

**Coral Springs  
Improvement District  
Regular Meeting**

**Agenda**

**June 9, 2025**

# Coral Springs Improvement District

Board of Supervisors  
Mark Ritter, President  
Ben Groenevelt, Vice President  
Travis McEwen, Secretary  
Michael Kraus, Assistant Secretary  
Robert Rafaneli, Assistant Secretary

Kenneth Cassel, District Manager  
Seth Behn, District Counsel  
David McIntosh, Director of Operations  
Joe Stephens, Director of Utilities

## Meeting Agenda

Monday, June 9, 2025 at 3:00 p.m.

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1. **Call to Order**
2. **Audience Comments**
3. **Approval of the Minutes of May 20, 2025 Meeting**
4. **Financials for May 2025 *(to be distributed under separate cover)***
5. **Engineer's Report**
6. **Staff Reports**
  - A. **Manager – Ken Cassel**
    - **Report on Number of Registered Voters within the District – 25,431**
  - B. **Department Reports**
    - **Operations – David McIntosh**
    - **Utilities Update – Joe Stephens**
    - **Utility Billing Customer Service Report – Brian Klien (Report Provided)**
    - **Water – Christian McShea (Report Provided)**
    - **Wastewater – Mike Hosein (Report Provided)**
    - **Stormwater – Shawn Frankenhauser (Report Provided)**
    - **Field – Kingston Maloi (Report Provided)**
    - **Maintenance Report – Jovan Selvon (Report Provided)**
    - **Procurement Report – Danielle Keira-Cancel (Report Provided)**
    - **Finance and Accounting – Sue Beyer**
    - **Human Resources – Jimmy Harness**
    - **Engineering – Glen Hanks (Report Provided)**
    - **Motion to Accept Department Reports**
  - C. **Attorney**
7. **Supervisors' Requests/Comments**
8. **Adjournment**

**\*Next regular meeting scheduled for July 21, 2025 at 3:00 p.m.**

## **Third Order of Business**

**MINUTES OF MEETING  
CORAL SPRINGS  
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Tuesday, May 20, 2025 at 3:00 p.m. at the District Offices, 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Mark Ritter	President
Ben Groenevelt	Vice President
Travis McEwen	Secretary
Michael Kraus	Assistant Secretary
Robert Rafaneli	Assistant Secretary

Also present were:

Ken Cassel	District Manager
Seth Behn	District Attorney
Rick Olson	District Engineer
David McIntosh	Executive Director (Via Teams)
Joe Stephens	Director of Utilities
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering
Jimmy Harness	Human Resources Generalist
Danielle Keira-Cancel	Procurement
Asad Hosein	Stormwater Department
Kingston Maloi	Field Department
Christian McShea	Water Department
Mike Hosein	Wastewater Department
Brian Klein	Utility Billing and Customer Service
Jovan Selvon	Maintenance Department
Julie Beyer	IT Manager
Ignacio Lizama	Kimley-Horn
Kevin Gerszuny	Kimley-Horn
Lance Littrell	Kimley-Horn
Sandra H. Demarco	Inframark
Angel Montagna	Inframark (Via Teams)
Chris Tarase	Inframark (Via Teams)
Curt Tiefenbrun	Resident

***The following is a summary of the discussions and actions taken.***

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cassel called the meeting to order and called the roll. A quorum was established.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Presentation by Kimley-Horn**

Mr. Lizama and Mr. Gerszuny provided a presentation on their firm, the services they provide and proposed PFAS pilot programs. Mr. Ritter noted they are welcome to attend all meetings.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the April 21, 2025 Meeting**

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor the minutes of the April 21, 2025 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Financials for April 2025**

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor the financials for April 2025 were approved as presented.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-07, Approving the Proposed General Fund Budget and Setting the Public Hearing**

Ms. Beyer reviewed the proposed General Fund Budget for Fiscal Year 2026.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Resolution 2025-07, approving the proposed general fund budget and setting the public hearing for August 18, 2025 at 3:00 p.m. at the District Offices, was adopted.

