

***North Springs  
Improvement District  
October 19, 2016***

# North Springs Improvement District

9700 NW 52nd Street ~Coral Springs FL 33076  
Phone: (954) 796-6603- Fax (954) 755-7237

October 12, 2016

## Board of Supervisors North Springs Improvement District

Dear Board Members:

A meeting of the Board of Supervisors of **North Springs Improvement District** will be held **October 19, 2016 at 3:00 p.m. at 9700 N.W. 52<sup>nd</sup> Street, Coral Springs, Florida.** Following is the advance agenda:

1. Roll Call
2. Approval of the October 5, 2016 Meeting Minutes
3. Supervisors Requests and Audience Comments
4. Public Hearing to Consider Adoption of Water and Sewer Budget for Fiscal Year 2017, Resolution 2017-02
5. Staff Reports
  - A. Manager - Award of Contract for RFP-2017-01, Landscaping and Maintenance Services-Heron Bay Commons
  - B. Attorney
  - C. Engineer
6. Adjournment

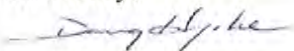
Enclosed for your review is a copy of the minutes from the October 5 2016 meeting.

The fourth order of business is the public hearing to consider adoption of water and sewer budget for fiscal year 2017, Resolution 2017-02. Copies of the resolution and budget are enclosed.

The fifth order of business is staff reports. Enclosed under the manager's report is an award of contract for RFP-2017-01, Landscaping Maintenance Services-Heron Bay Commons.

Any other documentation will be provided under separate cover as soon as it becomes available or presented at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,



Douglas Hyche  
Manager

CC: Dennis Lyles  
Jane Early

Brenda Richard  
Darrin Mossing

Rod Colon  
Rich Hans

Rhonda Mossing

MINUTES OF MEETING  
NORTH SPRINGS IMPROVEMENT DISTRICT

The regular meeting of the Board of Supervisors of the North Springs Improvement District was held Wednesday, October 5, 2016 at 3:03 p.m. in the district office, 9700 N.W. 52<sup>nd</sup> Street, Coral Springs, Florida.

Present and constituting a quorum were:

Mark Capwell	President
Vincent Morretti	Secretary
Alen Hsu	Assistant Secretary by telephone

Also present were:

Doug Hyche	District Manager
Sue Delegal	District Counsel
Rod Colon	Assistant District Manager
Brenda Richard	District Clerk
Jillian Schertzer	NSID
Donna Holiday	GMS-South Florida, LLC
Eric Mills	Virtual Design Group

The following is a summary of the minutes and actions taken at the October 5, 2016 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Hyche called the meeting to order at 3:03 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the September 14, 2016 Meeting**

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor the minutes of the September 14, 2016 meeting were approved.

**THIRD ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Resolution 2017-01 Resetting the Public Hearing to Adopt the Water and Seer Budget for Fiscal Year 2017**

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor Resolution 2017-01 was approved.

**FIFTH ORDER OF BUSINESS**

**Approval of Audit Engagement Letter with Keefe McCullough**

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor the engagement letter with Keefe McCullough to perform the fiscal year 2016 audit was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

**I. Consideration of Change Order No. 2 RFP 2014-05 AMR Meter System Project in the Amount of \$127,748 for Additional Materials and Labor**

Mr. Colon stated this is for additional meters that we are going to be installing in the Wedge. When we did the original bid it called for a certain number of meters and these additional meters are at the same price approved in the original contract.

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor change order no. 2 with Conquest IS II, Inc. for RFP 2014-5 AMR Meter System project for a net increase of \$127,748 was approved.

## **II. Ratification of Award of Contract for Canal Bank Restoration**

Mr. Colon stated a resident had some undermining in her backyard and since it was our easement and in case there was an emergency we wanted to ensure the embankment was secure. We didn't go out to bid because we felt it was a safety risk so we entered into a contract with B.G. Katz in the amount of \$44,910 and we are asking the board to ratify that action.

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor the award of contract to B.G. Katz Companies for the canal bank restoration in the amount of \$44,910.00 was ratified.

## **B. Attorney**

- I. Authorize District Manager and District Counsel to Submit Local Bill to the Florida Legislature to Amend Special Act as Follows:**
  - 1. Provide District to have Exclusive Jurisdiction for Construction and Installation of District Improvements and Facilities without Approval or Authorization from the County or Municipalities**
  - 2. Authorize District to Sell, Transfer or Convey Real or Personal Property of the District to Public or Private Entities as Determined to be in the Best Interest of the District**

Ms. Delegal stated we have been working with your staff to prepare some amendments to your special act and we are looking for authorization to go forward with that. One of the amendments has to do with the ability of the district to construct in conformance with the Florida building code without having to get permits, etc. from

the municipalities and the second part has to do with something we have been working on for some time, which is the transfer of the clubhouse at Heron Bay to the HOA. In reviewing the legal status of this we are going to request an amendment to our enabling legislation, which makes it clear that we have the authority to convey the property for this purpose. We are going to wrap those two things into a bill and Rod and I have been working on this with our legislative counsel with the Broward Legislative Delegation and also with a bill sponsor to get the language in a way that is acceptable to them and that works for us.

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor the district manager and district counsel were authorized to prepare and submit a local bill to the Legislative Delegation to Amend the District's Special Act.

**C. Engineer**

**I. Project Status Report – CH2M Hill**

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**II. Project Status Report – Virtual Design Group**

Mr. Mills stated the operations facility should be open in 30 to 45 days. Applications are in for power to be turned on in the building.

**SEVENTH ORDER OF BUSINESS**

**Approval of Financials and Check  
Registers**

On MOTION by Mr. Capwell seconded by Mr. Morretti with all in favor the financials and check registers were approved.

October 5, 2016

North Springs Improvement District

On MOTION by Mr. Capwell seconded by Mr. Morretti with  
all in favor the meeting adjourned at 3:10 p.m.

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Vincent Morretti  
Secretary

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Mark Capwell  
President

## **RESOLUTION 2017-02**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE NORTH SPRINGS IMPROVEMENT DISTRICT ADOPTING THE WATER AND SEWER BUDGET FOR FISCAL YEAR 2017**

**WHEREAS**, Chapter 2005-341, Laws of Florida, authorizes the North Springs Improvement District to construct, maintain, and operate a water treatment and wastewater treatment and collection system to serve the residents of the North Springs Improvement District; and

**WHEREAS**, pursuant to said authority, the District has constructed a water and wastewater facility utilizing the proceeds of Water and Sewer Bond Issue(s); and

**WHEREAS**, pursuant to the requirements of Chapter 2005-341, Laws of Florida and the Bond Resolution(s) for said Bond Issue(s), the Board of Supervisors caused a proposed budget to be prepared for the operation and maintenance of said system for Fiscal Year 2017, which by reference is made a part hereof; and

**WHEREAS**, pursuant to Section 12 of Chapter 2005-341, Laws of Florida, the Board of Supervisors approved a proposed budget and set a public hearing to hear all objections to the budget and make such changes as deemed necessary by the Board of Supervisors; and

**WHEREAS**, notice of public hearing concerning the proposed budget was duly published as required by law; and

**WHEREAS**, the Board, having conducted said public hearing and having heard any objections and suggestions pertaining to the budget, has determined that it is in the best interests of the District and those residing within the District to adopt the Fiscal Year 2017 Budget.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE NORTH SPRINGS IMPROVEMENT DISTRICT, THAT:**

**Section 1.** The recitals above are true and correct and are hereby made a part of this Resolution.

**Section 2.** The operating and maintenance budget of the water and sewer system showing expected revenues of \$ 14,638,300; debt service requirement of \$ 3,617,646 ; expected operation and maintenance expenses of \$ 10,286,750 such that said budget shows a surplus of \$ 733,904 and the operation and maintenance thereof can continue through Fiscal Year 2017, a copy of which is attached hereto and made a part hereof as Exhibit A, is hereby adopted and certified by the Board of Supervisors of the North Springs Improvement District.



**Section 3.** The District Manager shall transmit a copy of this Resolution to the proper public officials so that its purpose and effect may be carried out in accordance with the law.

**Section 4.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** by the Board of Supervisors of the North Springs Improvement District, this 19th day of October, 2016.

NORTH SPRINGS IMPROVEMENT DISTRICT

\_\_\_\_\_  
Mark C. Capwell, President

ATTEST

\_\_\_\_\_  
Vincent Moretti, Secretary

**STATE OF FLORIDA        }  
COUNTY OF BROWARD    }**

The foregoing instrument was acknowledged before me this 19<sup>th</sup> day of October, 2016, by Mark Capwell, as President, and Vincent Moretti, as Secretary, of the **North Springs Improvement District**.

\_\_\_\_\_  
Brenda J Richard, FL Notary Public

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_ Type of Identification Produced

# **WATER & SEWER BUDGET**

## **Fiscal Year 2017**

*October 1, 2016 – September 30, 2017*



Prepared by:

**Doug Hyche**  
District Manager

**Rod Colon**  
Deputy District Manager

**Maryam Omid**  
Chief Financial Officer

Prepared For:

## **Board of Supervisor**

**Mark Capwell**  
President

**Vincent Moretti**  
Secretary

**Alen Hsu**  
Assistant Secretary

*Proposed*

**NORTH SPRINGS  
IMPROVEMENT DISTRICT**  
Water / Sewer FY 2017 Proposed Budget

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**NORTH SPRINGS**  
**IMPROVEMENT DISTRICT**  
Water / Sewer FY 2017 Proposed Budget

**REVENUES:**

**Water - Sewer Revenue**

The projected revenue is based upon the current approved rate structure for both water and sewer utilizing projections of consumption for the upcoming year. The rate structure provides for a base rate and per thousand gallon rate. There are differing rate structures for residential and commercial derived from the last rate study and approved by the Board of Supervisors.

