

**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, August 17, 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
Andrew Bauman	District Counsel
Dan Daly	Director of Operations
Troy Lyn	District Engineer
Kay Holmes	District Accountant
Jan Zilmer	Human Resources
David McIntosh	Director of Utilities
Ed Stover	Water Department
Tim Martin	Wastewater Department
Randy Frederick	Drainage
Shawn Frankenhauser	Drainage
John McKune	Consultant
Several Residents	

The following is a summary of the minutes and actions taken during the August 17, 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 July 14, 2015 Special Meeting and July 20, 2015 Regular Meeting

Mr. Shank stated each Board member received a copy of the above referenced minutes and requested any corrections, additions or deletions.

The Board made a couple of changes, which will be included in the amended copy of the minutes.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the minutes of the July 14 and July 20, 2015 meetings were approved as amended.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Award of Bid for Culvert Inspection Project

Mr. Cassel reviewed the bid tabulation and staff's recommendation is to award the bid to Industrial Divers, Inc. for the sum of \$16,500.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the culvert inspection bid was awarded to Industrial Divers, Inc. at a total cost of \$16,500.

FIFTH ORDER OF BUSINESS

Award of Bid for High Service Pump

The Board reviewed the bid tabulation. The lowest bidder was Barney's Pumps, Inc. at \$18,054.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the high service pump bid was awarded to Barney's Pumps, Inc. at a total cost of \$18,054.

SIXTH ORDER OF BUSINESS

Ratification of Change Order with Trio Development for Phase II to Lift Station #15 at a Cost Not to Exceed \$37,763.90

Mr. McIntosh explained additional work needs to be done to Lift Station #15. This would be a piggyback of the same Broward County contract.

Mr. Daly explained part of the work quoted may not be needed, but they will not know until they start. The total cost may be less.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the Change Order with Trio Development at a cost not to exceed \$37,763.90 was ratified.

SEVENTH ORDER OF BUSINESS

Amendment #1 to Work Authorization #103 for Modifications to Sand Strainer Drains

Mr. Lyn explained this is a reconciliation of the work authorization. They did not use all of the allowance; therefore, there is a \$2,000 decrease to the total job cost.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Amendment #1 to Work Authorization #103, for a decrease of \$2,000, was approved.

EIGHTH ORDER OF BUSINESS

Resolution 2015-9 Changing the Date of the Water and Sewer Budget Public Hearing

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Resolution 2015-9, changing the date of the water and sewer budget public hearing to September 21, 2015, was adopted.

NINTH ORDER OF BUSINESS

Staff Reports

- A. Manager – Ken Cassel**
 - **Meeting Schedule for Fiscal Year 2016**

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the meeting schedule for Fiscal Year 2016 was approved as presented.

- 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.

Mr. Daly reported the following:

- The District had a parcel at Lakeview Park that was deeded to the City a long time ago, with the provision a structure not be built on it. The Coral Springs Fire Chief contacted him because they want to use a portion of the parcel to build a new fire station.
- They are working on a solution to deal with the iguanas.

- There was discussion regarding the success of the new meter system.

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

- **Human Resources – Jan Zilmer**

Mr. Zilmer stated the annual barbeque for staff is scheduled for September 18, 2015.

- **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

- **Resolution 2015-10, Enforcement of Grease Traps**

Mr. Bauman reviewed the revised version of Resolution 2015-10 and explained the District does not have much power to enforce. The District is entitled to cost recovery for damages. Options for enforcement include:

- Enter into an agreement with the City to be able to enforce on their behalf.
- Report violations to the City for them to enforce.
- Legislative changes to the Special Act.

There was discussion of possibly including costs in the rate structure. Mr. Bauman will work on this further.

The following was also discussed:

- Mr. Bauman reported on the legal dispute between the Hospital District and the City of Coral Springs. The City requested the District Court of Appeal uphold the Circuit Court’s decision, a re-hearing and that the 4th District certify the question of being of great public importance to send it to the Supreme Court. The District Court declined all requests and the time to appeal to the Supreme Court expired. The case appears to be final.
- The Board directed District Counsel to write a letter to the City Attorney stating the District does not intend to pay the assessment for 2016 and requests reimbursement for assessments paid from 2009 to present.
- Mr. Bauman reported the Attorney General’s opinion is that Officers of the District, and their dependents, are eligible for the health insurance provided to District employees. He will draft a resolution for the next meeting.

TENTH ORDER OF BUSINESS

Approval of Financial Statements for July 2015

Ms. Holmes reviewed the financials.

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

ELEVENTH ORDER OF BUSINESS

Supervisors’ Request

The following was discussed:

- Mr. Shank requested an update on the GIS software. Mr. Cassel has not received the finalized proposal from Mr. Barton.
- Mr. Shank commended Mr. Daly and the Field Department for saving money on the asphalt.
- Mr. Holland thanked staff for their work.

TWELFTH ORDER OF BUSINESS

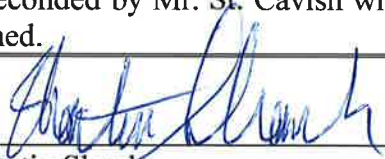
Adjournment

There being no further business,

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



 Kenneth Cassel
 Assistant Secretary



 Martin Shank
 President