

MINUTES OF MEETING NORTH SPRINGS IMPROVEMENT DISTRICT

The regular meeting of the Board of Supervisors of the North Springs Improvement District was held Wednesday, July 6, 2011 at 5:00 p.m. in the district office, 10300 N. W. 11 Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Steve Mendelson	President
David Gray	Secretary
Vincent Morretti	Assistant Secretary

Also present were:

Doug Hyché	District Manager
Susan Delegal	District Counsel
Rod Colon	Director of Operations
Cedo Da Silva	District Engineer
Brenda Schurz	District Clerk
Nick Schooley	Drainage Supervisor
Kay Woodward	Accountant
Donna Holiday	GMS-South Florida, LLC
Marc Grace	Keefe McCullough & Co,
Bill Benson	Keefe McCullough & Co.
Leigh Kerr	Leigh Robinson Kerr & Associates
Craig Unger	Unger Engineering & Associates
Jessica Lühring	Intern, NSID

FIRST ORDER OF BUSINESS

Roll Call

Mr. Hyché called the meeting to order.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the June 1, 2011 Meeting

Mr. Hyche stated the first item is approval of the minutes of the June 1, 2011 meeting.

On MOTION by Mr. Mendelson seconded by Mr. Gray with all in favor the minutes of the June 1, 2011 meeting were approved as presented.

THIRD ORDER OF BUSINESS

Audience Comments and Supervisors Requests

There not being any, the next item followed.

Acceptance of Annual Audit for Fiscal Year Ending September 30, 2010

Mr. Benson stated I am a partner in the CPA firm Keefe McCullough & Co. and we performed the audit for this past year ending September 30, 2010. Since this is our first time auditing North Springs we wanted to come and tell you a little bit about some of the things in the audit. I wanted to point out a few things in the financials that would be significant to me if I were one of the supervisors of North Springs. The report itself appears on pages 1 and 2 and is what is called an unqualified opinion, which is the highest form of opinion that you get and basically means we were able to satisfy ourselves that these statements do in fact fairly represent the financial position and results of operation of the district. You can look at the analysis that is on page 5 which is a trend analysis that shows your summarized balance sheet at the top and on the far right hand side you can see the 2010 year and 2009 year so you can see the sub-categories of where we were and on the bottom half of that page you can also see where we were from a statement of activities. For instance we had \$7.7 million charges for services in 2009 and \$8.7 million this year, total revenue is \$19,520,000 and last year it was \$18,944,000 and the net change in assets this year was a \$591,000 increase.

I want to also point out a few of the areas that I would want to know about if I were a supervisor so we do not only a financial audit but what is called a compliance audit that looks at the internal controls and also looks at laws, rules and regulations and whether or not the district complied with all the laws and rules, whether it adhered to all its contracts. On pages 44 and 45 is the report on internal control over financial reporting and compliance and it says that we did perform those procedures, we did not find any instances where there were any violations of laws or grants, contracts or regulations that we want to bring to your attention. There is also a required communication on pages 46 and 47 where we cover a list of things that we are required as auditors to mention to district supervisors. It talks about things like how your funds were invested whether they were invested in compliance with the law and whether we noticed any violations of any contracts, agreements or things and if we do notice those things this section of the report can be extremely lengthy and cumbersome not only for us but for the district as well because then they have to reply to it, they have to respond and say how they are going to cure whatever it was that was noted. In this particular case we were able to satisfy ourselves that there were no such instances and that everything went very well during the performance of our audit.

As a quick overview of what we experienced I will tell you that we got really good cooperation. I wish all the jobs we went through we got the cooperation that we got from you and your staff in performing the audit. It was a good work environment and we think the people who work here are really committed to getting it done and getting it right. I have with me Marc Grace one of the supervisors in my office and he is the one who actually was here in the field doing the work and we were talking on the way out here and he said to me, I wish they all went just like this one went. We are very pleased. Obviously, the first time through for your staff and for us there is a little bit of a transition to get everything on the right path and whatnot but we think we have that, we think we have assimilated the job and we are looking forward to this

September to the current year's work and getting it done and getting it done quicker and sooner.

On MOTION by Mr. Gray seconded by Mr. Mendelson with all in favor the audit for fiscal year 2010 was accepted.

FOURTH ORDER OF BUSINESS

Award of Contracts

A. RFQ No. 2011-01 Permitting, Zoning, Land Use Comprehensive Plan 25 Acre Land Acquisition

Mr. Hyche stated the next item is award of contracts. Item A is RFQ 2011-01 permitting, zoning, land use comprehensive plan 25 acre land acquisition.

