

**Coral Springs Improvement District**  
**Meeting Agenda**  
**January 26, 2026**

# 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

David McIntosh, Executive Director  
 Joe Stephens, Director of Utilities  
 Seth Behn, District Counsel

## Meeting Agenda

Monday, January 26, 2026 at 3:00 p.m.

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- 1. Call to Order**
- 2. Audience Comments**
- 3. Approval of the Minutes of December 15, 2025 Meeting**
- 4. Financials for December 2025**
- 5. Consideration of Executive Director Policy and Appointment of Supervisor for Salary Negotiation**
- 6. Presentation on Accounting System**
- 7. Biosolids Disposal Presentation by Kimley-Horn**
- 8. Presentation on Canal Site 18 Restoration**
- 9. Consideration of Work Authorizations**
  - A. Work Authorization #249 for Revised AWIA Risk Assessment and Emergency Response Plan at a Total Cost \$15,000
  - B. Work Authorization #235, Change Order #1 for 6-Inch Finished Water Line Isolation for an Increase of \$54,511.80
- 10. Engineers' Report**
  - A. Globaltech
  - B. Kimley-Horn
- 11. Staff Reports**
  - A. Executive Director- David McIntosh
  - B. Department Reports
    - 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)

- District Clerk – Sandra Demarco (Report Provided)
- Motion to Accept Department Reports

D. Attorney

**12. Supervisors' Requests/Comments**

**13. Adjournment**

**\*Next regular meeting scheduled for February 23, 2026 at 3:00 p.m. (Fourth Monday)**

## **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 Monday, December 15, 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 McEwan	Secretary
Michael Kraus	Assistant Secretary
Robert Rafaneli	Assistant Secretary

Also Present were:

Lynne Ladner	District Manager
Seth Behn	District Attorney
Rick Olson	District Engineer
David McIntosh	Executive Director
Joe Stephens	Director of Utilities
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering
Jimmy Harness	Director of Human Resources
Shawn Frankenhauser	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
Sandra Demarco	District Clerk
Kevin Gerszuny	Kimley-Horn and Associates
Ignacio Lizama	Kimley-Horn and Associates (Via Teams)
Residents	

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

**FIRST ORDER OF BUSINESS**

Ms. Ladner called the meeting to order and called the roll. A quorum was established.

**Call to Order**

**SECOND ORDER OF BUSINESS****Audience Comments**

The following comments were made:

- Mr. Nicholson addressed the Board regarding the letter Mr. McIntosh sent dated November 25, 2025, regarding his request for replanting along the canal bank between Riverside Elementary School and the abutting houses along 114<sup>th</sup> Terrace.
  - He noted privacy is not the only concern and discussed landscaping requirements under the City's land development code. He stated the District expended funds to remove trees, grind tree stumps, grade and sod the school property. He thinks the District should have the authority to expend funds to replace required landscaping that was removed.
  - Mr. Kraus asked if Mr. Nicholson is open to compromising on the plantings. Mr. Nicholson responded it is a matter of City ordinance and code.
  - Mr. Ritter stated Mr. Nicholson should take this up with the City because they approved the permit. With regards to shrubs on school property, they may be able to speak to the school about installing shrubs to comply with City code since it is on their property. If permits were issued to remove trees on school property, it would likely be to allow the District to access the trees on the District right-of-way. The reason why those trees had to be removed was to prevent flooding. He suggested he continue to work with the City on pressing the issues brought up regarding City code.
  - Mr. Nicholson stated the next step would be to initiate a code enforcement complaint.
  - Mr. Kraus addressed the Board and noted silence is agreement. He does not agree with Mr. Ritter. He thinks the District did go over on to school property and removing the trees was an improvement to their property by doing the maintenance improvements the school did not do for many years. He feels the Board was elected to serve the financial guidance of the District and also, to represent the constituents. If he was looking across and saw the school, he would feel the Board did not serve him properly. He thinks

they should press to have trees installed whether it be done by the School Board or the City. He is open to compromise.

- Mr. Tiefenbrun commented on the District going from third party management to in-house management. He thinks it is a great idea considering the personnel the District has. He would like the District and District Counsel to exercise due diligence to ensure the mindset of the current personnel remains the way it is and prevent someone in the future coming in to make financial gains for themselves.

**THIRD ORDER OF BUSINESS****Approval of the Minutes of the November 17, 2025 meeting**

On Motion by Mr. Groenevelt seconded by Mr. Ritter with all in favor the minutes of the November 17, 2025, meeting were approved as presented.

**FOURTH ORDER OF BUSINESS****Financials for November 2025**

On Motion by Mr. McEwen seconded by Mr. Ritter with all in favor the financials for November 2025 were accepted as presented.

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2026-01, Designating Joseph Stephens as Assistant Treasurer and Retaining David McIntosh as Assistant Treasurer**

- Mr. Ritter asked who the current Assistant Treasurers are. Ms. Ladner responded Mr. Cassel and Mr. McIntosh are the current Assistant Treasurers.
- Mr. McEwan asked what the role is of an Assistant Treasurer. Ms. Ladner responded most checks require two signatories and this ensures adequate signatories are available.

On Motion by Mr. Ritter seconded by Mr. McEwen with all in favor Resolution 2026-01, designating Joseph Stephens as Assistant Treasurer and retaining David McIntosh as Assistant Treasurer, was adopted.

**SIXTH ORDER OF BUSINESS****Staff Requests Board Approval to Purchase a Ford Explorer Under the Board Approved Piggyback of the Florida Sheriff's Association Light Vehicle Contract FSA 24-VEL 33.0 Pursuit, Administrative, and Other Vehicles Contract (*If approved staff will purchase the Ford Explorer from Duval Ford under this contract for \$39,060*)**

- Mr. McIntosh stated this came up after the budget was approved. With the amount of underground fiberoptic work going on, Mr. Hanks and Mr. Stephens must go on several on-site visits. They have been using their personal vehicles, which is not an ideal situation for the District. Their vehicles are not fitted with the correct safety equipment.
- Mr. McShea noted the Water Department lends their trucks at times, so it is good to have this vehicle.

On Motion by Mr. Ritter seconded by Mr. Kraus with all in favor, the purchase of a Ford Explorer piggybacking off the Florida Sheriff's Association contract at a cost of \$39,060, was approved.

**SEVENTH ORDER OF BUSINESS****Staff Requests Board Approval to Piggyback on Sourcewell Contract Number 011723-JDC for Heavy Construction Equipment with Related Attachments and Technology, and John Deere Construction Retail Sales as well as Board Approval to Purchase a Compact Excavator for \$57,247.78, Including any Potential Price Increase from Dobbs Equipment, a John Deere Dealership Using this Contract**

- Mr. Maloi stated this is for a mini excavator, which they budgeted \$60,000 for this fiscal year. This will provide for cleaner and more efficient work, especially in smaller areas.

- Mr. Ritter asked if the District ever had to rent a compact excavator and if this will save money from expenses incurred. Mr. Selvon responded he had to rent one several times.
- Mr. McIntosh noted areas are becoming more congested.
- Mr. Stephens stated there was a situation where there was a main break in a driveway. While Mr. Maloi was focusing on the main break, Mr. Stephens was contacting several rental companies, but they were two days out of becoming available. He even reached out to Mr. Olson to see if they had one in the area the District could borrow. The mini excavator will increase safety for staff.
- Mr. McEwan asked what the life span is on a mini excavator. Mr. Hanks responded 10 to 20 years if they are maintained.

On Motion by Mr. McEwen seconded by Mr. Kraus with all in favor, piggybacking off the Sourcewell contract for heavy construction equipment with related attachments and technology, and John Deere construction retail sales as well as the purchase of a compact excavator in the amount of \$57,247.78, including any potential price increase from Dobbs Equipment, a John Deere dealership, was approved.

**EIGHTH ORDER OF BUSINESS****Consideration of Work Authorization #248 for Pretreatment System Evaluation – Kimley Horn**

Mr. Gerszuny reviewed the work associated with Work Authorization #248.

On Motion by Mr. Kraus seconded by Mr. Ritter with all in favor, Work Authorization #248 was approved at a not to exceed amount of \$122,120.

**NINTH ORDER OF BUSINESS****Discussion on Engagement Letter with Lewis, Longman and Walker for Legislative Monitoring**

- Mr. Behn reviewed the engagement letter to monitor special districts and utilities during legislation. There is activity on biosolids this year as well as public records enforcement actions.
- Mr. Ritter asked how many months the engagement letter covers. Mr. Behn responded 12 months; however, most of the work is done within the first 6

months because of the legislative period. The engagement letter does allow for a 30-day termination with written notice.

- Mr. Ritter stated FASD reports on legislation. He asked if this is a replication of what would be reported on by Lewis, Longman and Walker. Mr. Behn responded there may be some duplication, but he would be reporting, and focusing, on legislation more specified for the District.

On Motion by Mr. Ritter seconded by Mr. McEwen with all in favor the engagement letter with Lewis, Longman and Walker for legislative monitoring was approved for a total fee of \$24,000.

## TENTH ORDER OF BUSINESS

### Engineer's Report

#### A. Globaltech

Mr. Olson reviewed his report; a copy of which is attached hereto as part of the public record. He provided updates on the following:

- WA #241 – all sub-contracts have been executed. They released the purchase order for the building fabrication. He will be meeting with the City's Planning and Zoning Department next month to ensure everything is acceptable to them.
- WA #234 – there has been good progress in the last five days. They installed all valves using new technology which is faster and easier. They are preparing a revised piping diagram outside the high service pump building.
- WA #235 – they are finishing the cost estimate to revise this project. He will discuss different alternatives with Mr. Hanks. If a change order is necessary, it will be on the January agenda.
- WA #236 – the well was re-disinfected for the third time.
- WA #238 – all work on the canal bank stabilization is complete. They are finishing the restoration of the staging area. He noted they are spending approximately \$50,000 to remove trees, restore the asphalt and restore the trees based on the tree removal permit. This saved the District from spending \$200,000 due to efficiency in how this project was executed. Mr. Stephens helped negotiate the work with Mr. Richard Schnars who is the property

manager for 210 North University Drive. Mr. Ritter requested a thank you letter be sent to Mr. Schnars.

- WA #239 – the system has been operational for three weeks. They are troubleshooting. The old system is expected to be decommissioned in the next week. The last part of the project is bringing the communication system up from the generator and taking it off the last service panel, which is expected to be done in January.
- WA #244 – is in the design phase and they will be submitting for a permit for the electrical modifications in February.
- WA #245 – work will be completed next week.
- Broward County is considering the final paving on Atlantic Boulevard as a permitted project. The work done to date was considered emergency work, which they approved without a lengthy permit review process. They submitted an MOT plan, which is currently in the review phase. As soon as it is approved, they will be on site to complete the work.
- Mr. Olson noted no trees were removed from private property. All trees were on the property line.
- Injection Well Pump #404 is having issues. The senior engineer is evaluating other pumps for alternatives. A work authorization may be on the next agenda for this.
- The Emergency Response Plan as well as the R and R plan are a State requirement that needs to be done every five years. It is due December of 2026. It will be on the next agenda.

#### **B. Kimley-Horn**

Mr. Gerszuny reviewed his report; a copy of which is attached hereto as part of the public record. He provided updates on the following:

- WA #241 – They met December 12, 2025. They have been evaluating capital costs. They are looking at nanofiltration in terms of investment dollars. Maintenance and training are minimal in this type of system. They will have the

draft report to staff in January and then they will begin with the pilot testing aspect of the project.

- WA #243 – they are finalizing the draft report and will submit it later this week. They are reevaluating different technologies for processing biosolids within the plant compared to connecting to the Broward County initiative. Connecting to the Broward County initiative is considerably lower in terms of capital costs. He expects to have a presentation for the next meeting.

**ELEVENTH ORDER OF BUSINESS****Staff Reports****A. Manager – Lynne Ladner**

Ms. Ladner reported she has been working with Mr. McIntosh and Ms. Demarco on transitioning the District records. She thanked the Board for the opportunity to work with them over the past few months.

**B. Executive Director – David McIntosh**

Mr. McIntosh reported he had a meeting with Mr. Stephens and Quest to discuss anything they will need to do for the District in the coming year. They do the crisis communication, and he would like to set up a workshop for the Board to understand everyone's role during a crisis.

