

**MINUTES OF MEETING
CORAL SPRINGS IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held on Monday, September 15, 2014 at 4:00 p.m. at the District Office, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Theodore Mena	Vice President

Also present were:

Kenneth Cassel	District Manager
Andrew Bauman	District Counsel
Dan Daly	Director of Operations
Kay Holmes	District Accountant
Troy Lyn	District Engineer
Rick Olson	Globaltech
David McIntosh	Director of Utilities
Ed Stover	Water Department
Mark Nealon	Wastewater Department
Randy Frederick	Drainage
Shawn Frankenhauser	Drainage
Steve Seigfried	Field Superintendent
John McKune	Consultant
John Brekka	Resident

The following is a summary of the minutes and actions taken during the September 15, 2014 CSID Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the August 18, 2014 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the August 18, 2014 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the minutes of the August 18, 2014 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Bids

A. Boring Drill Purchase

Mr. Cassel reviewed the bid tabulation and indicated staff recommends awarding the bid to the lowest responsive bidder, TT Technologies, in the amount of \$4,950.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the bid for a Grundomat boring tool was awarded to TT Technologies in the amount of \$4,950.

B. Canal Bank Erosion of Small Area

The bids submitted for repairing canal bank erosion were too high and staff requested the bids be rejected.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the bids for canal bank erosion repair were rejected.

C. Chemical Bid

Mr. Cassel reviewed the bid tabulation for chemical bids.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the chemical bids were awarded, as recommended by staff, to the lowest bidders indicated on the bid tabulation sheet.

THIRD ORDER OF BUSINESS

Audience Comments

A. Mr. and Mrs. Epstein

The above listed residents were not in attendance.

B. Mr. John Brekka

Mr. Brekka addressed the Board regarding the pipes and infrastructures in Ramblewood.

- He feels the amount of patches on the streets resulting from pipe repairs is indicative of issues with the supply lines, which might need to be replaced.
- He does not think there is a well-defined plan to replace aging infrastructure.
- He encouraged the District to set aside reserves and develop a plan.
- He does not have complaints with the services being provided, but the patches in the streets look bad.
- Mr. Shank stated the District is working on relining the sewer system, but the waterlines need to be replaced.

- Mr. Shank would like to coordinate with DOT and the City to replace the lines when they are doing major work on the streets.
- Mr. Mena asked what types of pipes are under the streets. Mr. Cassel responded polypipe waterlines. The main lines are fine, but the service lines are having issues.
- Mr. Daly stated the District has always and will always have reserves for special projects.
- Staff will look into replacement of waterlines.

FIFTH ORDER OF BUSINESS

Consideration of Work Authorization #94 for Design Build Services Related to the Comprehensive Well Reliability Evaluation for a Total Cost of \$59,090

Mr. Lyn reviewed Work Authorization #94 for design build services related to comprehensive well reliability evaluation as discussed at the well workshop for a total cost of \$59,090.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #94 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Work Authorization #95 for Design Build Services Related to the Raw Water Main at the Coral Springs Drive Bridge for a Total Cost of \$54,766.59

Mr. Lyn reviewed Work Authorization #95 for design build services related to the raw water main located at the Coral Springs Drive Bridge. The total cost of this work authorization is \$54,766.59.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #95 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

- **Proposed Meeting Schedule for Fiscal Year 2015**

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the meeting schedule for Fiscal Year 2015 was approved as presented.

Mr. Cassel reported discussions are still taking place with CH2M Hill over one sentence in the settlement agreement.

B. Engineer – Troy Lyn (Report Included)

Mr. Lyn reviewed the Project Status Report, a copy of which is attached hereto and made a part of the public record.

- Rehabilitation of Well #11 will begin this week.
- The diesel fuel tank will arrive on September 17, 2014.
- Mr. Olson reviewed a memorandum regarding FDEP Section 319 grant, a copy of which is attached hereto and made a part of the public record.

C. Department Reports

- **Operations – Dan Daly**

- **Utility Billing Work Orders**

The above item is for informational purposes only.

- Mr. Daly reported on water main breaks.
- Mr. McIntosh is working on policies and procedures to address water breaks.
- One of the breaks was caused by FPL.
- The other break is a result of a structure being placed over the District's pipe. Mr. Cassel is discussing this issue with the County.

- **Water – Ed Stover**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Sewer – Tim Martin**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Stormwater – Randy Frederick**

A copy of the report was included in the agenda package and is attached hereto as part of the public record.

- **Field – Stephen Seigfried**

There being nothing additional to report, the next item followed.

- **Human Resources – Jan Zilmer**

There being no report, the next item followed.

- **Motion to Accept Department Reports**

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the department reports were accepted.

D. Attorney

There being no report, the next item followed.

EIGHTH ORDER OF BUSINESS

Approval of Financial Statements for August 2014

The Board reviewed the financials.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the financials were approved.

NINTH ORDER OF BUSINESS

Supervisors' Request

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the meeting was adjourned.



Kenneth Cassel
Assistant Secretary



Martin Shank
President