**SEVENTH ORDER OF BUSINESS**

**On March 24, 2025, the District issued a formal Request for Proposals (RFP #2025-02) for District Management Services. The solicitation period closed on April 22, 2025, with proposals received from three (3) vendors: Accenture, Inc., Special District Services, Inc., and Inframark, LLC. An Evaluation Committee Meeting was held on May 13, 2025, during which all three vendors provided presentations to**

**the Committee. Upon conclusion of the presentations and subsequent evaluation, Inframark was ranked as the number one firm by the Evaluation Committee. Staff seeks the Board to authorize the District Executive Director to proceed with contract negotiations with Inframark, LLC., the top-ranked firm. Upon completion of negotiations, staff will return to the Board with a proposed agreement for the Board’s consideration and execution**

There was discussion regarding the District Management Proposals. Mr. Ritter indicated that Senior Staff have received directions from the Board on contract negotiations.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor the District Executive Director was authorized to proceed with contract negotiations with the top ranked firm, Inframark, and return to the Board with a proposed agreement for the Board’s consideration and execution.

**EIGHTH ORDER OF BUSINESS**

**Engineer’s Report**

Mr. Olson reviewed his report; a copy of which is attached hereto as part of the public record.

- WA #222 – They have substantial completion on the project last week. They had a training session with staff, and it went well. It had functional use of the second belt filter press. They have some additional work to complete the project. The project is almost complete.
- WA #229 – Almost all the work approved in the change order has been completed. They had a walkthrough with staff yesterday. The subcontractor not only did the work they said they were going to do, but they also removed some metal they located that was corroded beyond repair, replaced the metal and did a lot prime cleaning above and beyond what they had anticipated. They will be completing the project within the time and budget they have. They still have a few punch list items to go through this week. After that Globaltech will pressure wash the diffuser caps and solder the diffuser membrane. The plant should be back in service close to the end of this month or the first week of June.

**NINTH ORDER OF BUSINESS**

**Consideration of Work Authorizations**

**A. WA #236 for Production Well 6 Re-Development for a Total Cost of \$85,794**

Mr. Olson and Mr. Stephens reviewed the work associated with Work Authorization #236.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Work Authorization #236 was approved.

**B. Amendment to WA #237 for Assessment of Remaining WWTP Structures at a Total Cost of \$22,413**

Mr. Olson reviewed the work associated with Work Authorization #237. Mr. Stephens noted it was split to get funding.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor Work Authorization #237 was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager – Ken Cassel**

Mr. Cassel reported the following:

- He thanked the Board for choosing to continue a working relationship with Inframark.
- He discussed residents wanting to fill their properties with additional structures. Staff is addressing where the runoff water will go to and where the storage is at. There are some options like doing the infiltration trenches or they can design a system and structure where there is a catch basin and a weir to retain the water for a certain period. As South Florida becomes denser, more residents want to fill in their property. The District has to make sure they are holding the line because it causes backup and flooding. Staff manage the best they can and will continue to work on these items individually and as a policy to bring back to the Board.
- He recommended looking at doing a visioning and a five-to-ten-year strategic plan with the Board and key staff. Mr. Ritter asked if it makes sense to have an outside moderator to make sure they continue looking at the key essentials. Mr. Cassel agreed and stated there are several of them out there. Mr. McIntosh agreed and stated it will be a big undertaking.

**B. Department Reports****• Operations – David McIntosh**

- Mr. McIntosh stated they have been meeting with the City and other water districts.
- Mr. Stephens elaborated on the meetings. There was a gap in the meetings, and he asked Mr. Norris from the City to begin having them again. The water districts meet with the City and have round-table discussions about some of the issues they are facing, as well as anything they are working on together, which can be done easier. The last meeting was positive, and they discussed PFAS. They agreed to have these meetings quarterly.

**• Utilities Update – Joe Stephens**

- Mr. Stephens congratulated Mr. Maloi on his promotion as Field Manager.
- There was a waterline break the day after Mr. Kozlowski's last day. Mr. Maloi addressed the issue correctly and received several complements from residents.
- They invited the local fire departments to take a tour of the facility, so they are aware of where everything is in the event of an emergency.
- They have 20 days left of fluoride but will not be reordering since they end date to use it is July 1, 2025.

