

**MINUTES OF MEETING
CORAL SPRINGS IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held on Thursday, April 26, 2018 at 3:01 p.m. at the District Office, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

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

Also present were:

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| Kenneth Cassel | District Manager |
| Terry Lewis | District Counsel |
| Dan Daly | Director of Operations |
| Jan Zilmer | Human Resources |
| David McIntosh | Director of Utilities |
| Marta Rubio | Accounting |
| Rick Olson | District Engineer |
| Pedro Vasquez | Maintenance Manager |
| Joe Stephens | Water Department |
| Tim Martin | Wastewater Department |
| Shawn Frankenhauser | Drainage Department |
| Curt Dwiggin | Field Superintendent |
| Dave Schuman | Globaltech |

The following is a summary of the minutes and actions taken during the April 26, 2018 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 March 19, 2018 Meeting

Each Board member received a copy of the minutes of the March 19, 2018 meeting and Dr. Shank requested any corrections, additions or deletions.

There being none,

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| On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the minutes of the March 19, 2018 meeting were approved. |
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THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for March 2018

There being no questions or comments,

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the financials for March 2018 were approved.

FIFTH ORDER OF BUSINESS

Consideration of Right-of-Way Permit for Installation of 6” PVC Bridge Attachment at Canals L-106 and Canal C-1

Mr. Cassel reviewed the plans submitted by Hotwire Communications.

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

SIXTH ORDER OF BUSINESS

Assessment Calendar/Public Hearing Update

The following was discussed:

- Mr. Lewis stated the preliminary data from the Property Appraiser’s office will not be available until June 1, 2018.
- The public hearing can be held right before the July 16, 2018 meeting. The meeting will need to be held at a different venue to ensure there is sufficient space for the public.
- Discussion ensued regarding scheduling. The Board will email Mr. Cassel their schedules so he can coordinate the date of the public hearing.

SEVENTH ORDER OF BUSINESS

Resolution 2018-8, Confirming the Board’s Intention to Utilize the Uniform Method for the Levy Collection and Enforcement of Non-Ad Valorem Assessments for Water and Wastewater Assessment

The above item was removed from the agenda.

EIGHTH ORDER OF BUSINESS

Change Order #2 with Stantec for Water and Sewer Connection Fee Study for \$25,478

Ms. Rubio noted the total agreement figure is incorrect. It should be \$52,969.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Change Order #2 with Stantec for a cost of \$25,478 was approved.

NINTH ORDER OF BUSINESS

Consideration of Well Maintenance Contract with AMPS, Piggybacking Off of Martin County Contract

Mr. Stephens stated the District is currently piggybacking off of the City of Sunrise’s contract, which will expire later this year. The contract with Martin County is good for three years with two optional, one year renewals.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the well maintenance contract with AMPS, piggybacking off of the Martin County contract, was approved.

TENTH ORDER OF BUSINESS

Consideration of Lift Station Repairs, Piggybacking Off of Martin County Contract

- A. Lift Station #13**
- B. Lift Station #17**

Mr. Dwiggins reviewed the repairs needed for Lift Stations #13 and #17. The piggyback contract is with Trio. Globaltech also submitted a work authorization for the repairs at a total cost of \$321,424.40, which is approximately \$20,000 less than Trio’s proposal. His recommendation is to go with Globaltech.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor this item was removed from the agenda.

ELEVENTH ORDER OF BUSINESS

Consideration of Work Authorizations

- F. Work Authorization #142 for Lift Station 13 and 17 Rehabilitation for a Total Cost of \$321,424.40**

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Work Authorization #142 was approved at total cost of \$321,424.40.

- A. Work Authorization #138 for Ground Storage Tank Hydraulic Assessment for a Total Cost of \$15,600**

The Board reviewed Work Authorization #138, which is for a hydraulic assessment to diagnose how water moves between the tanks and then come up with a plan to improve or modify the tank piping.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Work Authorization #138 was approved for a total cost of \$15,600.

B. Work Authorization #139 for Diesel Supply Line Replacement for a Total Cost of \$37,760

The Board reviewed Work Authorization #139.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Work Authorization #139 was approved for a total cost of \$37,760.

C. Work Authorization #141 for WWTP Plat D Repairs for a Total Cost of \$1,445,731.40

The Board reviewed the repair work under Work Authorization #141.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Work Authorization #141 was approved for a total cost of \$1,445,731.40.

D. Amendment #1 to Work Authorization #118 for the Margate Interconnect Project for a Decrease of \$20,000

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Amendment #1 to Work Authorization #118 was approved for a total decrease of \$20,000.

E. Amendment #1 to Work Authorization #124 for the Effluent Pump Station Electrical Improvements Project for a Decrease of \$15,072

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Amendment #1 to Work Authorization #124 was approved for a total decrease of \$15,072.

TWELFTH ORDER OF BUSINESS

Discussion Regarding Paver Incentive

Mr. St. Cavish stated he liked Mr. Daly's idea to give an incentive of \$150 for those who switch from asphalt or concrete to pavers. Discussion ensued and there was consensus to provide a \$250 incentive to the first 50 residents who switch to pavers per year. A resolution will be drafted for consideration at the next meeting.

THIRTEENTH ORDER OF BUSINESS

Resolution 2018-9, Dedicating the Marjory Stoneman Douglas Park to the General Public

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Resolution 2018-9, dedicating the Marjory Stoneman Douglas Park to the general public, was adopted.

Discussion ensued and there was consensus to get feedback from the students and set up a date for a dedication ceremony.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

There being no report, the next item followed.

B. Engineer – Rick Olson

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

Discussion ensued regarding the cause of bank erosion by other entities’ storm drains. Mr. Lewis suggested a hydrographic analysis.

C. Department Reports

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

This item is for informational purposes only. Mr. Daly reported the Consumer Confidence Report is being mailed out next week. He also reported the School Board contacted him regarding Taravella High School’s utility fees.

- **Utilities Update (David McIntosh)**

Mr. McIntosh reported debris management is still going on as a result of Hurricane Irma. The District’s site has been permitted since last November. They applied to the County for an extension. SWCD has until the end of May. The County refuses to renew the license for the permit.

- **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 –Shawn Frankenhauser (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 Dwiggins (Report Included)**

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

- **Maintenance Report – Pedro Vasquez (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 reported staff is 71 days accident free.

D. Attorney

- **Discussion of Legislative Bill with Regard to Election Process**

Mr. Lewis reported the legislation filed, which would have affected the District, was prevented from getting a hearing. It died in its first committee of reference. The 2019 legislation will not begin until the first Tuesday of March. Discussion ensued regarding legislating to change the election process for the District and there was consensus to reach out to Representative Jacobs.

C. Department Reports (Continued)

- **Motion to Accept Department Reports**

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| On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the department reports were approved. |
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FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

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