10300 NW 11th Manor, Coral Springs, Florida. In order to comply with CDC guidelines on social distancing due to Covid-19, members of the public can attend via conference call. For meeting call in information, please contact Sandra Demarco at Sandra.Demarco@Inframark.com. Following is the advance agenda for the meeting.

1. Call to Order
2. Approval of the Minutes of the June 21, 2021 Meeting
3. Audience Comments
4. Approval of Financial Statements for June 2021
5. Consideration of Resolution 2021-4, Approving the Proposed Fiscal Year 2022 Water & Sewer Budget and Setting the Public Hearing
6. Consideration of Encroachment Agreement with 993 NW 82nd Avenue (Tabled Item)
7. Consideration of sole source agreement with Eaton Corporation in the amount of \$6,477 to modify an existing 2000 AMP breaker that will allow this breaker to be used as a spare for the Water Plant generator as well as the Wastewater Plant generator (this eliminates the need to purchase an additional spare breaker at approximately \$30,000)
8. Consideration of contracting firms to provide PR firms to provide Public Relations service for the District. The Board will interview and evaluate two firms: S.A. Nelsons and Associates, and Quest Marketing and Communications. Based on the interviews the Board will vote to contract with the winning firm piggybacking on an existing contract for that firm.
9. Consideration of a proposal by Trio Development Corporation for rehabilitation of Lift Station #8 in the amount \$166,248.30, piggybacking off Trio Development contract #PNC2122386B1_1 for lift station rehab and repair with Broward County
10. Engineer's Report
11. Staff Reports
 - A. Manager – Ken Cassel
 - B. Department Reports
 - Operations – David McIntosh
 - Utilities Update – Joe Stephens
 - Utility Billing Customer Service Report – Dave Berringer
 - Water – Christian McShea



Coral Springs Improvement District

- Wastewater – Tom Kedrierski
- Stormwater – Shawn Frankenhauser
- Field – Curt Dwiggin
- Maintenance Report – Pedro Vasquez
- Human Resources – Jan Zilmer
- Motion to Accept Department Reports

C. Attorney

12. Supervisors' Requests

13. Adjournment

Any supporting documents not included in the agenda package will be distributed at the meeting. If you have any questions prior to the meeting, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Kenneth Cassel".

Kenneth Cassel/sd
District Manager

cc: District Staff
Terry Lewis
Seth Behn
Rick Olson
Beverley Servé
Stephen Bloom

Second Order of Business

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, June 21, 2021 at 4:02 p.m. at the District Office at 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

| | |
|--------------|--------------------------------|
| Martin Shank | President |
| Len Okyn | Vice President (Via Telephone) |
| Chuck Sierra | Secretary |

Also present were:

| | |
|---------------------|--|
| Ken Cassel | District Manager |
| Terry Lewis | District Attorney |
| David McIntosh | Director of Operations |
| Joe Stephens | Director of Utilities |
| Rick Olson | District Engineer |
| Marta Rubio | District Accountant |
| Jan Zilmer | Human Resources |
| Shawn Frankenhauser | Stormwater Department (Via Telephone) |
| Frank Koslowski | Field Department (Via Telephone) |
| Christian McShea | Water Department (Via Telephone) |
| Tom Kedrierski | Wastewater Department (Via Telephone) |
| David Berringer | Utility Billing and Customer Service |
| Pedro Vasquez | Maintenance Department (Via Telephone) |
| Julia Backlund | Globaltech |

The following is a summary of the discussions and actions taken at the June 21, 2021 Coral Springs Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cassel called the meeting to order at 4:02 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the May 17, 2021 Meeting

Each Board member received a copy of the Minutes of the April 19, 2021 Meeting, and any additions, corrections or deletions were requested.

There being none,

| |
|---|
| On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the minutes of the May 17, 2021 meeting were approved. |
|---|

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for May 2021

The Board reviewed the financials.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the financial statements for May 2021 were approved.

Mr. Cassel requested the Board amend the agenda so the Human Resources Department Report could be covered before the remainder of the agenda.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the agenda was amended to move the Human Resources Department Report up on the agenda.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

B. Department Reports

• Human Resources – Jan Zilmer

Mr. Zilmer presented a video regarding Covid-19, the Delta variant, and the effectiveness of the vaccine.

- A memorandum was distributed to staff regarding District requirements and feedback was received.
- A day off incentive was provided to staff who get vaccinated.
- There are 35 vaccinated employees to date and 2 previously had Covid-19.
- Discussion ensued regarding possible risks of contracting Covid-19 from wastewater.
- The vaccination incentive will only be available until the end of June.
- Further discussion ensued. The following are the repercussions for staff not following the District’s policies on masks:
 - First offence, they are sent home without pay.
 - Second offence, they are suspended for three days without pay.
 - Third offence, they are suspended for a full week without pay.
 - Any additional offences will lead to a week off without pay.

On MOTION by Mr. Sierra seconded by Dr. Shank with all in favor the District policy for Covid-19 mask mandates as outlined above was approved.

- New employees being hired will be required to be vaccinated.

FIFTH ORDER OF BUSINESS

Consideration of Encroachment Agreements

A. 236 NW 118th Drive

Mr. Frankenhauser reviewed the request to install a fence, which will encroach approximately 7 feet into the District’s easement.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor an encroachment agreement for the installation of a fence at 236 NW 118th Drive was approved.

B. 993 NW 82 Avenue

This item was tabled.

SIXTH ORDER OF BUSINESS

Consideration of Sole Source Contract with GE Digital to Provide SCADA System Support Services for the District’s Water and Wastewater Plants’ SCADA Systems for a Total Annual Cost of \$6,737.46

The Board reviewed the proposal from GE Digital.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the sole source contract with GE Digital for SCADA System Support Services was approved at a total cost of \$6,737.46.

SEVENTH ORDER OF BUSINESS

Consideration of a Request by Staff to Approve Cleaning of Solids from Digester 1 by Shenandoah in the Amount of \$25,560 Based on Existing Contract 2016-01 with the District (Price is Subject to Being Lowered Depending on Actual Amount of Solids in Digester 1)

Mr. Kedrierski reviewed the proposal from Shenandoah.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the cleaning of solids from Digester 1 by Shenandoah in the amount of \$25,560 based on existing contract 2016-1 was approved.

EIGHTH ORDER OF BUSINESS

Consideration of a Request by Staff to Approve an Amendment to the Agreement with Windstream to Provide Telephone Services (Windstream is Transitioning Over to Fiber Optic and the Maintenance Fees on the Copper Lines Would Significantly Increase Costs for CSID)

The amendment to the agreement with Windstream was reviewed.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the amendment to the agreement with Windstream to provide telephone services was approved.

NINTH ORDER OF BUSINESS

Consideration of Request by Staff to Approve the Amendment to the Contract with Paymentus to Reduce the District's Costs (Review of Marketplace Prices by Staff Resulted in Renegotiations of Prices)

The amendment to the contract with Paymentus was reviewed.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the amendment to the Paymentus contract was approved.

TENTH ORDER OF BUSINESS

Ratification of Agreements with Cloud Computing Concepts, LLC (C3)

- A. Emergency Diagnostic Services Dated June 4, 2021**
- B. Phase 2 of Emergency Services Dated June 14, 2021**

Mr. McIntosh explained they had to engage Cloud Computing Concepts, LLC (3)

due to the recent security breach.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the agreements with Cloud Computing Concepts, LLC (C3) for emergency diagnostic services and phase 2 of emergency services was ratified.

ELEVENTH ORDER OF BUSINESS

Consideration of Work Authorizations

- A. Amendment #1 to Work Authorization #189 for Stormwater Pumping Stations 1 & 2 Safety Improvements for a Decrease of \$2,500**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Amendment #1 to Work Authorization #189 for stormwater pumping stations 1 & 2 safety improvements for a decrease of \$2,500 was approved.

- B. Amendment #1 to Work Authorization #191 for Utility Building AC Duct Improvements Addressing a Mathematical Error on the Original Work Authorization**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Amendment #1 to Work Authorization #191 for utility building AC duct improvements addressing a mathematical error on the original work authorization was approved.