**C. Department Reports****• Utilities Update – Joe Stephens**

Mr. Stephens reported the following:

- Mr. Mark Darmanin from the regional biosolids group at the County sent an email 30 minutes before the meeting with a draft letter the County put together asking for an extension of time under SB 290. He is asking the other participants to consider sending the letter with their respective letterhead and send it to the State Representatives. He will forward the letter to District Counsel.
- He noted Mr. Jared Davis at Duval quoted the Ford Explorer for the northern zone but it needed to be for the southern zone. The actual cost is \$200 more, so the total is \$39,260. Mr. Behn confirmed Board action is not necessary for the additional \$200 because it is under the State contract.

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

Mr. Klein 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; a copy of which is attached hereto as part of the public record. He also reported they are doing well #8 with AMPS. The owner, Mr. Jim Murray, looked at the production of the well and noted they need to do more work before finalizing the report.

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

Mr. Hosein reviewed his report; a copy of which is attached hereto as part of the public record. He also reported they received the digester diffuser, and they will be installing it. It will be back in service by the end of the month.

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

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

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

Mr. Maloi reviewed his report; a copy of which is attached hereto as part of the public record. He also reported there was a live situation over the weekend regarding the standby generator installation project. Power went out at the southeast corner of the District and it affected one of the lift station locations where they recently installed a permanent generator. Everything worked well, the standby generator kicked in, and he received the alarm notifications.

- **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 also reported high service pump #6 had a spike on Friday, December 12, 2025. They are troubleshooting to come up with a solution.

Mr. Kraus asked if the Maintenance Department has a schedule of maintenance for most of the equipment. Mr. Selvon responded they have an annual maintenance program as well as a work order system.

- **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. She also reported the Quest contract has been renewed.

- **Finance and Accounting – Sue Beyer**

- Ms. Beyer did not have anything new to report.
- Mr. Kraus requested Ms. Beyer prepare a five-to-seven-minute presentation on the current system the District has and what works about it, as well as what does not work about it so the Board can decide whether they need to look further into it.
- Mr. Ritter noted it would be to look at the accounting system and whether a software upgrade is needed.
- Mr. Kraus explained he wants to know what the District currently has, what is good about it and what is not good about it. Also, what they could have along with what the cost would be. It would not be to vote on it but instead for the Board to decide whether it needs more attention or not.
- Mr. McIntosh stated typically, if they want to change something he and the Finance Director can discuss and decide if something needs to be upgraded before coming to the Board. He is not sure why the Board would want to start making those decisions.
- Mr. Ritter asked if the District has a unified accounting system with modules, what is being used and whether a new system is being looked at. Mr. McIntosh responded they have been discussing upgrades at the staff level. Mr. Ritter stated it would be more informational for the Board.
- Mr. Kraus also brought up discussions about the auditor and how many years the District has had the same auditor.
- Mr. McIntosh clarified it is not that he does not have an interest in changing auditors. His point is when they do something, he wants to ensure they do it properly and in accordance with the law. The District did an RFP for auditing services approximately two years ago. Mr. Groeneveld was the only Board member on the Audit Committee; the rest of the Audit Committee were residents including Mr. Ritter who was not on the Board at that time. The Audit

Committee ranked the current auditors number one and made a recommendation to the Board to select them. Staff is not a part of selecting auditors. Ms. Demarco is currently working on finding out if other Special Districts are being requested by the auditors to provide IT information.

- Ms. Ladner stated there is no statutory requirement for the length of time. Generally, RFPs for auditing services are done every three to five years.

- **Human Resources – Jimmy Harness 21:33**

Mr. Harness reported the following:

- The District is live with Empower as of November 21, 2025. Introduction meetings were held December 3<sup>rd</sup> and 4<sup>th</sup>. A SageView representative was also available to assist employees.
- There are two open positions: one in Stormwater and one in Wastewater.
- The Holiday Luncheon is December 19, 2025. The final count is 81 attendees.

- **Engineering – Glen Hanks (Report Provided)**

Mr. Hanks reviewed his report; a copy of which is attached hereto as part of the public record. He also reported the owner of the illegal dock in Cypress Glen indicated he applied for a permit with the City's Building Department. He will follow up with the City.

- **District Clerk – Sandra Demarco**

Ms. Demarco reviewed her report; a copy of which is attached hereto as part of the public record. She also reported there is a meeting tomorrow with Ms. Julie Beyer and Ms. Shannon Gangemi of Docuware to review the document management system. She had a follow-up call with Ms. Ladner and Ms. Mona Slaughter of Inframark. They expect to have all records transferred by the end of this week. As of December 10, 2025, the hard records have been transferred to the District account at Access. The website is updated. A total of 26 work orders were created to date since the last meeting.

- **Motion to Accept Department Reports**

On Motion by Mr. Ritter seconded by Mr. Groenevelt with all in favor the department reports were accepted.

**D. Attorney**

Mr. Behn distributed and reviewed the draft Executive Director Policy. Discussion ensued and a workshop was scheduled for January 13, 2026, after the 8:30 a.m. staff meeting, to discuss the policy further.

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

- Mr. McEwan asked if the steps to amend the budget due to the purchase of the Ford Explorer will begin now. Mr. Behn responded that special districts typically true up the budget at the end of the Fiscal Year based on the categories and then amend the budget. Mr. McIntosh noted it is not unusual for special districts to amend their budget.
- Mr. McEwan thanked Ms. Ladner for her time working with the District.

**THIRTEENTH ORDER OF BUSINESS****Adjournment**

There being no further business, the meeting adjourned at 4:30 p.m.

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Secretary/Assistant Secretary

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Mark Ritter  
President

## **FOURTH ORDER OF BUSINESS**



# **CORAL SPRINGS IMPROVEMENT DISTRICT**

**SUMMARY FINANCIAL REPORTING  
BOARD MEETING JANUARY 26, 2026**

**CORAL SPRINGS IMPROVEMENT DISTRICT  
WATER & SEWER FUND  
SUMMARY REPORT**

For Period Ending 12/31/25

Actual ENDING 12/2025	BUDGET THRU 12/2025	VARIANCE Actual to Budget (UNDERBUDGET)	ADOPTED BUDGET FY 2025-2026
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**REVENUES**

<b>TOTAL REVENUES</b>	\$ 3,753,386	* \$ 4,432,679	* \$ (679,292)	\$ 17,730,714
<b>CARRY FORWARD</b>	\$ 135,000	\$ 3,343,983	\$ (3,208,983)	\$ 13,375,930
<b>TOTAL REVENUE WITH CARRY FORWARD</b>	\$ 3,888,386	\$ 7,776,661	\$ (3,888,275)	\$ 31,106,644

**EXPENDITURES**

<b>TOTAL ADMINISTRATIVE</b>	\$ 541,710	\$ 818,414	\$ (276,704)	\$ 3,273,655
<b>TOTAL PLANT</b>	\$ 1,754,001	\$ 3,598,444	\$ (1,844,443)	\$ 14,393,777
<b>TOTAL FIELD</b>	\$ 814,072	\$ 2,584,194	\$ (1,770,122)	\$ 10,336,777
<b>TOTAL EXPENDITURES</b>	\$ 3,109,783	\$ 7,001,052	\$ (3,891,270)	\$ 28,004,209
<b>AVAILABLE FOR DEBT SERVICE</b>	\$ 778,604		\$ 3,102,435	
<b>Total Debt Service</b>	\$ 704,597		\$ 2,818,390	
<b>Excess Revenues (Expenses) After Debt Service</b>	\$ 74,006		\$ 284,045	

Debt Service Coverage - Current  
1.11

Debt Service Requirement 1.10

Debt Service-Budget  
1.10

\* Year end adjustments to W&S Revenue  
\$1,006,579 accrued back to Sept 2025

**CORAL SPRINGS IMPROVEMENT DISTRICT**  
**General Fund**  
**SUMMARY REPORT**

For Period Ending 12/31/25

Actual ENDING 12/2025	BUDGET THRU 12/2025	VARIANCE Actual to Budget (UNDERBUDGET)	ADOPTED BUDGET FY 2025-2026
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**REVENUES**

<b>TOTAL REVENUES</b>	<b>\$ 3,576,247</b>	<b>\$ 1,024,499</b>	<b>\$ 2,551,748</b>	<b>\$ 4,097,996</b>
<b>CARRY FORWARD</b>	<b>\$ -</b>	<b>\$ 676,946</b>	<b>\$ (676,946)</b>	<b>\$ 2,707,782</b>
<b>TOTAL REVENUE WITH CARRY FORWARD</b>	<b>\$ 3,576,247</b>	<b>\$ 1,701,445</b>	<b>\$ 1,874,802</b>	<b>\$ 6,805,778</b>

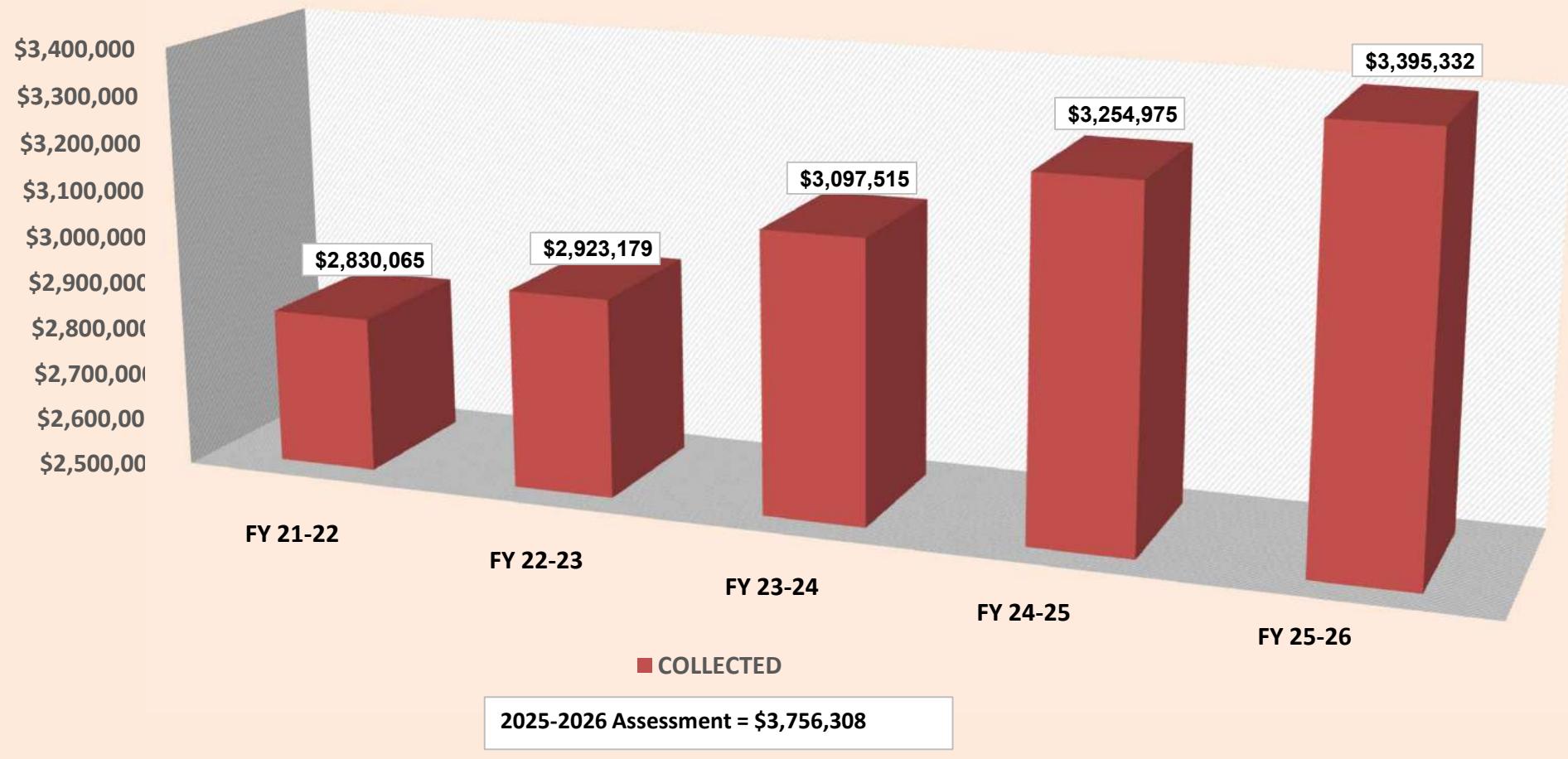
**EXPENDITURES & RESERVES**

<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 148,963</b>	<b>\$ 231,168</b>	<b>\$ (82,205)</b>	<b>\$ 924,672</b>
<b>TOTAL STORMWATER</b>	<b>\$ 145,320</b>	<b>\$ 299,776</b>	<b>\$ (154,456)</b>	<b>\$ 1,199,106</b>
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 1,453,013</b>	<b>\$ 995,500</b>	<b>\$ 457,513</b>	<b>\$ 3,982,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,747,297</b>	<b>\$ 1,526,444</b>	<b>\$ 220,852</b>	<b>\$ 6,105,778</b>

**RESERVES**

<b>RESERVED FOR OPERATING</b>	<b>-</b>	<b>112,500</b>	<b>(112,500)</b>	<b>450,000</b>
<b>RESERVED FOR PROJECTS AND EMERGENCIES</b>	<b>-</b>	<b>62,500</b>	<b>(62,500)</b>	<b>250,000</b>
<b>TOTAL OPERATIONAL EXPENDITURES &amp; RESERVES</b>	<b>\$ 1,747,297</b>	<b>\$ 1,701,444</b>	<b>45,852</b>	<b>\$ 6,805,778</b>

## NON AD VALOREM ASSESSMENTS COLLECTED THROUGH **DECEMBER** EACH YEAR



## **FIFTH ORDER OF BUSINESS**

**CORAL SPRINGS IMPROVEMENT DISTRICT**  
**EXECUTIVE DIRECTOR POLICY**

**1. Purpose and Scope**

This Executive Director Policy sets forth the authority, responsibilities, duties, and performance expectations of the Executive Director for the Coral Springs Improvement District (“District”). The Executive Director serves as the chief administrative officer of the District, responsible for overseeing the operations of the Coral Springs Improvement District and for implementing the policies of the Board of Supervisors (“Board”).