<b>Water Minimum Charge</b>	<b>Rate FY 17</b>
Water Availability Minimum	\$41.38
Minimum Water Residential, Multi Family, Ranches/ Magic	\$25.48
Minimum Water 3" Meter	\$324.50
Water Commercial 1" Minimum	\$63.70
Water Commercial 1.5" Minimum	\$127.41
Water Commercial 2" Minimum	\$203.85
Water Commercial 3" Minimum	\$382.23
Water Commercial 4" Minimum	\$637.04
Water Commercial 6 & 8" Minimum	\$1,274.08

<b>Sewer Minimum Charge</b>	<b>Rate FY 17</b>
Minimum Sewer Residential, Multi Family, Ranches/ Magic	\$15.90
Minimum Sewer 3" Meter	\$286.81
Sewer Commercial 1" Minimum	\$39.77
Sewer Commercial 1.5" Minimum	\$79.52
Sewer Commercial 2" Minimum	\$127.22
Sewer Commercial 3" Minimum	\$238.55
Sewer Commercial 4" Minimum	\$397.58
Sewer Commercial 6 & 8" Minimum	\$795.15

**North Springs Improvement District  
Water & Sewer Fund  
Proposed Budget FY 2017**

Account Description	Adopted Budget FY 2016	Actuals as of 06/30/2016	Projected July-Sept 2016	Total Projected 9/30/16	Proposed Budget FY 2017
<b>Revenue</b>					
Permits, Fees, & Licenses	5,000	36,945	-	36,945	5,000
Water Revenue	7,200,000	5,798,953	1,600,000	7,398,953	7,700,000
Standby Fees	200,000	219,725	73,242	292,967	200,000
Sewer Revenue	5,000,000	4,148,001	1,382,667	5,530,668	5,500,000
Water Rev-Irrigation	400,000	339,493	113,164	452,658	450,000
Misc Ub Revenue	-	(2,772)	(924)	(3,696)	-
Nsf Check Fees	3,000	5,047	1,682	6,729	5,500
Processing Fee	50,000	26,119	8,706	34,826	30,000
Lien Information Fee	20,000	22,575	5,000	27,575	25,000
Delinquent Fee	40,000	310,466	50,000	360,466	100,000
Turn On Fees	10,000	21,505	7,168	28,674	15,000
Meter Fees	250,000	100,000	-	100,000	50,000
Connection Fees-W/S	1,000,000	-	-	-	530,000
Interest-Investments	1,000	2,555	852	3,406	2,000
Miscellaneous Revenues	10,000	2,316	772	3,088	3,000
Contract Service-Field Mgt..Frm 003	10,000	8,100	2,700	10,800	10,800
Compliance Monitoring-Hbc	12,000	9,000	3,000	12,000	12,000
<b>Total Revenue</b>	<b>\$ 14,211,000</b>	<b>\$ 11,048,030</b>	<b>\$ 3,248,030</b>	<b>\$ 14,296,060</b>	<b>\$14,638,300</b>



Account Description	Adopted Budget FY 2016	Actuals as of 06/30/2016	Projected July-Sept 2016	Total Projected 9/30/16	Proposed Budget FY 2017
<b>Expenses</b>					
<b>Personnel &amp; Administration</b>					
Payroll-Salaried	580,000	422,888	140,963	563,851	680,000
Payroll- Vehicle Benefit	-	410	137	547	550
Payroll-Special Pay	2,000	-	2,000	2,000	-
Fica Expense	45,000	30,251	10,084	40,334	52,000
Pension Expense	65,000	34,370	11,457	45,827	75,000
Health & Life Insurance	150,000	127,367	42,456	169,822	250,000
Workers Comp Insurance	4,500	2,497	832	3,329	4,500
Unemployment Compensation	3,200	2,383	794	3,178	3,200
Other Post Employment Benefits (OPEB)	-	-	15,000	15,000	20,000
Prof Serv-Engineering	100,000	110,813	36,938	147,751	120,000
Prof Serv-Arbitrage Rebate	3,000	1,350	1,000	2,350	4,000
Prof Serv-Dissemination Agent	1,000	-	1,000	1,000	1,000
Prof Serv-Trustee	30,000	11,955	15,000	26,955	30,000
Prof Serv-Legal Services	50,000	8,635	10,000	18,635	50,000
Prof Serv-Litigation Expense/Broward Cty	60,000	16,540	10,000	26,540	-
Prof Serv-Legal from U.S Bank	5,000	-	-	-	-
Prof Serv-Civil Engineer	25,000	-	25,000	25,000	-
Prof Serv-Legislative Expense	-	8,000	2,667	10,667	15,000
Actuarial Computation Fee-Opeb	5,000	-	5,000	5,000	5,000
Prof Serv-Mgt Consulting Serv	10,000	10,747	3,582	14,330	14,500
Prof Serv-Accounting	20,000	-	-	-	-
Prof Serv-Info Technology	60,000	23,539	10,000	33,539	60,000
Prof Serv-Web Site Develop	10,000	1,923	1,000	2,923	10,000
Prof Serv-Utility Billing	-	14	5	18	-
Prof Serv-Human Resources	10,000	7,923	2,641	10,564	10,000
Annual Audit	40,000	21,622	18,000	39,622	40,000
Communication-Telephone	20,000	24,889	8,296	33,185	40,000
Postage And Freight	100,000	53,962	45,000	98,962	100,000
Printing And Binding	15,000	24,214	8,071	32,286	35,000
Rentals-General, Record Storage	3,000	6,106	2,035	8,141	10,000
RENTAL/LEASE-VEHICLE/EQUIP	10,000	9,540	3,180	12,720	15,000
Rental - Office Space	60,000	1,825	608	2,433	-
Insurance-General Liability	20,000	19,672	-	19,672	25,000
Legal Advertising	10,000	265	5,000	5,265	8,000
Office Supplies	30,000	17,844	10,000	27,844	30,000
Janitorial Services/Supplies	-	12,750	4,250	17,000	20,000
Misc-Licenses & Permits	30,000	58,634	19,545	78,178	100,000
Misc-Merchant Fees	80,000	59,355	19,785	79,140	80,000
Misc-Services	30,000	6,378	10,000	16,378	15,000
Misc-Contingency	20,000	17,428	5,809	23,237	20,000
Capital Outlay - Equipment	30,000	19,884	6,628	26,511	30,000

Total Personnel & Administration Expenses	\$	1,736,700	\$	1,175,971	\$	513,762	\$	1,689,733	\$	1,972,750
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Account Description	Adopted Budget FY 2016	Actuals as of 06/30/2016	Projected July-Sept 2016	Total Projected 9/30/16	Proposed Budget FY 2017
<b>Operation &amp; Maintenance Expenses</b>					
<b>Plant</b>					
Payroll-Salaried	1,000,000	778,517	259,506	1,038,022	1,210,000
Payroll-Contingency	10,000	-	10,000	10,000	-
Payroll-Special Pay	2,000	-	2,000	2,000	-
Employment Ads	1,000	4,455	1,485	5,940	6,000
Fica Expense	80,000	57,612	19,204	76,816	95,000
Pension Expense	150,000	47,666	20,000	67,666	110,000
Health & Life Insurance	250,000	215,464	71,821	287,286	450,000
Worker'S Comp. Insurance	40,000	43,665	-	43,665	45,000
Unemployment Taxes	1,000	-	1,000	1,000	1,000
Other Post Employment Benefits (OPEB)	-	-	30,000	30,000	30,000
Contracts-4-log Virus Treatment	20,000	-	-	-	-
Water Quality Testing	50,000	28,433	15,000	43,433	50,000
Contracts-Landscape	150,000	51,275	40,000	91,275	100,000
Contracts-Meter Expense	5,000	-	-	-	-
Contracts-Generator Maint	30,000	5,284	10,000	15,284	20,000
Contracts-Lime Sludge Rmvl	220,000	96,124	40,000	136,124	200,000
Communication-Telephone	80,000	62,911	20,970	83,881	85,000
Electric Expense	320,000	285,031	95,010	380,041	400,000
Utility-Wastewater Treatment	1,800,000	1,611,882	537,294	2,149,175	2,200,000
Rental-General	2,000	4,013	1,338	5,351	5,000
Rental/Lease-Vehicle/Equip	20,000	3,982	10,000	13,982	15,000
Insurance-General Liability	100,000	76,571	-	76,571	100,000
R&M-General	200,000	121,318	50,000	171,318	200,000
R&M-Electrical	15,000	5,770	5,000	10,770	15,000
R&M-Slaker Repairs	22,000	6,702	5,000	11,702	15,000
R&M-Air Conditioning	3,000	3,272	1,091	4,362	4,000
R&M-Vehicles	7,500	1,787	5,000	6,787	10,000
R&M-Well Maintenance	100,000	54,567	20,000	74,567	100,000
R&M-Painting	20,000	1,927	1,500	3,427	10,000
Office Supplies	5,000	2,465	2,000	4,465	5,000
Op Supplies-General	35,000	44,732	14,911	59,643	55,000
Op Supplies-Chemicals	520,000	391,095	130,365	521,460	520,000
Op Supplies-Lab Chemicals	30,000	22,075	7,358	29,433	30,000
Op Supplies-Lab Equipment	10,000	3,095	2,000	5,095	5,000
Op Supplies-Uniforms	17,000	11,425	4,000	15,425	20,000
Op Supplies-Fuel, Oil	10,000	26,403	8,801	35,204	35,000
Misc-Licenses & Permits	20,000	36,227	12,076	48,303	30,000
Misc-Contingency	10,000	4,071	3,000	7,071	5,000
Cap Outlay-Other	600,000	196,800	200,000	396,800	100,000
Cap Outlay-Equipment	50,000	42,171	14,057	56,228	50,000
Cap Outlay-Vehicles	30,000	-	-	-	30,000

