

**MINUTES OF MEETING  
CORAL SPRINGS  
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, July 21, 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
Janice Rustin	District Attorney
Rick Olson	District Engineer
David McIntosh	Executive Director
Joe Stephens	Director of Utilities (Via Teams)
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering
Jimmy Harness	Human Resources Generalist
Danielle Keira-Cancel	Procurement
Shawn Frankenhauser	Stormwater Department
Kingston Maloi	Field Department
John Eccleston	Water Department
Mike Hosein	Wastewater Department
Brian Klein	Utility Billing and Customer Service
Jovan Selvon	Maintenance Department
Julie Beyer	IT Manager
Kevin Gerszuny	Kimley-Horn
Sandra H. Demarco	Inframark (Via Teams)
Latoya Campbell	Benchmark Property Management
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**

- Ms. Campbell addressed the Board regarding a leak at 11301 Lakeview Drive, Coral Springs, FL. 33071 on July 6, 2025. She contacted the District, and they sent someone immediately. It was not the District's responsibility; however, the staff that came out was very helpful. They went above and beyond.
- Mr. Tiefenbrun notified the Board he made a public comment at a City Council meeting in early June to raise awareness of stormwater management.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the June 9, 2025 Meeting**

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the minutes of the June 9, 2025 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Financials for June 2025**

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

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-08, Approving the Proposed Water and Sewer Budget for Fiscal Year 2026 and Setting the Public Hearing**

Mr. Cassel reviewed the water and sewer budget process.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor Resolution 2025-08, approving the proposed water and sewer budget for Fiscal Year 2026 was adopted.

Mr. Cassel noted a workshop will be held next Tuesday, July 28, 2025 at 9:00 a.m. to go over the water and sewer budget.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-09, Authorizing the Implementation of an Inflow and Infiltration Program Pursuant to Florida Statute 62-600.705(2)**

Mr. Stephens reviewed the resolution authorizing the implementation of the inflow and infiltration program, as well as the new requirements.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor Resolution 2025-09, implementing of an inflow and infiltration program pursuant to Florida Statute 62-600.705(2), was adopted.

## SEVENTH ORDER OF BUSINESS

**Staff Requests Board Consideration of a Quote from Insituform Technologies, LLC in the Amount of \$62,284.00, Replacement of laterals at 9877 Ramblewood Drive. *The District is presently piggybacking on a contract between Miller Pipeline and Lee County for this service. Miller Pipeline has been taken over by Insituform Technologies and the contract for this service. Miller Pipeline has been taken over by Insituform Technologies and the contract has been reassigned to Insituform Technologies by Lee County. The District will pay the cost of any permitting fees that Insituform incurs.***

Mr. Stephens noted this is the same group they used to line the basins. He explained there are roots inside the line at this location that get the sewage from their home to inside the main. The crew is having to clear it every Friday. It needs to be replaced, and they would like to do it before school starts.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor the quote from Insituform Technologies, LLC in the amount of \$62,284 was approved.

## EIGHTH ORDER OF BUSINESS

**Board Consideration of a New Management Service Contract between the District and Inframark**

Mr. McIntosh reviewed the new contract and outlined the changes from the previous contract.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor the new management service contract between the District and Inframark was approved.

Mr. McIntosh thanked the attorneys for assisting in the contract negotiations.

**NINTH ORDER OF BUSINESS**

**Staff Request Board Consideration to Piggyback on Contract RFB 6000001644 between South Florida Water Management District and Eight Bidders. *Pricing agreements were issued to all eight (8) of these bidders with the lowest price on various herbicides, adjuvants, and algaecides to be effective on July 1, 2025. CSID is anticipating spending over the charter purchasing amount with The Orion Companies. We will also purchase from Coastal Ag Supply, Helena Agri Enterprises, and Nutrien Ag Solutions, Inc. We are seeking approval from the Board to piggyback from four (4) agreements until June 30, 2026***

On MOTION by Mr. Groenevelt seconded by Mr. Ritter with all in favor piggybacking on contract RFB 6000001644 between South Florida Water Management District and the eight selected bidders was approved.

**TENTH ORDER OF BUSINESS**

**Staff Requests Board Approval to Piggyback on a Contract between The Broward County Public Schools and Shenandoah General Construction, LLC to Provide Storm Sewer, Sewer Main Cleaning/Repairs. *The terms are for a period of three (3) years beginning on June 1, 2023-May 31, 2025. We are presenting the Board the opportunity to allow CSID to piggyback this Agreement with Shenandoah General Construction, LLC including any renewal. CSID is currently piggybacking from the Broward County Public Schools contract with Shenandoah to provide storm sewer,***

***sewer main cleaning/repairs and it expired on May 31, 2025***

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor piggybacking on a contract between Broward County Public Schools and Shenandoah General Construction, LLC, with all in favor was approved.