**2. Authority of the Executive Director**

The Board shall appoint an Executive Director, who shall serve as the District Manager for all purposes under the District Charter and applicable provisions of Florida law, and shall exercise the duties and authority assigned to the District Manager under statute.

The Executive Director manages all aspects of the District's operational functions and supervises all District employees in compliance with applicable local, state, and federal regulations. The Executive Director formulates and implements administrative policies that drive operational success across various departments, including utilities, public works, finance, engineering, human resources, information technology, and customer service.

A complete list of the Executive Directors duties and responsibilities are attached to this Policy as Exhibit A.

**3. Communication with the Board**

The Executive Director implements policies adopted by the Board and takes direction solely from the Board acting by majority vote, and not from any individual Supervisor. Individual Supervisors may raise concerns regarding staff or operations to the Executive Director, who will address the matter as appropriate. The Executive Director shall place all questions involving policy or matters requiring Board action on a future agenda for Board consideration. In carrying out these duties, the Executive Director may not act as a conduit for communications among Supervisors so as to avoid any violation of the Sunshine Law.

The Executive Director shall provide a report to the Board at each regular meeting addressing the following matters:

- (a) notable operational issues affecting District services, facilities, or programs.
- (b) any operational, administrative, or information requests made by individual Supervisors since the last regular meeting.

- (c) any resident complaints or service concerns received since the last regular meeting and the manner in which such matters were addressed.
- (d) any contractor disputes, notices of claim, or litigation filed or threatened against the District.
- (e) any other matter the Executive Director determines should be brought to the Board's attention in order to ensure effective governance or administration of the District. Matters that are confidential or exempt under Florida law shall be reported in a manner consistent with applicable statutory exemptions.

#### **4. Qualifications; Appointment**

##### **4.1 Qualifications.**

The Executive Director shall have the education, experience, and professional capacity necessary to administer the District and support the Board. At a minimum, the individual shall possess:

- Knowledge of public administration, budgeting, procurement, and organizational management as applied to special districts.
- Understanding of laws and regulations governing water, wastewater, stormwater, and flood-control operations.
- Ability to lead and oversee multiple departments, evaluate performance, and realign priorities.
- Skill in making sound administrative decisions and implementing Board policies.
- Ability to work effectively with the Board, staff, government agencies, consultants, and stakeholders.
- Skill in presenting information and recommendations clearly and professionally.
- A bachelor's degree in public administration, business administration, finance, engineering, or a related field, or equivalent senior-level experience in utility or local government management.
- Significant experience in local government administration or public-utility operations, including service in a senior management or executive role.

##### **4.2 Appointment.**

The Board shall recruit and appoint the Executive Director in a fair and transparent manner that allows for flexibility based on District needs. Recruitment may be conducted internally, externally, or through a combination of both, and the Board may consider qualified internal candidates

before initiating an external search. The process may include résumé review, screening by the Board or a designated consultant, interviews, reference and background checks, and any other evaluation method approved by the Board.

The Executive Director shall be appointed by majority vote at a properly noticed public meeting, and all deliberations shall comply with the Sunshine Law. The Board may appoint an interim Executive Director if necessary and may modify or shorten the recruitment process when warranted by operational needs or the availability of a qualified internal candidate. The Board may, but is not required to, enter into an employment contract with the Executive Director, provided any such contract is consistent with this policy. All recruitment materials and actions shall be maintained as public records in accordance with Florida law.

## **5. Compensation and Benefits**

The Executive Director shall receive an annual base salary as established by the Board and shall be eligible to participate in all benefit plans and programs maintained by the District in accordance with the District's Employee Handbook, as may be amended from time to time. All provisions relating to cost of living and merit pay adjustments, holidays, vacation, sick leave, fringe benefits, and working conditions shall apply to the Executive Director in the same manner as to other District employees, except to the extent expressly superseded by an employment agreement approved by the Board or by this Policy.

## **6. Termination; Severance**

The Executive Director serves at the pleasure of the Board who may terminate such employment by an affirmative vote of four (4) of the five (5) Supervisors, with or without notice, with or without cause, subject to the provisions of this policy.

### **6.1 Removal for cause.**

The Executive Director may be terminated for cause for any of the following:

- (a) Dishonesty related to District business.
- (b) Violation of the District's drug-free workplace policy.
- (c) Refusal to cooperate in a District-authorized investigation.
- (d) Conviction or plea of guilty/nolo contendere to a felony or crime of moral turpitude.
- (e) Gross neglect, willful, or intentional misconduct.
- (f) Failure to perform duties after written notice and a 30-day opportunity to cure.
- (g) Failure to obey lawful directives after written notice and 30-day cure period.
- (h) Misappropriation of District funds.
- (i) Securing or attempting to secure personal profit in connection with official business.
- (j) Material misrepresentation to the District.

- (k) Acts involving moral turpitude, unethical practices, or conduct that damages the District's reputation.

The Board retains discretion to allow cure opportunities for violations other than (f) and (g).

#### 6.2. Severance.

If removed without cause, the Executive Director shall receive twenty (20) weeks of base salary, paid in weekly installments, along with continued insurance benefits for the severance period. Payment of severance is expressly conditioned upon the Executive Director's execution of a written release, in a form approved by the District, waiving any and all claims arising from the Executive Director's employment or separation from the District.

No severance compensation shall be paid if the Executive Director is terminated for cause or voluntarily resigns. A voluntary resignation occurs when the Executive Director elects to separate from employment on their own initiative and not at the direction of the Board.

A separation that occurs because the Executive Director is unable to perform the essential functions of the position, with or without reasonable accommodation, after completion of all applicable leave and interactive process requirements under the ADA and other applicable laws, shall not be considered a termination without cause and shall not result in payment of severance. In such circumstances, the Executive Director shall be eligible for any disability retirement, insurance benefits, or accrued leave payouts as provided by law and District policy, but shall not be entitled to severance compensation.

#### 7. Annual Performance Review

Each Board Member shall complete a written annual performance review evaluating the Executive Director in broad areas such as administration of District operations, implementation of Board direction, financial management, leadership and personnel oversight, communication with the Board, and progress toward District goals. For each area reviewed, the Board Member may indicate whether the Executive Director met expectations, partially met expectations, or did not meet expectations, and may note any notable achievements during the evaluation period. The annual performance review shall be considered by the Board at or about its January meeting and shall be used in determining the Executive Director's eligibility for merit increases. Any merit increase is granted solely at the discretion of the Board and is not guaranteed.

#### 8. Indemnification

8.1 The District shall defend, hold harmless, and indemnify the Executive Director against any and all demands, claims, suits, actions, and legal proceedings brought against the Executive Director individually or in his capacity as agent or employee of the District based on actions taken

in the scope of his employment and that serve a public purpose, so long as the Executive Director is not acting in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The Executive Director shall not be personally liable for any cost, expense, fee or judgment arising from matters described above.

8.2 The District shall have the right to recover any attorneys' fees paid on behalf of the Executive Director if the Executive Director is found by a court of competent jurisdiction to be personally responsible or liable by virtue of acting outside the scope of his or her employment or by virtue of acting in bad faith, or with malicious purpose, or in a manner exhibiting wanton and willful disregard to human rights, safety, or property.

8.3 The District shall include the Executive Director as an insured under the District's applicable insurance policies, including the District's directors and officers (D&O) liability insurance and any other liability policies maintained by the District that reasonably relate to the Executive Director's duties. All coverage is subject to the terms, conditions, exclusions, deductibles/self-insured retentions, and limits of the applicable policy(ies).

## **EXHIBIT A: EXECUTIVE DIRECTOR DUTIES AND RESPONSIBILITIES**

### **A. General Administration**

1. Coordinate with the Board to determine services and levels of service for annual budget preparation and long-range planning.
2. Prepare, review, and submit the District's annual budget, ensuring that departmental requests and financial plans align with District priorities.
3. Oversee District operations across all departments, including utilities, engineering, finance, IT, administrative services, and customer service, through subordinate directors and managers.
4. Hire, supervise, evaluate, discipline, and terminate all District employees in accordance with applicable law and District policies.
5. Develop, implement, and refine administrative policies, directives, and procedures to advance District goals and regulatory compliance.
6. Approve purchases and execute contracts for purchases of goods and services in accordance with the District Procurement Policy. Assist staff in procurement processes for purchases of goods and services, including development of scopes of work, bid and proposal review, and recommendation of award.
7. Assist the District in negotiating, drafting, enforcing, and administering District contracts; provide ongoing recommendations for approval, rejection, amendment, renewal, or termination.
8. Consult with the District Attorney and District Engineer on legal, operational, and technical issues, and ensure operational decisions align with legal and engineering requirements.
9. Coordinate all required disclosures and statutory filings with county, state, and federal agencies.
10. Prepare correspondence, reports, and communication materials on District affairs for the Board and public.
11. Coordinate with other local governments, utilities, and regulatory agencies regarding District matters.

12. Lead management-level meetings to review operational progress, address key issues, and ensure alignment with District objectives.

**B. Policy Implementation**

1. Identify significant policy matters and provide strategic and administrative analysis of operational, legal, and financial impacts.
2. Prepare written plans, procedures, and operational directives to implement Board policies and priorities.
3. Provide regular status reports on implementation progress, District performance, regulatory compliance, and operational outcomes.
4. Monitor District-wide performance to ensure effectiveness, efficiency, and alignment with Board direction.

**C. Capital Program Administration**

1. Oversee development and prioritization of capital projects and district-wide initiatives.
2. Work with staff and consultants to secure financing, grants, or loans for capital improvements.
3. Monitor project accounting procedures, ensuring compliance with auditing standards and fiscal controls.
4. Coordinate engineering, operations, and administrative departments to ensure timely project execution.

**D. Financial Services**

1. Review staff-prepared budgets to ensure alignment with District objectives and statutory requirements.
2. Monitor District expenditures, financial conditions, and revenue streams.
3. Prepare financial condition assessments and present them to the Board.
4. Ensure fiscal procedures meet state-mandated accounting and auditing standards.

**E. Special Assessment Services**

1. Oversee contractors and consultants engaged by the District to maintain the District's property and assessment database, including updates for transfers, payments, and prepayments, and ensure that all work is completed accurately and timely.

2. Serve as the primary point of contact for property owner questions regarding assessments, payoff amounts, and lien processes, coordinating with contractors and consultants as necessary to provide accurate information.
3. Work with finance staff and the District's assessment contractors and consultants to ensure accurate assessment roll preparation and compliance with non-ad valorem collection requirements.

#### **F. Operational Oversight**

1. Conduct annual safety reviews of District utility and operational facilities, documenting deficiencies and recommendations.
2. Conduct an annual regulatory compliance audit of District operations and report findings to the Board.
3. Oversee the District's risk management and disaster recovery plans, ensuring continuity of operations following natural disasters.
4. Conduct on-site operational assessments and recommend improvements to enhance efficiency and regulatory compliance.
5. Monitor departmental performance to ensure effective execution of District programs, projects, and services.