<b>Total Plant Expenses</b>	<b>\$ 6,035,500</b>	<b>\$ 4,348,785</b>	<b>\$ 1,670,787</b>	<b>\$ 6,019,572</b>	<b>\$ 6,361,000</b>
<b>Account Description</b>	<b>Adopted Budget FY 2016</b>	<b>Actuals as of 06/30/2016</b>	<b>Projected July-Sept 2016</b>	<b>Total Projected 9/30/16</b>	<b>Proposed Budget FY 2017</b>
<b>Operation &amp; Maintenance Expenses Field</b>					
Payroll-Salaried	700,000	566,176	188,725	754,901	820,000
Payroll Contingency	1,000	-	1,000	1,000	-
Payroll-Special Pay	2,500	-	2,500	2,500	-
Fica Expense	55,000	41,835	13,945	55,781	65,000
Pension Expense	100,000	30,345	15,000	45,345	80,000
Health & Life Insurance	250,000	198,750	66,250	265,000	310,000
Worker'S Comp. Insurance	35,000	5,335	5,000	10,335	45,000
Unemployment Taxes	1,000	-	1,000	1,000	1,000
Other Post Employment Benefits (OPEB)	-	-	30,000	30,000	30,000
Contracts-Generator Maint	5,000	86	4,500	4,586	5,000
Communication-Telephone	15,000	6,699	5,000	11,699	10,000
Electric Expense	50,000	35,327	14,000	49,327	50,000
Rental/Lease - Vehicle/Equip	2,000	2,382	794	3,176	3,000
Insurance-General Liability	20,000	25,524	-	25,524	30,000
R&M-General	20,000	12,275	5,000	17,275	20,000
R&M-Vehicle Repairs	35,000	7,949	10,000	17,949	30,000
R&M-Roads & Alleyways	10,000	7,987	2,662	10,649	10,000
R&M-Lift Stations	150,000	82,556	35,000	117,556	150,000
R&M-Painting	2,000	203	1,000	1,203	1,000
R&M-Valve Replacement	5,000	3,251	1,500	4,751	4,500
Utility-Meter Replacemt Prog	150,000	43,092	50,000	93,092	50,000
Utility Backflow Preventors	500	4,336	1,445	5,781	5,000
Office Supplies	2,500	847	1,000	1,847	1,500
Op Supplies-General	22,000	13,902	5,000	18,902	20,000
Op Supplies-Uniforms	15,000	5,932	2,500	8,432	10,000
Op Supplies-Fuel, Oil	50,000	26,596	10,000	36,596	50,000
Op Supplies-Hand Tools	2,000	551	1,000	1,551	1,000
Op Supplies-Meter Supplies	50,000	11,960	10,000	21,960	30,000
Misc-Licenses & Permits	15,000	1,635	5,000	6,635	10,000
Misc-Contingency	1,500	570	190	760	1,000
Road Supplies-Other	800	-	800	800	-
Cap Outlay-Other	40,000	18,447	10,000	28,447	50,000
Cap Outlay-Equipment	10,000	84,000	-	84,000	10,000
Cap Outlay-Vehicles	100,000	-	100,000	100,000	50,000
<b>Total Field Expenses</b>	<b>\$ 1,917,800</b>	<b>\$ 1,238,547</b>	<b>\$ 599,812</b>	<b>\$ 1,838,360</b>	<b>\$ 1,953,000</b>

Total Operating Expenses	\$	9,690,000	\$	6,763,303	\$	2,784,361	\$	9,547,664	\$10,286,750
Net Income (Loss) Before Debt Services	\$	4,521,000	\$	4,284,726	\$	463,669	\$	4,748,395	\$ 4,351,550

Account Description	Adopted Budget FY 2016	Actuals as of 06/30/2016	Projected July-Sept 2016	Total Projected 9/30/16	Proposed Budget FY 2017
<b>Debt Services</b>					
Debt Service Series 2011	2,160,000	1,143,750	1,016,250	2,160,000	2,235,000
Interest Expense Series 2011	1,457,366	1,124,011	333,355	1,457,366	1,382,646
<b>Total Debt Service</b>	<b>\$ 3,617,366</b>	<b>\$ 2,267,761</b>	<b>\$ 1,349,605</b>	<b>\$ 3,617,366</b>	<b>\$ 3,617,646</b>
<b>Projected Manual Income (Loss)</b>	<b>\$ 903,634</b>	<b>\$ 2,016,965</b>	<b>\$ (885,936)</b>	<b>\$ 1,131,029</b>	<b>\$ 733,904</b>
<b>Coverage Calculation</b>	<b>1.25</b>			<b>1.31</b>	<b>1.20</b>
<b>Budgeted Reserves</b>					
Renewal and Replacement	100,000	-	100,000	100,000	100,000
Rate Stabilization	50,000	-	50,000	50,000	50,000
<b>Total Reserves</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Projected Surplus (Deficit)</b>	<b>\$ 753,634</b>	<b>\$ 2,016,965</b>	<b>\$ (1,035,936)</b>	<b>\$ 981,029</b>	<b>\$ 583,904</b>

