

**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 17, 2019, immediately following the landowners' meeting at the District Office, located at 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Dr. Martin Shank	President
Duane Holland	Vice President
Len Okyn	Secretary

Also present were:

Kenneth Cassel	District Manager
Terry Lewis	District Counsel
Seth Behn	Lewis Longman & Associates
Dan Daly	Director of Operations
David McIntosh	Director of Utilities
Jan Zilmer	Human Resources
Marta Rubio	District Accountant
Rick Olson	District Engineer
Curt Dwiggins	Field Department
Joe Stephens	Water Department
Shawn Frankenhauser	Stormwater Department
Pedro Vasquez	Maintenance Department
Sandra Demarco	Inframark, LLC
Nick St. Cavish	Former Board Member
Raquel Holland	Resident

The following is a summary of the discussions and actions taken at the June 17, 2019 Coral Springs Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order.

- Mr. St. Cavish thanked the Board, Mr. Cassel and staff for all their help during his time as a Board member.

FIFTH ORDER OF BUSINESS

Approval of Financial Statements for May 2019

The Board reviewed the financial statements for May 2019.

- It appears a large amount of the assessments have not been paid.
- Mr. Okyn was advised to meet with Ms. Rubio regarding budgets.

SIXTH ORDER OF BUSINESS

Consideration of Change Order #1 with Trio Development for an Increase of \$29,950

Mr. Dwiggins presented this item for the Board’s review and approval.

- The valve pit lid needs to be replaced on Lift Station #14.

On MOTION by Mr. Holland, seconded by Dr. Shank, with all in favor, Change Order #1 with Trio Development for an increase of \$29,950, was approved.

FIFTH ORDER OF BUSINESS

Approval of Financial Statements for May 2019 (Continued)

On MOTION by Mr. Holland, seconded by Dr. Shank, with all in favor, the Financial Statements for May 2019 were approved.

SEVENTH ORDER OF BUSINESS

Consideration of Bulk Chemical Contract Renewal for the Water Plant (Two Options)

- Mr. Stephens presented this item for the Board’s review and approval.
- Some costs increased.
- They will lock in the price for one year, which will continue into the second year if these prices are still available.

On MOTION by Mr. Holland, seconded by Dr. Shank, with all in favor, renewal of the bulk chemical contract with Hawkins for the water plant was approved, as discussed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reminded the Board of the June 25, 2019 special meeting and attorney/client session.

B. Engineer – Rick Olson

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

- The subcontractor for Work Authorization #133 chose not to perform four of the wells due to the wording of the contract. The four wells will be taken care of at the engineer's expense.

C. Department Reports

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

This item is for information only. ADA compliance for the website was also discussed.

- **Utilities Update (David McIntosh)**

Mr. McIntosh discussed the FASD Conference he recently attended. He continues to respond to requests for information from FEMA for the debris removal.

- **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. Mr. Stephens attended the 2019 Desalting Association Symposium in which CSID won “Membrane Plant of the Year.” There will be an article in the next newsletter.

- **Wastewater – Kenneth Miller (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. A resident's installation of a deck on the canal bank was discussed.

- **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.

- **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 he is looking into health insurance. The review process will commence in September.

- **Motion to Accept Department Reports**

On MOTION by Mr. Holland, seconded by Dr. Shank, with all in favor, the Department Reports were accepted.

D. Attorney

Mr. Lewis discussed preliminary rulings regarding ADA issues.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

- Mr. Holland discussed the plants being able to withstand category three hurricanes. Mr. McIntosh stated Globaltech is working on an updated hurricane report.
- Mr. Okyn commented on the award the District won and congratulated staff.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Holland, seconded by Dr. Shank, with all in favor, the meeting was adjourned at approximately 5:18 p.m.

Kenneth Cassel
Assistant Secretary

Dr. Martin Shank
President