**• Utility Billing Customer Service Report – Brian Klien (Report Provided)**

Mr. Klien reviewed his report; a copy of which is attached hereto as part of the public record.

**• Water – Christian McShea (Report Provided)**

Mr. McShea reviewed his report and provided updates; a copy of which is attached hereto as part of the public record.

**• Wastewater – Mike Hosein (Report Provided)**

Mr. Hosein reviewed his report; a copy of which is attached hereto as part of the public record.

- **Stormwater – Asad Hosein (Report Provided)**

Mr. Hosein reviewed his report; a copy of which is attached hereto as part of the public record. He also provided an update on the current rain levels.

- **Field –Kingston Maloi (Report Provided)**

Mr. Maloi reviewed his report; a copy of which is attached hereto as part of the public record.

- **Maintenance Report – Jovan Selvon (Report Provided)**

Mr. Selvon reviewed his report; a copy of which is attached hereto as part of the public record.

- **Procurement Report – Danielle Keira-Cancel (Report Provided)**

Ms. Kiera-Cancel reviewed her report and provided updates; a copy of which is attached hereto as part of the public record.

- **Financing and Accounting – Sue Beyer**

Ms. Beyer reported she is working on the water and sewer budget for Fiscal Year 2026 and it will be on July's agenda for consideration.

- **Human Resources – Jimmy Harness**

Mr. Harness congratulated Mr. Maloi on his promotion. He reported the retirement committee met with Sage View. Two meetings were scheduled with interested staff. The only open position right now is for Mr. Maloi's old position.

- **Engineering – Glen Hanks**

Mr. Hanks reported the following:

- Directional bore applications keep coming in. AT&T and their subcontractor accepted responsibility for the culvert damage on 88<sup>th</sup> Avenue. They will be obtaining permits to relocate that facility at which time the existing conduit to the District's culvert will be removed and repaired. AT&T will be billed for those services.
- They met with the City regarding stormwater regulations for individual homeowners.

- He is working with District Counsel on discussions with a property owner regarding the lift station generator project.

- **Motion to Accept Department Reports**

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor the Department Reports were accepted.

**C. Attorney**

Mr. Behn reported the following:

- The District has a lift station on a strip of a platted parcel, which was originally platted for the District. Years later the developer deeded the same strip to the HOA. He suggested to the HOA that they quick claim the piece of the lift station the District.
- Regarding PFAS they are getting close to the first settlement and finalizing the numbers. The Districts should receive money by the end of the year or sooner.
- FASD is coming up and he will be providing ethics training there.

**SEVENTEENTH ORDER OF BUSINESS      Supervisors' Requests/Comments**

- Mr. McEwan discussed the fluoride in the water. He had a discussion with Mr. Stephens over a month ago. The District is legally obligated to stop adding fluoride to its water by July 1, 2025. It does not make sense to place more orders of fluoride. Mr. Stephens discussed reducing dosing with what they currently have in stock. Mr. Behn suggested posting information on the website. Ms. Julie Beyer stated information is included in the newsletter.
- Mr. Kraus agreed with tapering down the fluoride in the water and not purchasing additional fluoride.
- Mr. Ritter discussed the work orders in development with Globaltech and asked if Kimley-Horn would be interested in getting a solution for them. Mr. Stephens responded they talked with Mr. Olson about that. With Kimley-Horn doing design and not actual physical construction activities, the canal site may be better for Globaltech to work on. They did agree on having Kimley-Horn work on the PFAS.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting was adjourned at 4:03 p.m.

