

**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, October 20, 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
Shawn Frankenhauser	Drainage
Steve Seigfried	Field Superintendent
John McKune	Consultant
Glen Hanks	Glen Hanks Consulting Engineers

The following is a summary of the minutes and actions taken during the October 20, 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 September 15, 2014 Meeting

Mr. Shank stated each Board member received a copy of the minutes of the September 15, 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 September 15, 2014 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

There not being any, the next item followed.

FOURTH ORDER OF BUSINESS

Consideration of Bids

A. Purchase of Light/Medium Duty Dump Trailer

The Board reviewed the bids.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the bid for purchase of a light/medium duty dump trailer was awarded to Big Tex Trailers in the amount of \$4,270.

B. Pump Station #1 Bank Restoration Services (Placeholder)

The Board reviewed the bids.

On MOTION by Mr. Holland seconded by Mr. Mena with Mr. Holland and Mr. Mena voting aye and Mr. Shank voting nay the bid for Pump Station #1 bank restoration services was awarded to LCCI Construction in the amount of \$70,500.

C. Canal Bank Right-of-Way Repairs (Placeholder)

The Board reviewed the bids.

On MOTION by Mr. Holland seconded by Mr. Shank with Mr. Holland and Mr. Shank voting aye and Mr. Mena voting nay the bid for canal bank right-of-way repairs was awarded to LCCI Construction for \$16,500.

D. Fence Replacement for Pump Station #2

The Board reviewed the bids.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the bid for fence replacement was awarded to NDR Maintenance Services at a cost of \$7,566.

FIFTH ORDER OF BUSINESS

Consideration of Work Authorizations

A. Work Authorization #89.1 Amendment to Work Authorization #89 for a Total Reduction of \$5,000

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor Work Authorization #89.1 was approved.

B. Work Authorization #90.1 Amendment to Work Authorization #90 for a Total Reduction of \$2,000

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #90.1 was approved.

C. Work Authorization #96 for Design Build Services Related to the WWTP Capacity Analysis

Mr. Lyn reviewed Work Authorization #96 for design build services related to the WWTP capacity analysis at a cost of \$11,650.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #96 was approved.

D. Work Authorization #97 for Design Build Services Related to Well #5 Flow Meter Replacement

Mr. Lyn reviewed Work Authorization #97 for design build services related to the Well #5 flow meter replacement at a cost of \$16,676.68.

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor Work Authorization #97 was approved.

E. Work Authorization #98 for Stormwater Site Development

Mr. Lyn reviewed Work Authorization #98 for updating the permit criteria manual at a cost of \$38,612.

There was discussion regarding County work at Atlantic Boulevard and Riverside Drive, which was never brought to the District for review and permitting. Mr. Mena suggested staff contact the new Assistant County Manager, Rob Hernandez.

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor Work Authorization #98 was approved.

F. Work Authorization #99 for WWTP DIW Effluent Pumps 2 & 3 Modification

Mr. McIntosh reviewed Work Authorization #99 for deep well pump modifications at a cost of \$125,115.72.

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor Work Authorization #99 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

• **Consideration of Interlocal Agreement for NatureScape Services**

Mr. Daly reviewed the Interlocal agreement with the County for NatureScape services. The five year cost is \$23,413. Mr. Daly noted the County has made the District’s consumption use permit dependent upon this agreement.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the Board authorized entering into the Interlocal agreement for NatureScape services.

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.

- The above ground diesel fuel tank has been installed.
- Two subcontractors submitted quotes for the canal bank stabilization project. A work authorization will be presented to the Board at the next meeting.
- There will be a presentation at the next meeting on their findings of the Raw Water Quality Fouling of Sand Strainer/Cartridge Filter evaluation.
- Wells #4 & #7 are going through the permitting processing. They are waiting for the City of Coral Springs to approve the easements.
- There was discussion on rehabilitation of wells.

C. Department Reports

• **Operations – Dan Daly**

➤ **Utility Billing Work Orders**

The above item is for informational purposes only.

- Mr. Daly reported the City reported they will have funds in 2016 to redo the streets.
- Staff will identify the areas with most water breaks and pipes will be replaced.

• **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**

There being no report, the next item followed.

- **Field – Stephen Seigfried (Water Breaks Report and Report Included)**

Copies of the reports were included in the agenda package and are attached hereto as part of the public record.

- **Human Resources – Jan Zilmer**

Mr. Zilmer reported the Holiday Party will be held on December 23, 2014 at the Outback Steakhouse.

- **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

There being no report, the next item followed.

SEVENTH ORDER OF BUSINESS

**Approval of Financial Statements for
September 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

The following comments were made:

- Mr. Mena stated he is pleased with how fast staff addressed the issue with the backflow preventer hit by a vehicle at BJs Restaurant.
- Mr. Holland commented on how happy he is to be a part of CSID. He complimented Mr. Daly on his work.
- Mr. Shank thanked everyone for their hard work.

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