**ELEVENTH ORDER OF BUSINESS**

**Staff Request Board Consideration to Piggyback on a Contract between Sourcewell and ABM Industries, Inc. for HVAC Systems with Related Products and Services. *ABM Industries will conduct quarterly maintenance and necessary repairs for the District's HVAC systems. The terms are for a period of four (4) years beginning December 17, 2024. This contract may be renewed for three (3) additional twelve (12) month periods staff request the consideration to include any renewals. CSID was issued a 30-day cancellation notice on May 28, 2025 by Thermal Concepts the previous contracted provider.***

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor piggybacking on a contract between Sourcewell and ABM Industries, Inc. for HVAC systems with related products and services was approved.

**TWELFTH ORDER OF BUSINESS**

**Staff Requests Board Consideration to Piggyback on a Contract between PANTROPIC GENERATOR MAINTENANCE and Broward County Board of County Commissioners for Caterpillar Generator Diagnostics & Repair Services. *Staff will contract for the service of the 4 large onsite generators at the water and wastewater plant. The terms of the contract with Pantropic and Broward County are for a period of three (3) years beginning on August 21, 2023-August 20, 2026***

***including two (2) 1-year renewal periods. We are presenting the Board the request to allow CSID to piggyback this agreement with Pantropic Power, Inc. including any renewals***

Mr. Selvon explained the scope of work with the previous vendor was beyond their capability.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor piggybacking on a contract between Pantropic Generator Maintenance and Broward County for caterpillar generator diagnostics and repair services and parts was approved.

#### **THIRTEENTH ORDER OF BUSINESS**

**Staff Request Board Consideration of an Award for ITB# 2025-03 REMOVAL OF VEGETATIVE ENCROACHMENTS – Formal solicitation was issued on May 29, 2025 with bid submittals due on July 1, 2025. Three (3) vendors: Lemonlime Landscaping, East Coast Mulch Corporation, and Arbor Tree & Land, Inc. responded to the solicitation. Lemonlime Landscaping submitted correspondence to the Purchasing Manager that they would like to be removed from consideration of recommendation award on July 9, 2025. We are presenting to the Board with the award recommendation of Arbor Tree & Land, Inc.**

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor ITB# 2025-03 for removal of vegetative encroachments was awarded to Arbor Tree & Land, Inc. was approved and staff was authorized to determine on the field if additional removal is required at an additional \$1,000 apiece.

#### **FOURTEENTH ORDER OF BUSINESS**

**Staff Requests Board Consideration to Declare the Equipment on the Attached List as Surplus so that Staff can Take the Necessary Actions to Dispose of the Items**

Mr. Stephens noted there are three trucks on the list and reviewed the process.

On MOTION by Mr. Groenevelt seconded by Mr. McEwan with all in favor the three trucks identified on the list were declared as surplus equipment and staff was authorized to take the necessary actions to dispose of the items.

**FIFTEENTH 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 are currently working on punch list items. The new pedestals will be installed within the next two weeks.
- WA #226 – they contacted the manufacturer, and the pump and new engine will be delivered by the week of August 11, 2025.
- WA #229 – they did a walkthrough and a leak test on the new air lines and connections made. They identified additional leaking joints, and the O-rings were ordered. They will be replaced next week.
- WA #231 – the action plan piggybacks on the resolution, which was just approved for the I&I program. They just received notification today from FDEP that the report was received and approved without comment.
- WA #232 – they found new communication problems with the water plant, and the startup had to be abandoned. The well should be back in service today or tomorrow if everything goes well.
- WA #233 – they are supposed to have a meeting to renew the technical memorandum prepared. There were other issues so the meeting was rescheduled to Thursday, July 24, 2025.
- WA #237 – the report was drafted and submitted a week and a half ago. Those numbers were incorporated into Mr. Stephens grant applications.

**SIXTEENTH ORDER OF BUSINESS****Consideration of Work Authorizations****A. Work Authorization #238 for Site 18 Canal Bank Stabilization at a Total Cost of \$896,100 (Globaltech)**

Mr. Olson reviewed the work associated with Work Authorization #238.

On MOTION by Mr. McEwan seconded by Mr. Ritter with all in favor Work Authorization #238 was approved at a total cost of \$896,100.

**B. Work Authorization #239 for Water Treatment Plant (PLC) Control System Upgrades at a Total Cost of \$250,000 (Globaltech)**

Mr. Olson reviewed the work associated with Work Authorization #239.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor Work Authorization #239 was approved at a total cost of \$250,000.