TWELFTH ORDER OF BUSINESS**Engineer's Report**

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

- Work Authorization #182 – Ms. Backlund, an environmental engineer with Globaltech, provided an overview of the work associated with this project.
- Work Authorization #183 – project is expected to be completed by the end of this week.
- Work Authorization #184 – project is expected to be completed within the next couple of weeks.
- Work Authorization #188 – they found out last Friday that the County requires a security payment on this project. They will be contacting the County to discuss the issue.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. Manager – Ken Cassel**

Mr. Cassel provided an update on the FASD conference.

B. Department Reports

- **Operations – David McIntosh**

Mr. McIntosh reported the following:

- He presented the safety award the District won at the FASD conference.
- They are working on the process for clearing the canal bank. Mr. Cassel will have a discussion with the City Manager regarding tree removal.
- He has estimates from arborists but is waiting on the City's decision regarding tree removal.
- He spoke with EGIS regarding remediation work on the District's system.
- Discussion ensued regarding the security breach. Dr. Shank noted the Florida Attorney General needs to be notified about the breach.
- A meeting is scheduled with South State Bank to discuss the incident with the security breach.

- **Utilities Update – Joe Stephens**

Mr. Stephens reported the following:

- He expressed appreciation for the opportunity to attend the FASD conference.
- He mentioned they are prepared after the passing of House Bill 53.
- Traces of Benzine have been located in different areas. It was investigated further and there is a change order for approximately \$39,000, which was discovered by the insurance company.

- **Utility Billing Customer Service Report – Dave Berringer**

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

- **Water – Christian McShea**

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

- **Wastewater – Tom Kedrierski**

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

- **Stormwater – Shawn Frankenhauser**

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

- **Field – Frank Koslowski**

Mr. Koslowski reviewed the Field Report, a copy of which is attached hereto and made part of the public record.

- **Maintenance Report – Pedro Vasquez**

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

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded Mr. Sierra with all in favor the Department Reports were accepted.

C. Attorney

- **Memorandum Regarding House Bill 53**

Mr. Lewis reviewed the memorandum on House Bill 53.

- It was signed into law by the Governor and applies to all local governments.
- It requires the District to prepare a needs analysis by June 30, 2022 and it will need to be updated every five years.

FOURTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Sierra commented on his first FASD conference experience.

FIFTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the meeting adjourned.

Kenneth Cassel
Assistant Secretary

Dr. Martin Shank
President

Fourth Order of Business

**CORAL SPRINGS IMPROVEMENT DISTRICT
GENERAL FUND
SUMMARY REPORT**

For the Period Ending June 30, 2021

| | ADOPTED BUDGET FY 2020/2021 | PRORATED BUDGET THRU 6/30/2021 | ACTUAL 9 MONTHS ENDING 6/30/2021 | VARIANCE FAVORABLE (UNFAVORABLE) |
|---|--|---|---|---|
| REVENUES | | | | |
| TOTAL REVENUES | \$ 4,072,935 | \$ 3,599,948 | \$ 3,771,015 | \$ 171,067 |
| EXPENDITURES & RESERVES | | | | |
| TOTAL EXPENDITURES | \$ 2,472,935 | \$ 2,022,101 | \$ 1,916,405 | \$ 105,696 |
| TOTAL RESERVES | \$ 1,600,000 | \$ 1,200,000 | \$ - | \$ 1,200,000 |
| TOTAL EXPENDITURES & RESERVES | \$ 4,072,935 | \$ 3,222,101 | \$ 1,916,405 | \$ 1,305,696 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES & RESERVES | | | \$ 1,854,610 | |
| FUND BALANCE BEGINNING | | | \$ 9,380,747 | |
| FUND BALANCE ENDING | | | \$ 11,235,357 | |

**CORAL SPRINGS IMPROVEMENT DISTRICT
WATER & SEWER FUND
SUMMARY REPORT**

For the Period Ending June 30, 2021

| | ADOPTED BUDGET FY 2020/2021 | PRORATED BUDGET THRU 6/30/2021 | ACTUAL 9 MONTHS ENDING 6/30/2021 | VARIANCE FAVORABLE (UNFAVORABLE) |
|-----------------------------------|--|---|---|---|
| REVENUES | | | | |
| TOTAL REVENUES | \$ 16,127,287 | \$ 10,068,447 | \$ 10,579,240 | \$ 510,793 |
| EXPENDITURES | | | | |
| TOTAL ADMINISTRATIVE | \$ 2,474,455 | \$ 1,818,363 | \$ 1,576,344 | \$ 242,019 |
| TOTAL PLANT | \$ 7,772,422 | \$ 4,577,186 | \$ 3,748,867 | \$ 828,319 |
| TOTAL FIELD | \$ 2,775,397 | \$ 1,713,862 | \$ 1,543,227 | \$ 170,635 |
| TOTAL EXPENDITURES | \$ 13,022,274 | \$ 8,109,411 | \$ 6,868,438 | \$ 1,240,973 |
| AVAILABLE FOR DEBT SERVICE | | | \$ 3,710,802 | |
| Total Debt Service | | | \$ 2,117,070 | |
| Excess Revenues (Expenses) | | | \$ 1,593,732 | |
| Net Assets Beginning | | | \$ 41,367,566 | |
| Net Assets Ending | | | \$ 42,961,298 | |

CORAL SPRINGS IMPROVEMENT DISTRICT JUNE 2021

GENERAL FUND - CHECK REGISTERS

| FUND | CHECK DATE | CHECK No. | AMOUNT |
|--------------|--------------------------|---------------|-----------------------|
| General Fund | 6/01/2021 thru 6/30/2021 | #5553 - #5580 | \$5,239,140.35 |
| Total | | | \$5,239,140.35 |

WATER & SEWER - CHECK REGISTERS

| FUND | CHECK DATE | CHECK No. | AMOUNT |
|-----------------|--------------------------|-----------------|---------------------|
| Water and Sewer | 6/01/2021 thru 6/30/2021 | #31293 - #31443 | \$728,218.12 |
| Total | | | \$728,218.12 |

Fifth Order of Business

RESOLUTION 2021-4

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT SETTING A PUBLIC HEARING TO ADOPT THE WATER AND SEWER BUDGET FOR FISCAL YEAR 2022 PURSUANT TO FLORIDA LAW

WHEREAS, the District will prepare a proposed Water and Sewer Budget for Fiscal Year 2022; and

WHEREAS, the Board of Supervisors desires to set the required public hearing thereon to consider said proposed Budget and;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT, THAT:

Section 1. The recitals above are true and correct and are hereby made a part of this Resolution.

Section 2. A public hearing on said proposed Budget is hereby declared and set for the following date, hour and place:

Date: September 20, 2021
Hour: 4:00 p.m.
Place: District Offices
10300 NW 11th Manor
Coral Springs, Florida 33071

Section 3. The District Manager shall publish or have published notice of this public hearing in the manner prescribed by law.

Section 4. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Board of Supervisors of the Coral Springs Improvement District, this 19th day of July, 2021.

