

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, February 23, 2026 at 3:00 p.m. at the District Offices, 10300 NW 11th 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:

David McIntosh	District Manager/Executive Director
Seth Behn	District Attorney
Rick Olson	District Engineer
Joe Stephens	Director of Utilities (Via Teams)
Sue Beyer	Director of Finance and Accounting
Glen Hanks	Director of Engineering
Jimmy Harness	Director of Human Resources
Danielle Keira-Cancel	Procurement Manager
Shawn Frankenhauser	Stormwater Department
Kingston Maloi	Field Department
Christian McShea	Water Department
Nick 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
Mark Darmanin	Broward County (Via Teams)
Curt Tiefenbrun	Resident

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

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Tiefenbrun clarified comments he made a few meetings prior regarding the Executive Director position. He thinks the District, as well as the City, are the best examples of government he has seen, and he did not mean his comments in any disparaging way.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 13, 2026 Workshop and January 26, 2026 Regular Meeting

On Motion by Mr. Groenevelt seconded by Mr. Ritter with all in favor the minutes of the January 13, 2026 workshop and January 26, 2026 regular meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Financials for January 2026

On Motion by Mr. Kraus seconded by Mr. Ritter with all in favor the financials for January 2026 were accepted as presented.

FIFTH ORDER OF BUSINESS

Staff Requests Board Ratification of the Sole Source Purchase of Pump from Carter & VerPlanck for the Water Plant Transfer Station (*This pump is an in-kind replacement and has a very long lead time for manufacturing*)

Mr. Stephens explained one of the three pumps at the transfer pump station is down. They ordered a new pump because of the long 34-week lead time.

On Motion by Mr. Ritter seconded by Mr. McEwan with all in favor the sole source purchase of a pump from Carter & VerPlanck at a total cost of \$99,236 was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Interlocal Agreement with Broward County for the Purpose of Jointly Funding a Design for a Regional Biosolids Management Facility

Mr. Stephens reviewed the interlocal agreement:

- He introduced Mr. Darmanin, Director of Water and Wastewater at Broward County. He is leading this endeavor.

- Mr. Stephens negotiated with Mr. Darmanin on some of the terms of the interlocal agreement; specifically, the solid percent requirement. The way it read was that the District could not have lower than thirteen percent on a daily average and lower than fifteen percent on a weekly average. The District is bringing three trailers a week. He asked Mr. Darmanin if they could do a thirteen percent average across four trailers and fifteen percent across ten trailers, which he agreed to.

On Motion by Mr. Ritter seconded by Mr. McEwan with all in favor the Interlocal Agreement with Broward County for the purpose of jointly funding a design for a regional biosolids management facility was approved.

SEVENTH ORDER OF BUSINESS

Discussion/Acceptance of Negotiated Salary for Executive Director

The following was discussed:

- Mr. Groenevelt had conversations with Mr. Harness and Mr. McIntosh. They looked at similar positions in other districts and municipalities to make a salary comparison. The average range is between 10% to 15% above the current salary. He is leaning towards 15%.
- Mr. Ritter asked if they had comparisons with districts the same size as this one. Mr. Groenevelt responded it is more of an apple to oranges comparison.
- Board discussion ensued regarding the percentage increase.

On Motion by Mr. Kraus seconded by Mr. McEwan with all in favor the Executive Director Salary was set at 15% higher than the current salary due to new responsibilities.

- Discussion ensued on whether the increase is effective as of today's date or January 1, 2026. Mr. Behn does not think they can offer compensation for work already performed. It would have to be as of the date of this meeting.

On Motion by Mr. Ritter seconded by Mr. McEwan with all in favor the increase will go into effect as of February 23, 2026.

EIGHTH ORDER OF BUSINESS

Consideration of Work Authorization #250 for Administrative Building Office Renovations at a Total Cost of \$69,275

Mr. Olson reviewed the work associated with Work Authorization #250. This is for three offices on the second floor of the administrative building.

On Motion by Mr. Ritter seconded by Mr. Kraus with all in favor Work Authorization #250 at a total cost of \$69,275 was approved.

NINTH 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 #177 – They are modifying the ventilation in the building so up to two portable generators can be operated in that building with human occupation.
- WA #226 – The engine has been installed. They are waiting for electrical connections as well as sensors for air quality.
- WA #234 – This project was completed in December, and they tested the valves in January. One valve installed in 2021 failed and water bypassed it. Recommendations were made that the valve be exercised.
- WA #239 – They just finished the generator portion of the project today. The next step is decommissioning the old system.
- WA #244 – The mechanical design is complete. The electrical design is about 65%. A plan will be submitted in the next two weeks to the City Building Department for the fence modification.
- WA #246 – The 60% design was submitted last week, and he reviewed it with staff. The blowers have been ordered. They are waiting for the submittals for the new blowers.