## **SIXTH ORDER OF BUSINESS**

# ACCOUNTING SYSTEM

# BENEFICIAL MODULES FOR A CSID ACCOUNTING SYSTEM

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## ACCOUNTS PAYABLE

---

## CASH RECEIPTS

---

## BANK RECONCILIATION

---

## BUDGETING

---

## GENERAL LEDGER

---

## REPORTS

CSID  
CURRENT  
ACCOUNTING  
MODULES



ACCOUNTS PAYABLE

---

~~CASH RECEIPTS~~

---

~~BANK RECONCILIATION~~

---

~~BUDGETING~~

---



GENERAL LEDGER

---

~~REPORTS~~

---

# CSID CURRENT SYSTEM AS-400

AS-400 SOURCE CODE WAS PURCHASED IN THE LATE 1990'S AND PROGRAMMED SPECIFICALLY FOR CSID UTILITY BILLING. IT IS NOT AN ACCOUNTING SYSTEM BUT HAS BEEN PROGRAMMED TO PRODUCE CHECKS TO PAY VENDORS.

SUEB MAIN	SUE BEYER CSID-----001--FN-UB	1/13/26 07:24:03 CSID C001
<pre>1. Accounts Payable 2. Accounts Payable Menu 1 3. Accounts Payable Menu 2 4. Accounts Payable Menu 3 5. General Ledger 6. General Ledger Menu 2 7. General Ledger Menu 3 8. Master</pre>		
Selection or command ====>		90. Sign off
<pre>F3=Exit   F5=Messages   F7=Printer Output   F9=Retrieve   F12=Return F16=All Menus      F21=Command Line   F24=Main Menu ©COPYRIGHT ASSOCIATED SYSTEMS, INC., 1998.</pre>		

# CSID CURRENT SYSTEM AS-400

TO PRODUCE A CHECK, YOU NEED TO COMPLETE STEPS 1-10 BELOW. DURING THE PROCESS ACCOUNTS PAYABLE INFORMATION IS PULLED INTO A SIMPLIFIED GENERAL LEDGER

SUEB	A/P System Processing	1/13/26 10:38:29
AP	CSID-----001--FN-UB	CSID C001
1. Vendor Maintenance	16. Pull Billing Transactions into AP	
2. AP Parameter Update	17. Pull AP transactions from PR	
3. AP Entry/Maintenance	19. Print Reoccurring Vendors	
4. AP Transaction Listing	21. Rerun Check Register	
5. AP Update-Move Trans to APMAST	23. AP Vendor Object Lock	
6. Check Register	24. Change all AP trx to user	
7. Check Writing	25. Enter Void Checks to Hist(V:9999)	
8. GL Update-Post to GL after Checks		
9. Run Adds From Other Systems		
10. Create PosPay for Bank United		
11. Open Item Listing		
12. Ap Open Items Update		
13. AP Void Check(from History)	28. AP Menu #1	
14. Create AP trans from history	29. AP Menu #2	
15. Received Not Invoiced	30. AP Menu #3	
Selection or command	90. Sign off	
====>		
F3=Exit F5=Messages F7=Printer Output F9=Retrieve F12=Return		
F16=All Menus F21=Command Line F24=Main Menu		
©COPYRIGHT ASSOCIATED SYSTEMS, INC., 1998.		

# CSID CURRENT SYSTEM AS-400

THE GENERAL LEDGER GATHERS ALL UTILITY BILLING AND ACCOUNTS PAYABLE INFORMATION. THERE ARE NO REPORTING CAPABILITIES IN AS-400 TO PRINT FINANCIAL REPORTS. ALL FINANCIAL REPORTS ARE DONE IN EXCEL USING THE INFORMATION FROM THE TRIAL BALANCE.

SUEB GL	General Ledger System CSID-----001--FN-UB	1/13/26 10:45:27 CSID C001
1. G/L Journal Entry/Maintenance 2. G/L Journal Edit 3. G/L Journal Update 4. G/L Journal Entry Register 5. G/L Transaction Inquiry 6. G/L Master Inquiry	16. Trial Balance 17. Income/Expense By Dept 18. YTD Transaction Register 19. Transaction Selection by Yrmo/Src 20. Select and List Posted JE's 21. Review Posted JE History 22. G/L Monthly Work Order Reports 23. G/L Monthly Journal Reports 24. Current Month Budget Statements 25. Get all JE 26. Build Files for your Auditor	
9. Recurring J/E Maintenance 10. Standard Journal Listing 11. Standard Journal Adds	13. Regular GL Closing 14. Detail General Ledger 15. Income Stmt/Balance Sheet Selection or command ==>	29. GL Menu #2 30. GL Menu #3 90. Sign off
F3=Exit F5=Messages F7=Printer Output F9=Retrieve F12=Return F16=All Menus F21=Command Line F24=Main Menu ©COPYRIGHT ASSOCIATED SYSTEMS, INC., 1998.		

# CSID AS-400 LIMITATIONS

- LACKS EFFICIENCY AND DOUBLE CHECKS
- NO REPORTING CAPABILITIES LEADS TO A GREATER CHANCE FOR ERRORS WHEN CREATING REPORTS EXTERNALLY IN EXCEL
- DOES NOT MAINTAIN A HIGH LEVEL OF DATA INTEGRITY
- NO ABILITY TO DO ACCURATE FORECASTING
- NO BUDGET TRACKING IN THE SYSTEM
- DOES NOT INTERACT WITH OTHER SYSTEMS WITHOUT MANUAL UPLOAD OF DATA

## CSID FUTURE FINANCE CHALLENGES

- VENDORS NOT ACCEPTING PAPER CHECKS
- INCREASE FRAUD DUE TO PAPER CHECKS
- FALLING FURTHER BEHIND IN TECHNOLOGY RELATED TO FINANCIAL REPORTING
- AUDIT OR BANKING REQUIREMENTS PUSHING FOR GREATER INTERNAL CONTROLS
- HAVING ACCURATE AND WELL-ORGANIZED DATA AVAILABLE; THE ABILITY TO PROVIDE DATA TO OUR CONSULTANTS IN WAYS THAT IS USEFUL

## **SEVENTH ORDER OF BUSINESS**

**Coral Springs Improvement District**

# Biosolids Study Summary

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**Kimley»Horn**

# Agenda

- What are Biosolids?
- Existing Conditions at Treatment Plant
- Regulations Review
- Alternative Analysis:
  - 1: Maintain Current Operations
  - 2: Construct Biosolids Processing Facility
  - 3: Join Broward County
- Alternative Cost Analysis
- Conclusions
- Recommendations
- Next Steps

# What are Biosolids?

- Biosolids are the nutrient-rich organic byproducts resulting from wastewater treatment.
- Wastewater solids, also known as sewage *sludge*, are an unavoidable byproduct.
- In order to be applied to soils as a soil amendment, biosolids have to be treated and tested and meet strict federal and state requirements.
- Depending on the treatment, biosolids are classified as AA, A, or B.
- Class AA biosolids can be used with minimal restriction in many different kinds of applications.
- Whereas Class B biosolids contain some pathogens and may only be used at permitted, restricted sites.



# Existing Wastewater Treatment Overview

Permitted 7.72  
MGD Average  
Day Flow

Four (4)  
Treatment  
units:  
Plant C, D, E,  
and F

Effluent  
Disposal:  
Deep Injection  
Well

Biosolid  
Treatment:  
Aeration,  
Dewatering  
and Hauling



# FDEP Regulatory Review

Chapter 62-640, F.A.C. governs biosolids management:

**Class B:** Minimum quality, land application only with strict site restrictions and Nutrient Management Plan (NMP)

**Class A:** Intermediate quality, “Low levels”, pathogen reduction and vector attraction, land application with some setbacks, requires NMP

**Class AA:** Highest quality, meets Class A pathogen standards plus metal concentration limits; unrestricted, NMP not required

- 2021 Revision (F.S. 403.0855) tightened land application nutrient management rules to minimize the migration of nutrients, specifically phosphorus, to prevent impairment to waterbodies.

Practical Implications:

*Land application for Class B is becoming more difficult, pushing utilities toward regional facilities (public or private) producing Class AA Biosolids for disposal*

# Regulatory Update

## Federal Biosolids Standards

EPA's 40 CFR Part 503 sets pathogen, pollutant, and vector attraction limits with mandatory annual reporting for biosolids management.

## Florida State Regulations

Florida enforces stricter land application rules, soil depth restrictions, and mandates Best Management Practices under Chapter 62-640 and Statute 403.0855.

## Nutrient Management & Monitoring

**House Bill 1309** requires nutrient application limits based on nitrogen or phosphorus and annual nutrient plan reviews with enhanced water quality monitoring.

## Emerging Contaminants & Future Impact

**PFAS** and other emerging contaminants are under review, with **potential new federal regulations** affecting biosolids programs and technology adoption.

11 States have/are proposing land application limits on PFAS-laden biosolids.

## Decline in Land Application Sites

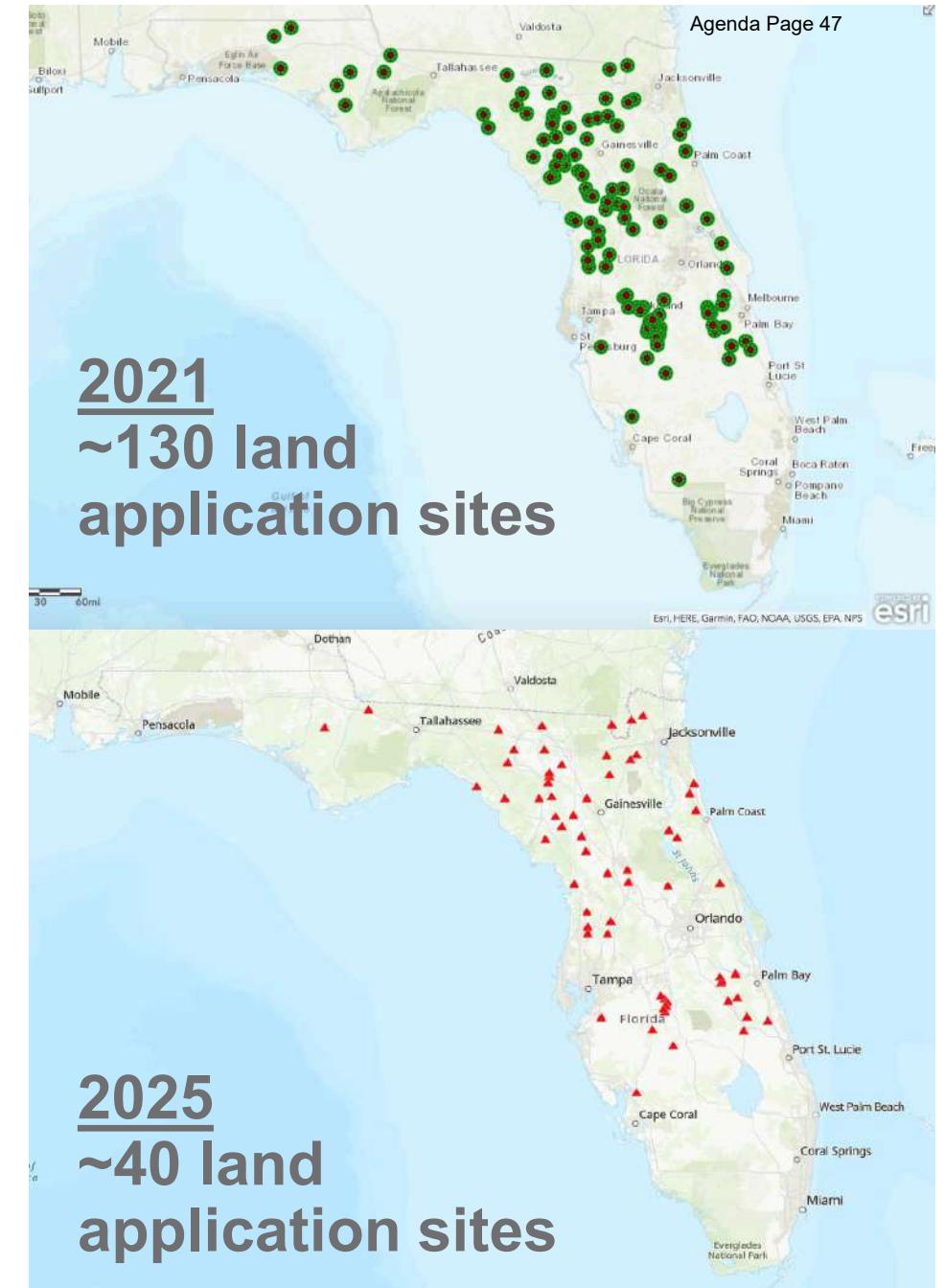
Permitted land application sites in Florida decreased from 130 in 2021 to ~42 in 2025, highlighting the need for alternatives.