Martin Shank, President

Kenneth Cassel, Assistant Secretary



CORAL SPRINGS IMPROVEMENT DISTRICT



PROPOSED BUDGET
FY 2021 | 2022

WATER & SEWER



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

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CORAL SPRINGS IMPROVEMENT DISTRICT “**PROPOSED BUDGET 2021/2022**”

BOARD OF SUPERVISORS

- Dr. Martin Shank, President
- Len Okyn, Vice President
- Chuck Sierra, Secretary

MANAGEMENT

- Kenneth Cassel, District Manager
- Terry Lewis, District Attorney
- Rick Olson, District Engineer
- David McIntosh, Director of Operations
- Jan Zilmer, Human Resources Director
- Joe Stephens, Director of Utilities
- Marta Rubio, Director of Finance & Accounting

**CORAL SPRINGS IMPROVEMENT DISTRICT
Water and Sewer Enterprise Fund**

**PROPOSED BUDGET
Fiscal Year 2021 / 2022**

| DESCRIPTION | ADOPTED BUDGET FY 2020/2021 | ACTUAL THRU 4/30/2021 | PROJECTED NEXT 5 Months | TOTAL PROJECTED 9/30/2021 | PROPOSED BUDGET FY 2021/2022 |
|-------------|--------------------------------|--------------------------|----------------------------|------------------------------|---------------------------------|
|-------------|--------------------------------|--------------------------|----------------------------|------------------------------|---------------------------------|

REVENUES

| | | | | | |
|------------------------------------|-------------------|------------------|------------------|-------------------|-------------------|
| Water Revenue | \$ 6,790,358 | \$ 3,436,898 | \$ 3,353,460 | \$ 6,790,358 | \$ 7,129,876 |
| Sewer Revenue | 6,145,626 | 3,090,548 | 3,055,078 | 6,145,626 | 6,452,907 |
| Standby Revenue | 3,120 | 1,820 | 1,300 | 3,120 | 3,120 |
| Processing Fees | 12,000 | 9,720 | 2,280 | 12,000 | 12,000 |
| Lien Revenue Fees | 9,000 | 9,125 | - | 9,125 | 9,000 |
| Delinquent Fees | 290,000 | 148,500 | - | 148,500 | 290,000 |
| Contract Utility Billing Services | 65,732 | 36,522 | 29,210 | 65,732 | 69,019 |
| Contract HR & Payroll Services | 13,688 | 7,527 | 6,161 | 13,688 | 14,098 |
| Facility Connection Fees | - | 14,400 | 4,175 | 18,575 | - |
| Meter Fees | - | 1,125 | 2,733 | 3,858 | - |
| Line Connection Fees | - | 300 | 6,275 | 6,575 | - |
| Interest Income-Restricted | - | 42,887 | 1,337 | 44,224 | - |
| Interest Income-Operations | - | 159,362 | 5,411 | 164,773 | - |
| Rent Revenue | 67,159 | 57,162 | 9,997 | 67,159 | 69,174 |
| Technology Sharing Revenue | 15,914 | 9,010 | 6,904 | 15,914 | 16,391 |
| Miscellaneous Revenue | 12,000 | 29,655 | - | 29,655 | - |
| Carryforward Prior Yr Fund Balance | 2,702,690 | - | 2,702,690 | 2,702,690 | 2,664,404 |
| TOTAL REVENUES | 16,127,287 | 7,054,561 | 9,187,011 | 16,241,572 | 16,729,989 |

EXPENDITURES

Debt Service

| | | | | | |
|-------------------------------|------------------|------------------|----------------|------------------|------------------|
| Principal 2016 Series | 1,695,000 | 1,695,000 | - | 1,695,000 | 1,745,000 |
| Interest 2016 Series | 1,127,738 | 883,321 | 244,417 | 1,127,738 | 1,076,040 |
| Sub-Total Debt Service | 2,822,738 | 2,578,321 | 244,417 | 2,822,738 | 2,821,040 |

| DESCRIPTION | ADOPTED BUDGET FY 2020/2021 | ACTUAL THRU 4/30/2021 | PROJECTED NEXT 5 Months | TOTAL PROJECTED 9/30/2021 | PROPOSED BUDGET FY 2021/2022 |
|---------------------------------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------------|------------------------------------|
| ADMINISTRATIVE | | | | | |
| Salaries and Wages | 1,161,765 | 686,695 | 475,070 | 1,161,765 | 1,344,445 |
| Special Pay | 2,783 | 2,783 | 0 | 2,783 | 2,702 |
| FICA Taxes | 88,875 | 57,027 | 31,848 | 88,875 | 102,850 |
| Pension Expense | 139,410 | 91,673 | 47,737 | 139,410 | 161,333 |
| Health Insurance | 296,392 | 126,634 | 169,758 | 296,392 | 295,191 |
| Workers Comp. Insurance | 3,833 | 1,468 | 2,365 | 3,833 | 4,437 |
| Unemployment Compensation | 4,000 | - | - | - | - |
| Tuition Reimbursement | - | - | - | - | 40,120 |
| OPEB Expense | 2,862 | - | 2,862 | 2,862 | 2,862 |
| Engineering Fees | 33,600 | 3,731 | 29,869 | 33,600 | 33,600 |
| Trustee Fees/Other Debt Expenses | 10,720 | - | 10,720 | 10,720 | 10,720 |
| Legal Fees | 60,000 | 16,210 | 43,790 | 60,000 | 60,000 |
| Special Consulting Services | 110,000 | 19,719 | 90,281 | 110,000 | 158,000 |
| Information & Technology Services | - | - | - | - | 150,000 |
| Travel & Per Diem (Board) | 4,500 | - | 4,500 | 4,500 | 8,000 |
| Annual Audit | 12,150 | 12,150 | - | 12,150 | 14,800 |
| Actuarial Computation - OPEB | 2,100 | - | 2,100 | 2,100 | 3,500 |
| Management Fees | 91,209 | 60,805 | 30,404 | 91,209 | 93,945 |
| Telephone Expense | 15,200 | 12,357 | 2,843 | 15,200 | 15,200 |
| Postage | 55,780 | 19,961 | 35,819 | 55,780 | 55,780 |
| Printing & Binding | 45,460 | 17,359 | 28,100 | 45,460 | 46,600 |
| Electric Expense | 13,885 | 6,784 | 7,101 | 13,885 | 14,600 |
| Rentals and Leases | 3,150 | 725 | 2,425 | 3,150 | 3,150 |
| Insurance | 17,850 | 6,934 | 10,916 | 17,850 | 17,850 |
| Repair and Maintenance | 27,700 | 8,141 | 19,559 | 27,700 | 30,000 |
| Legal Advertising | 4,500 | - | 4,500 | 4,500 | 4,500 |
| Other Current Charges | 33,395 | 9,821 | 23,574 | 33,395 | 36,150 |
| Merchant Fees | 84,800 | 57,912 | 26,888 | 84,800 | 87,400 |
| Computer/Technology Expenses | 68,245 | 44,547 | 23,698 | 68,245 | 74,095 |
| Employment Ads | 13,550 | 6,787 | 6,763 | 13,550 | 13,550 |
| Toilet Rebate [150 x \$99 = \$14,850] | 14,850 | 7,920 | 6,930 | 14,850 | 14,850 |
| Office Supplies | 4,000 | 3,310 | 690 | 4,000 | 4,000 |
| Dues, Licenses, Schools & Permits | 12,000 | 6,050 | 5,950 | 12,000 | 12,000 |
| Promotional Expenses | 16,890 | 9,810 | 7,080 | 16,890 | 16,890 |
| Capital Outlay | 19,000 | 4,805 | 14,195 | 19,000 | 21,100 |
| Sub-Total Administrative | 2,474,454 | 1,302,120 | 1,168,334 | 2,470,454 | 2,954,220 |