North Springs Improvement District Fiscal Year 2017																					
Position	Employee	Allocation	Current Rates at 7/11/2018							Budgeted FYE 2017											
			Current	Monthly	Annual	Proposed	Fund	Fund	Fund	FICA	FICA	Fund	FICA	Workers	Work. Comp	Fund	Work. Comp	Pension	Pension	Fund	Pension
			Actual	Health	Health	Budget	% From	% From	% From	Expense	% From	% From	% From	Comp	% From	% From	% From	Expense	% From	% From	% From
				ACTUALS	Expense	FY 17	General	HBM	Water / Sewer	7.65%	General	HBM	Water / Sewer	0.36%	General	HBM	Water / Sewer	7.52% - 21.77%	General	HBM	Water / Sewer
<b>Administrative</b>																					
Billing Customer Service	Adams, Juliana	100% W/S	47,132.80	1,858	22,296	49,489			39,489	3,786			3,786	2,390			143	3,722		3,722	25,640
Senior Accountant	Alonso, Lisa	80% W/S	57,368.40	1,865	22,386	65,398	13,080		52,318	5,003	1,001		4,002	366	73		293	4,918	984	3,934	25,744
Treasurer PT	Chin-Kidd, Jacqueline	100% W/S	24,372.40			25,591			25,591	1,958			1,958	141			141	1,924			
Assistant Billing Supervisor	Colon, Sandra	100% W/S	30,876.80	1,184	14,208	33,421			33,421	4,587			4,587	299			299	4,017		4,017	16,339
District Manager	Hyne, James	55% W/S	158,412.80	1,514	18,171	174,254	18,414		95,840	13,330	3,890		7,332	976	439		517	37,935	17,071	20,864	20,897
Billing Customer Service	Norega, Claudia	100% W/S	39,728.00	656	8,878	41,714			41,714	3,191			3,191	234			234	3,137		3,137	9,060
Chief Financial Officer	Onishi, Mayumi	50% W/S	88,316.80	1,825	21,900	97,148	48,574		48,574	7,432	3,716		3,716	544	272		272	7,306	3,653	3,653	25,185
HR Manager	Onishi, Mayumi	75% W/S	62,108.80	680	8,160	68,320	17,080		51,240	4,751	1,188		3,563	381	96		287	5,138	1,285	3,854	9,384
Staff Accountant	Pang, Vicki	80% W/S	53,164.80	1,179	14,148	56,355	11,271		45,084	4,311	862		3,449	316	63		253	4,238	848	3,390	16,270
Municipal Clerk	Richard, Brenda	85% W/S	80,184.00	1,537	18,444	84,995	29,748		55,247	6,507	2,276		4,230	476	167		309	18,503	6,476	12,027	21,211
Billing Supervisor	Rusko, Shannon	100% W/S	53,497.60	1,789	21,468	55,103			55,103	4,215			4,215	309			309	4,144		4,144	24,488
Administrative Assistant	Schultz, Julian	100% W/S	37,440.00	1,443	17,116	43,618			43,618	3,337			3,337	244			244	3,280		3,280	19,913
Billing Customer Service	Ter Hark, Sandra	100% W/S	47,673.60	647	7,764	50,051			50,051	3,829			3,829	280			280	3,764		3,764	8,929
<b>Overnight</b>			10,000.00			10,000			10,000	765			765	56			56	752		752	
<b>Total Administrative</b>			<b>810,274.80</b>	<b>16,178.17</b>	<b>94,139.00</b>	<b>875,462.57</b>	<b>96,167.24</b>		<b>677,295.34</b>	<b>66,497.00</b>	<b>15,040.75</b>		<b>51,456.25</b>	<b>7,014.00</b>	<b>1,209.95</b>		<b>3,659.05</b>	<b>102,778.00</b>	<b>10,315.50</b>	<b>72,462.50</b>	<b>23,260.00</b>
Board Member - GF Admin	Capwell, Mark		4,800.00	2,000	24,000	4,800				367				27							27,600
Board Member - GF Admin	Hsu, Hs-Kun		4,800.00	2,000	24,000	4,800				367				27							27,600
Board Member - GF Admin	Moretti, Vincent		4,800.00	2,000	24,000	4,800				367				27							27,600
<b>Total GF Admin</b>			<b>14,400.00</b>	<b>6,000</b>	<b>72,000</b>	<b>14,400</b>				<b>1,101</b>				<b>81</b>							<b>82,800</b>
<b>WS Plant Operations</b>																					
C Operator	Andino, Aneva, Luis		42,640.00	1,903	22,836	44,772			44,772	3,425			3,425	1,632			1,632	3,367		3,367	26,261
Deputy District Manager	Colton, Rod		108,576.00	1,961	23,512	119,834			119,834	9,137			9,137	4,407			4,407	26,001		26,001	27,062
Trainer	Dominguez, Pablo		51,348.20	1,915	25,681	54,141			54,141	4,142			4,142	1,998			1,998	4,071		4,071	26,427
C Operator	Hall, John		57,844.80	1,470	17,640	60,737			60,737	4,646			4,646	2,241			2,241	4,567		4,567	20,786
C Operator	Gonzalez, Vicente		43,680.00	1,809	21,600	45,864			45,864	3,509			3,509	1,692			1,692	3,449		3,449	24,840
B Operator	Jones Jr, Johnnie		41,680.00	1,809	21,600	45,864			45,864	3,509			3,509	1,692			1,692	3,449		3,449	24,840
A Lead Operator	Knowles, Derek		62,171.20	681	8,172	65,901			65,901	5,041			5,041	2,432			2,432	4,956		4,956	9,398
C Operator	Kohn, Robert		43,680.00	680	8,160	45,864			45,864	3,509			3,509	1,692			1,692	3,449		3,449	9,108
A Lead Operator	Mantagos, Basil		62,171.20	681	8,172	65,901			65,901	5,041			5,041	2,432			2,432	4,956		4,956	9,398
A Operator	Mendez, Andre		52,956.80	1,464	17,568	55,605			55,605	4,254			4,254	2,052			2,052	4,181		4,181	20,203
C Operator	Pace, Robert		45,760.00	1,896	22,752	48,048			48,048	3,676			3,676	1,773			1,773	3,613		3,613	26,165
C Operator	Pacheco, Robert, Luis		42,640.00	1,896	22,752	48,048			48,048	3,676			3,676	1,773			1,773	3,613		3,613	26,165
A Operator	Vargas, Rosalinda		49,275.20	681	8,104	51,739			51,739	3,958			3,958	1,909			1,909	3,891		3,891	9,205
Trainer	Vasquez, John Paul		31,200.00	648	7,776	32,760			32,760	2,506			2,506	1,209			1,209	2,464		2,464	8,942
C Operator	Wolfmeyer, James		45,760.00	1,896	22,752	48,048			48,048	3,676			3,676	1,773			1,773	3,613		3,613	26,165
Licensed Operator			52,956.80	1,800	21,600	55,605			55,605	4,254			4,254	2,052			2,052	4,181		4,181	24,840
<b>WS Plant Maintenance</b>																					
Electrician	Botton, Clifford		80,258.00	1,531	18,444	84,302			84,302	6,449			6,449	3,111			3,111	6,340		6,340	21,211
Maintenance Tech	Conner, James		47,320.00	1,444	17,328	49,686			49,686	3,801			3,801	1,833			1,833	3,736		3,736	19,927
Electrician	Cowley, Adriel		52,187.20	1,647	22,164	54,797			54,797	4,182			4,182	2,022			2,022	4,121		4,121	25,489
Maintenance Supervisor	Pena, German		43,680.00	1,906	22,872	45,864			45,864	3,509			3,509	1,692			1,692	3,449		3,449	26,301
Maintenance			33,280.00	1,810	21,600	34,944			34,944	2,673			2,673	1,289			1,289	2,626		2,626	24,840
<b>Overnight</b>			48,000.00			48,000			48,000	3,672			3,672	1,773			1,773	3,610		3,610	
<b>Total WS Plant</b>			<b>1,143,310.40</b>	<b>31,672</b>	<b>380,064</b>	<b>1,202,648</b>			<b>1,202,648</b>	<b>92,004</b>			<b>92,004</b>	<b>44,376</b>			<b>44,376</b>	<b>107,459</b>		<b>107,459</b>	<b>437,075</b>
<b>WS Field</b>																					
Technician	Arostegui, Jorge		46,675.20	1,380	14,160	49,009			49,009	3,749			3,749	2,519			2,519	3,685		3,685	16,284
Technician	Bernstein, Richard		52,166.40	810	9,040	54,775			54,775	4,190			4,190	2,815			2,815	4,119		4,119	9,246
Technician	Blatt, Frank		47,216.00	1,172	14,064	49,577			49,577	3,793			3,793	2,548			2,548	3,728		3,728	16,174
Field Reader	Brown, Paul		35,280.00	60	720	34,944			34,944	2,673			2,673	1,796			1,796	2,628		2,628	828
Field Trainer	Cecilia, Jorge		32,240.00	1,241	17,292	33,852			33,852	2,590			2,590	1,740			1,740	2,546		2,546	19,886
Field Trainer	Crowell, Ward		34,473.60	1,504	18,048	36,144			36,144	2,861			2,861	1,947			1,947	2,815		2,815	20,755
Field Trainer	Day Jr, Robert		31,200.00	648	7,776	32,760			32,760	2,506			2,506	1,209			1,209	2,464		2,464	8,942
Field Trainer	Hardcastle, Luis		33,280.00			34,944			34,944	2,673			2,673	1,796			1,796	2,628		2,628	
Field Trainer	Kennedy, Michael		29,244.80	648	7,752	30,707			30,707	2,349			2,349	1,578			1,578	2,309		2,309	8,915
Motor Reader	Kwan, Lawrence		34,172.80	650	7,800	35,839			35,839	2,742			2,742	1,847			1,847	2,695		2,695	16,174
Technician	Martino, Timothy		48,800.00	1,172	14,064	49,140			49,140	3,793			3,793	2,548			2,548	3,728		3,728	9,015
Motor Reader	McCombs, Steven		39,580.40	656	7,872	41,562			41,562	3,119			3,119	2,136			2,136	3,125		3,125	3,444
Technician	Reyes, Luis		43,617.60	1,906	22,872	45,798			45,798	3,504			3,504	1,654			1,654	3,444		3,444	26,303
Foreman	Reyes, Perfecto		35,328.00	1,914	21,728	58,094			58,094	4,444			4,444	2,986			2,986	4,369		4,369	26,482
Technician	Roose, John		43,676.80	1,454	17,448	45,231			45,231	3,460			3,460	2,325			2,325	3,401		3,401	20,065
Field Trainer	Villa, Sergio		33,092.80	1,643	22,116	34,747			34,747	2,658			2,658	1,786			1,786	2,613		2,613	25,431

Fund	Health	Total	
% From	% From	Expense	Employee
NBM	Water / Sewer		
	25.640	50	167,858
	20.595	50	101,479
		50	29,666
	16.339	50	78,213
	11.493	250	247,642
	9.060	50	57,386
	12.593	50	137,665
	7.038	100	88,076
	13.016	50	81,540
	13.787	100	131,787
	24.688	100	88,559
	19.913	100	70,492
	8.924	100	67,159
			11,573
	249,331.20	1,300.00	1,259,094.01
	22.080		60,394
	22.080		60,394
	22.080		60,394
	-	-	181,182
	26.261	50	79,527
	27.062	200	186,241
	26.427	50	90,829
	20.286	100	93,517
	24.840	50	79,404
	24.840	50	79,404
	9.398	100	87,828
	9.108	50	63,672
	9.398	100	87,828
	20.703	50	86,345
	26.185	50	81,325
	26.185	50	79,431
	9.305	50	76,752
	8.942	50	47,931
	26.185	50	83,325
	24.840	50	90,982
	31.203	100	121,513
	19.922	100	79,083
	25.489	50	90,671
	26.303	50	80,867
	24.840	50	66,424
			57,053
	437,075	1,450	1,885,612
	16.284	150	75,396
	9.246	250	75,395
	16.174	200	76,020
	8.28	50	42,919
	19.886	150	60,764
	25.755	100	141,536
	8.942	50	48,406
	8.915	50	45,908
	8.970	50	52,138
	16.174	150	75,444
	9.053	150	59,205
	26.303	150	81,553
	26.482	150	76,525
	20.865	100	74,787
	25.433	50	67,287