**C. Work Authorization #240 for Tree Removal Program-Irrigation System Coordination at a total Cost of \$59,882 (Globaltech)**

Mr. Olson reviewed the work associated with Work Authorization #240.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor Work Authorization #240 was approved at a total cost of \$59,882.

**D. Work Authorization #241 for CSID Water Treatment Plant PFAS Investigative Technologies for a Total Cost of \$180,540 (Kimley-Horn)**

Mr. Gerszuny reviewed the work associated with Work Authorization #241.

On MOTION by Mr. McEwan seconded by Mr. Groenevelt with all in favor Work Authorization #241 was approved at a total cost of \$180,540.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager – Ken Cassel**

- Mr. Cassel thanked the board for renewing the contract with Inframark.
- He also commented on what a great team the District has working together, and the water break issue exemplifies that.

**B. Department Reports**

• **Operations – David McIntosh**

- Mr. McIntosh echoed Mr. Cassel's comment about the team. He noted Mr. Maloi and his team worked on the water break issue and Globaltech assisted.
- He is looking at another project. In 2011/2012 there was a project to connect the east and west basins to have more resiliency within the system and a new Board



took over, deciding to go in a different direction. He will have a meeting with Kimley-Horn to discuss and will then present to the Board for discussion.

- **Utilities Update – Joe Stephens**

- Mr. Stephens reported there are three new grant applications he is working on with the consultant. One is to harden an additional six buildings on-site, which is approximately \$2 Million. The other is for five more generators at lift stations at approximately \$1 Million. The third is for the septic to sewer conversion for the acre properties at the end of Ramblewood Drive. They are reapplying for that one because they were not awarded last time.
- They applied for a division of the Florida Department of Agriculture. They had a grant opportunity for \$50,000 with no match requirement to replace invasive trees with native trees. They applied for the back of the property at the District site. There were a lot of applications, so the District was only awarded \$13,500. They do not require competitive bidding.
- They are working through the five lift station generators and permitting with the City.
- He also reiterated the great job staff did on the water break.

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

Mr. Klein reviewed her report; a copy of which is attached hereto as part of the public record. He noted they currently have 1,234 registers which are failing. That represents 11.5% of the meters on the ground.

- **Water – John Eccleston (Report Provided)**

Mr. Eccleston reviewed his report and provided updates; a copy of which is attached hereto as part of the public record. He noted the internship program ended last Friday. It was successful.

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

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

- **Stormwater – Shawn Frankenhauser (Report Provided)**

Mr. Frankenhauser reviewed his report; a copy of which is attached hereto as part of the public record. He updated the Board on canal elevations. Currently they are at 5.6 in the east and 6.12 in the west. The control elevation is 6.5 in the wet season.

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

Mr. Maloi reviewed his report; a copy of which is attached hereto as part of the public record. He expressed appreciation for everyone who helped with the water break.

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

Mr. Selvon reviewed his report; a copy of which is attached hereto as part of the public record. He provided an update on an issue with the generator at the water plant.

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

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

- **Financing and Accounting – Sue Beyer**

Ms. Beyer stated the Board can email her on any specific questions they have on the water and sewer budget, which will be discussed at the workshop.

- **Human Resources – Jimmy Harness**

Mr. Harness reported the following:

- Open enrollment is complete. He thanked staff.
- The RFP between Lincoln and Power went to Power for retirement. The documents have been signed, and they are waiting for paperwork so they can submit to Nationwide. It is about a 60-to-90-day turnaround.
- He reported on the salary comparison. He reached out to several municipalities in the area. The District is in the top 25.
- Mr. Maurice Anderson was promoted to the new Supervisor within the Field Department. A new person was hired for his old position.

- **Engineering – Glen Hanks**

Mr. Hanks reported the following:

- He discussed the water break and feedback he received from the City. He will have a meeting with Mr. Jovan to discuss.
- For the permanent generators at the lift stations, they have three permits. Mr. Maloi's crew removed the vegetation that was in the way.
- The HOA agreed to transfer the property for Lift Station 30. In exchange they will be doing a Quit Claim Deed for the remainder of Parcel K.
- There are some items that will be on next month's agenda for consideration.

- **Motion to Accept Department Reports**

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

**C. Attorney**

Ms. Rustin reported the Cypress Run Villas deeds will be coming up at the next meeting.

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**EIGHTEENTH ORDER OF BUSINESS**

**Supervisors' Requests/Comments**

There being none, the next item followed.

**NINETEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business, the meeting was adjourned.

  
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Assistant Secretary

  
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President