## Senate Bill 290 (In FL Legislature – 2026)

***Only allows Class AA/EQ biosolids land application***

# Biosolids Class B Land Application Sites

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# Regulatory Summary

## Regulatory Challenges

Stringent regulations and public opposition increase challenges land application

## Environmental Concerns

Concerns about nutrient migration and emerging contaminants like PFAS drive demand for safer biosolids management.

## Advantages of Class AA Biosolids

Class AA biosolids technologies offer improved flexibility, compliance, and marketability

## Long-Term Resilience

Class AA Biosolids prepares utilities for future regulations, ensuring operational resilience and environmental stewardship.

## Market Opportunities in South Florida

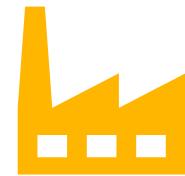
Strong demand exists for Class AA biosolids in agriculture and commercial landscaping across South Florida and nearby counties.

# Biosolids Alternative Analysis Study



## Maintain

1: Maintain Current Operations



## Construct

2: Construct Biosolids Processing Facility



## Join

3: Join Broward County Regional



# Maintain

**Alternative 1:**

Maintain Current Operations

# Current Biosolids Hauling Contract - H&H



**Currently under Consent Order :** Legally binding settlement between the Florida Department of Environmental Protection (FDEP) and a regulated entity (like a company or municipality) to resolve environmental violations, requiring specific corrective actions, penalties, and timelines. Enforceable court order.

BEFORE THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION	
STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION	) IN THE OFFICE OF THE DIVISION OF WATER RESOURCE MANAGEMENT
v.	) OGC FILE NO. 25-1282
H & H LIQUID SLUDGE DISPOSAL, INC.)	)
<u>CONSENT AGREEMENT ORDER ESTABLISHING SCHEDULE FOR BIOSOLIDS</u>	
<u>NUTRIENT MANAGEMENT PLAN COMPLIANCE</u>	

**H&H is legally required by FDEP to become compliant to new regulations by 2029**

Facilities and ID Numbers for Biosolids Land Application Sites Permitted by H&H Liquid Sludge Disposal, LLC.

Site (Facility) Name	DEP Permit ID#	County	Address
Rolling R Ranch	FLA017515	Suwannee	6990 US Highway 27, Branford, Florida, 32008
Tennille Ranch-Biosolids Application Site	FLA690392	Taylor	18887 US 19 South, Perry, Florida 32359
K Bar Ranch Biosolids Site	FLA384364	Suwannee	County Road 248, Beechville, Florida 32008
Chris Walker Ranch	FLA690392	Polk	4985 US Highway 98 W, Frostproof, Florida 33843
Circle Cross Ranch	FLA311898	Polk	9015 Angus Road, Alturas, Florida 33853
Bronson Ranch	FLA863289	Osceola	32739 Highway 441 at Coaches Lane, Holopaw, Florida 32739
Deer Park Ranch	FLA318655	Osceola and Brevard	6254 Kempfer Rd, Saint Cloud, Florida 33773
Hayman 711 Ranch	FLA617903	Osceola	711 Hayman Ranch Rd, Kenansville, Florida 34739
Kenansville Ranch	FLA832243	Osceola	3585 Six Mile Road, Kenansville, Florida 34739

# Merrell Bros.



TRANSPORTATION • TREATMENT • RECYCLING

## Price Details:

Transportation and disposal is \$159/ton

- Minimum **22-tons** billed per trip – *one trailer trip*
- Price includes:
  - Sufficient truck and trailer capacity to support needed loads per week
  - A dedicated trailer left at the facility
  - Class AA biosolids treatment



# Maintain Hauling Long Term Contracts

	H&H Existing Contract <b>Consent Order</b>	Merrell Bros Available Back-up	Synagro Available Back-up
	\$81 per Wet Ton	\$159 per Wet Ton	\$276 per Wet Ton
Cost Per Trailer:	\$1,377.00	\$2,703.00	\$4,692.00
Cost Per Month:	\$22,799.91	\$44,755.38	\$77,688.59
Cost Per Year:	\$273,598.95	\$537,064.60	\$932,263.08

# Available SE Florida Landfill Capacity

- Third-party haulers have reported an increase in landfill tipping fees (Cost for disposal) from **\$60/ton in 2024 to \$105/ton in 2025.**
- Landfills have limitations on how much biosolids they will accept (90/10 rule)
- This provides operational challenges as Class B land disposal is expected to be banned under Senate Bill 290, which increases the chances for more WWTP to dispose of biosolids via landfilling.
- Finally, there are market uncertainties related to PFAS-laden biosolids disposal in landfills, and whether this disposal method will continue to be accepted or not is a potential market risk.

Facility	Tons Disposed of in Class I LF 2023	Permitted Capacity Remaining as of Jan. 1, 2025 (tons)	Constructed Capacity Remaining as of Jan 1., 2025 (tons)
Broward County LF	132,530	33,774	33,774
Monarch Hill LF	1,142,822	8,584,799	6,283,183
South Dade LF	758,053	3,346,605	3,346,605
Medley LF	1,267,212	7,496,331	7,496,331
Indian River County LF	244,392	12,330,615	4,199,276
Okeechobee LF	2,505,884	49,884,482	2,030,682
Palm Beach County SWA LF	596,701	24,734,318	2,077,068
St. Lucie County LF	222,782	13,226,963	486,239
<b>Total</b>	<b>6,870,375</b>	<b>119,637,887</b>	<b>25,953,159</b>



# Construct

Alternative 2:

Construct Biosolids Processing Facility

# Class AA Biosolids Technology Evaluation

## Technology Evaluation Criteria

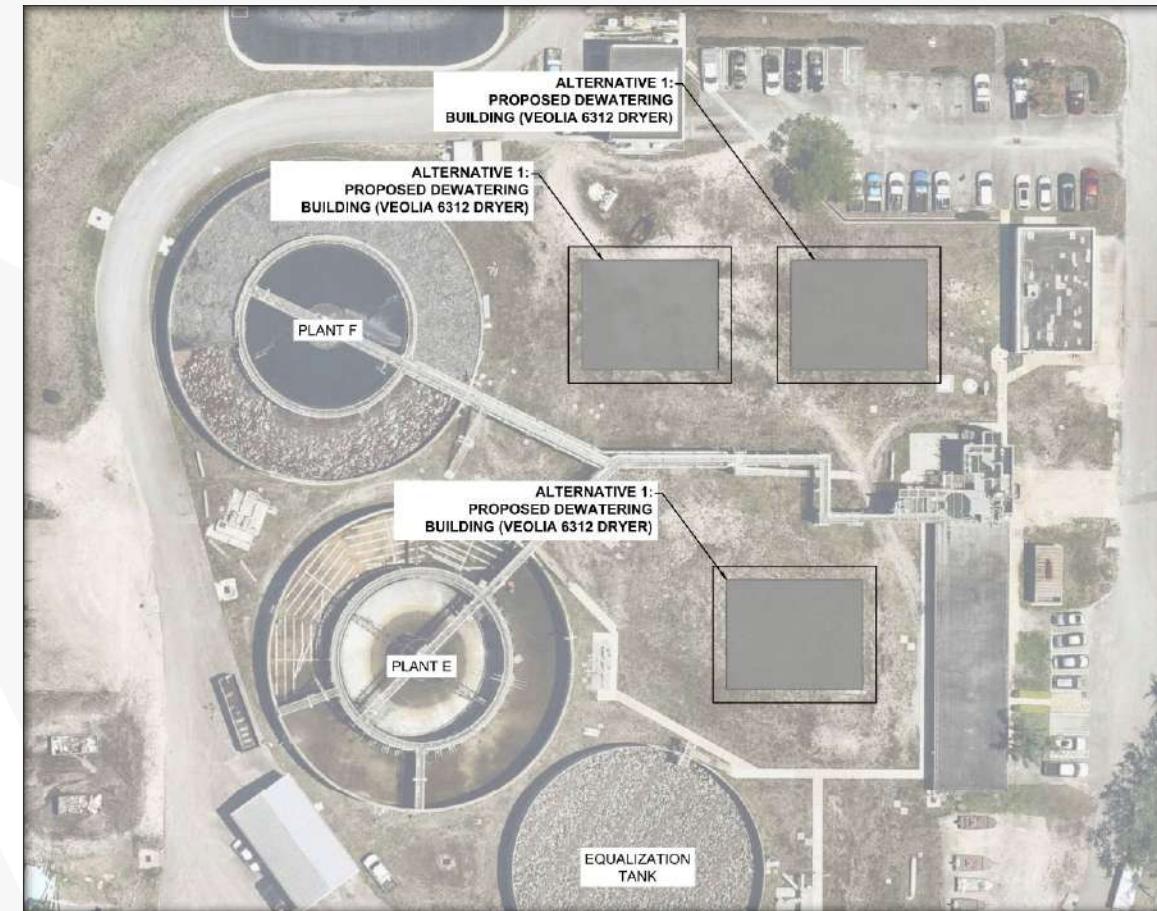
Technologies were assessed on biosolids class, volume reduction, reuse, reliability, environmental impact, and permitting feasibility.

- Thermal Hydrolysis Process – ***Not feasible option due to complexity and cost. Does not warrant further analysis***
- Composting, Incineration, and Solar – ***Not feasible option due to space requirements, odor, and cost. Does not warrant further analysis***
- **Thermal Drying – Basis of Alternative Evaluation**

Thermal drying is preferred due to reliable volume reduction, marketable Class AA product, and future PFAS mitigation compatibility.



# Thermal Drying - Possible Site



# Treatment Equipment Cost Analysis

Treatment Systems Evaluated	Annual O&M		Tipping Fee:	
	Capital Costs: Design and Construction	Costs: Operators (2) Electrical Power	Annual O&M with Loan Payments	Only Annual O&M Costs
Veolia BIOCON	\$8.8M	\$350,000	\$300 per Wet Ton	\$125 per Wet Ton
Komline K-S	\$8.1M	\$350,000	\$287 per Wet Ton	\$125 per Wet Ton
BCR BIO-SCRU	\$8.0M	\$350,000	\$285 per Wet Ton	\$125 per Wet Ton