North Springs Improvement District Fiscal Year 2017																							
Position	Employee	Allocation	Current Rates at 7/1/2016										Budgeted FYE 2017										
			Current	Monthly	Annual	Proposed	Fund	Fund	Fund	FICA	FICA	Fund	FICA	Workers	Work. Comp.	Fund	Work. Comp.	Pension	Pension	Fund	Pension	Health	Health
			Actual	Health	Health	Budget	% From	% From	% From	Expense	% From	% From	% From	Comp	% From	% From	% From	Expense	% From	% From	% From	FY 16	% From
			ACTUALS			FY 17	General	HBM	Water / Sewer	7.65%	General	HBM	Water / Sewer	0.56%	General	HBM	Water / Sewer	7.52% - 21.77%	General	HBM	Water / Sewer	15.00%	General
Field Trained			35,360.00	1,800	21,600	37,128				37,128	2,840			1,908			1,908	2,792			2,792	24,840	
Meter Reader			35,360.00	1,800	21,600	37,128				37,128	2,840			1,908			1,908	2,792			2,792	24,840	
Overtime			12,000.00			12,000				12,000	918			617			617	907			907		
Total WS Field			778,126.40	20,521	246,252	817,377	-			817,377	62,528	-		62,528	42,011	-		42,011	61,466	-		61,466	283,190
GF Field:																							
Aquatic Technician Trainee	Blondet Mundo, Justin		31,200.00	643	7,716	32,760					2,506			1,582				2,464				8,873	
Aquatic Technician	Dominick, Kevin		37,856.00	1,698	22,776	39,744					3,041			1,920				2,969				26,182	
Aquatic Technician	Escott, Daniel		35,755.20	653	7,836	37,543					2,872			1,813				2,823				9,011	
Aquatic Technician	Kaye, Christian		42,744.00	1,213	14,556	44,861					3,433			2,168				3,175				16,739	
Aquatic Technician	Mallene, Michael		50,003.20	1,913	22,956	52,503					4,017			2,536				3,948				26,399	
Aquatic Technician	Narazo, Christopher		42,827.20	1,115	13,380	44,969					3,440			2,172				3,382				15,387	
Aquatic Technician	Perez, Roger		34,628.80	1,158	13,896	35,730					2,733			1,746				2,687				15,980	
Lead Aquatic Technician	Romano, Frankie		55,411.20	1,919	23,028	58,736					4,493			2,837				4,417				26,482	
Overtime			30,000.00			30,000					2,295			1,449				2,256					
Total GF Field			359,825.60	10,512	126,144	376,871					28,830			18,203				28,341				145,063	
Heron Bay Commons:																							
Customer Service Rep	Comette, Yessica		31,200.00	1,444	17,328	32,760					2,506			1,582				2,464				19,927	
Maintenance	Crut, Herman		35,796.00	1,438	17,256	37,587					2,875			1,815				2,827				19,844	
Customer Service Rep	Fernandez, Camila		31,200.00	1,444	17,328	32,760					2,506			1,582				2,464				19,927	
Maintenance	Garcia, Braulio		34,091.20	651	7,812	35,796					2,738			1,729				2,692				8,984	
Customer Service Rep	Gonzalez, Ambar		31,200.00	1,444	17,328	32,760					2,506			1,582				2,464				19,927	
Maintenance	Herrada, Oscar		32,136.00	1,442	17,304	33,741					2,581			1,610				2,537				19,900	
HBC Manager	Martinez, Leigh A		38,251.20	1,159	13,908	41,600					3,182			2,009				3,128				15,994	
Customer Service Rep			31,200.00	1,444	17,328	32,760					2,506			1,582				2,464				19,927	
Overtime			12,000.00			12,000					964			609				948					
Total HBC Field			277,075.20	10,466.00	25,592.00	292,365.20	0.00	0.00		0.00	22,364.00	0.00	0.00	0.00	14,120.00	0.00	0.00	0.00	21,988.00	0.00	0.00	0.00	44,430.00
GRAND TOTALS			3,381,012.40	95,349	1,144,191	3,579,124	198,167	-		2,697,321	273,324	15,041	-	205,988	125,807	1,110	-	90,046	322,032	30,315	-	241,388	1,315,818
SUMMARY:																							
Administrative						875,463	198,167			677,295	86,497	15,041		51,456	7,016	1,110		1,659	102,778	30,315	77,463	221,260	
GF Admin - Board						14,400				1,101				81								82,800	
WS Plant						1,202,648				1,202,648	92,004			92,004	44,376			107,459			107,459	437,075	
WS Field						817,377				817,377	62,528			62,528	42,011			61,466			61,466	281,180	
GF Field						376,871					28,830				18,203				28,341			145,063	
HBC						292,365					22,364				14,120				21,988			144,430	
HBM																							
GRAND TOTALS						3,579,124	198,167	-		2,697,321	273,324	15,041	-	205,988	125,807	1,110	-	90,046	322,032	30,315	-	241,388	1,315,818

Fund	Health	Special	Total
% From	% From	Fy	Employee
HBM	Water / Sewer		Expense
	24,840	50	89,558
	24,840	50	89,558
			14,437
283,190	2,300		1,226,831
		50	48,235
		50	73,941
		50	54,112
		100	70,696
		150	89,553
		100	69,450
		50	58,966
		200	97,165
			36,060
-	750		598,058
		50	59,289
		50	64,988
		50	59,289
		50	51,089
		50	59,289
		50	60,441
		50	65,963
		50	59,289
0.00	0.00	400.00	480,546.20
-	969,596	6,200	5,730,724
249,331	1,100		2,615,370
			114,942
437,075	1,450		1,768,574
283,190	2,300		2,535,445
		750	598,058
		400	495,667
-	969,596	6,200	10,128,007

## North Springs Improvement District:

## Water and Sewer Revenue and Refunding Revenue Bonds, Series 2011

"Old" Money				"New" Money				Combined			2,569,268.51
Date	Principal	Coupon	Interest	Date	Principal	Coupon	Interest	Date	Principal	Interest	Capitalized Interest
4/1/2012		3.23	183,661.39	4/1/2012		3.23	265,532.92	4/1/2012	-	449,194.31	260,222.26
10/1/2012	585,000.00	3.23	336,100.34	10/1/2012	1,000,000.00	3.23	485,925.24	10/1/2012	1,585,000.00	822,025.58	461,809.25
4/1/2013		3.23	324,711.00	4/1/2013		3.23	466,940.46	4/1/2013	-	791,651.47	461,809.25
10/1/2013	775,000.00	3.23	326,495.13	10/1/2013	500,000.00	3.23	469,506.07	10/1/2013	1,275,000.00	796,001.20	453,734.25
4/1/2014		3.23	312,055.68	4/1/2014		3.23	458,775.74	4/1/2014	-	770,831.43	453,734.25
10/1/2014	800,000.00	3.23	313,770.28	10/1/2014	500,000.00	3.23	461,296.49	10/1/2014	1,300,000.00	775,066.76	445,659.25
4/1/2015		3.23	298,992.13	4/1/2015		3.23	450,611.02	4/1/2015	-	749,603.15	32,300.00
10/1/2015	825,000.00	3.23	300,634.94	10/1/2015	700,000.00	3.23	453,086.90	10/1/2015	1,525,000.00	753,721.85	
4/1/2016		3.23	287,089.13	4/1/2016		3.23	441,593.49	4/1/2016	-	728,682.62	
10/1/2016	850,000.00	3.23	287,089.13	10/1/2016	1,310,000.00	3.23	441,593.49	10/1/2016	2,160,000.00	728,682.62	
4/1/2017		3.23	271,640.31	4/1/2017		3.23	417,788.84	4/1/2017	-	689,429.14	
10/1/2017	880,000.00	3.23	273,132.84	10/1/2017	1,355,000.00	3.23	420,084.38	10/1/2017	2,235,000.00	693,217.22	
4/1/2018		3.23	257,270.40	4/1/2018		3.23	395,662.44	4/1/2018	-	652,932.84	
10/1/2018	910,000.00	3.23	258,683.97	10/1/2018	1,395,000.00	3.23	397,836.41	10/1/2018	2,305,000.00	656,520.38	
4/1/2019		3.23	242,410.60	4/1/2019		3.23	372,882.86	4/1/2019	-	615,293.47	
10/1/2019	935,000.00	3.23	243,742.53	10/1/2019	1,440,000.00	3.23	374,931.67	10/1/2019	2,375,000.00	618,674.20	
4/1/2020		3.23	228,390.61	4/1/2020		3.23	351,288.07	4/1/2020	-	579,678.68	
10/1/2020	965,000.00	3.23	228,390.61	10/1/2020	1,490,000.00	3.23	351,288.07	10/1/2020	2,455,000.00	579,678.68	
4/1/2021		3.23	211,384.66	4/1/2021		3.23	325,037.59	4/1/2021	-	536,422.25	
10/1/2021	1,000,000.00	3.23	212,546.11	10/1/2021	1,535,000.00	3.23	326,823.51	10/1/2021	2,535,000.00	539,369.63	
4/1/2022		3.23	195,055.21	4/1/2022		3.23	299,971.89	4/1/2022	-	495,027.11	
10/1/2022	1,030,000.00	3.23	196,126.95	10/1/2022	1,585,000.00	3.23	301,620.09	10/1/2022	2,615,000.00	497,747.04	
4/1/2023		3.23	178,235.89	4/1/2023		3.23	274,089.72	4/1/2023	-	452,325.61	
10/1/2023	1,065,000.00	3.23	179,215.20	10/1/2023	1,635,000.00	3.23	275,595.71	10/1/2023	2,700,000.00	454,810.92	
4/1/2024		3.23	161,728.79	4/1/2024		3.23	248,750.38	4/1/2024	-	410,479.17	
10/1/2024	1,100,000.00	3.23	161,728.79	10/1/2024	1,690,000.00	3.23	248,750.38	10/1/2024	2,790,000.00	410,479.17	
4/1/2025		3.23	142,882.64	4/1/2025		3.23	219,794.32	4/1/2025	-	362,676.96	
10/1/2025	1,135,000.00	3.23	143,667.71	10/1/2025	1,745,000.00	3.23	221,001.98	10/1/2025	2,880,000.00	364,669.69	
4/1/2026		3.23	124,348.72	4/1/2026		3.23	191,299.44	4/1/2026	-	315,648.16	
10/1/2026	1,170,000.00	3.23	125,031.95	10/1/2026	1,800,000.00	3.23	192,350.54	10/1/2026	2,970,000.00	317,382.49	
4/1/2027		3.23	105,243.27	4/1/2027		3.23	161,906.44	4/1/2027	-	267,149.71	
10/1/2027	1,210,000.00	3.23	105,821.53	10/1/2027	1,860,000.00	3.23	162,796.04	10/1/2027	3,070,000.00	268,617.57	
4/1/2028		3.23	85,954.34	4/1/2028		3.23	132,256.39	4/1/2028	-	218,210.73	
10/1/2028	1,245,000.00	3.23	85,954.34	10/1/2028	1,920,000.00	3.23	132,256.39	10/1/2028	3,165,000.00	218,210.73	
4/1/2029		3.23	65,154.48	4/1/2029		3.23	100,181.14	4/1/2029	-	165,335.63	
10/1/2029	1,290,000.00	3.23	65,512.48	10/1/2029	1,980,000.00	3.23	100,731.59	10/1/2029	3,270,000.00	166,244.06	
4/1/2030		3.23	44,089.50	4/1/2030		3.23	67,848.84	4/1/2030	-	111,938.34	
10/1/2030	1,330,000.00	3.23	44,331.75	10/1/2030	2,045,000.00	3.23	68,221.64	10/1/2030	3,375,000.00	112,553.39	
4/1/2031		3.23	22,371.34	4/1/2031		3.23	34,455.13	4/1/2031	-	56,826.47	