| DESCRIPTION | ADOPTED BUDGET FY 2020/2021 | ACTUAL THRU 4/30/2021 | PROJECTED NEXT 5 Months | TOTAL PROJECTED 9/30/2021 | PROPOSED BUDGET FY 2021/2022 |
|-----------------------------------|-----------------------------------|-----------------------------|-------------------------------|---------------------------------|------------------------------------|
| PLANT OPERATIONS | | | | | |
| Salaries and Wages | 1,814,207 | 1,071,358 | 802,639 | 1,873,997 | 1,943,009 |
| Special Pay | 2,757 | 2,869 | 52 | 2,921 | 3,082 |
| FICA Taxes | 138,787 | 83,140 | 55,647 | 138,787 | 148,640 |
| Pension Expense | 214,653 | 120,527 | 94,126 | 214,653 | 233,161 |
| Health Insurance | 471,634 | 247,910 | 223,724 | 471,634 | 479,543 |
| Workers Comp. Insurance | 99,325 | 38,458 | 60,867 | 99,325 | 105,777 |
| Tuition Reimbursement | - | - | - | - | 51,600 |
| OPEB Expense | 4,682 | - | 4,682 | 4,682 | 4,682 |
| Water Quality Testing | 67,295 | 36,837 | 30,458 | 67,295 | 63,163 |
| Telephone Expense | 9,260 | 3,829 | 5,431 | 9,260 | 9,440 |
| Electric | 686,760 | 377,890 | 308,542 | 686,432 | 721,200 |
| Rentals and Leases | 14,250 | 810 | 13,440 | 14,250 | 15,030 |
| Insurance | 174,850 | 69,630 | 97,060 | 166,690 | 170,370 |
| Repair & Maintenance | 859,740 | 259,729 | 600,011 | 859,740 | 825,256 |
| Filters for Water Plant | 695,920 | 16,616 | 679,304 | 695,920 | 201,800 |
| Sludge Management-Sewer | 150,000 | 102,085 | 150,000 | 252,085 | 142,000 |
| Chemicals | 357,745 | 186,080 | 171,665 | 357,745 | 379,220 |
| Office Supplies | 3,635 | 571 | 3,064 | 3,635 | 3,635 |
| Operating Supplies | 64,275 | 16,120 | 48,155 | 64,275 | 59,350 |
| Uniforms | 10,880 | 6,077 | 4,803 | 10,880 | 11,730 |
| Motor Fuels | 101,290 | 3,009 | 97,341 | 100,350 | 117,176 |
| Dues, Licenses & Permits | 43,515 | 8,751 | 34,764 | 43,515 | 66,990 |
| Capital Outlay | 1,786,963 | 392,598 | 1,394,365 | 1,786,963 | 1,900,000 |
| Sub-Total Plant Operations | 7,772,423 | 3,044,895 | 4,880,139 | 7,925,034 | 7,655,854 |

| DESCRIPTION | ADOPTED BUDGET FY 2020/2021 | ACTUAL THRU 4/30/2021 | PROJECTED NEXT 5 Months | TOTAL PROJECTED 9/30/2021 | PROPOSED BUDGET FY 2021/2022 |
|-------------|--------------------------------|--------------------------|----------------------------|------------------------------|---------------------------------|
|-------------|--------------------------------|--------------------------|----------------------------|------------------------------|---------------------------------|

FIELD OPERATIONS

| | | | | | |
|--|-------------------|------------------|------------------|-------------------|-------------------|
| Salaries and Wages | 745,590 | 396,297 | 349,293 | 745,590 | 773,086 |
| Special Pay | 1,351 | 1,812 | - | 1,812 | 1,569 |
| FICA Taxes | 57,038 | 30,628 | 26,410 | 57,038 | 59,141 |
| Pension Expense | 89,473 | 46,886 | 42,587 | 89,473 | 92,770 |
| Health Insurance | 224,338 | 121,025 | 103,313 | 224,338 | 227,462 |
| Workers Comp. Insurance | 46,972 | 19,658 | 27,314 | 46,972 | 48,704 |
| Tuition Reimbursement | - | - | - | - | 21,200 |
| OPEB Expense | 3000 | - | 3,000 | 3,000 | 3,000 |
| Water Quality Testing | 1,000 | - | 1,000 | 1,000 | 1,000 |
| Naturescape Irrigation Service | 5,470 | - | 4,970 | 4,970 | 5,500 |
| Telephone Expense | 15,345 | 5,925 | 8,025 | 13,950 | 16,900 |
| Electric Expense | 106,890 | 52,376 | 54,514 | 106,890 | 112,300 |
| Rentals & Leases | 9,500 | 4,001 | 5,499 | 9,500 | 9,500 |
| Rent Expense - SCADA | 56,040 | 32,690 | 23,350 | 56,040 | 56,040 |
| Insurance | 25,930 | 9,031 | 16,899 | 25,930 | 26,000 |
| Repairs and Maintenance | 166,000 | 147,915 | 113,067 | 260,982 | 180,000 |
| Lift Stations | 168,850 | 72,433 | 96,417 | 168,850 | 198,850 |
| Generators | 33,080 | 6,850 | 26,230 | 33,080 | 34,600 |
| Meters | 60,680 | 4,395 | 56,285 | 60,680 | 31,440 |
| Office Supplies | 1,680 | 717 | 963 | 1,680 | 1,680 |
| Operating Supplies | 57,190 | 31,340 | 25,850 | 57,190 | 57,190 |
| Uniforms | 5,820 | 3,318 | 2,502 | 5,820 | 5,730 |
| Motor Fuels | 22,860 | 11,415 | 11,445 | 22,860 | 22,860 |
| Dues, Licenses, Schools & Permits | 13,300 | 856 | 12,444 | 13,300 | 10,250 |
| Capital Outlay | 858,000 | 356,340 | 501,660 | 858,000 | 1,020,000 |
| Sub-Total Field Operations | 2,775,397 | 1,355,909 | 1,513,035 | 2,868,944 | 3,016,772 |
| TOTAL OPERATING EXPENDITURES | 13,022,274 | 5,702,924 | 7,561,509 | 13,264,432 | 13,626,845 |
| Required Reserve for R&R | - | - | - | - | - |
| TOTAL OPERATING EXPENDITURES & RESERVES | 13,022,274 | 5,702,924 | 7,561,509 | 13,264,432 | 13,626,845 |
| AVAILABLE FOR DEBT SERVICE | 3,105,013 | 1,351,637 | 1,625,502 | 2,977,139 | 3,103,144 |
| Debt Coverage Required 1.10 | 1.10 | | | 1.05 | 1.10 |
| Debt Service Requirement 1.00 | 2,822,738 | | | 2,822,738 | 2,821,040 |
| Projected Surplus .10 | 282,274 | | | 282,274 | 282,104 |
| TOTAL DEBT SERVICES + SURPLUS | 3,105,012 | | | 3,105,012 | 3,103,144 |



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

PROPOSED BUDGET

The District will use reserve funds in the amount of \$2,664,404 to help offset infrastructure projects required by Plant & Field departments.

CSID is executing the Financial Management Plan rate increases of 5% to water (including irrigation) and sewer rates as a result of the Rate Study Analysis completed during FY 2019 by Stantec, an independent consulting firm.

REVENUES

Water Revenue

The estimated amount that will be billed to users of the water system of the District is determined by the utility rate agreement. Based on prior year revenues the water revenues are projected to be \$7,129,876.

Sewer Revenue

The estimated amount that will be billed to users of the wastewater system of the District is determined by the utility rate agreement. Based on prior year revenues the sewer revenues are projected to be \$6,452,907.

Standby Revenue

The standby charge is applied to each lot, parcel or tract, which has been reserved for water and sewer capacity. The standby charges for this Fiscal Year are based on 13 units per month @ \$20 per unit. The amount projected for this Fiscal Year is \$3,120.

Processing Fees

A processing fee of \$20 is charged to each new utility account. Based on the District’s history of new accounts, the projected amount for this fiscal year is \$12,000.

Lien Revenue Fees

The Board adopted a \$25 charge for an estoppel letter. Based on the prior years’ history of estoppel letters, the estimated amount for this fiscal year is \$9,000.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

REVENUES (Continued)**Delinquent Fees**

The District levies a \$25 charge for each month the account is delinquent until the account is current. The projected amount for this fiscal year is \$290,000.

Contract Utility Billing Services

The District contracts out utility billing services for the benefit of cost sharing. This fiscal year the District expects to receive \$69,019.

Contract HR & Payroll Services

The District provides human resource and payroll services to other Districts based on fees established under interlocal agreements. Budgeted fees are \$14,098.

Rent Revenue

This line item represents the lease of office space to perform work on other Districts. The total revenue from this source is \$69,174.

Technology Sharing Revenue

The District owns an IBM AS-400 computer system as well as a suite of proprietary software programs. Technology sharing is the revenue associated with the performance of duties on the Districts system, phone, fax, ISP and other technology hardware, used for the benefit of the District. The amount being reimbursed by other funds is \$16,391.

Miscellaneous Revenues

Represents miscellaneous fees charged to customers for NSF, meter boxes, repairs and other services provided to customer by the District. Based on prior years' experience, this amount is projected to be \$0.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

ADMINISTRATION EXPENDITURESSalaries and Wages

The total amount of budgeted wages for this Fiscal Year is \$1,344,445.

Special Pay

Special pay is a holiday bonus based on the employee's number of years of service. This year's expense is \$2,702.