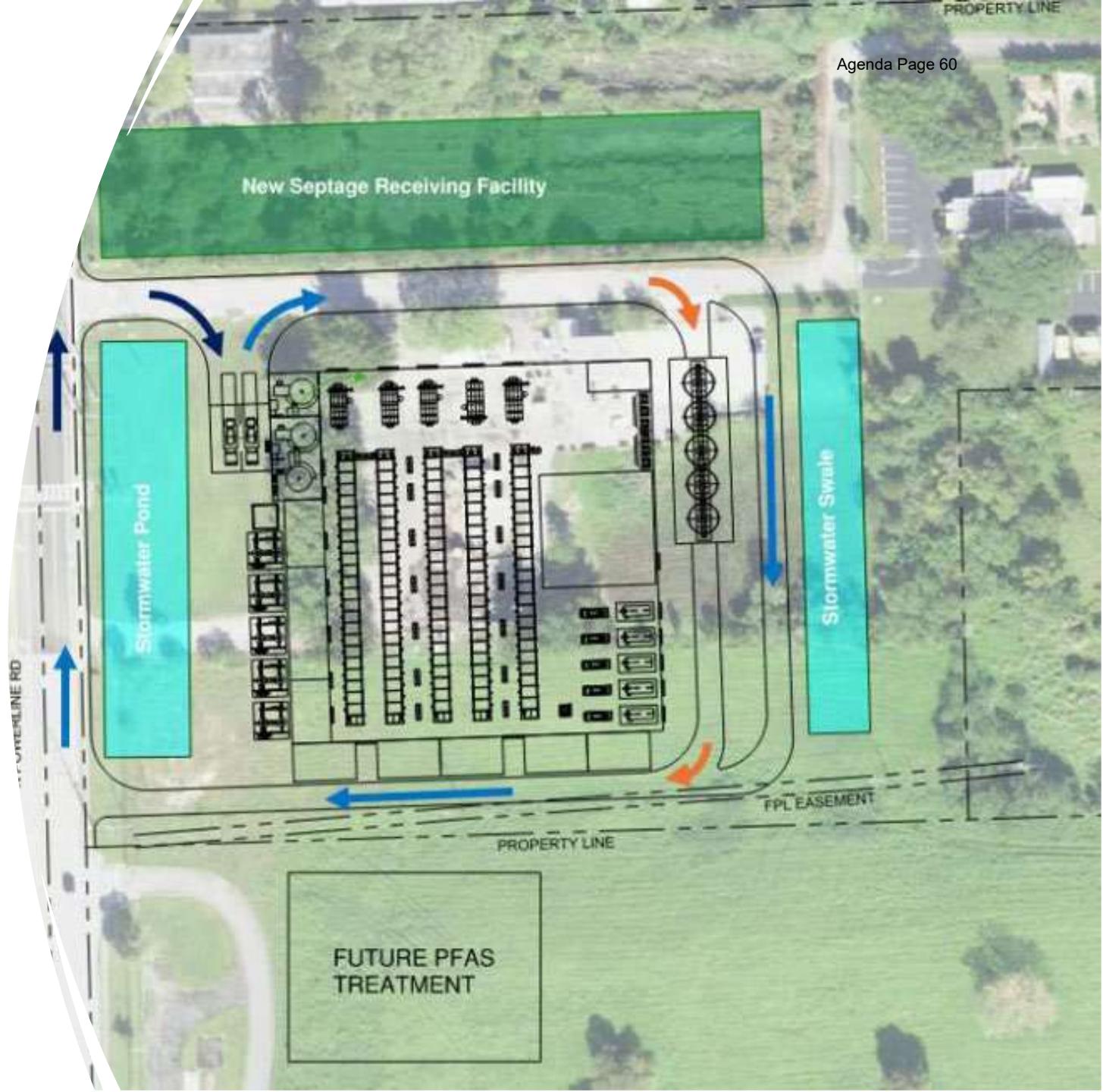


# Join

3: Join Broward County Regional

# Regional Biosolids Drying Facility

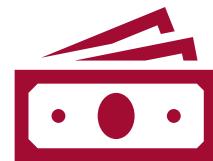
- 11 Broward County Partners joining to build a \$500M state-of-the-art Class AA biosolids drying facility, located 9 miles from CSID WWTP.
- The facility will be operated by Broward County
- CSID's contribution is ~1% of design + construction fee



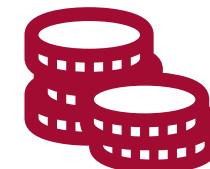
# Connect to Broward County Regional - Hauling and Tipping Fees



Truck hauling to  
Broward County  
facility



And then Tipping fees



And then adjust  
tipping fees based on  
capital cost  
contribution using  
interest rate over 30  
year



Finished product  
disposal with reduced  
tipping fees

# Broward County Regional: Capital and O&M Costs

## Cost Share:

- Design Phase: \$490,000
- Construction Phase: \$4,900,000
- **Capital Cost: \$5,390,000**
  
- Annual O&M Cost Estimate - \$40/WT

# Broward County Regional Cost Summary



**Total Costs = \$160 per Wet Ton**

\$12.30 Hauling fees + \$40.00 Tipping Fees + 108.00  
Annual Capital Costs (assuming an interest rate of  
3.8% of a loan duration of 30 years)



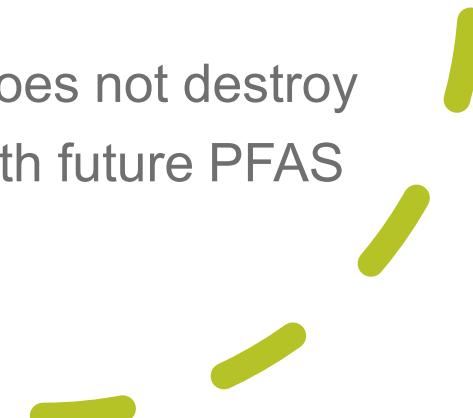
**2,550 wet tons produced per year**



**CSID Annual Cost per Year = \$410,000**

# Benefits of the Regional Biosolids Drying Facility

- Regulatory Compliance: Produces Class AA biosolids, which meet the highest State and EPA standards for land application and reduced regulatory risk.
- Cost Efficiency: Reduces volume by 70–85%, significantly lowering hauling and disposal costs.
- Environmental Sustainability: Supports resource recovery and reduces landfill dependency.
- Operational Resilience: Less vulnerable to weather-related disruptions compared to composting or land application.
- PFAS Readiness: While thermal drying does not destroy PFAS, it is a precursor step that aligns with future PFAS treatment technologies.



# Conclusions

Option	Advantages	Disadvantages	Tipping Fee
<b>Alternative No. 1:</b>  Maintain Current Operations (Land Application or Landfill)	Low upfront cost	Risk, rising disposal fees limited land application availability, regulatory tightening (Class B, PFAS, etc.)	Current: \$81 per wet ton ( <i>Consent Order</i> )  Potential Back-up: \$159 per wet ton  Potential Back-up: \$255 per wet ton
<b>Alternative No. 2:</b>  Construct Independent Class AA Biosolids Facility	Full control over operations	High capital and O&M costs, staffing and technical challenges	Capital Costs: \$8.0M to \$8.8M  \$125 per wet ton
<b>Alternative No. 3:</b>  Join Regional Biosolids Facility	Economies of scale, Class AA output, regulatory alignment, risk diversification	Requires interagency coordination, shared governance	Capital Costs: \$5.5M  <b>\$40 per wet ton</b>

# Merits of Participation in Regional Facility

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- Shared Capital Investment: Participation in a regional facility spreads capital and operational costs across multiple utilities, reducing financial burden on CSID.
- Access to Advanced Technology: CSID gains access to state-of-the-art drying and pelletizing systems that may be cost-prohibitive to implement independently.
- Improved Biosolids Management: Transitioning from Class B to Class AA biosolids enhances CSID's environmental stewardship and public perception.
- Strategic Positioning: Being part of a countywide solution positions CSID favorably for future regulatory and funding opportunities.

# **Recommendation: Join Broward County Regional Facility**

The regional thermal drying facility presents a strategically sound and cost-effective solution for CSID. It aligns with long-term sustainability goals, regulatory trends, and operational efficiency.

Compared to independent or status quo options, participation offers greater value and reduced risk.

# **Broward County Regional Alternative:**

## **Next Steps**

- **CSID**
  - Execute Interlocal Agreement and fund ~\$500K design initiative
- **Broward County**
  - Upon receiving 50% commitment from parties, County will begin to procure design services.
    - Currently **XX** out of 11 have already committed
    - Currently looking at alternative delivery methods to expedite design + construction