[illegible]

10/1/2031	1,370,000.00	3.23	22,494.26	10/1/2031	2,110,000.00	3.23	34,644.44	10/1/2031	3,480,000.00	57,138.70
	20,470,000.00				29,595,000.00				50,065,000.00	19,250,149.07

**NORTH SPRINGS  
IMPROVEMENT DISTRICT**  
Water / Sewer FY 2017 Proposed Budget

<b>Irrigation Minimum Charge</b>	<b>Rate FY 17</b>
Residential Irrigation Minimum	\$25.48
Commercial 1.5" Irrigation Minimum	\$127.41
Residential 2" Irrigation Minimum	\$203.85

<b>Water Volume Charge</b>	<b>Rate FY 17</b>
<b>Water Residential, Commercial 1", 1.5", 2", 3", 4", 6", &amp; 8", Ranches/ Magic</b>	
0-12,600 Gals	\$2.46
12,601-25,200 Gals	\$4.93
25,201 Gals and Over	\$7.39
<b>Water Med/ High Density Consumption</b>	
0-7,600 Gals	\$2.46
7,601-15,200 Gals	\$4.93
15,201 Gals and Over	\$7.39

<b>Sewer Volume Charge</b>	<b>Rate FY 17</b>
<b>Sewer Residential, Commercial 1", 1.5", 2", 3", 4", 6", &amp; 8", Ranches/ Magic</b>	
0 Gals and Over	\$2.46
<b>Sewer Med/ High Density Consumption</b>	
0 Gals and Over	\$2.46

<b>Irrigation Volume Charge</b>	<b>Rate FY 17</b>
<b>Irrigation Residential, Commercial 1.5"&amp; 2" Consumption</b>	
0-12,600 Gals	\$2.46
12,601-25,200 Gals	\$4.93
25,201 Gals and Over	\$7.39

**NORTH SPRINGS  
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Water / Sewer FY 2017 Proposed Budget

**Permits, Fees, & Licenses**

The District charges permit fee for water and sewer projects undertaken by contractors within the District. This fee offsets inspections and plan reviews for these projects conducted by the District.

**Standby Fees**

Platted and unplatted residential & commercial parcels and tracts are charged a fee per parcel or tract.

**Irrigation**

The projected revenue is based upon the current approved rate structure for irrigation water charges utilizing projections of consumption for the upcoming year. The rate structure provides a per thousand gallon rate for irrigation water only and in the future will include the Districts re-use projects.

**NSF Check Fees**

Fees charged to customers related to non-sufficient funds.

**Processing Fee Revenue**

A processing fee is charged for new accounts.

**Lien Information Fee**

A fee is charged for an estoppel letter.

**Delinquent Fee Revenue**

The Board of Supervisors at a public meeting held in 2014 adopted a \$25 late fee to customers who receive a delinquent notice on their account and /or a termination date is hand delivered.

**Turn On Fees**

Fees charged to customers who have had their service shutoff for lack of payment and service is restored after payment.

**NORTH SPRINGS  
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**Meter Fees**

Represents the amount collected for meter Fees based on the size of the meter:

<u>Meter Size</u>	<u>Amount</u>
5/8" Meter	\$400.00
1" Meter	\$600.00
1 1/2" Meter	\$900.00
2" Meter (\$150 per unit (ERC) plus cost of meter	
3" Meter (\$150 per unit (ERC) plus cost of meter	

The amount budget is based on prior year's meters.

**Connection Fees - W/S**

Represents the amount collected for new connections based on the following:

<u>User Class</u>		<u>Wastewater</u>	<u>Water</u>
Single Family		\$11,391	\$558
Medium Density	\$5,974		\$264
High Density		\$5,974	\$264
Commercial		\$11,391	\$558
Irrigation			\$166

The revenue is based on prior year's fees.

**Interest - Investments**

The District earns Interest Income on the checking accounts with SunTrust, various CD's, and debt services trust accounts with US Bank.

**Contract Field Management Revenue**

The District receives reimbursement of \$ 10,800 from the Parkland Isles fund. This reimbursement is for field management services performed by District staff to include acting as a liaison between the home owner associations (HOA), oversight of contractors, and compliance.

**Miscellaneous Revenues**

Represents miscellaneous fees charged for repairs and other services provided to the customer by the district.



**NORTH SPRINGS  
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**Compliance Monitoring - HBC**

Represents cost recovery for monitoring issues pertaining to the Heron Bay Commons facility.

**EXPENDITURES: OPERATING EXPENSES**

**Personnel and Administration:**

**Payroll - Salaried**

This includes payroll, workers comp, FUTA/SUTA taxes and payroll charges for the admin. personnel based upon current rate plus an increase. Each employee will be evaluated in September to determine their actual increase. The District employs the following under this category:

- District Manager
- Deputy District Manager
- District Clerk
- Assistant Clerk
- Human Resources Manager
- Chief Financial Officer
- Treasurer
- Senior Accountant
- Staff Accountant
- Utility Billing Supervisor
- Assistant Utility Billing Supervisor
- Customer Service
- Customer Service
- Customer Service

**FICA Taxes**

Payroll taxes for the Administrative personnel.

**Pension Benefits**

The District's pension plan was established whereby the employer contributes for each employee's annual salary into a Florida Retirement System.

**NORTH SPRINGS  
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**Life and Health Insurance**

The District offers the employees' health, life, dental and disability insurance as part of their benefits plan while employed by the District.

**Worker's Compensation**

Payments required by law to be made to an employee who is injured or disabled in connection with work. The District's policy is with Travelers Insurance.

**Professional Services - Arbitrage Rebate**

The District contracts with an independent certified public accountant to annually calculate the District's arbitrage rebate liability on its revenue bonds. The amount is based on standard fees charged for this service.

**Professional Services - Dissemination Agent**

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b) (5), which relates to additional reporting requirements for unrelated bond issues. The District has contracted for this service and the amount is based on the contracted amount.

**Professional Services - Engineering**

The District has a continuous services contract with CH2M Hill to provide engineering services to the District. Also the district contracts with other engineering firms for services of electrical engineering, consulting, and surveying services.

**Professional Services - Legal Services**

The District has legal counsels. This expense includes preparation for monthly board meetings, contract review, etc.

**NORTH SPRINGS  
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**Professional Services - Trustee**

In 2011, The District issued the 2011 Series of Revenue Refunding Bonds and is deposited with a Trustee to handle all trustee matters. The annual trustee fee is based on standard fees charged plus any out of pocket expenses.

**Professional Service Website Development**

The District has contracted Watt Media Corp. to maintain its website [www.nsidfl.gov](http://www.nsidfl.gov). The District has been granted permission by the Federal Government to use the .gov domain, which is consistent with government agencies.

**Professional Services – Payroll / HR**

The District has contracted with COMPUPAY CORP. to handle payroll and other HR related matters.

**Auditing Services**

The District is required by Florida Statutes to arrange for an Independent Audit of its financial records on an annual basis. This expense is based on existing year engagement letter plus anticipated increase for this year's engagement letter.

**Financial and Accounting Services**

The District has contracted GMS (Government Management Services) to perform financial consulting services, Assessments for Non Ad Valorem taxes, and coordinate with our in house accountants.

**Communication - Telephone**

Telephone and fax machine expenditure estimates are based on prior years cost.

**Postage and Freight**

Mailing of agenda packages, overnight deliveries, correspondence, utility bills etc.

**NORTH SPRINGS  
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**Insurance - General Liability**

The District retains an Insurance Agent, who on an annual basis, arranges the placement of the District insurance coverage requirements

**Printing and Binding**

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, photocopies, etc.

**Legal Advertising**

Advertising of monthly board meetings, public hearings, requests for bids and any other legal advertising that may be required.

**Office Supplies**

Any supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc.

**Miscellaneous Services /Licenses & Permits**

This is for any miscellaneous services that are necessary for the operations and maintenance of the software.

**Misc Contingency**

This represents any unexpected expenses that may arise in the District.

**Capital Outlay**

Periodic replacement of office equipment as needed.

**NORTH SPRINGS  
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**OPERATIONS AND MAINTENANCE:**

**Field Operations:**

**Payroll - Salaried**

This includes Payroll, Workers Comp, FUTA/SUTA Taxes and payroll charges for the Field personnel based upon current rate plus an increase. Each employee is evaluated in September to determine their actual increase. The following personnel are budgeted in this line item:

- Field Manager
- “14” Field Distribution Operators
- “3” Meter Readers

**FICA Taxes**

Payroll taxes for the Field personnel.

**Pension Benefits**

The District's pension plan was established whereby the employer contributes for each employee's annual salary into Florida Retirement system.

**Life and Health Insurance**

The District offers the employees Health, Life, Dental, and Disability Insurance.

**Workers Compensation**

Payments required by law to be made to an employee who is injured or disabled in connection with work.

**Contracts - Generator Maintenance**

This is for the quarterly and yearly maintenance of generators.