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 – It is in quality control review. The draft report will be submitted to staff February 27, 2026. The next step is the pilot testing phase of improvements.
- WA #242 – They had a review meeting a couple of weeks ago with staff to go over the report and are addressing comments.
- WA #243 – They are doing an optimization of the wastewater treatment plant. Mr. Hosein’s team has been helping with some sampling, which will help them confirm some parameters for the biological model.
- WA #248 – They collected samples in early January, and he just received the results. They are working with different vendors to come up with recommended solutions based on the water quality and the sand.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Manager/Executive Director – David McIntosh

Mr. McIntosh reported the following:

- He updated the Board on recent positive feedback received regarding Mr. Stephens, as well as Mr. Frankenhauser and his team.
- The FASD conference is coming up from June 8, 2026, to June 11, 2026. More information will go out next week to the Board.
- Mr. Nicholson submitted a public records request, which District Counsel assisted with.

B. Department Reports

• **Utilities Update – Joe Stephens**

Mr. Stephens reported the following:

- He credited the compliment from the Department of Agriculture on the grant to Mr. Selvon who was instrumental in obtaining the grant.
- The latest newsletter is being worked on.
- Phase 2 funding for hardening of six buildings is anticipated to begin in April. There is a tight schedule because the funding will no longer be available after October 2027. They want to know if the District can complete the project in that timeframe. He is working with Ms. Kiera-Cancel, Mr. McIntosh and the rest of the team to get the bid package ready. Florida Department of Emergency

Management said the District can start the bid process but cannot award a bid until the District receives a contract for funding. This will all come back to the Board for approval.

- He thanked the Board for approving the Interlocal Agreement with the County.
- Coral Springs police and the emergency department will come on site to familiarize themselves with the facility in case of an emergency.

- **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. Phase 1 of the new meter pilot program started. Mr. McEwan asked if the online/phone portion of the transaction breakdown is automated. Mr. Klein responded yes.

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

Mr. McShea reviewed his report; a copy of which is attached hereto as part of the public record. Well #8 has been soaking over the weekend and will be flushed out tomorrow morning.

- **Wastewater – Nick 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. His staff is cleaning up a lot of iguanas and fish because of the cold weather. Canal elevations since January were recorded at .75 inches. Mr. Ritter asked where the next canal restoration site is located. Mr. Frankenhauser reviewed it on the map.

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

Mr. Maloi reviewed his report; a copy of which is attached hereto as part of the public record. Two fire hydrants from 1978 had to be extended. A waterline broke because of the cold weather on Ramblewood Drive and Riverside Drive and it was repaired.

- **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 is waiting on parts for the south blower generator. He reached out to e-Maintenance regarding their program and will schedule to have them come on site.

- **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. A contract has not yet been awarded for project filters for potable water. She continues to monitor and expects to have it on the March agenda. The RFP for the water plant bulk chemical bids will be released Thursday, February 26, 2026.

- **Finance and Accounting – Sue Beyer**

Ms. Beyer reported the auditors expect to complete the Fiscal Year 2025 audit for the March meeting agenda.

- **Human Resources – Jimmy Harness**

Mr. Harness reported the following:

- A quarterly meeting was held with SageView and Empowerment.
- A quarterly safety meeting was held, and he is working with Mr. Frankenhauser to coordinate emergency first aid and CPR training for employees.
- Finalizing interviews for the open position.
- Mr. Mesones from the Water Department recently acquired his Class A license.
- Mr. McIntosh noted Mr. Harness sent an email regarding the current insurance provider network status regarding out-of-network hospitals.

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

Mr. Hanks reported the following:

- An abundance of fiberoptic bore projects continue to come in.
- Progress has been made on the nano plant access road.
- He received the final surveys for the next round of permanent generators.
- Chick-fil-A is open. They are addressing some punch list items.

- **District Clerk – Sandra Demarco**

Ms. Demarco reviewed her report; a copy of which is attached hereto as part of the public record. She reported 9 additional work orders were issued since the report was

sent out. She will also be providing a brief training presentation on public records at the next staff meeting and will then send out a memorandum to all District Staff and the Board.

• **Motion to Accept Department Reports**

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

C. Attorney

Mr. Behn reported the following:

- They received communication regarding the PFAS settlement payout. The District should receive \$2.5 Million of the \$4.2 Million awarded, in the next two to three weeks.
- Mr. Nicholson submitted a public records request and was provided with the responsive records the District has.
- FASD conference begins on June 8, 2026; however, the ethics training he will be providing will be held on June 7, 2026.
- Legislative session is wrapping up. There has not been much traction on the proposed special districts bills.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests/Comments

- Mr. Groenevelt stated the meter installation at his house was great.
- Mr. Ritter noted the next newsletter has a lot of detail on biosolids and PFAS, and the actions the District is taking. It is important for the residents to know the District is trying to stay ahead of those in the most cost-effective manner. He appreciates Kimley-Horn and staff's work on both projects.

THIRTEENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On Motion by Mr. Groenevelt seconded by Mr. Ritter with all in favor the meeting adjourned at 4:22 p.m.



David McIntosh
Assistant Secretary



Mark Ritter
President