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Assistant Secretary

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President

# **Fifth Order of Business**

**Globaltech, Inc.**  
**CSID Engineer's Report**  
**June 9, 2025**

**PROJECTS UNDER CONTRACT**

**WA#222 – Belt Filter Press Replacement – In Progress**

- Approved by Board – 1/22/24
- Belt filter press delivered and installed on March 3<sup>rd</sup>.
- Startup and training with Andritz (BFP Manufacturer) – 5/09/25
- Substantial completion – 5/17/25
- Punch list items being addressed / completing work on BFP#1 containment
- Coordinating additional work on existing BFP#1
- Final Completion – July 2025

**WA#226 – Stormwater Pump Station Spare Engine Procurement – In Progress**

- Approved by Board – 4/15/24
- Issued Purchase Order for replacement engine and clutch – 6/07/24
- Manufacturer estimated week of July 7, 2025 delivery
- Anticipated project completion – September 2025

**WA#229 – WWTP Package Plant E Improvements – In Progress**

- Approved by Board – 8/19/24
- Review meeting to discuss corrosion report and results of piping inspection – 3/04/25
- Amendment approved for plant repairs identified in the inspection report – 3/17/25
- All repair work within tank completed – 5/23/25
- Diffusers installed week of – 6/02/25
- Fabricating work platform and stairs
- Anticipated startup – week of 6/23/25
- Anticipated project completion – July 2025

**WA#231 – Collection System Action Plan – In Progress**

- Approved by Board – 10/21/24
- Conducted internal kick off meeting
- Gathering data from staff and compiling report.
- Anticipated substantial completion – June 2025

**WA#232 – Well 3 Repower & VFD – In Progress**

- Approved by Board – 12/16/24
- Final design completed - 1/31/25
- Electrical cabinet delivered – 5/12/25
- Well energized and operational in manual mode – 5/23/25
- Startup and substantial completion – week of 6/09/25
- Anticipated completion – July 2025 (6 months ahead of schedule)

**Globaltech, Inc.**  
**CSID Engineer's Report**  
**June 9, 2025**

**PROJECTS UNDER CONTRACT (Continued)**

**WA#233– Digester 1 Blower Replacement – Preliminary Engineering – In Progress**

- Approved by Board – 1/27/25
- Review meeting with staff – week of 5/12/25
- Submitted Technical Memorandum and cost estimate – 5/28/25
- Submit Work Authorization for blower replacement and electrical upgrades – July 2025

**WA#234 – Finished Water Line Valve Replacement – In Progress**

- Approved by Board – 4/21/25
- Met with staff to locate valves – 5/28/25
- Scheduling utility locates – week of 6/09/25
- Exploratory excavations – scheduled week of 6/09/25
- Anticipated completion – August 2025

**WA#235 – 6-inch Finished Water Line Relocation – In Progress**

- Approved by Board 4/21/25
- Met with staff to locate valves – 5/28/25
- Scheduling utility locates – week of 6/09/25
- Exploratory excavations – scheduled week of 6/09/25
- Anticipated completion – August 2025

**WA#236 – Well 6 Redevelopment – In Progress**

- Approved by Board – 5/19/25
- Preparing subcontract with Centerline Drilling
- Awaiting return of Well 3 to service
- Anticipated mobilization – week of 6/23/25
- Anticipated project completion – August 2025

**WA#237 – Assessment of Remaining WWTP Structures – In Progress**

- Approved by Board – 5/19/25
- Requested record drawings of buildings from CSID – mid May 2025
- Prepared subcontract with WGI – 5/30/25
- Site inspection – anticipated week of – 6/16/25

**Work Authorizations Under Development**

WA#177 – Portable Generator Storage Building – Cost Estimate Provided

WA#XXX – Canal Site 18 Restoration – July Agenda

WA#XXX – Digester 1 Blower Replacement – July Agenda

WA#XXX – Irrigation Assistance During ROW Tree Removal – Under Development

WA#XXX – PFAS Pilot Testing – Working with Staff

# **Sixth Order of Business**

**6A**

## MEMORADUM

To: Kareen Baker  
 Inframark

From: Patricia Santiago  
 Administration Director

Date: May 28, 2025

Subject: Number of Registered Voters Request

Pursuant to your request, please be advised that the number of registered voters as of April 15, 2025, in the Special Districts/Community Development Districts (CDDs) requested is as follows:

Special District/CDD	# of Registered Voters
Maple Ridge Community Development District	650
Monterra Community Development District	2,790
Pine Tree Water Control District	9,693
Coral Springs Improvement District	25,431

We hope this information has been of assistance to you.