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**Communication - Telephone - Field**

The District provides cellular telephones for all field employees. This also includes service from Sunshine State One Call.

**Electricity - General**

The District has utility accounts with Florida Power & Light for the field lift stations.

**Utility - Meter Replacement Program**

This expense represents the replacement of customer utility billing meters, which have a limited operational life and must be replaced approximately every 10 years.

**Utility Backflow Preventers**

This expense is for installation or replacement of backflow preventers at our customer's utility meters as required by Florida law. This prevents cross connections and unsafe backflow hazards into our potable water distribution system.

**Insurance - General Liability**

The District retains an Insurance Agent, who on an annual basis arranges the placement of the District insurance coverage requirements.

**R & M - General**

This expense is for repairs and maintenance on the Districts equipment, which is necessary to maintain the District in an operational condition.

**R & M - Lift Station**

This expense includes pump repairs and cleaning for the lift stations.

**R & M - Road & Alleyways**

This expense includes street and driveway paving and repairs.

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**R & M - Vehicles**

This is for the monthly maintenance on the District's vehicles plus any repairs.

**R & M - Valve Replacement**

This is for the valve replacement program for the District

**R & M - Painting**

This expense is for the painting of misc. items such as lift stations, fire hydrants, etc.

**Licenses & Permits**

This expense includes costs for permits, employee license renewals, subscriptions, licensing, books, and schooling required to maintain compliance with employee licensing requirements.

**Misc. Contingency**

This is for any unforeseen expenses that may occur in the Field during the year.

**Office Supplies**

Any office supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc.

**Operating Supplies - General**

This is for any miscellaneous contingencies that may arise in the District.

**Operating Supplies - Uniforms**

This is for uniform rental plus an annual shoe allowance.

**Operating Supplies - Fuel / Oil**

This is for Diesel fuel and Gasoline purchased by the district.

**NORTH SPRINGS  
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**Operating Supplies - Meter Supplies**

This expense includes Meter installation supplies.

**Operating Supplies - Hand Tools**

This expense includes hand and power tools that may be needed for the job.

**Road Supplies - Other**

This is reserved for the purchase of road supplies

**Capital Outlay - Equipment**

This is for the purchase of new equipment for the District as needed to maintain operations.

**Capital Outlay - Vehicles**

This is to purchase vehicles if needed.



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**PLANT OPERATIONS:**

**Payroll - Salaried**

This includes Payroll, Workers Comp, FUTA/SUTA Taxes and payroll charges for the Field personnel based upon current rate plus an increase. Each employee is evaluated in September to determine their actual increase. The following personnel are budgeted in this line item:

- Director of Operations
- “12” Water Plant Operators
- “2” Plant Maintenance Supervisor
- “3” Maintenance Technician
- Master Electrician
- Electrician

**FICA Taxes**

Payroll taxes for the Plant Operations personnel.

**Pension Benefits**

The District's pension plan was established whereby the District contributes for each employee's annual salary into a Florida Retirement System.

**Life and Health Insurance**

The District offers the employees Health, Life, Dental, and Disability Insurance.

**Workers Compensation**

Payments required by law to be made to an employee who is injured or disabled in connection with work.

**Contracts - Meter Expense**

This is for the meter calibration every two (2) years.

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**Contracts - Water Quality**

Water Quality Testing is done for the following tests that include Monthly Test (BCHD), Standard Plate Count, UCMR2 EPA testing, Quarterly Water Samples, and Annual Water Analysis.

**Contracts - Landscape**

This is for the monthly landscaping that is done for the water plant and several offsite locations such as wells and right of ways for water plant operations.

**Contracts - Generator Maintenance**

This is for the contract to repair and maintain the generators plus clean fuels testing and tank cleaning of the Districts generators.

**Contracts - Lime Sludge Removal**

This is for the contract for lime sludge removal that is necessary for the District.

**Communication - Telephone - Plant**

The District provides telephones for all Plant Operations employees.

**Electricity - General**

The electric requirements for the water plant and wells based upon operating history.

**Utility - Wastewater Treatment**

The District transmits all of its wastewater for transmission, treatment, and disposal to Broward County through its Large User Agreement to the County's 2A regional facility.

**Rentals - General**

This is for the rental of miscellaneous equipment that is needed for the district.  
Examples include: heavy equipment; jack hammers; cranes, etc.

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**Insurance - General Liability**

The District uses an Insurance Agent, who on an annual basis arranges the placement of the Districts insurance coverage requirements.

**R & M - General**

This expense is for repairs and maintenance on the Districts equipment, which is necessary to maintain the District in an operational condition, which also includes trash pick services.

**R & M - Air Conditioning**

This is for any repairs and maintenance to the air conditioning system.

**R & M - Electrical**

This is for the electrical maintenance supplies that may be needed by the District.

**R & M - Vehicles**

This is for the monthly maintenance on the District's vehicles plus any repairs.

**R & M - Slaker Repairs**

This is for the repair and maintenance on the District's slaker(s), which is a piece of equipment used in the water treatment process at the Districts water treatment plant.

**R & M - Well Maintenance**

This is for the repair and maintenance on the District's wells.

**R & M - Painting**

This is for the painting of the facility and storage tanks in the District.

**Licenses & Permits**

**NORTH SPRINGS  
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This expense represents the cost for facility license renewals, subscriptions and employee licensing, books and schooling required to maintain their license to operate.

**Contingency**

This is for any unforeseen expenses that may occur for the Plant Operations during the year.

**Office Supplies**

Any office supplies that may need to be purchased during the Fiscal Year, i.e., paper, minute books, file folders, labels, paper clips, etc. Anew printer will need to be purchased this year to replace an older model.

**Operating Supplies - General**

This expense is for general operating supplies such as janitorial, lab supplies, etc. to operate the Districts water treatment plant.

**Operating Supplies - Uniforms**

This is for uniform rental plus an annual shoe allowance.

**Operating Supplies - Fuel/Oil**

This is for Diesel Fuel and Gasoline purchased by the District.

**Operating Supplies - Chemicals**

This is for chemicals for Plant treatment purchased by the District.

**Operating Supplies - Lab Chemicals**

This is for lab chemicals purchased by the District.

**Operating Supplies - Lab Equipment**

This is for the purchase of lab equipment for the water plant for compliance testing required by regulatory agencies.

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Water / Sewer FY 2017 Proposed Budget

**Capital Outlay - Equipment**

This is reserved for the purchase of miscellaneous tools for the District and for the purchase of a new computer for the water treatment plant.

**Capital Outlay - Vehicles**

This is to purchase vehicles if needed.

**Reserve - Renewal & Replacement**

This is for the reserves for the renewal & replacement.

**DEBT SERVICE:**

**Debt Retirement**

The District has refinanced all of its water and sewer tax exempt bonds into a new series 2011, Water & Sewer Revenue Refunding / Revenue Bond. These bonds have a principal and interest payment due October 1 each year and are based on amortization schedules

**Interest Expense**

The District has refinanced all of its water and sewer tax exempt bonds into a new 2011 series Water & Sewer Revenue Refunding / Revenue Bond. These bonds have a principal and interest payment due April 1 & October 1, each year and are based on amortization schedules.

**Projected Annual Income (Loss)**

This is the total income received or total income loss after all expenses has been paid by the District to include operational expenses and debt service.

**Coverage Calculation**

The District is required to maintain 110% debt coverage as required by the series 2011 bond documents. This means that the District's operating income needs to equal or exceed its annual debt service payments by 110%.

**NORTH SPRINGS  
IMPROVEMENT DISTRICT**  
Water / Sewer FY 2017 Proposed Budget

**Budgeted Reserves**

- **Renewal & Replacement:** The District has developed a reserve program for its operational equipment to be replaced after it has exceeded its life expectancy, or is no longer operational.
- **Rate Stabilization:** This expense is to stabilize the Water & Sewer bond rates in the 2011 series.



## MEMORANDUM

DATE: October 12, 2016

TO: Board of Supervisors

FROM: Rod Colon, Deputy District Manager

RE: RFP 2016-03, Landscaping and Maintenance-Heron Bay Commons

The District obtained proposals to provide landscaping services for District property located at and around Heron Bay Clubhouse. The District received the following three (3) proposals

- **Green Brothers Group Corp** **\$60,000 annually**
- **RMVD Landscaping Inc.** **\$72,000 annually**
- **BG Katz Property Management Inc.** **\$74,000 annually**

District Staff recommends awarding the contract to the lowest responsible bidder, Green Brothers Group Corp. in the amount of \$60,000 annually.

LANDSCAPING & MAINTENANCE of DISTRICT PROPERTY (Heron Bay Commons)

RFP # 2016-03

QUOTE SUBMITTAL FORM

Name of Company:

Green Brothers Group Corp.

Address:

15533 SW 43 terrace Miami FL 33185

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Fill in appropriate currency numbers for your quote to NSID. This quote submission does not guarantee that your company will receive any work. NSID has made no promises to you in any way regarding this project. NSID may reject this and any other quote with or without cause and chose any quote it feels is in the best interest of the District.

**LUMP SUM AMMOUNT ON AN ANNUAL BASIS**



LANDSCAPING & MAINTENANCE of DISTRICT PROPERTY (Heron Bay Commons)

RFP # 2016-03

QUOTE SUBMITTAL FORM

Name of Company:

RMVD LANDSCAPING INC.

Address:

1032 NW 134<sup>TH</sup> Place MIAMI, FL 33182

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Fill in appropriate currency numbers for your quote to NSID. This quote submission does not guarantee that your company will receive any work. NSID has made no promises to you in any way regarding this project. NSID may reject this and any other quote with or without cause and chose any quote it feels is in the best interest of the District.