FICA Taxes

FICA tax is established by law and the current rate is 7.65%. Based on salaries of is \$1,344,445 the amount projected for FICA tax is \$102,850.

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of 1,344,445 the amount projected for pension expense is \$161,333

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$295,191.

Worker's Compensation Insurance

The District Worker's Compensation policy is currently with Florida Insurance Alliance. The projected amount for this Fiscal Year is \$4,437.

Unemployment Compensation

Unemployment compensation is expected to be \$0.

Tuition Reimbursement

The budgeted amount is estimated to be \$40,120.



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

ADMINISTRATION EXPENDITURES (Continued)

OPEB Expense

Other post-employment benefits (OPEB) are the benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee (GASB Statements 74 and 75). The budgeted amount is estimated to be \$2,862.

Engineering Fees

The District currently has a contract with Globaltech, to provide general engineering services not related to or associated with any specific capital improvement project. The contract includes preparation for monthly meetings, monthly reporting, and responses to requests from the Board. Based on anticipated general engineering work the fees are not expected to exceed \$33,600.

Trustee Fees/Other Debt Expense

This expense includes charges associated with the currently existing outstanding bond issues. Pending bond fees & arbitrage costs are not included in this listing.

| | |
|----------------------------|------------|
| Trustee Fees (2016 Series) | \$10,120 |
| AMTEC Report | <u>600</u> |
| Total Expenses | \$10,720 |

Legal Fees

The District currently has a contract with Lewis, Longman and Walker, PA as legal counsel for the District. This contract includes preparation for monthly board meetings, contract review, etc. In addition, the District expects to have additional expenses with changes to District codification. This year’s budget is not expected to exceed \$60,000.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”**

ADMINISTRATION EXPENDITURES (Continued)**Special Consulting Services**

The District may need to engage a consultant that specializes in legislative codification matters that would amend the current charter. Included in those matters are bidding threshold requirements, efficiencies, gains, and benefits inherent in contract administration. Other consulting services may be incurred for special projects as needed. The anticipated cost for all of these services is \$158,000.

Information & Technology Services

The District will hire a Consulting firm specialized in technology and cybersecurity to manage the Districts’ Network and computer. The projected amount for this service is estimated at \$150,000.

Travel & Per Diem (Board)

This expense represents travel expenses for the Board of Supervisor ‘s and directors. The budgeted amount for this fiscal year is \$8,000.

Annual Audit

The District’s auditing firm is Keefe, McCullough & Co., LLP. Based on the current activity level this amount should not exceed \$14,800.

Actuarial Computation - OPEB

Florida state statutes require the employer to make health coverage available to retirees at the employer’s group rate. GASB 75 requires a periodic actuarial assessment of the cost and liability associated with these benefits. The budgeted amount for this fiscal year is \$3,500.

Management Fees

This service includes management and financial advisory services provided to the District under the Management Contract with Inframark, LLC. This fiscal year the expense is \$93,445.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

ADMINISTRATION EXPENDITURES (Continued)
Telephone Expense

Telephone Service, fax machine and long-distance calls are included under this expense. Based on the prior years' experience, the amount should not exceed \$15,200.

Postage

Overnight deliveries, correspondence, utility bills, etc.

| | |
|------------------|--------------|
| Utility Billing | 48,000 |
| Administrative | 5,380 |
| Special Mailings | <u>2,400</u> |
| Total | \$55,780 |

Printing and Binding

Stationary, utility billing forms, personnel forms, envelopes, photocopies, etc.

| | |
|----------------------|--------------|
| Utility Billing | 39,600 |
| Accounting | 2,000 |
| Personnel Department | 3,000 |
| Marketing Materials | <u>2,000</u> |
| Total | \$46,600 |

Electric Expense

This expense includes the electric service for the Administrative Building. Based on prior years' expense the projected amount for this Fiscal Year is \$14,600.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

ADMINISTRATION EXPENDITURES (Continued)
Rentals and Leases

The following charges are being budgeted in the fiscal year:

| | |
|--------------|--------------|
| Copier Lease | \$ 2,075 |
| Mail Machine | <u>1,075</u> |
| Total | \$ 3,150 |

Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal Year should not exceed \$17,850.

Repair and Maintenance

The following expenses are anticipated for the budget year.

| | |
|--|--------------|
| A/C Maintenance & Repairs | \$13,900 |
| Pest Control | 2,100 |
| Carpet, windows, floors & general cleaning | 8,200 |
| Building small supplies/materials | 1,800 |
| Roof Repairs | 3,000 |
| Contingencies | <u>1,000</u> |
| Total | \$ 30,000 |



CORAL SPRINGS IMPROVEMENT DISTRICT “**PROPOSED BUDGET 2021/2022**”

ADMINISTRATION EXPENDITURES (Continued)

Legal Advertising

The District does most of its legal advertising in the Sun-Sentinel. Expenses include monthly meetings, special meetings, public hearings, request for bids, etc. The estimated amount should not exceed \$4,500.

Other Current Charges

Bank charges and any other miscellaneous expenses that occur during the year as follows:

| | |
|------------------------------|---------------|
| Commercial Bank Charges | 7,200 |
| Phone System Computer Boards | 5,000 |
| Monitoring Fees | 600 |
| Employment & Drug Screening | 2,600 |
| Cleaners/Supplies/etc. | 6,700 |
| Miscellaneous Charges | <u>14,050</u> |
| TOTAL | \$ 36,150 |

Merchant Fees

The District is charged monthly administrative fees as well as individual transaction fees on all credit card payments we receive. Based on last years' experience the projected amount should not exceed \$87,400.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

ADMINISTRATION EXPENDITURES (Continued)**Computer/Technology Expenses**

This represents software, anti-virus, web hosting, tech services & additional computer project systems and support for this fiscal year which amount should not exceed \$74,095.

Employment Ads

Recruiting Expenses for qualified candidates for Plant Operators, Field and Administration Personnel. Based on prior years' experience the amount should not exceed \$13,550.

Toilet Rebates

Utility bills are credited \$99 for those customers who install a qualifying toilet under the rebate program established by the District. Budgeted rebates reflect a total of 150 toilets for \$14,850.

Office Supplies

Accounting, Utility Billing and Administrative Supplies such as printer cartridges, file cabinets, computer supplies, file folders, pens, pencils, cleaning supplies, paper products, etc. Based on historical experience the amount should not exceed \$4,000.

Dues, Licenses, Schools & Permits

This item includes professional publications such as GAAP Guide and Florida Statutes. This expense also covers the cost for continuing education requirements and license renewal, management training, and training related to human resources. The amount should not exceed \$12,000.

Promotional Expenses

The District is budgeting \$16,890 for the budget year.

Capital Outlay

The budgeted amount of \$21,100 is being provided for the purchase of a new truck.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - PLANT OPERATIONSSalaries and Wages

The total amount of budgeted wages for this Fiscal Year is \$1,943,009.

Special Pay

Special pay is a holiday bonus based on the employee's number of years of service. This year's expense is \$3,082.

FICA Taxes

FICA tax is established by law and the current rate is 7.65%. Based on salaries of \$1,943,009 the amount projected for FICA tax is \$148,640.

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of \$1,943,009 the amount projected for pension expense is \$233,161.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$479,543.

Worker's Compensation Insurance

Worker's compensation insurance is being budgeted for \$105,777.

Tuition Reimbursement

The amount budgeted is \$51,600.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - PLANT OPERATIONS (Continued)OPEB Expense

Other post-employment benefits (OPEB) calculation budgeted amount is based on previous year calculation and estimated to be \$4,682.

Water Quality Testing

Water Quality Testing is provided by Florida Spectrum Environmental Services, Inc. This Fiscal Year the projected amount for water quality testing is \$63,163.

Telephone Expense

Telephone charges for this Fiscal Year include Bellsouth phone service for Water and Wastewater offices and Sprint phone services. The projected amount for this fiscal year is \$9,440.

Electric Expense

The electric requirements for the plant facility and wells are based upon the operating history. Based on prior year's expense the projected amount for this Fiscal Year is \$721,200.