## **EIGHTH ORDER OF BUSINESS**

# CSID

## Project Overview

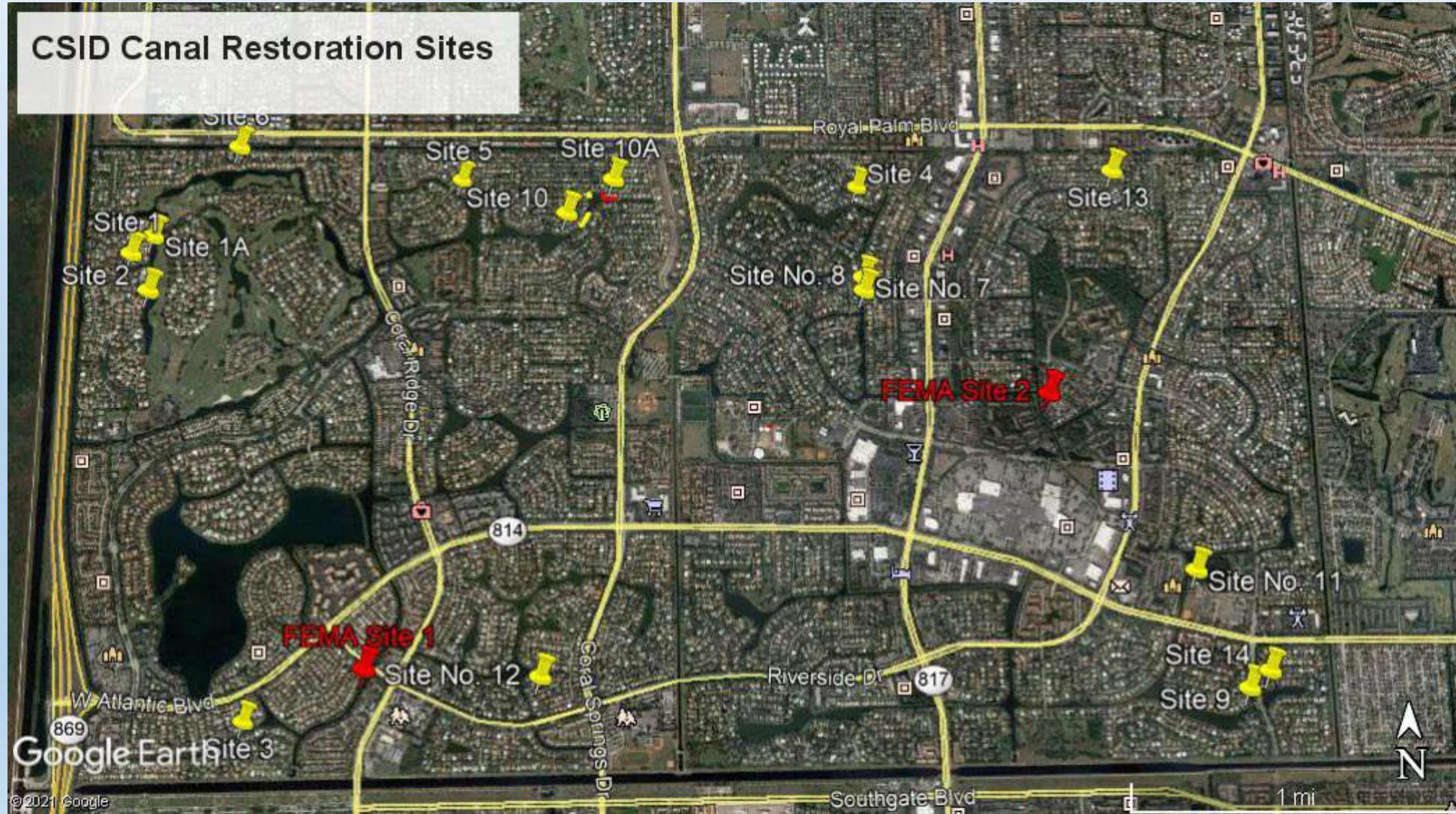
Site 18 - Canal Bank  
Restoration



January 26, 2026

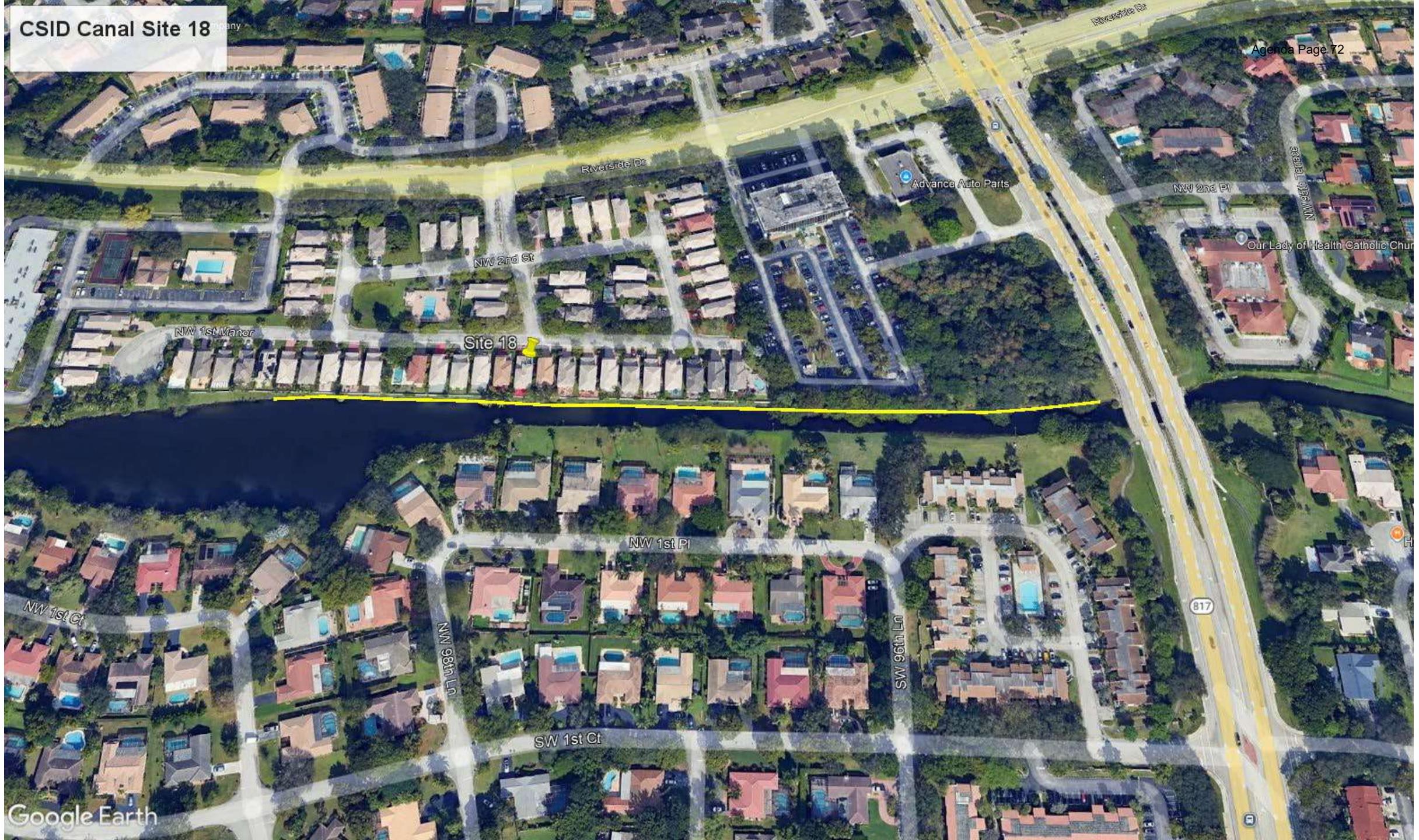


# Canal Bank Assessment / Restoration Sites



## CSID Canal Site 18

Agenda Page 72















































# CSID

## Project Overview

Site 18 - Canal Bank  
Restoration



January 26, 2026



## **NINTH ORDER OF BUSINESS**

**9A**

## **WORK AUTHORIZATION**

CSID WA #249  
Globaltech No. 151529

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires engineering services related to the America's Water Infrastructure Act (AWIA) Compliance. FIRM shall gather and develop Revised AWIA Risk Assessment and Emergency Response Plan hereinafter referred to as the "Specific Project".

### **Section 1 – Terms**

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

### **Section 2 – Scope of Work**

The FIRM shall provide the following services in accordance with the applicable section(s) of the AGREEMENT:

#### **Background**

On October 23, 2018, Congress signed into law the American's Water Infrastructure Act of 2018 (AWIA). Per Section 2013 of Title II, the AWIA requires utilities to conduct a Risk and Resilience Assessment (RRA) and

prepare an Emergency Response Plan (ERP). Upon completion of the RRA, the utility is to submit self-certification to the USEPA indicating that the RRA, in compliance with AWIA, is complete. Within six (6) months of submitting the RRA certification letter, the community water system is required to submit a self-certification to USEPA for the corresponding ERP. CSID Prepared the required documents in 2021 and is now required to submit updates to the plans.

This scope outlines the preparation of updates to the RRA and ERP for OWNER as required by the Law. These two documents are central to OWNER's compliance with the AWIA (S.3021, Law 115-270). As a utility with a service population of between 3,3001-49,999, AWIA requires that the RRA and ERP must be reviewed every five years and a recertification submitted. The deadlines for these documents are June 30, 2026, for the RRA and December 31, 2026, for the ERP.

### **Task 1 – Risk and Resilience Assessment**

Engineering services will be provided to assist CSID in updating the RRA portion of the AWIA. The RRA update shall be updated in accordance with the AWWA J100-10 guidance document (AWWA J100-10 (R13) RISK AND RESILIENCE MANAGEMENT OF WATER AND WASTEWATER SYSTEMS) in order to ensure compliance with AWIA. Specific services and assessment requirements include the following:

- Meet with CSID to review the parameters of each evaluation and determine if any revisions are needed, and to review the overall project activities and schedule.
- Review the previous “The Vulnerability Self-Assessment Tool” provided by the AWWA with CSID operators and staff to identify any areas that may need revision.

- Review the evaluation of risks to the system from malevolent acts and natural hazards in the previous RRA and determine if updates or revisions are needed. Request modifications from CSID if needed.
- Review the previous assessment of the resilience of pipes, constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, and electronic or automated systems (including the security of such systems) to determine if any revisions should be made based on new data or changes. Request modifications from CSID if needed.
- Evaluate the monitoring practices of the system as summarized in the previous RRA and determine if any revisions are needed to reflect updated procedures or practices. Request modifications from CSID if needed.
- Review the evaluation of the financial infrastructure of the system in the previous RRA submission and determine if any revisions are required. Request modifications from CSID if needed.
- Evaluate the use, storage, or handling of various chemicals by the system and determine if any revisions should be made to the assessment on the previous RRA based on changes or new requirements. Request modifications from CSID if needed.
- Review the operation and maintenance practices outlined in the previous RRA and determine if any revisions are needed to reflect current practices. Request modifications from CSID if needed.
- Identify any additional state regulatory requirements.
- Electronically submit the certification letter for the RRA.

## **Task 2 – Emergency Response Plan**

Engineering services will be provided to assist CSID in updating the ERP portion of the AWIA. The revised ERP will be specific to the CSID water system, incorporate the necessary findings from the RRA, as well as

incorporate any existing emergency response documents currently in place for CSID.

The FIRM will meet with OWNER to review the parameters of each evaluation, assess if any revisions are necessary, and discuss the overall project activities and schedule. If modifications to the ERP are needed, FIRM will provide OWNER with a request for specific information which will be incorporated into the ERP. OWNER will receive both a draft and final version of the water system ERP.

In compliance with the AWWA RRA and ERP guidelines for AWIA compliance, the ERP will comprehensively cover the following topics:

- Evaluate existing strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system. Request modifications from CSID if needed.
- Identify if there is any new equipment that may be utilized in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water, which was not specified in the previous ERP. The FIRM will also consider any plans or procedures that can be implemented for prevention and protection. Request modifications from CSID if needed.
- Address any new actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural disaster on the public health and the safety and supply of drinking water provided to the surrounding community, including the development of other source water options, relocation of water intakes and construction of flood protection barriers. Additionally, evaluate the effectiveness and implementation of the current measures. Request modifications from CSID if needed.
- Identify any additional state regulatory requirements.
- Identify and integrate local plans as needed.
- Electronically submit the certification letter for the ERP.

## Assumptions

Assumptions for the project are as follows:

- OWNER will make available all existing records and information relevant to the project as may be required to coordinate and complete this report update.
- OWNER will assist in the completion of the AWWA self-evaluation tool.
- OWNER will assist in using the AWWA Cybersecurity Guidance and Use Case Tools available free from AWWA.
- OWNER will make staff available to provide assistance in completing the RRA and ERP updates with all aspects of the utilities that are identified under the AWWA J100-10 guidance document. Staff involvement and assistance may include but is not limited to operation, maintenance, distribution, information technology, and finance.
- The ERP for the water system shall be updated from existing plans being utilized by CSID and the existing ERP. The ERP shall incorporate standards from AWWA G440-17: Emergency Preparedness Practices and WWSA M-19 and AWWA G430-14: Security Practices for Operation and Management.

## Section 3 – Location

The services to be performed by the FIRM shall be on the following site or sites: **Globaltech Office, CSID WTP and CSID Service Area.**

## Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Revised Risk and Resilience Assessment Report
- Community Water Systems RRA Certification (electronic submittal)
- Revised Emergency Response Plan
- Community Water Systems ERP Certification (electronic submittal)

## Section 5 – Time of Performance

Project will commence after execution of this Work Authorization. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Data gathering and Review	60 Days after NTP
Submit DRAFT Revised RRA Report	90 Days after NTP
OWNER Review	14 Days after Submission
Submit Final Revised RRA Report (by 5/15/2026) – Due date 6/30/26	120 Days after NTP
Submit Certification Statement Letter	120 Days after NTP
Submit Draft Revised ERP	180 Days after NTP
OWNER Review	14 Days after Submission
Submit Final Revised ERP (by 10/16/2026) – Due date – 12/31/26	210 Days after NTP
Submit Certification Statement Letter	210 Days after NTP

## Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$15,000**. Price does not include an allowance.
3. The cost for the above scope of services is a lump sum (LS). The LS is based on the materials, methods, and assumptions presented in the scope of services. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.
4. A Budget Summary for the above LS is provided in Attachment A.

## Section 7 – Application for Progress Payment

1. Not Applicable

## **Section 8 – Responsibilities**

FIRM shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which is the site of the performance of this contract, during the performance of this Work Authorization, shall be at sole risk of the FIRM.

- 8.1** The OWNER hereby designates Joe Stephens as the OWNER's representative.
- 8.2** In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:
  - Provide copies of existing information if requested by FIRM.

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. FIRM hereby designates Rick Olson as the FIRM's representative.

## **Section 9 – Insurance**

The FIRM shall provide certificate of insurance to the OWNER, setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

## **Section 10 – Level of Service**

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

## **Section 11 – Indemnification**

The FIRM shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of eight (8) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

**CORAL SPRINGS IMPROVEMENT DISTRICT**

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Signature of Witness

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Signature of President

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Printed name of Witness

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Mark Ritter

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Printed Name of President

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Date

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Approved as to form and legality

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District Counsel

**ENGINEER**

State of Florida  
County of Palm Beach

The foregoing instrument was  
acknowledged before me on this

\_\_\_\_ day of \_\_\_\_\_, 2026 by

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Signature

who is personally known to me OR  
produced \_\_\_\_\_  
as identification.

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Richard D. Olson, P.E., Vice President  
Name and Title (typed or printed)

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January 26, 2026

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Date

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Signature of Notary

## **Attachment A**

### **Compensation Summary**

## ATTACHMENT A

### Engineering Budget - AWIA Risk Assessment and Emergency Response Plan Updates

Agenda Page 107

#### Engineering Budget Summary

Task	Task Description	E7	E2	CADD	Adm 3	Adm 1	Total Labor	Expense/ Sub consul. Fee	Expense/ Subconsul.
		\$237.50	\$131.25	\$142.14	\$97.50	\$59.74			
1	Project Management	6	2		5	0			
	<b>Subtotal Task 1</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>\$ 2,175.00</b>		
2	<b>Risk and Resilience Assessment</b>								
	Project Meetings/Site Visits	2	4						
	Vulnerability Self-Assessment Tool	0	8						
	Malevolent Acts and Natural Hazard Risk	0	1						
	Physical Vulnerabilities and Resilience	0	1						
	Monitoring Practices Evaluation	0	1						
	System Financial Infrastructure Evaluation	0	1						
	Chemical Storage, Use, and Handling	0	1						
	Operations and Maintenance Evaluation	0	1						
	State Regulatory Requirements/ Compliance Evaluation	0	4						
	Preliminary Assessment Report	1	12		2	4			
	Final Assessment Report	1	4		1	1			
	Draft Certification Letter for RRA	0	2						
	<b>Subtotal Task 2</b>	<b>4</b>	<b>40</b>	<b>0</b>	<b>3</b>	<b>5</b>	<b>\$ 6,791.20</b>		
3	<b>Emergency Response Plan</b>								
	Project Meetings/Site Visits	0	4						
	Data Gathering	0	4						
	Physical and Cyber Security Resilience Evaluation	0	2						
	Procedure and Equipment Evaluation	0	2						
	Water Intake, Source Water, and Flood Protection Evaluation	0	2						
	State Regulatory Compliance Evaluation	0	4						
	Identify and Integrate Local Plans (as needed)	0	2						
	Preliminary Emergency Response Plan	1	12		2	4			
	Final Emergency Response Plan	1	4		1	2			
	<b>Subtotal Task 3</b>	<b>2</b>	<b>36</b>	<b>0</b>	<b>3</b>	<b>6</b>	<b>\$ 5,850.94</b>		
	Labor Subtotal Hours	12	78	0	11	11			
	Labor Subtotal	\$2,850	\$10,238	\$0	\$1,073	\$657	\$14,817.14		
	<b>Labor Total</b>						<b>\$ 14,817.14</b>		
	Subconsultant Labor Total							\$ -	
	Subconsultant Multiplier							1.12	
	<b>Subcontract Total</b>							<b>\$ -</b>	
	<b>Expenses</b>							\$183	
	<b>PROJECT TOTAL</b>							<b>\$ 15,000.00</b>	

**9B**

**CHANGE ORDER NO. 1**  
**WORK AUTHORIZATION 235**

No. GT-151496

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization, executed this 19th day of December 2022, authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires design-build services related to 6-inch Finished Water Line Isolation, hereinafter referred to as the "Specific Project".