Mr. Colon stated at the last meeting you approved the rankings of the suggestions of the evaluation committee and ranked 1, 2, and 3, Leigh Robinson Kerr being number one. At that point we entered into price negotiations with Leigh Robinson Kerr and staff is happy to report that we have a consensus on the amount of money we should pay them. We have a contract before you and we think the contract is a fair value for the work to be performed. We also have members of Leigh Robinson Kerr here today.

Ms. Delegal stated the motion would be to award the contract to Kerr's office and we will negotiate the final terms of the agreement so the motion would include authorization for the president and other authorized representatives to execute the agreement.

On MOTION by Mr. Mendelson seconded by Mr. Morretti with all in favor the contract was awarded to Leigh Robinson Kerr and district counsel was authorized to negotiate the final terms of the agreement and the president and other authorized representatives were authorized to execute the final agreement.

B. County Line Road Buffer Construction – Plat 4 Heron Bay

Mr. Hyche stated the next item is County Line Road buffer construction.

Mr. Colon stated this morning I was informed via email by two of the bidders, Century Building USA and World Landscaping that they are withdrawing their bids. We also got a late response from BG Katz but the response was above the lowest bidder, which would have been Coastal Equipment at the time since the other two bidders withdrew their bids. Staff's recommendation to go with the low bidder in your packet was Century Building USA at \$185,000 and that is no longer the case. We can throw the bids out and rebid it or we can go with the lowest bidder, which would be Coastal Equipment, Inc. at \$231,000.

Mr. Mendelson stated I suggest we put this out to bid again.

Mr. Gray stated I would like to see it rebid. I do know there are some issues with Bishop Pit and there was a question in some of the proposals on the route. Are we identifying the route or are we saying give us the best price on whichever route you are going to use?

Mr. Colon stated County Line Road is under construction and if we allow too much traffic on County Line Road it could void the work that Hardrives is doing and we don't want the contractor to come back and say because you authorized all this traffic on there we couldn't give you a good road.

Mr. Gray stated we will identify where they are going to bring it from on the rebid.

Mr. Hyche stated we will identify a haul road.

On MOTION by Mr. Gray seconded by Mr. Mendelson with all in favor all bids were rejected and staff authorized to rebid the project.

FIFTH ORDER OF BUSINESS

Consideration of Proposal to Retile Heron Bay Commons

Mr. Colon stated we got only one quote because that was the only contractor that sold that particular tile that the people in Heron Bay really wanted. It is a really nice tile and we believe we are getting a good price. There was no one else we could find who would supply that tile. It is below the procurement guidelines so that is why we got just the one quote.

Mr. Gray asked are you saying the tile isn't produced anymore?

Mr. Colon responded that tile is not produced anymore.

Mr. Gray asked are we going to have some left over for storage for repairs?

Mr. Colon responded yes.

On MOTION by Mr. Gray seconded by Mr. Mendelson with all in favor the proposal from Pars Development, Inc. to retile the Heron Bay Commons in the amount of \$24,000 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Manager

Utility Billing Work Orders and Water Reports

B. Attorney

Ms. Delegal stated we successfully closed on the property transaction today for the reuse facility. The governor did sign the bill that we had pending to amend the district boundaries to include the additional properties we had proposed for this year. That bill has been signed into law.

C. Engineer

Consideration of Surface Water Management Permit for North Community Park Entrance for the City of Coral Springs

Mr. Da Silva stated we have an application for a permit for a turn lane into North Community Park.

On MOTION by Mr. Gray seconded by Mr. Mendelson with all in favor the surface water management permit for North Community Park entrance for the City of Coral Springs was approved.

Consideration of Work Authorization No. 208 for County Line Road Intersection Modification for a Lump Sum Amount of \$74,000

Mr. Da Silva stated the next item is a work authorization and we are deleting item E on the work authorization.

Mr. Hyche stated item E under the scope of services we are going to throw out the inspection services and eliminate that from the scope. We are going to reduce the amount from \$74,000 to \$49,000. Jane is going to come back with a revised work authorization. At this time we would like to move forward with this if we can get your approval.

Mr. Gray asked move forward pending the change in the contract?

Mr. Hyche stated pending the change in the work authorization.

On MOTION by Mr. Mendelson seconded by Mr. Gray with all in favor work authorization no. 208 for County Line Road intersection modification was approved with the deletion of the inspection services and the proper district officials were authorized to execute a revised work authorization in the amount of \$49,000.

Project Status Report

SEVENTH ORDER OF BUSINESS

Approval of Financials and Check Registers

Mr. Hyche stated the next item is the financials and check registers.

On MOTION by Mr. Mendelson seconded by Mr. Gray with all in favor the check registers were approved.

On MOTION by Mr. Mendelson seconded by Mr. Gray with all in favor the meeting adjourned at 5:17 p.m.



David Gray
Secretary



Steve Mendelson
President