Rentals and Leases

The District is budgeting \$15,030 for miscellaneous equipment rentals.

Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expense should not exceed \$170,370.

Repairs & Maintenance

Repair and maintenance expenses anticipated to be spent in the fiscal year are as follows:


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”
EXPENDITURES - PLANT OPERATIONS (Continued)
Water Department

| | |
|--|---------------|
| R&M general | 95,160 |
| Generator maintenance & repairs | 20,736 |
| Vibration Analysis Program | 31,800 |
| R&M Well & Deep Well | 142,770 |
| Instrument and Control Repairs/Calibration | 43,000 |
| Facility Maintenance | <u>49,300</u> |
| Total Water | \$ 382,766 |

Wastewater Department

| | |
|---|--------------|
| R&M General | 95,690 |
| Generator Maintenance & Repair | 23,710 |
| Deep Well Maintenance | 62,000 |
| Instruments & Controls/ Meter Calibration | 40,520 |
| Tank Cleaning - Plant E | 55,000 |
| Paint interior Plant E | 60,000 |
| Facility Maintenance | 31,000 |
| Mechanical injection well | <u>1,000</u> |
| Total Wastewater | \$ 368,920 |



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

EXPENDITURES - PLANT OPERATIONS (Continued)

Maintenance

| | |
|----------------------------|---------------|
| R&M general | \$10,800 |
| Vehicle Maintenance | 10,400 |
| R&M trash pick up | 8,370 |
| Lawn Maintenance Contract | 69,000 |
| Other Facility Maintenance | <u>15,000</u> |
| Total Maintenance | \$113,570 |

TOTAL REPAIRS & MAINTENANCE - PLANT \$825,256

Filters for Water Plant

Budgeted replacement costs for filters, membranes and interconnectors for the Water Plant are \$201,800.

Sludge Management - Sewer

Sludge removal costs are budgeted for \$142,000.

Chemicals

Products used in the process of Water & Wastewater treatments. The amount projected to be spent in this fiscal year is \$379,220.

Office Supplies

Paper, pens, folders, and other office supplies. The projected amount for this fiscal year is \$3,635.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - PLANT OPERATIONS (Continued)Operating Supplies

General operating supplies include laboratory chemicals and miscellaneous tools and equipment. The projected amount is \$59,350.

Uniforms

Uniform purchases, rentals and safety boot allowances are budgeted at \$11,730.

Motor Fuels

Motor fuels include gasoline and diesel fuel needed for the operation of auxiliary generators. The projected amount is \$117,176.

Dues, Licenses, Schools & Permits

This expense represents costs for license renewals, subscriptions, books and schooling required to maintain licenses to operate for plant employees. The projected amount for this fiscal year is \$66,990.

Capital Outlay

The District is budgeting for projects such as the addition of VFD's to wells, valve replacement HSP building, membrane performance evaluation, blower 4 & 5 replacement as part of a grant requirement, 600KW emergency generator, rebuilt old blower #1 and a risk & resiliency letter assistance from the engineering company to name some. The total amount budgeted is \$1,900,000.

The budgeted capital outlay includes \$989,000 that was approved for ongoing projects in the 2020/2021 fiscal year. These projects will not be completed by the end of the fiscal year and it is estimated that the outstanding amount for these projects will be charged in the 2021/2022 Fiscal year.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - FIELD OPERATIONS**Salaries and Wages**

The total amount of budgeted wages for this fiscal year is \$733,086.

Special Pay

Special pay is a holiday bonus based on the employee's number of years of service. This year's expense is \$1,569.

FICA Taxes

FICA tax is established by law and currently is 7.65%. Based on salaries of \$733,086 the amount projected for FICA tax is \$59,141.

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of \$733,086 the amount projected for pension expense is \$92,770.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$227,462.

Worker's Compensation Insurance

The District Worker's Compensation policy is currently with Florida Insurance Alliance. The projected amount is \$48,704.

Tuition Reimbursement

The projected amount is \$21,200.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - FIELD OPERATIONS (Continued)OPEB Expense

Other post-employment benefits (OPEB) calculation budgeted amount is based on previous year calculation and estimated to be \$3,000.

Water Quality Testing

Water Quality Testing is provided by Florida Spectrum Environmental Services, Inc. This Fiscal Year the projected amount for water quality testing is \$1,000.

Naturescape Irrigation Service

Annual fee of \$5,500 is paid to Broward County for the operation of the Naturescape irrigation service.

Telephone Expense

Telephone and fax machine are budgeted annually. Based on prior year's experience the amount should not exceed \$16,900.

Electric Expense

The electric requirements (for Lift Stations) are based upon the operating history. Based on prior years' expense the projected amount for this fiscal year is \$112,300.

Rentals & Leases

Equipment rental, other than for SCADA, is budgeted for \$9,500.

Rent Expense-SCADA

The District will install and rent components for telemetry lift-station operation and monitoring for \$56,040.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

EXPENDITURES - FIELD OPERATIONS (Continued)
Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal year should not exceed \$26,000.

Repairs and Maintenance

Following is a listing of the different repairs and maintenance needed for field operations maintenance.

| | |
|--|------------------|
| GIS Services | \$ 37,500 |
| Backhoe maintenance | 8,000 |
| Jet machine service | 4,000 |
| R&M general | 5,000 |
| Air Conditioning | 3,500 |
| R&M Facilities | 4,500 |
| Backflow certifications & replacements | 9,500 |
| Valve replacement & maintenance | 10,000 |
| Streets & landscape | 60,000 |
| Hydrants | 18,000 |
| Vehicles | <u>20,000</u> |
| Total Repairs & Maintenance | \$180,000 |

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2021/2022"**

EXPENDITURES - FIELD OPERATIONS (Continued)**Lift Stations**

This expense is to cover lift stations maintenance and repairs including new pumps and electrical supplies. The District operates 41 Lift Stations on the Field. The projected amount for this fiscal year is \$198,850.

Generators

Amount projected for expenses related to Portable Generators including services and repairs. The District owns 7 Portable Generators. Budget amount should not exceed \$34,600.

Meters

This program was setup to replace old meters. The projected amount for this fiscal year includes new connections and supplies costs. The amount being budgeted for new connections is \$31,440.

Office Supplies

Paper, pens, folders, and other office supplies. The projected amount for this fiscal year is \$1,680.

Operating Supplies

General operating supplies include laboratory chemicals and miscellaneous tools and equipment. The projected amount is \$57,190.

Uniforms

Uniform purchases and rentals and safety boot allowances are budgeted at \$5,730.

Motor Fuels

Motor fuels include gasoline and diesel fuel needed for the operation of portable generators. The projected amount is \$22,860.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”**

EXPENDITURES - FIELD OPERATIONS (Continued)Dues, Licenses, Schools & Permits

This expense represents the cost for license renewals, subscriptions, books and schooling required to maintain their license to operate. The projected amount is \$10,250.

Capital Outlay

The District is budgeting for projects such as the rehab of a lift station, purchase of one portable generator, sewer lining spot repairs, lift stations camera work and storage shed for generators. The expected amount for this Fiscal year should not exceed \$1,020,000.



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2021/2022”

DEBT SERVICE

During FY 2015/2016, Coral Springs Improvement District refinanced Series 2007 Bonds with Refunded Revenue Bonds Series 2016 in the amount of \$42,830,000 with a rate of 3.05%.

\$38 million were used to the construction project of water plant and \$4 million has been set aside to take care of interest during the capitalized period, and to ensure those payments are available to the bondholders.

Debt service schedule represents the amount of money required to make payments on the principal and interest on the outstanding loan.

The schedule below reflects principal and interest obligations for the new fiscal year. Budgeted \$1,745,000 for principal and \$1,076,040 for interest.

