

**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, February 22, 2016 at 4:01 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
Rick Olsen	District Engineer
David McIntosh	Director of Utilities
Kay Holmes	District Accountant
Joe Stephens	Water Department
Frank Kozlowski	Field Superintendent
Tim Martin	Wastewater Department
Randy Frederick	Drainage Department
Jan Zilmer	Human Resources
Rhonda Mossing	MBS Capital Markets, LLC

The following is a summary of the minutes and actions taken during the February 22, 2016 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 January 25, 2016 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the January 25, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor the minutes of the January 25, 2016 meeting were approved.
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THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Tabled Items

A. Consideration of Right-of-Way Permit for FPL to Install Underground Facilities under CSID Canal (Tabled Item)

Mr. Shank stated this was tabled pending more information about the Margate interconnect.

Mr. Cassel stated staff has decided to use the utility easement and direct bore all the way through so they will not be needing the interconnect. A letter was sent to the homeowner.

The Board reviewed the permit application.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor the right-of-way permit for FPL was approved.

FIFTH ORDER OF BUSINESS

Consideration of Analitica Consulting Group, LLC Proposal for Consulting Services

The Board reviewed the proposal from Analitica Consulting Group, LLC.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor the proposal from Analitica Consulting Group, LLC was approved with a three month cap up to \$3,900 on the retainer.

SIXTH ORDER OF BUSINESS

Consideration of Bids for Wastewater Tank Cleaning (Placeholder)

Mr. Martin reviewed the bids submitted and recommended awarding the bid to Shenandoah General Construction Company at a total cost of \$45,100.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor the wastewater tank cleaning bid was awarded to Shenandoah General Construction Company for a total cost of \$45,100.

SEVENTH ORDER OF BUSINESS

Consideration of Work Authorization #112 for Site 9 Canal Bank Assessment Stabilization Design in the Amount of \$48,485

Mr. Olsen reviewed Work Authorization #112.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor Work Authorization #112 for Site 9 canal bank assessment stabilization design in the amount of \$48,485 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

• Proposal from MBS Capital Markets, LLC for Refunding of Series 2007

Ms. Mossing addressed the Board regarding refunding opportunities for the Series 2007 Bonds. Due to Federal Laws, MBS Capital Markets, LLC cannot present the Board with figures unless there is a signed contract for their services.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor the Investment Banking Agreement with MBS Capital Markets, LLC was approved.

• Consideration of Resolution 2016-3, Setting Fees for Emergency Repairs

This resolution formalizes the fees set at the public hearing held in January.

On MOTION by Mr. St. Cavish seconded by Mr. Shank with all in favor Resolution 2016-3, setting fees for emergency repairs, was adopted.

B. Engineer – Troy Lyn (Report Included)

• Discussion of Site 1A Contractor Proposals

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

- The stormwater site development criteria is ready to be finalized. This document has to be approved at a properly advertised public hearing. A workshop will be held to review the document prior to holding a public hearing in April.
- The punch list items for Wells 4R and 7R are expected to be completed this week.
- Mr. Olsen distributed a cost estimate review with quotes from four contractors for Site 1A.

The record will reflect Mr. Holland joined the meeting at 4:50 p.m.

C. Department Reports

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

This item is for informational purposes only.

- **Utilities Update (David McIntosh)**

There being nothing additional to report, the next item followed.

- **Water – Joe Stephens (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 – Frank Kozlowski (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**

There being nothing to report, the next item followed.

- **Motion to Accept Department Reports**

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

D. Attorney

Mr. Capko reported the following:

- The City requested the District draft a settlement agreement with regard to the assessment refund so they can process the payment back to the District.
- He discussed comments made by Commissioner Dan Daley. He outlined the various steps the City would have to take in order to take control of the water districts in a

memorandum previously sent to the Board. It is too late for them to submit a local bill for current legislation.

- The City has provisions in their Waste Pro contract that all City solid waste removal is at no charge to the City.

FOURTEENTH ORDER OF BUSINESS

Approval of Financial Statements for January 2016

Ms. Holmes reviewed the financials.

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

FIFTEENTH ORDER OF BUSINESS

Supervisors' Request

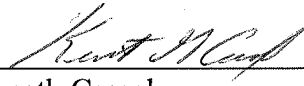
There being none, the next item followed.

SIXTEENTH 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