

**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, November 17, 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
Duane Holland	Secretary

Also present were:

Kenneth Cassel	District Manager
William Capko	District Counsel
Dan Daly	Director of Operations
Kay Holmes	District Accountant
Troy Lyn	District Engineer
Jan Zilmer	Human Resources
David McIntosh	Director of Utilities
Ed Stover	Water Department
Joe Stephens	Water Department
Alvan Jones	Water Department
Tim Martin	Wastewater Department
Randy Frederick	Drainage
Steve Seigfried	Field Superintendent
John McKune	Consultant
Rick Olsen	Globaltech
Tyler Davis	Globaltech

The following is a summary of the minutes and actions taken during the November 17, 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 October 20, 2014 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the October 20, 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 October 20, 2014 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

FOURTH ORDER OF BUSINESS

Work Authorizations

A. Work Authorization #100 for WTP and MF Acid Pump Replacement

Mr. Lyn reviewed the work authorization, which is for the purchase of two new pumps and to make modifications inside the existing skids. The total cost of the work authorization is \$12,667.60.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor Work Authorization #100 was approved.

B. Work Authorization #101 for Wells #4 & #7 Construction

The Board reviewed Work Authorization #101 for the purchase of two new wells to replace Wells #4 and #7 at a total cost of \$970,640.61.

On MOTION by Mr. Shank seconded by Mr. Holland with all in favor an amount of \$450,000 was approved to begin the well drilling portion of the project associated with Work Authorization #101.

C. Work Authorization #102 for Restoration of Canal Banks #1 through #5

Mr. Olsen reviewed Work Authorization #102 for the canal bank restoration project in the amount of \$2,460,221.77.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #102 was approved.

Mr. Olsen reviewed the project schedule. Work will commence February 23, 2015 on three sites. They are unable to get on the golf course site until May 1, 2015. Mr. Mena suggested contacting the Coral Springs Forum to write an article about the project.

FIFTH ORDER OF BUSINESS

Consideration of Budget Amendments for Fiscal Year 2014

A. Resolution 2015-1, Amending the General Fund Budget

Ms. Holmes reviewed Resolution 2015-1, which reappropriates revenues and expenditures for the Fiscal Year 2014 general fund budget.

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor Resolution 2015-1 was adopted.

B. Resolution 2015-2, Amending the W&S Fund budget

Ms. Holmes reviewed Resolution 2015-2, which reappropriates revenues and expenditures for the Fiscal Year 2014 water and sewer budget.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor Resolution 2015-2 was adopted.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

• Update on Riverside Drive and Atlantic Boulevard

Mr. Cassel reported he met with the County. The County is working on the intersection. Modifications are being made to the pipe. The County is doing all the work and they expect to have everything completed and the road repaved before Thanksgiving Day. The District will pay for its portion of the pipe, but all other costs will be paid by the County. The District is also requesting they submit plans for a stormwater permit because they are modifying the drainage structure.

**• Consideration of Sponsorship for the City of Coral Springs
Martin Luther King, Jr. Celebration**

Mr. Capko advised the Board that this type of event does not have anything to do with the responsibilities and duties of the District. It may lead to an Auditor General comment about using public funds for events not associated with the District directly.

No action was taken by the Board.

**• Contract Renewal with Philips & Jordan for Disaster
Debris Removal**

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the contract renewal with Philips & Jordan was approved.

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. There was a presentation on *Raw Water Quality Fouling of Sand Strainers/Cartridge Filters*.

C. Department Reports

- **Operations – Dan Daly**

- **Utility Billing Work Orders**

The above item is for informational purposes only. Mr. Daly reported NSID is working on converting utility billing data so they can do their own billing.

- **Water – Ed Stover (Report Included)**

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

- **Sewer – Tim Martin (Report Included)**

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

- **Stormwater – Randy Frederick (Report Included)**

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

- **Field – Stephen Seigfried (Report Included)**

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

- **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. Holland with all in favor the department reports were accepted.

D. Attorney

Mr. Capko reported the Governor will likely change his Chief of Staff, which may help with local legislation. He noted Commissioner Daley spoke about wanting more oversight and pursuing legislation to accomplish that. The deadline for filing a local bill was today, but they extended it until the end of the week for the District in case the Board wants to pursue any bills. Senator Ring is currently the Legislative Delegation Chairman for Broward County.

SEVENTH ORDER OF BUSINESS

**Approval of Financial Statements for
October 2014**

Ms. Holmes reviewed the financials.

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

EIGHTH ORDER OF BUSINESS

Supervisors' Request

There not being any, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Martin Shank
President