**Coral Springs Improvement District
2016 Water and Sewer Refunding Revenue Bonds**

Debt Service Schedule

| Period Ending October 1 | Principal Amount | Interest Amount | Total Debt Service |
|------------------------------------|-----------------------------|----------------------------|-------------------------------|
| 2017 | 1,075,000 | 928,935 | 2,003,935 |
| 2018 | 1,545,000 | 1,273,528 | 2,818,528 |
| 2019 | 1,595,000 | 1,226,405 | 2,821,405 |
| 2020 | 1,640,000 | 1,177,758 | 2,817,758 |
| 2021 | 1,695,000 | 1,127,738 | 2,822,738 |
| 2022 | 1,745,000 | 1,076,040 | 2,821,040 |
| 2023 | 1,795,000 | 1,022,817 | 2,817,817 |
| 2024 | 1,850,000 | 968,070 | 2,818,070 |
| 2025 | 1,910,000 | 911,645 | 2,821,645 |
| 2026 | 1,965,000 | 853,390 | 2,818,390 |
| 2027 | 2,025,000 | 793,457 | 2,818,457 |
| 2028 | 2,090,000 | 731,695 | 2,821,695 |
| 2029 | 2,150,000 | 667,950 | 2,817,950 |
| 2030 | 2,220,000 | 602,375 | 2,822,375 |
| 2031 | 17,530,000 | 534,665 | 18,064,665 |

42,830,000

13,896,468

56,726,468

Exhibit A

Sixth Order of Business

From: glen.ghce@gmail.com <glen.ghce@gmail.com>
Sent: Thursday, June 24, 2021 5:28 PM
To: Joe Stephens <joes@csidfl.org>
Cc: Curt Dwiggin <curtd@csidfl.org>
Subject: Easement Utilization - Margate interconnect 993 NW 82nd Ave.

Joe:

At your request I looked at the easement utilization application for the installation of a fence cross a platted utility easement in which CSID's potable water interconnect to Margate is located. The request to install fencing across the easement does not appear to affect CSID's facilities or CSID's ability to utilize the easement provided or subject to the following conditions

1. Critical CSID infrastructure exists within the easement area. No posts, columns, footings, excavations, trees, palms, or permanent structures shall be installed within the easement area. Fencing may span the easement area.
2. An access gate the full width of the easement shall be provided.
3. Removal and replacement needed for the District to access its facilities within the easement shall be the owner's responsibility. Any cost associated with the (emergency) removal and or replacement of facilities encroaching on the easement shall be born by the property owner.

Please let me know if you require any additional input.

Regards,

Glen A. Hanks, P.E.

Glen Hanks Consulting Engineers, Inc.
11060 SW 1st Street
Coral Springs, FL 33071

954-752-8860

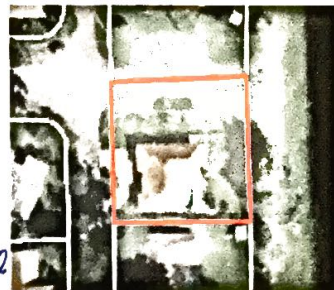
BEARING REFERENCE:
 NORTHERLY LINE OF SUBJECT LOT AS N 89°11'57" E
 ALL BEARINGS SHOWN HEREON REFERENCED THERETO.



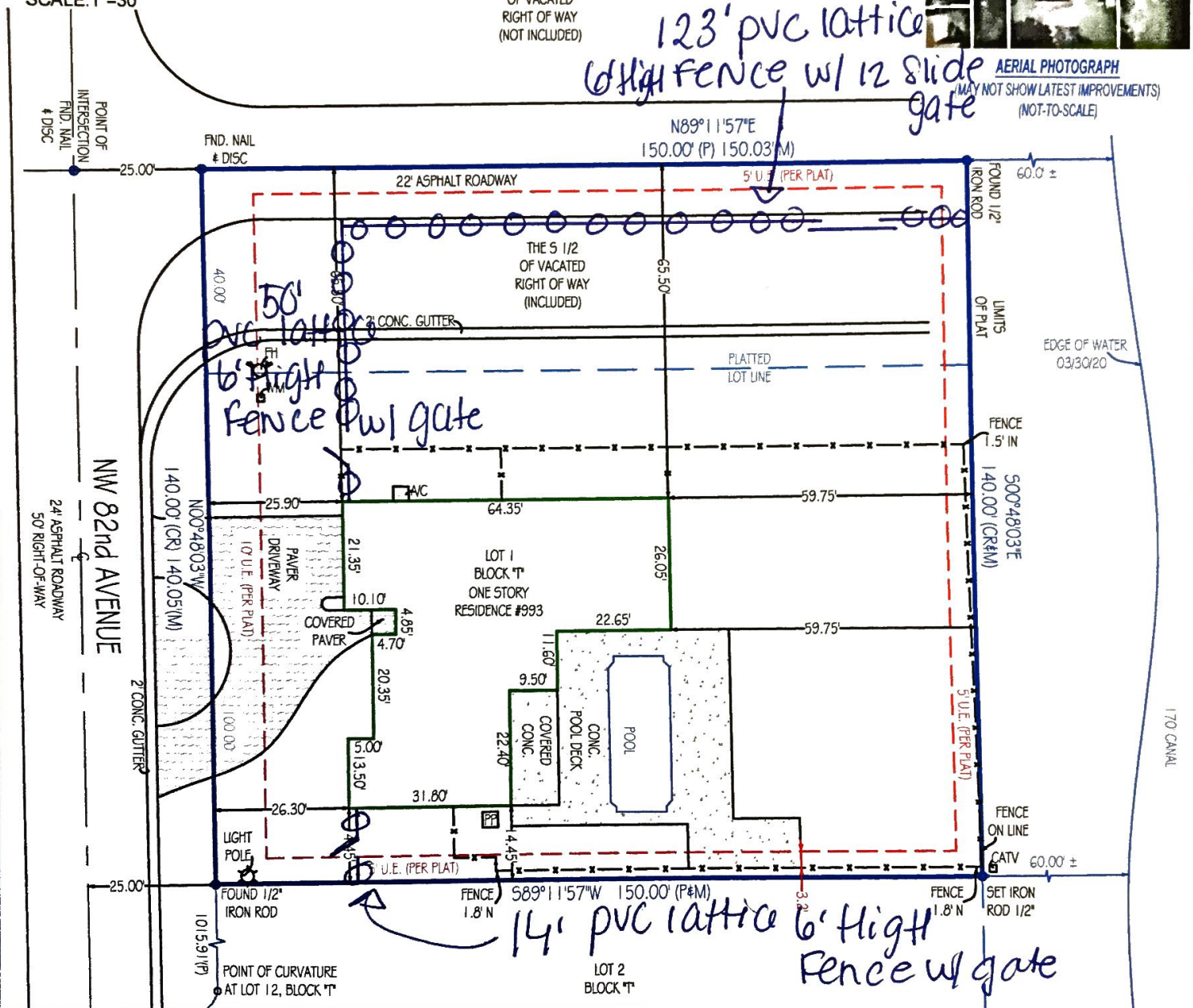
SCALE: 1"=30'

THE N 1/2
 OF VACATED
 RIGHT OF WAY
 (NOT INCLUDED)

123' pvc lattice
 6' High fence w/ 12 slide
 gate



AERIAL PHOTOGRAPH
 (MAY NOT SHOW LATEST IMPROVEMENTS)
 (NOT-TO-SCALE)



Platted Easements, Notable or Adverse Conditions (unplatted easements also listed if provided by client): IF APPLICABLE, RECIPIENTS OF THIS SURVEY SHOULD REVIEW THE POSITION OF ANY FENCE LINES SHOWN HEREON AND THEIR RELATIONSHIP TO THE BOUNDARY LINE

- 10' U.E. ALONG WESTERLY BOUNDARY LINE OF SUBJECT LOT.
- 5' U.E. ALONG EASTERLY NORTHERLY AND SOUTHERLY BOUNDARY LINE OF SUBJECT LOT.
- PAVER DRIVEWAY EXTEND THROUGH THE WESTERLY EASEMENT.- CONCRETE POOL DECK EXTEND THROUGH THE SOUTHERLY EASEMENT.
- FENCE EXTEND THROUGH THE SOUTHERLY AND EASTERLY EASEMENT.