**Section 1 – Terms**

No change

**Section 2 – Scope of Work**

Following the execution of WA-235, CSID Staff conducted flow tests on the fire hydrants located on the 6-inch finished water line. Tests were performed with the valves open and closed simulating the removal (isolation) of the 6-inch line that runs under the Field Maintenance Office. Results of the tests indicated that flow in the pipe (once modified) would be significantly impacted and would not meet fire flow requirements.

Change Order 1 to WA-235 revises the original scope of work. The 6-inch line that runs under the Field Maintenance Office will now be re-routed approximately 40 feet to the north. This work will be conducted prior to the demolition and

construction of a new field office and will eliminate a potential water line failure under the structure's slab.

Work outlined in the original WA-235 will be required and performed prior to relocating the 6-inch water main. In summary, the following tasks will be completed:

- Install integral collars around the 6-inch water main beyond the existing valves.
- Pour concrete thrust restraints over the collars to prevent line movement.
- Disconnect 6-inch water line between valves. Abandon water line by filling with concrete.
- Complete "loop" of 6-inch water main by installing piping beyond the footprint of the Field Maintenance Office.
- Construct new 6-inch ductile iron water main.
- A new 2-inch water service will be installed to feed the Field Maintenance Office. The water service will be finished with a 2-inch ball valve and capped above ground surface. CSID Staff will complete the service connection.
- All trenches will be backfilled, compacted and graded ready for sod (by others).

### **Task 1 – Project Coordination/Review**

No change

### **Task 2 – Engineering and Project Management**

No change

### **Task 3 – Construction of Improvements**

Relocated 6-inch water line completing the "loop" around the Field Maintenance Office.

## Assumptions

- OWNER is responsible for sidewalk restoration

## Section 3 – Location

No Change

## Section 4 – Deliverables

No Change

## Section 5 - Time of Performance

Change Order 1 changes the time of performance by:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Exploratory Excavations and utility locates	0 Days
Procurement	0 Days
Construction (SC)	8 weeks following NTP
Closeout (FC)	10 weeks following NTP

## Section 6 - Method and Amount of Compensation

Change Order 1 modifies the original contract from \$75,214.00 to \$129,725.80.

<b>Original Contract</b>	<b>\$75,214.00</b>
<b>Change Order 1</b>	<b>\$54,511.80</b>
<b>New Contract Amount</b>	<b>\$129,725.80</b>

A Budget Summary for the above lump sum fee is provided in [Attachment A](#).

## Section 7 – Application for Progress Payment

No change

## Section 8 – Responsibilities

No change

**Section 9 – Insurance**

No change

**Section 10 – Level of Service**

No change

**Section 11 – Indemnification**

No change

IN WITNESS WHEREOF, this Work Authorization, consisting of five (5) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

(SEAL)

**CORAL SPRINGS IMPROVEMENT DISTRICT**

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Printed name of Witness

Mark Ritter  
Printed name

\_\_\_\_\_  
Date

Approved as to form and legality

\_\_\_\_\_  
Printed name of Witness

\_\_\_\_\_  
District Counsel

\_\_\_\_\_  
Printed name of Witness

State of Florida  
County of Palm Beach

**ENGINEER**

The foregoing instrument was  
acknowledged before me on this

Globaltech Inc.  
Company

\_\_\_\_ day of \_\_\_\_\_, 2026 by

\_\_\_\_\_  
Signature

\_\_\_\_\_  
who is personally known to me OR  
produced \_\_\_\_\_  
as identification.

Richard D. Olson, P.E., VP of Engineering

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Name and title (typed or printed)

January 26, 2026

Date

## **Attachment A**

### **Budget Summary**



## Takeoff Worksheet

01/15/26

Coral Springs Improvement Dist  
151496 CSID 6" Finished Water Line Isolation

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
<b>Job: 151496 CSID 6" Finished Water Line Isolation</b>					
<b>Bid Item: 111 Change Order #1</b>					
		General Requirements	LS	1	4,800.00
		Sanitary	MONTH	2	984.40
		6" DI Pipe & Fittings	LS	1	15,996.50
		Installation, Flushing & Disinfection	CR-D	5	13,141.60
		Site Grading & Restoration - No Sod	CR-D	1	2,628.32
		Startup Crew	CR-D	1	2,628.32
		Punch Out Crew	CR-D	2	5,256.64
		Construction Superintendent	HR	10	1,659.50
		Construction Assistant	HR	5	402.30
		Mini Excavator	WK	1	1,807.60
		Skid Steer	WK	1	1,781.76
		Plate Compactor 5000-7000LB	WK	1	748.14
		Misc. Tools & Equipment	LS	1	615.25
		Safety	HR	6	1,493.94
		Safety Equipment	LS	1	369.15
		Equipment Fuel	GAL	25	198.38
					<b>Bid Item Totals: 54,511.80</b>
					<b>Grand Totals: 54,511.80</b>

## **TENTH ORDER OF BUSINESS**

**10A**

**Globaltech, Inc.  
CSID Engineer's Report  
January 26, 2026**

**PROJECTS UNDER CONTRACT**

**WA#177 – Portable Generator Storage Building – In Progress**

- Approved by Board – 10/20/25.
- Utility locates, site survey and geotechnical investigations completed.
- Executed subcontract with structural engineer.
- Executed purchase order for fabrication of steel building – 12/05/25.
- Began working with structural engineer to design foundation and slab modifications.
- Meeting with City of Coral Springs Planning & Zoning / Building Department – 1/26
- Building scheduled to be delivered in June 2026

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

- Approved by Board – 4/15/24.
- Engine arrived 9/03/25.
- Addressing issues with catalytic converter and vibration absorbers
- Modified roof mounts, muffler and installed catalytic converter on PS Roof
- Fabricated, installed and painted collection pan below new motor.
- Clutch anticipated to be delivered in January 2026.
- Anticipated project completion – February 2026

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

- Approved by Board – 4/21/25.
- Met with staff to locate valves – 5/28/25.
- Insertion Valves installed 12/10 – 12/15.
- Poured 10 CY concrete slabs under valves – 12/17.
- Completing surface facilities (valve boxes & pads)
- Exercising valves to ensure proper operation – 1/21/26
- Substantial completion anticipated – 1/21/26
- To start piping and valve location drawing in February

**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.
- Identified water main insufficiency for fire flow. May need to reconsider how project is being implemented. Currently repricing line movement.
- Revised cost estimate submitted to CSID 1/09/26.
- Change Order 1 to WA-235 on current agenda.
- Will schedule work coincident with Generator Storage Building – March 2026
- Anticipated completion – April 2026

**Globaltech, Inc.  
CSID Engineer's Report  
January 26, 2026**

**PROJECTS UNDER CONTRACT (Continued)**

**WA#236 – Well 6 Redevelopment – Complete**

- Approved by Board – 5/19/25.
- Well returned to service – 12/21/25
- Technical Memorandum of Redevelopment Activities submitted – 12/29/25.

**WA#238 – Site 18 Canal Bank Stabilization – Substantially Complete (See Presentation)**

- Approved by Board – 7/21/25.
- Placed topsoil and sod – completed 12/04/26.
- Re-connected all adjacent irrigation systems – week of 11/24/26.
- Submitted landscaping and pavement restoration plan to building owner – 12/05/26.
- Field activities completed – 12/23.
- Maintenance (watering of trees and sod conducted for 30 days)
- Final Completion anticipated – end of January 2026

**WA#239 – WTP Control System Upgrades – In Progress**

- Approved by Board – 7/21/25.
- Filed and recorded construction bond.
- Prepared software conversion modifications
- Conversion shutdown was completed on 11/18, and the new system was initiated while leaving the old system in place. Staff observing performance and minor adjustments made.
- Staff requested that the system be run on the secondary controller prior to decommissioning the old system.
- Decommissioning of the old system is anticipated in early February.
- New Generator panel installed 1/07/26.
- Commissioning and switch over anticipated first week of February
- Project Completion anticipated in March 2026.

**WA#240 – Tree Removal Irrigation System Coordination – Complete**

- Approved by Board – 7/21/25.
- Support program through – 12/25.

**WA#244 – Production Well 5 VFD & Flowmeter – In Progress**

- Approved by Board – 10/20/25.
- Conducted internal kick off meeting – 11/05/25.
- Preparing engineering drawings for water main and electrical improvements
- To submit fencing permit to City to initiate easement discussion – February 2026
- Anticipated project completion – November 2026

**Globaltech, Inc.  
CSID Engineer's Report  
January 26, 2026**

**PROJECTS UNDER CONTRACT (Continued)**

**WA#245 – RO Building Utility Trench Sump Improvements – In Progress**

- Approved by Board – 10/20/25.
- Conducted internal kick off meeting – 11/05/25.
- Conducted utility locates 11/14.
- Prepared engineering drawings for pipe replacement 12/05/25
- Excavated trench 12/17/25 – 1/09/26
- Installed piping and conducted pressure test – 1/14/26.
- Anticipated project completion – January 23, 2026

**WA#246 – Digester 1 Blower Replacement – In Progress**

- Approved by Board – 11/17/25.
- Conducted internal project kick-off meeting – 12/16/26.
- Preparing mechanical and electrical drawings.
- Prepared purchase order for blowers
- Anticipated blower delivery – September 2026
- Anticipated project completion – December 2026

**WA#247 – Plant F Rehabilitation – In Progress**

- Approved by Board – 11/17/25.
- Conducted internal project kick-off meeting – 12/17/26.
- Prepared subcontracts for Structural Engineer, Coatings / Corrosion Inspector, and Fabricator
- Draft Engineering drawings for hatches to be completed by 1/16/26.
- To review hatch designs and field locate hatches with staff.
- CSID Staff currently draining Plant F
- Fabricator to cut hatches into tank walls in early February.
- Estimated project completion – June 2026

**Work Authorizations Under Development**

WA#XXX – DIW Pump 404 Replacement – February Agenda

WA#XXX – ERP and R&R Update – On current agenda

WA#XXX – 0.75 MG Ground Storage Tank Replacement – February Agenda

**Other Issues**

- Atlantic Boulevard Pavement Restoration
  - MOT issued by Broward County – 12/29/25.
  - Final mil- and resurface will occur overnight 1/26-27/26 .
  - Lane makings will be applied one week following paving.
- Riverside Drive Pavement Issues
  - Received estimate for road repair from 3D Paving.
  - Entered into a discussion with Broward County
  - Preparing a work permit and maintenance of traffic plan for Broward County
  - Review period estimated to be 8 weeks



**10B**



## Coral Springs Improvement District

### Kimley-Horn and Associates, Inc. Engineer's Report January 26th, 2026

#### Projects Under Contract

##### **Work Authorization #241 – CSID PFAS Study**

NTP – 7/23/2025

- Evaluating capital and operational cost for alternative technologies
- Evaluated corrosion potential and chemical consumption
- Continuing developing technical memorandum report
- Draft Report submission expected 2/15/2026

##### **Work Authorization #242 – CSID Stormwater Model Update and Interconnect Feasibility Study**

NTP – 8/16/2025

- Evaluated level of service during 10-yr, 100-yr, 500-yr storm event modeling scenarios
- Evaluated impacts of interconnect as a gravity interconnect and as a pumped alternative
- Evaluated impacts of W-10 improvement
- Prepared alternative improvements cost estimates
- Evaluated permitting pathway
- Draft Report submission expected 1/20/2026

##### **Work Authorization #243 – CSID Biosolids Study**

NTP – 9/15/2025

- Summarized regulatory environment related to Biosolids
- Finalized process optimization modeling
- Provided legal recommendations for Broward County Interlocal Agreement
- Finalized capital and operational cost for alternatives
- Evaluated Biosolids hauling market trends and identified risks
- Report submission expected 1/20/2026
- Prepared summary presentation for January Board meeting

##### **Work Authorization #248 – Pretreatment System Evaluation**

NTP – 12/22/2025

- Set up raw water + sand analysis laboratory testing protocol
- Begin data gathering of alternative equipment manufacturers

**Work Authorizations under Development**

- N/A