

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, September 16, 2019 at 4:02 p.m. 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
Dan Daly	Director of Operations
David McIntosh	Director of Utilities
Marta Rubio	District Accountant
Jan Zilmer	Human Resources
Rick Olson	District Engineer
Curt Duggins	Field Department
Joe Stephens	Water Department
Ken Miller	Wastewater Department
Shawn Frankenhauser	Stormwater Department
Pedro Vasquez	Maintenance Department
Glen Hanks	Glen Hanks Consulting Engineers, Inc.
Residents	

The following is a summary of the discussions and actions taken at the September 16, 2019 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. A quorum was established.

THIRD ORDER OF BUSINESS

Audience Comments

Mr. Ben laderosa addressed the Board regarding the District’s rejection to his request to build a dock within the Districts right-of-way, based on the policy adopted November 20, 2017.

- He requested an exception after purchasing a boat so his special needs daughter could enjoy. Not having a dock is a safety issue to get his daughter in the boat.
- Dr. Shank explained any docks built within the District were done without a permit from the District. The District canals are for drainage and are not considered waterways for recreational use.
- Discussion ensued and Mr. laderosa will have his engineer attend the next meeting to discuss options.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for August 2019

The Board reviewed the financial statements for August 2019.

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the August 2019 financials were approved.

FIFTH ORDER OF BUSINESS

Consideration of Variance for 600 N. University Drive

Mr. Hanks discussed a permit application to develop a commercial building on the vacant parcel located at 600 N. University Drive, next to the Arby’s.

- They requested an authorization letter from the District in order to move along with the DRC process while their application is under review.
- He recommends approval of the authorization letter with the condition the building permit is not released until the District approves the SWM permit and or variances.

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor an authorization letter for 600 N. University Drive so the applicant can proceed with the DRC was approved contingent upon the building permit not being released without the necessary permit and/or variances by the District.

SIXTH ORDER OF BUSINESS

Consideration of Permit 2019-3, MCI Metro for the Installation of Fiber Optic Cable Route at Canal C-2 and Sawgrass Expressway

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor Permit 2019-3, for the installation of fiber optic cable route at Canal C-2 and Sawgrass Expressway, was approved.

SEVENTH ORDER OF BUSINESS

Public Hearing to Consider Adoption of the Water and Sewer Budget for Fiscal Year 2020

A. Fiscal Year 2020 Proposed Water and Sewer Budget

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor the regular meeting was recessed.

Dr. Shank opened the public hearing. There were no public comments.

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor the public hearing was closed.

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the Fiscal Year 2020 water and sewer budget was approved.

B. Resolution 2019-11, Adopting the Water and Sewer Budget for Fiscal Year 2020

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor Resolution 2019-11, adopting the Fiscal Year 2020 water and sewer budget, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing to Consider Modification to Water and Sewer Utility Rates, Resolution 2019-12

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the public hearing was opened.

There were no public comments.

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor the public hearing was closed.

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor Resolution 2019-12, modifying the water and sewer rates, was adopted.

NINTH ORDER OF BUSINESS

Public Hearing to Consider Proposed Fee for Annual Inspection of Backflow Prevention and Data Retention

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the public hearing was opened.

There were no public comments.

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the public hearing was closed.

A. Resolution 2019-13, Approving Annual Fee for Backflow Preventer Inspection and Data Retention

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor Resolution 2019-13, approving the annual fee for backflow preventer inspection and data retention, was adopted.

B. BSI Agreement with Backflow Solutions, Inc.

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the BSI agreement with Backflow Solutions, Inc. was approved.

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor the public hearing adjourned.

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the regular meeting was reconvened.

TENTH ORDER OF BUSINESS

Closeout of Lift Stations Restoration Projects with TRIO

- A. Lift Station #2 for a Decrease of \$8,945.97**
- B. Lift Station #5 for a Decrease of \$3,592.57**
- C. Lift Station #14 for a Decrease of \$14,301.13**

On MOTION by Mr. Holland seconded by Mr. Okyn with all in favor closeouts for lift stations #2, #5 and #14 for a total decrease of \$26,839.67 were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel will work with staff and Mr. laderosa for a solution. He does not have any updates from Special Counsel on the litigation with the City.

B. Engineer – Rick Olson

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

C. Department Reports

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

This item is for information only.

- **Utilities Update (David McIntosh)**

Mr. McIntosh reported the following:

- He is still working with Rostan on the FEMA refund.
- He had a discussion with the County and Margate regarding the interconnect on the wastewater system. Margate is having internal discussions and will get back to him.
- Mr. Olson assisted in writing a grant application. The District may be able to receive a grant for emergency generators and potentially some hardening on site.

- **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 stated Work Authorization #159 could not be finalized in time for this meeting.

- **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.

- **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 they are at the end of the fiscal year and all department managers have completed their evaluations, which are being reviewed by Mr. Daly and Mr. McIntosh. The end of fiscal year lunch is scheduled for September 27, 2019 at noon.

- **Motion to Accept Department Reports**

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

D. Attorney

Mr. Lewis reported the following:

- He met with Representative Daley and his lobbyist to negotiate on legislation acceptable to both sides. NSID is willing to convert to a popularly elected Board beginning in 2028, which Representative Daley does not accept. He was contacted by the lobbyist and asked if the Board would be agreeable to a conversion date of 2024.
- Dr. Shank stated he would be agreeable to 2024 if they consider increasing the District's purchasing threshold and have a staggering Board.
- Mr. Lewis confirmed Representative Daley filed the same bills as he has done the past two years.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

Dr. Shank thanked staff for their dedication during Hurricane Dorian.

SECOND ORDER OF BUSINESS

Acceptance of the August 19, 2019 Meeting Minutes

Dr. Shank stated each Board member received a copy of the Minutes of the August 19, 2019 meeting and requested any additions, corrections or deletions.

There being none,

On MOTION by Mr. Okyn seconded by Mr. Holland with all in favor the minutes of August 19, 2019 meeting were approved.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Dr. Martin Shank
President