This survey has been issued by the following Landtec Surveying office:
 481 E. Hillsboro Blvd. Ste 100-A
 Deerfield Beach, FL 33441
 Office: (561) 367-3587 Fax: (561) 465-3145
 www.LandtecSurveying.com

PLEASE NOTE:
 SUBJECT PROPERTY IS SERVICED BY PUBLIC UTILITIES.
 NO APPROVAL FOR CONSTRUCTION HAS BEEN MADE BY THIS OFFICE.

| | |
|---------------------------------|-------|
| Job Number : 102632-SE | Rev.: |
| Drawn By : V.V. | Rev.: |
| Date of Field Work : 03/30/2020 | Rev.: |

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 Priority Service Florida's Land Title & Real Estate Industries
 LICENSED BUSINESS # 8007
... measurably better!

SEVENTH ORDER OF BUSINESS

July 7, 2021

**Coral Springs Improvement District Wastewater
10300 NW 11th Manor
Coral Springs, FL 33071**

Attention: Mr. Pedro Vazquez
e-mail: pedrov@csidfl.org

Subject: Magnum Conversion
Eaton Proposal Number MIK5210303-2-BLG

Dear Mr. Vasquez:

Thank you for considering Eaton's Electrical Engineering Services & Systems (E-ESS) for your electrical solutions requirements.

1. PROJECT SUMMARY

Eaton is providing this proposal to convert quantity (1) MDSC20 Fixed Mounted Magnum Circuit Breaker to Draw-out.

2. SCOPE OF WORK

- Incoming Magnum Circuit Breaker will be converted from fix mount to draw-out with the following new mechanical components:
 - Racking Mechanism Kit
 - Finger Clusters
 - Finger Adapter Kit
- The unit will be upgraded and fully tested after modifications.

3. PRICING

Price to perform Magnum Breaker Conversion is **\$6,477.00 Net**.

Please have your equipment shipped to the address below:

Eaton Corporation
Attention: TJ Large
14825 N.W. Freeway, Suite 100A
Houston, Texas 77040

4. ORDER ENTRY

- All purchase orders are to be made out to Eaton Corporation and must reference our Neg # **MIK5210303-2-BLG**

Order is to be submitted to:

Email: JennyCDarocha@eaton.com
Eaton Corporation
Attn: Jenny Darocha
1800 S. Powerline Rd, Suite A
Deerfield Beach, FL 33442

5. QUALIFICATIONS / CLARIFICATIONS

- No site work or installation is included in this proposal.
- **Any parts found to be damaged and requiring replacement will be charged as extra.**
- **Seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic, and Buyer shall not be entitled to any damages resulting thereof.**

6. TERMS AND CONDITIONS

Any order issued in response to this quotation will be governed by the terms and conditions contained in Eaton Selling Policy 25-000 which is attached hereto. The prices set forth in this quotation do not include any taxes. This quotation is valid for 30 days unless otherwise amended in writing by Eaton.

Please reference Proposal number **MIK5210303-2-BLG** on any purchase order issued in response to this proposal.

Sincerely,

Andrew Raposo

Andrew Raposo
Service Sales Engineer
AndrewRaposo@Eaton.com

<http://www.eaton.com/eess>

EIGHTH ORDER OF BUSINESS



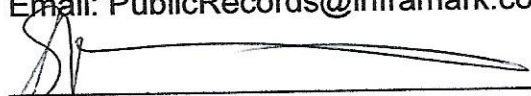
S.A. Nelsons and Associates agrees to allow Coral Springs Improvement District the opportunity to piggyback on the contract between S. A. Nelsons and Associates and the City of Pahokee to provide the contracted services as needed under the same terms and conditions.

S.A. Nelsons and Associates agrees that will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further S.A.Nelson and Associates agrees that it is our obligation to obtain affidavits from any subcontractors to ensure that the subs are in compliance with E-Verify.

The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

Sandra Demarco
210 N. University Drive, Suite 702 Coral Springs, FL 33071
(O) 954.603.0033, Ext. 40532
Email: PublicRecords@inframark.com



Signature

7/10/2021

Date

561-531-1876
sophia@sanelson.co
S/WBE, MBE and DBE Certified



NINTH ORDER OF BUSINESS



**DEVELOPMENT
CORPORATION**

1701 N.W. 22nd Court
Pompano Beach, Florida 33069
(954) 971-2288
Fax (954) 971-0030

July 8, 2021

Curt Dwiggins
Coral Springs Improvement District
10300 NW 11th Manor
Coral Springs, FL 33071

Re: PNC2122386B1 Piggyback – Broward County Sewer Lift Station Rehabilitation and Repair

Trio Development Corporation agrees to allow Coral Springs Improvement District the opportunity to piggyback the Broward County Sewer Lift Station Rehabilitation and Repair under the contract named above and further agrees that we will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further Trio Development Corporation agrees that it is our obligation to obtain affidavits from any subcontractors to ensure that the subs maintain compliance with E-Verify. The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited, or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited, or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTORS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

Sandra Demarco
210 N. University Drive, Suite 702 Coral Springs, FL 33071
(O) 954.603.0033, Ext. 40532
Email: PublicRecords@inframark.com

Sincerely,

Lawrence Shortz, President
Trio Development Corp.

TENTH ORDER OF BUSINESS

Globaltech, Inc.
CSID Engineer's Report
July 19, 2021

PROJECTS UNDER CONTRACT

WA#168 – Membrane Train Flush Valve Addition / Backflow preventer elimination– On Hold pending data review

- Approved by Board – 11/18/19
- CSID conducting additional testing under the direction of Dr. Duranceau (UCF) – results will be presented to board in April and a decision will be made as to whether to move forward with additional two trains.
- Estimated project completion date – currently unknown

WA#182 – AWIA Risk Assessment and Emergency Response Plan - In Progress

- Approved by Board – 10/19/20
- Submitted Executive Summary and Risk and Resilience Assessment – 6/21/21
- Submit certificate of completion to EPA – 6/21/21
- Emergency Response Plan – estimated completion 10/29/21
- Estimated project completion – 12/31/21

WA#183 – Above Ground Fuel Storage Tanks & Dispensing System – Substantially Complete

- Approved by Board – 11/16/20
- Tanks placed – 5/20/21
- Final Inspection Conducted – 7/02/21
- Will conduct walk through with staff – week of 7/19/21
- Estimated substantial completion – 7/30/21

WA#184 – HSP 7 Day Tank Replacement – Substantially Complete

- Approved by Board – 1/25/21
- Issued subcontract to Cypress Construction Group
- Project substantially complete – 5/27/21
- Subcontractor closing out electrical permit
- Backfill trenches
- Project Closeout
- Estimated project completion – 7/30/21

WA#187 – 500KW Emergency Generator – In Progress

- Approved by Board – 5/17/21
- Project kick-off meeting 6/10/21
- Signed purchase order for generator – 6/10/21
- Estimated project completion – 5/22

**CSID Engineer's Report
July 19, 2021**

WA#188 – Atlantic Blvd. 4-inch Sleeve – In Progress

- Approved by Board – 12/21/20
- Issued subcontracts to Murphy Pipe and Construction (MPC)
- All permitting complete – 7/02/21
- Resolving Broward County's requirement for Surety Payment
- Anticipated construction - week of July 26, 2021
- Estimated project completion – 8/6/21

WA#190 – Digester 1 Improvements – In Progress

- Approved by Board – 5/17/21
- Installed rough openings – 6/08/21
- Finalized design with fabricator – 6/25
- Conducted preliminary review of diffusers – 6/30/21
- Tanks cleaned by others – 7/9/21
- Conducted evaluation of diffusers in digester – 7/12/21
- Installed hatches – week of 7/12/21
- Ordered new diffusers – week of 7/12/21
- Prime & paint hatches – week of 7/19/21
- Install new diffusers – week of 7/26/21
- Estimated project completion – 8/13/21

Work Authorizations Under Development

WA#XX – DIW Building Electrical Service Change - under development

WA#XX – Distribution Line Valve Replacement – under development

WA#XX – HB53 Compliance – under development

WA#XX – WWTP Operating Permit Renewal and Reuse Study – under development

WA#XX – Generator Storage Building

WA#XX – PS 1 & 2 Trash Rack Bracket Replacement