

**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, March 21, 2016 at 4:05 p.m. at the District Office, 10300 NW 11th Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Duane Holland	Vice President
Nick St. Cavish	Secretary

Also present were:

Kenneth Cassel	District Manager
William Capko	District Counsel
Dan Daly	Director of Operations
Troy Lynn	District Engineer
Rick Olsen	Globaltech
David McIntosh	Director of Utilities
Kay Holmes	District Accountant
Joe Stephens	Water Department
Curt Dwiggin	Field Superintendent
Tim Martin	Wastewater Department
Randy Frederick	Drainage Department
John McKune	District Consultant
Rhonda Mossing	MBS Capital Markets, LLC

The following is a summary of the minutes and actions taken during the March 21, 2016 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 February 22, 2016 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the February 22, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the minutes of the February 22, 2016 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Presentation by MBS Capital Markets, LLC – Rhonda Mossing

Ms. Mossing provided the Board with a presentation of the District’s outstanding bonds and possible refunding options. A copy of the presentation is attached hereto and made a part of the public record.

Ms. Mossing will proceed by looking into private placement refunding and come back to the Board with a recommendation.

FIFTH ORDER OF BUSINESS

Consideration of Contract with Trio Development Corporation for Lift Station #20 Repairs, Piggybacking Off of Broward County Contract

This item was tabled.

SIXTH ORDER OF BUSINESS

Consideration of Bids for GF 2016-03 – Pump Conversion

Mr. Frederick reviewed the only bid submitted, which is from FPI Pumps, Inc.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the pump conversion bid GF-2016-03 was awarded to FPI Pumps, Inc. for a total cost not to exceed \$49,868.

SEVENTH ORDER OF BUSINESS

Consideration of Work Authorizations

- A. Work Authorization #102.3 for Canal Bank Stabilization for a Total Decrease of \$93,633.08**

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Work Authorization #102.3 was approved.

- B. Work Authorization #113 for Restoration of Canal Banks at Site 1A for a Total Cost of \$1,316,747**

Mr. Olsen reviewed work associated with Work Authorization #113 for a total cost of \$1,316,747.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Work Authorization #113 was approved.

C. Work Authorization #101.1 for Wells 4&7 Construction at a Decrease of \$6,694.20

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Work Authorization #101.1 was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Continuation of GIS Consulting Services with Florida Technical Consultants

Mr. Daly reviewed the continuation contract with Florida Technical Consultants for GIS consulting services at a total cost of \$3,840.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the continuation contract with Florida Technical Consultants for GIS consulting services at a cost of \$3,840 was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reminded the Board of the workshop scheduled for March 22, 2016 at 9:00 a.m. to review revisions to the Permit Criteria Manual. He also reported each Department Head will provide a cover memorandum for agenda items to be considered by the Board going forward.

B. Engineer – Troy Lyn (Report Included)

- Discussion of Site 1A Contractor Proposals
- Consideration of Job Estimate for High Service Pump #6

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

- The frame for High Service Pump #6 is in poor condition and unusable. A job estimate was provided for a new frame at a total cost of \$7,894.77.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the job estimate for a new frame for High Service Pump #6 was approved at a total cost of \$7,894.77.

- Mr. Olsen reported he met with the three property owners impacted by the erosion at Site #9. The field work, including the survey and geotechnical investigation were completed. The dive inspection will be conducted tomorrow morning.
- Mr. Daly discussed the reuse report.

C. Department Reports

- **Operations – Dan Daly**
 - **Utility Billing Work Orders**

This item is for informational purposes only.

- **Utilities Update (David McIntosh)**

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

- **Water – Joe Stephens (Report Included)**

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

- **Wastewater – 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 – Curt Dwiggin (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 nothing to report, the next item followed.

- **Motion to Accept Department Reports**

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the department reports were accepted.

D. Attorney

Mr. Capko reported the following:

- Senate Bill 516, which would have been detrimental to special districts, did not make it to the House Floor or Senate Floor.
- House Bill 479 passed. It revises some of the website requirements. He will provide a memorandum to the Board and staff.
- House Bill 273 passed. It requires vendors and contractors to include specific language in their contracts with the name of the public record custodian.
- He contacted the City Attorney the end of last week regarding the settlement agreement and check that had not been received by the District. Mr. Hearn assured the agreement and check was being mailed out directly to Mr. Capko.
- Mr. Shank requested District Counsel write something explaining what authority the City has over the District.

TENTH ORDER OF BUSINESS

Approval of Financial Statements for February 2016

Ms. Holmes reviewed the financial statements.

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

ELEVENTH ORDER OF BUSINESS

Supervisors' Request

Mr. Shank discussed the following:

- He provided Mr. Daly information regarding a butterfly garden. Mr. Daly indicated Mr. Dwiggin is working on obtaining quotes.
- He provided an overview of meetings he had with Mayor Campbell, City Manager Dönmez, Commissioner Carter and Vice Mayor Daley. Mr. Dönmez prefers the District contact Mr. Rich Michaud, Director of Public Works, directly.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the meeting adjourned.



Kenneth Cassel
Assistant Secretary



Martin Shank
President