

**MINUTES OF MEETING
CORAL SPRINGS IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held on Monday, December 21, 2015 at 4:00 p.m. at the District Office, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Duane Holland	Vice President
Nick St. Cavish	Secretary

Also present were:

Kenneth Cassel	District Manager
William Capko	District Counsel
Dan Daly	Director of Operations
Troy Lyn	District Engineer
David McIntosh	Director of Utilities
Ed Stover	Water Department
Curt Dwiggin	Field Superintendent
Tim Martin	Wastewater Department
Rick Olson	Globaltech
John McKune	Consultant
Harold Aiken	MWH Engineering

The following is a summary of the minutes and actions taken during the December 21, 2015 CSID Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Approval of the Minutes of the November 16, 2015 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the November 16, 2015 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor the minutes of the November 16, 2015 meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Amendment #1 to Work Authorization #107 for Design Build Services Related to Four-Log Virus Treatment Demonstration Permitting for an Increase of \$3,250

Mr. Lyn reviewed Amendment #1 to Work Authorization #107.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Amendment #1 to Work Authorization #107 for a not to exceed increase of \$3,250 was approved.

THIRD ORDER OF BUSINESS

Audience Comments

Mr. Aiken provided the Board with an update on the use of microbeads, the process as well as current results. Microbeads are special beads that will treat biologically active nutrients in the water.

FIFTH ORDER OF BUSINESS

Consideration of Contract Renewal with FP Mailing Solutions

Mr. Daly stated this is a renewal and there are no changes to the terms or pricing.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the contract renewal with FP Mailing Solutions was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reported he sent a follow up letter to Mr. Donmez, but has not received a response. Mr. McIntosh and Mr. Wiggins are working on Three Mountains Park and communications with City staff; however, there are no responses at this time.

There was discussion regarding the interconnect with Margate and the status of the survey to locate the utility easement for the purpose of negotiations with the property owners.

B. Engineer – Troy Lyn (Report Included)

Mr. Lyn reviewed the Project Status Report, a copy of which is attached hereto and made a part of the public record.

C. Department Reports

- **Operations – Dan Daly**
 - **Utility Billing Work Orders**

This item is for informational purposes only.

- **Utilities Update (David McIntosh)**

Mr. McIntosh reported on remediation for the diesel tank. They are waiting for the test results on the ground soil samples the County requested. The ground water sample results were clean. He also reported some staff, including himself, visited Measutronics to look at the scanning radar system for the canals. It is a good system, but may not be the best for what is needed. He is looking into pricing for Atkins to do a categorization of the canals.

- **Water – Ed Stover (Report Included)**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Wastewater – Tim Martin (Report Included)**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Stormwater – Randy Frederick (Report Included)**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Field – Curt Dwiggin (Report Included)**

A copy of the reports were included in the agenda package and is attached hereto as part of the public record.

- **Human Resources – Jan Zilmer**

There being no report, the next item followed.

- **Motion to Accept Department Reports**

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the department reports were accepted.

D. Attorney

Mr. Capko reported the following:

- The complaint against the City for the fire assessments will be filed in Circuit Court tomorrow and served to the City Manager.
- There was discussion regarding the City's contract with Waste Pro and whether the District can contract with a different company for waste services being it is a

government agency. Mr. Capko stated the City probably has the authority to issue the franchise for solid waste. There may be issues to raise with the City if they set up a pricing schedule where Waste Pro is subsidizing the City by having higher charges for other property owners and agencies.

SEVENTH ORDER OF BUSINESS

Approval of Financial Statements for November 2015

The Board reviewed the financials.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the financials were approved.

EIGHTH ORDER OF BUSINESS

Supervisors' Request


There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the meeting was adjourned.



Kenneth Cassel
Assistant Secretary



Martin Shank
President