

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, April 19, 2021 at 4:00 p.m. at the District Office at 10300 NW 11th 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 (Via Telephone)
David McIntosh	Director of Operations
Joe Stephens	Director of Utilities (Via Telephone)
Rick Olson	District Engineer
Shawn Frankenhauser	Stormwater Department (Via Telephone)
Curt Dwiggin	Field Department
Christian McShea	Water Department (Via Telephone)
Tom Kedrierski	Wastewater Department (Via Telephone)
Brian Klein	Utility Billing and Customer Service
Pedro Vasquez	Maintenance Department (Via Telephone)
Carlos Fernandez	CSID
David Orr	Envirowaste
Paul Quentel	Envirowaste
Martin Whitt	Envirowaste

The following is a summary of the discussions and actions taken at the April 19, 2021 Coral Springs Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cassel called the meeting to order at 4:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the March 15, 2021 Meeting

Each Board member received a copy of the Minutes of the March 15, 2021 Meeting, and any additions, corrections or deletions were requested.

There being none,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the minutes of the March 15, 2021 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

Mr. Lyon addressed the Board regarding concerns related to his representation of the District in legislation.

- Dr. Shank does not feel he expressed opposition to Representative Daley’s bill.
- Mr. Lyon stated he put a speaker card in opposition of the bill at both meetings, which were read into the record. He spoke to many members and Chairs of the committees and there was no interest in opposing the bill.
- Discussion ensued and it would take a Senator from the Broward Delegation to kill the bill, which is highly unlikely.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for March 2021

There being no questions or comments,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the financials for March 2021 were approved.

FIFTH ORDER OF BUSINESS

Consideration of Encroachment Agreement – 8940 NW 2nd Street

Mr. Frankenhauser reviewed the request by the property owner to install a fence 20 feet from the waterline, which would encroach 5 feet into the District’s right-of-way.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor an encroachment agreement for 8940 NW 2nd Street was approved.

SIXTH ORDER OF BUSINESS

Presentation to the Board of Supervisors by Envirowaste Services Group Inc., Representatives on Repair Process for Lift Station #13 Basin

- **Consideration of a Request by Staff for Board Approval of the Proposal from Envirowaste Services Group for Repairs to Lift Station #13 Basin at a Total Cost of \$157,640, Piggybacking Off the Broward County Contract**

Representatives of Envirowaste Services Group provided a presentation on their repair processes.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the proposal from Envirowaste Services Group, Inc. for repairs to the Lift Station #13 Basin was approved at a total cost of \$157,640.

SEVENTH ORDER OF BUSINESS

Consideration of Request by Staff for Board Approval for the Purchase of a “Tiger Cat” Zero Turn Mower from Florida Outdoor Equipment in the Amount of \$8,403.72 for the Drainage Department, Piggybacking Off the Florida State Contract No. 25101900-21eSTC for Agriculture and Land Equipment

The Board reviewed the request to purchase a mower.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the purchase of a Tiger Cat Zero Turn Mower from Florida Outdoor Equipment, piggybacking off the Florida State contract was approved at a total cost of \$8,403.72.

EIGHTH ORDER OF BUSINESS

Consideration of Work Authorizations

- A. **Amendment #1 to Work Authorization #178 for Membrane Concentrate Backflow Preventer Elimination for a Decrease of \$6,000**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Amendment #1 to Work Authorization #178 was approved.

B. Amendment #1 to Work Authorization #186 for Sites 10 and 10A Canal Bank Stabilization Construction for a Decrease of \$77,252.31

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Amendment #1 to Work Authorization #186 was approved.

NINTH 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.

- He noted Globaltech returned a significant amount under Amendment #1 for Work Authorization #186 and requested the Board keep this in mind for future large requests.
- Work Authorization #183 –permit for the slab was approved on April 15, 2021.
- Work Authorization #184 –expected to be completed in May.

TENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reported the following:

- Mr. McIntosh and staff have been working on the award of funds by the Department of Agriculture and they are now offering the District \$308,378.49.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the Department of Agriculture’s grant in the amount of \$308,378.49 was accepted.

- He discussed the District’s purchase of sodium hypochlorite through piggybacks of other governmental contracts. He suggested participating in the South Florida Purchasing Cooperative’s survey, which may help cut costs over the years.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the Board authorized staff to participate in the South Florida Purchasing Cooperative’s survey.

- He received a notification letter from the City that they are considering removing their requirement of no objection letters from entities with easements within properties. District staff will push back on this.

B. Department Reports

• **Operations – David McIntosh**

Mr. McIntosh reported the following:

- The City has visited the District's facilities and he heard they are impressed with them. He asked the Board if they are interested in setting up a visit of the City's facilities. The Board agreed.
- Mr. Olson is looking at options to address the old air conditioning ducts in the administrative building.
- He is working on a succession plan with Mr. Zilmer for human resources.
- He had preliminary discussions with Globaltech regarding the upcoming renewal of their contract.

• **Utilities Update – Joe Stephens**

Mr. Stephens reported the following:

- He met with Mr. Olson, Mr. Frankenhauser and Mr. John Norris, the new Public Works Director for the City, to look at their street drains where they enter the canals. He was very receptive to discussions on how they affect opposite canal banks.
- He provided an update on the underground storage tank at the water plant.

• **Utility Billing Customer Service Report – Dave Berringer**

A copy of the Utility Billing Customer Service Report was provided to the Board, a copy of which is attached hereto and made a part of the public record.

• **Water – Christian McShea**

Mr. McShea reviewed the 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**

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

- **Maintenance Report – Pedro Vasquez**

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

- **Human Resources – Jan Zilmer**

There being no report, the next item followed.

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded Mr. Sierra with all in favor the Department Reports were accepted.

C. Attorney

Mr. Lewis reported the following:

- He asked Mr. Cassel if he sent the agreement to the FDOT attorney regarding the transfer of parcels. Mr. Cassel stated he will send it to them but he is still awaiting the cost recovery agreement from them.
- He will meet with Mr. Cassel on April 22, 2021 to discuss the delinquent water bill agreement.
- He discussed membership of the Broward Delegation and asked the Board if they are willing to accept the same deal NSID accepted. There was Board consensus to accept the same deal as NSID if possible.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Okyn has suggestions for Six Sigma.

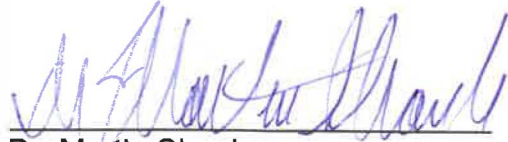
TWELFTH ORDER OF BUSINESS Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Dr. Martin Shank
President