

**MINUTES OF MEETING  
CORAL SPRINGS  
IMPROVEMENT DISTRICT**

The regular meeting of the Coral Springs Improvement District was held Monday, February 24, 2020 at 4:00 p.m. at the District Office, located at 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Len Okyn	Vice President
Chuck Sierra	Secretary

Also present were:

Ken Cassel	District Manager
Terry Lewis	District Attorney
Dan Daly	Director of Operations
David McIntosh	Director of Utilities
Marta Rubio	District Accountant
Rick Olson	District Engineer
Frank Koslowski	Field Department
Joe Stephens	Water Department
Tom Kedrierski	Wastewater Department
Shawn Frankenhauser	Stormwater Department
Alan Baldwin	Inframark

***The following is a summary of the discussions and actions taken at the February 24, 2020 Coral Springs Improvement District's 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 27, 2020 Meeting**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the minutes of the January 27, 2020 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 January 2020**

Ms. Rubio reviewed the financials for January 2020.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the financial statements for January 2020 were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Contract with Crom, LLC for Repairs to the .75 MG Water Storage Tank for a Total Cost of \$8,100.06, with the Option of Additional Insurance, Piggybacking Off the City of West Palm Beach**

Mr. Stephens reviewed the contract with Crom, LLC. It was noted that the contract states the District will use Crom for all its prestressed concrete tank. This needs to be corrected to indicate one tank.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the contract with Crom, piggybacking off the City of West Palm Beach, was approved as amended to state one tank at a cost not to exceed \$8,500.

**SIXTH ORDER OF BUSINESS**

**Consideration of Contract with H&H Liquid Sludge Disposal, Inc Piggybacking Off the City of Miramar**

Mr. Kedrierski reviewed the contract with H&H Liquid Sludge Disposal, Inc.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the contract with H&H Liquid Sludge Disposal and subsequent renewals, piggybacking off the City of Miramar, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Change to Service Agreement with OK Generator to Add Doosan Generators Purchased by the Field Department**

Mr. Koslowski reviewed the proposed addition to the contract with OK Generator.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the revised service agreement with OK Generator was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Repairs to Lift Station 22 in the Amount of \$150,757.16 by Trio Development Company Piggybacking Off Broward County**

Mr. Koslowski reviewed the proposal from Trio Development Company for repairs to Lift Station 22.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor repairs to Lift Station 22 by Trio Development Company, piggybacking off Broward County, was approved for a total cost of \$150,757.16.

**NINTH ORDER OF BUSINESS**

**Resolution 2020-7 Providing for the Declaration of a Bona Fide Emergency and Ratification of Repairs to Pump Stations 1 and 2 by Fish Tec, Inc.**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Resolution 2020-7, providing for the declaration of a bona fide emergency and ratification of repairs to Pump Stations 1 and 2, was adopted.

**TENTH ORDER OF BUSINESS**

**Consideration of Interlocal Agreement Renewal with NatureScape**

The Board reviewed the Interlocal Agreement renewal with Broward County for cost sharing of NatureScape Irrigation Service.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the Interlocal Agreement with Broward County for cost sharing of NatureScape Irrigation Service was approved.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Work Authorizations**

**A. Amendment #1 to Work Authorization #131 for Diesel Bypass Return Line for a Total Increase of \$12,774.98**

Mr. Olson reviewed the amendment to Work Authorization #131.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Amendment #1 to Work Authorization #131 was approved for a total increase of \$12,774.98.

**B. Amendment #1 to Work Authorization #163 for Production Well 5 Redevelopment for a Total Decrease of \$21,493.84**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Amendment #1 to Work Authorization #163 was approved for a total decrease of \$21,493.84.

**TWELFTH ORDER OF BUSINESS**

**Presentation by Globaltech – Canal Bank Site 14**

Mr. Olson provided a presentation on Work Authorization #166 for assessment of canal bank site 14, a copy of which is attached hereto and made a part of the public record.

- Mr. Cassel noted one of the policies enacted several years ago was to repair canal banks as funds became available and there was a priority listing of the sites.
- Dr. Shank requested a workshop after the staff meeting to discuss succession.
- Discussion ensued regarding unapproved alterations at a property affecting the District’s canal bank.

**THIRTEENTH ORDER OF BUSINESS**

**Engineer’s Report**

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

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager – Ken Cassel**

- **Resolution 2020-8, Designating David McIntosh as Assistant Secretary**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Resolution 2020-8, designating David McIntosh as Assistant Secretary, was adopted.

**B. Department Reports**

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

This item is for information only. Mr. Daly also reported the newsletter was distributed and the District’s website is ADA compliant.

- **Utilities Update – David McIntosh**

Mr. McIntosh reported he is still working with FEMA and expects to receive \$309,000. Additional information was provided as requested.

- **Water – Joe Stephens**

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

- **Wastewater – Tom Kedrierski**

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

- **Stormwater – Shawn Frankenhauser**

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

- **Field – Curt Dwiggin**

A copy of the Field Report is attached hereto and made part of the public record.

- **Maintenance Report – Pedro Vasquez**

A copy of the Maintenance Report is attached hereto and made part of the public record.

- **Human Resources – Jan Zilmer**

Mr. Zilmer reported he spoke with staff regarding succession planning.

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the department reports were accepted
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**C. Attorney**

Mr. Lewis provided a legislative update.

- There has been no movement or action on Representative Daley’s proposed bills with only three weeks left in the legislative season.
- The FASD bill to eliminate several items required on District websites is moving along and he is optimistic it will pass.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

The following was discussed:

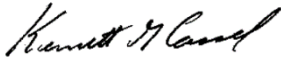
- Mr. Okyn has been working with Mr. Zilmer in preparation of the succession plan workshop.
- Mr. Sierra thanked everyone for doing a great job.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the meeting was adjourned.




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Kenneth Cassel  
Assistant Secretary




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Dr. Martin Shank  
President