

**MINUTES OF MEETING  
CORAL SPRINGS  
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, October 21, 2019 at 4:00 p.m. at the District Office, located at 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Dr. Martin Shank	President
Len Okyn	Secretary

Also present were:

Kenneth Cassel	District Manager
Terry Lewis	District Counsel
Dan Daly	Director of Operations
David McIntosh	Director of Utilities
Marta Rubio	District Accountant
Jan Zilmer	Human Resources
Rick Olson	District Engineer
Curt Dwiggin	Field Department
Joe Stephens	Water Department
Tom Kedriewski	Wastewater Department
Shawn Frankenhauser	Stormwater Department
Pedro Vasquez	Maintenance Department
Ben Iaderosa	Resident
Daisy Iaderosa	Resident
Mike Morrison	Morrison Contractors, Inc.

***The following is a summary of the discussions and actions taken at the October 21, 2019 Coral Springs Improvement District's Board of Supervisors Meeting.***

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the September 16, 2019 Meeting**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the minutes of the September 16, 2019 meeting were approved.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

Mr. Ben Iaderosa introduced his architect, Mr. Mike Morrison and addressed the Board regarding options to install a structure within the District’s right-of-way.

- They proposed building a platform along the shoreline that the boat can be tied to.
- The boat would be parallel to the platform so it would only extend 16 feet into the canal instead of 22 feet.
- Dr. Shank asked about the possibility of having something along the canal wall with steps and a handrail or something that is moveable. Mr. Iaderosa responded the canal wall would only work when the waterline is up to the shoreline.
- Mr. Lewis provided an overview of the purpose and usage of the District’s canals. Discussion ensued regarding the District’s dock policy, which will be revisited at the next meeting.

**FOURTH ORDER OF BUSINESS**

**Approval of Financial Statements for September 2019**

The Board reviewed the financial statements for September 2019.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the September 2019 financials were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Grant Agreement with the Florida Department of Emergency Management and Resolution 2020-1, Authorizing the Board President to Execute the Agreement**

- Mr. McIntosh stated the District applied and was awarded a grant in the amount of \$194,000 for repairs to the pump station hurricane hardening program.

- Mr. Olson stated the District was ranked number 9 out of 30 applicants being awarded.
- Dr. Shank suggested starting the application process for next year now. Mr. Olson indicated they are looking into another grant as well, which is for a larger amount of funds.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the grant agreement with Florida Department of Emergency Management was approved and Resolution 2020-1, authorizing the Board President to execute, was adopted.

**SIXTH ORDER OF BUSINESS**

**Consideration of Repairs to Lift Station #4 by Trio Development for a Total Cost of \$159,326.52, Piggybacking Off of the Broward County Contract**

Mr. Dwiggins presented this item for the Board’s review and approval.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor repairs to Lift Station #4 by Trio Development was approved at a total cost of \$159,326.52.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Purchase of Aquatic Chemicals for FY 2019/2020 in the Amount of \$120,540 to the Entities as Listed in the Bid Tabulation**

Mr. Frankenhauser presented this item for the Board’s review and approval.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the aquatic chemical bids were awarded as outlined in the bid tabulation for a cost not to exceed \$120,540.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Increased Funding for Previously Authorized Emergency Work**

**A. Increase of \$13,949.76 for Emergency Installation of HSP System**

Mr. Olson provided an overview of the work associated with the emergency installation of the HSP system.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the increase of \$13,949.76 for emergency installation of the HSP system was approved.

**B. Increase of \$24,229.74 for Automatic Transfer Switch Evaluation and Installation**

Mr. Olson provided an overview of the work associated with the increase.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the increase of \$24,229.74 for automatic transfer switch evaluation and installation was approved.

**NINTH ORDER OF BUSINESS** **Consideration of Work Authorizations**

**A. Amendment #1 to Work Authorization #140 for DIW Dual Zone Monitor Well 4 Construction for a Decrease of \$40,000.36**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Amendment #1 to Work Authorization #140 for a decrease of \$40,000.36 was approved.

**B. Amendment #1 to Work Authorization #143 for Site 12 Canal Bank Stabilization Design and Construction for a Decrease of \$15,151.36**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Amendment #1 to Work Authorization #143 for a decrease of \$15,151.36 was approved.

**C. Amendment #2 to Work Authorization #156 for Production Well 8 Re-Development for a Decrease of \$4,312.50**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Amendment #2 to Work Authorization #156 for a decrease of \$4,312.50 was approved.

**D. Amendment #1 to Work Authorization #160 for Monitor Well 3 Submersible Pump Replacement for a Decrease of \$1,292.93**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Amendment #1 to Work Authorization #160 for a decrease of \$1,292.93 was approved.

**E. Work Authorization #159 for Improvements to HSP 7 Engine for a Total Cost of \$253,628**

Mr. Stephens and Mr. Olson reviewed the work associated with Work Authorization #159.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Work Authorization #159 for a total cost of \$253,628 was approved.

**F. Work Authorization #165 for Site 13 Canal Bank Restoration for a Total Cost of \$45,457**

Dr. Shank wants to confirm the District does not pay for something the City is responsible for.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Work Authorization #165 for a total cost of \$45,457 was approved subject to negotiations with the City and that no funds are expended on repair of the pipe.

**G. Work Authorization #166 for Site 14 Canal Bank Assessment for a Total Cost of \$25,945**

- Dr. Shank questioned how many sites were left.
- Mr. Olson responded the original list was ten. Site 1A was added and all sites were addressed except for six through eight.
- Mr. Frankenhauser stated the current list is approximately six.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Work Authorization #166 for a total cost of \$25,945 was approved.

**H. Work Authorization #167 for 2020 WWTP Capacity Analysis Report for a Total Cost of \$12,310**

This analysis report is due every five years.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Work Authorization #167 for a total cost of \$12,310 was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Permit 2019-7 for Underground Installation of Fiber Optics**

- Mr. Cassel reviewed the permit application.
- Dr. Shank requested the special condition that the contractor and any sub-contractors have bonds.
- Mr. Cassel stated they will be required to list the District as an additional insured in addition to the bond.
- Discussion ensued regarding the amount of the bond. The recommendation was \$50,000.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor Permit 2019-7 was approved with the special condition that all contractors and subcontractors list the District as additional insured and that a surety bond of \$50,000 be provided.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager – Ken Cassel**

Mr. Cassel stated the workshop scheduled for October 22, 2019 will be at 1:30 pm at the Inframark office located at 210 N. University Drive.

**B. Engineer – Rick Olson**

Mr. Olson reviewed his monthly status report; a copy of which is attached hereto and made a part of the public record. He also noted there was an error on page five of Work Authorization #165. It states one of ten locations. Only one location is being done.

**C. Department Reports**

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

This item is for information only.

- Dr. Shank asked why there are misreads if the meters are electronic. Mr. Daly explained they are not all electronic.
- Mr. Daly provided an update on the new District website.
- Mr. Daly spoke with Mr. Lewis about Mr. Cooney, attorney for the Broward County School Board. Mr. Cooney offered to pay 80% over what they paid the

District in the past. At that rate Taravella would only pay \$162 a month over what their average bill currently is. They are working on a compromise.

- **Utilities Update (David McIntosh)**

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

- **Water – Joe Stephens**

Mr. Stephens reviewed his report; a copy of the report is attached hereto and made a part of the public record.

- **Wastewater – Tom Kedrierski**

Mr. Kedrierski reviewed his report; a copy of the report is attached hereto and made a part of the public record.

- **Stormwater – Shawn Frankenhauser**

Mr. Frankenhauser reviewed his report; a copy of the report is attached hereto and made a part of the public record.

- **Field – Curt Dwiggin**

Mr. Dwiggin reviewed his report; a copy of the report is attached hereto and made a part of the public record.

- **Maintenance Report – Pedro Vasquez**

Mr. Vasquez reviewed his report; a copy of the report is attached hereto and made a part of the public record.

- **Human Resources – Jan Zilmer**

Mr. Zilmer reported Mr. Adam Conway will be in on November 4, 2019. The holiday luncheon will be December 20, 2019 at noon at the Outback Steakhouse.

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the department reports were accepted.
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**D. Attorney**

Mr. Lewis reported the following:

- He will work on the dock policy. Mr. Okyn stated he does not want the Board to be revisiting this policy every time there is a special request. Mr. Okyn noted everyone is sympathetic to the current request and Dr. Shank offered alternatives.
- He missed a piece of legislation Dr. Shank brought up and it passed. It is House Bill 1159 and it prohibits the City from requiring a permit or mitigation on private property, provided the landowner gets a statement from a certified arborist or landscape architect that the plant presents a danger to people or property. The District may be able to get a statement that trees within the District's right-of-way present a danger to property.
- He reviewed the Stantec contract for the methodology study. There is a provision, which can make them liable for their negligence up to the limit their errors and omissions policy contains.
- He communicated to Representative Daley the District will not object to the legislation he filed, provided the District gets category two level for being able to dispense with competitive bids up to \$35,000 and beginning in 2024, the members of the Board would be converted individually by year to popularly elected votes. Representative Daley did not agree to any of the conditions; therefore, the District has no choice but to oppose the bill. Mr. Lewis offered the Board the same flat fee of \$5,000 a month for legislative work instead of the hourly fee, which would be higher with all the work involved.

On MOTION by Dr. Shank seconded by Mr. Okyn with all in favor Lewis, Longman & Walker, PA was engaged for legislative services at a monthly fee of \$5,000.
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- Dr. Shank addressed a letter he sent to Mr. Fred Crawford at FASD regarding the fee structure and what he feels the District should be paying.

**TWELFTH ORDER OF BUSINESS****Supervisors' Requests**

Dr. Shank thanked everyone for having a good Fiscal Year 2019.



**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
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Kenneth Cassel  
Assistant Secretary

  
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Dr. Martin Shank  
President