**LUMP SUM AMMOUNT ON AN ANNUAL BASIS**

LANDSCAPING & MAINTENANCE of DISTRICT PROPERTY (Heron Bay Commons)

RFP # 2016-03

QUOTE SUBMITTAL FORM

Name of Company:

BG Katz Prop. Maint Inc.

Address:

15800 Lovelock Rd. Parkland, Florida 33076

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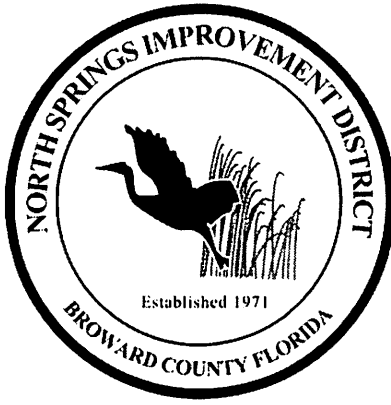
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Fill in appropriate currency numbers for your quote to NSID. This quote submission does not guarantee that your company will receive any work. NSID has made no promises to you in any way regarding this project. NSID may reject this and any other quote with or without cause and chose any quote it feels is in the best interest of the District.

LUMP SUM AMMOUNT ON AN ANNUAL BASIS



**REQUEST FOR PROPOSALS  
LANDSCAPING & MAINTENANCE DISTRICT  
PROPERTY (HERON BAY COMMONS)**

**RFP # 2017-01  
Notice to Contractors**

**North Springs Improvement District**

**Broward County, Florida**

You are invited to submit a proposal for our Landscaping and Maintenance Project at the water treatment facility located at 9700 NW 52 Street Coral Springs, Florida 33076 as requested by the North Springs Improvement District. RFP submittals shall be received by October 5, 2016 at 10:00AM

## **1.0 Disclosure:**

The District reserves the right to reject any or all quotes, bids, & proposals, with or without cause, to waive technical errors and informalities, and to accept the quote which in its judgment, best serves the District, which is not necessarily the lowest quote, but rather the overall price & reputation of the General Contractor

## **1.1 Project Background**

The North Springs Improvement District is seeking a Florida Licensed landscaper and arborists to undertake landscaping and maintenance of the Districts publicly owned clubhouse (Heron Bay Commons). The chosen contractor will adhere to the bid specifications outlined within this document. Contractor shall submit its proposals on the proposal form attached. The contractor must have similar experience with similar projects preferably within the last 36 months with no adverse performance in such completion.

## **1.2 Scope of Project**

The following is a list of items to be completed by the Contractor:

- 1) Vendor / Contractor shall supply all necessary equipment and materials to perform the proper grounds keeping of the specified areas in section 2.0 & attachment "A".
- 2) Vendor shall provide a certificate of insurance as outlined in section 3.0
- 3) Vendor shall supply the District a copy of the MSDS in relation to the fertilizers used on District property.
- 4) Interested vendors to this RFP can call to arrange a walk-through of the areas to be maintained.
- 5) Vendor shall provide service maintenance 26 times annually to the areas to be maintained to include: Lawn cutting; edging; mowing; garbage pick up; removal of debris; removal of dead vegetation; removal of weeds and invasive vegetation; mulching; tree trimming twice annually or as needed; blowing and clearing areas after maintenance and shall repair and maintain the irrigation system in a working order.
- 6) Contractor shall notify District management of any dead landscaping that needs replacing in accordance with Section 22-432 Code of Ordinances with the City of Coral Springs.

- 7) It is the Contractors responsibility to meet and be familiar with of landscaping code of ordinances with the City of Coral Springs. Contractor will adhere to all requirements when performing work in the designated city to which the work is being performed.
- 8) Contractor shall keep and maintain all landscaping in an atheistic appearance by pruning and shaping as its intended appearance outlined in design plans submitted to the City of Coral Springs and the City of Parkland.

### **1.3 Site Inpections:**

Contractors are advised to schedule a site inspection prior to submitting their quote. To schedule a site inspection please contact Rod Colon (Deputy District Manager) at 954-796-6628 to schedule an appointment.

### **1.4 Quote Submittals:**

The deadline for quote submittals is on January 2, 2014 at 10:00AM. Only the quote submittal form is required for submittal and must be dropped off or mailed to the following:

North Springs Improvement District  
Attn: RFP # 2017-01 Landscaping District Property (Heron Bay Commons)  
9700 NW 52 Street  
Coral Springs, FL 33076

The quote submittal sheet will be filled out in its entirety with an annual lump sum price

### **2.0 Locations of Maintenance:    Heron Bay Commons Clubhouse**

6100 Heron Bay Blvd. Coral Springs, FL 33076

### **3.0 Insurance Requirements**

Contractor / Vendor shall keep a minimum of 1,000,000 liability insurance and name NSID as a certificate holder. Vendor shall also provide of workman's comp and vehicle insurance.

AGREEMENT

BETWEEN NORTH SPRINGS IMPROVEMENT DISTRICT

AND

Green Brothers Group, INC.

FILL IN COMPANY NAME

THIS AGREEMENT, made and entered into on this 19 day of OCTOBER, 2016 by and between the North Springs Improvement District, an Independent Special District and public corporation, created under Chapter 2005-01 the Laws of Florida, hereinafter referred to as "DISTRICT", and Green Brother Group, a Florida limited liability company hereinafter referred to as "Vendor" whose address is:

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**WITNESSETH:**

**WHEREAS**, the **DISTRICT** desires to employ the services of the **Vendor** for the purpose of providing Landscaping & Maintenance Services for the **DISTRICT**, as required to meet the needs of the **DISTRICT** during the contract period; and

**WHEREAS**, the **Vendor** desires to assist the **DISTRICT** with such matters,

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements expressed herein the parties agree as follows:

### COMPENSATION

1. The **DISTRICT** hereby hires the **VENDOR** for the services and fees described in RFP#2014-03, attached hereto and incorporated by reference herein.
2. The **DISTRICT** agrees to compensate the **Vendor** as outlined in Vendors quote submittal of (60,000), The total and cumulative amount of this contract shall not exceed the amount of funds annually approved by the **DISTRICT** for the services described herein. In addition, the **DISTRICT** agrees to compensate **Vendor** monthly for the 1/12 of the portion of the bid amount, which after 12 months should equal 100% of the total quote submitted for RFP# 2014-2. Vendor agrees to bill the District at the beginning of each month following the work completed for the prior month.

### TERMINATION

3. Subject to the provisions for termination set forth below, the term of this Agreement shall begin on 10-19-16 and expire on 10-18-19. The Agreement may be terminated as follows:
  - a. Upon the dissolution or court-declared invalidity of the **DISTRICT**; or
  - b. By either party, for any reason, upon 30 days written notice to the other party.
  - c.

### SERVICES

4. The **Vendor** shall devote such time as is necessary to complete the duties and responsibilities assigned under RFP# 2016-3 (RFP Specifications outlined) to the Vendor under this Agreement.
5. The signature on this Agreement by the **Vendor** shall act as the execution of a truth-in-negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in the Agreement are accurate, complete and current as of the date of this Agreement.
6. The **Vendor** represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in the standard set forth in Section 112.311, Florida Statutes. The **Vendor** further represents that no person having a conflict of interest shall be employed by Vendor to perform any function under this Agreement.

7. The **Vendor** shall promptly notify the **DISTRICT** in writing by certified mail of all such conflicts of interest for any prospective business association, interest or other circumstance which may influence or appear to influence the **Vendor** judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the **Vendor** may undertake and request an opinion of the **DISTRICT** as to whether the association, interest or circumstance would, in the opinion of the **DISTRICT**, constitute a conflict of interest if entered into by the **Vendor**. The **DISTRICT** agrees to notify the **Vendor** of its opinion by certified mail within thirty (30) days of receipt of notification by the **Vendor** if, in the opinion of the **DISTRICT**, the prospective business association, interest or circumstance shall be deemed a conflict of interest with respect to services provided to the **DISTRICT** by the **Vendor** under terms of this Agreement. This Agreement does not prohibit the **Vendor** from performing services for any other special purpose taxing district, and such assignment shall not constitute a conflict of interest under this Agreement.
8. The **Vendor** warrants that it has not employed or retained any company or person, other than bona fide employee or independent contractors working solely for the **Vendor** to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, individual, or firm other than a bona fide employee or independent contractor working solely for the **Vendor** any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.
9. The **Vendor** warrants and represents that all of its employees are treated equally during employment without regard to race, color, physical handicap, religion, sex, age or national origin.
10. The **Vendor** hereby represents and warrants that it has and will continue to conduct its business activities in a professional manner and that all services shall be performed by skilled and competent personnel to the highest professional standards.
11. This Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Agreement will be held in Broward County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

In any action brought by either party for the enforcement of the obligations of the other party, the prevailing party shall be entitled to recover reasonable attorney's fees.

12. All notices required in this Agreement shall be sent by certified mail, return receipt requested, and if sent to the **DISTRICT** shall be mailed to:



North Springs Improvement District  
Attn: District Manager  
9700 NW 52<sup>nd</sup> Street  
Coral Springs, Florida 33076

With copies to:

District Counsel  
Dennis Lyles  
Billing, Cochran, Heath, Lyles, & Mauro, P.A.  
888 S.E 3rd Avenue  
Ft. Lauderdale, FL 33316

All notices required in this Agreement shall be sent to the **VENDOR** at the following address:

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15533 SW 43 Terrace, Miami FL 33185

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13. The foregoing terms and conditions constitute the entire Agreement between the parties hereto and any representation not contained herein shall be null and void and no force and effect. Further this Agreement may be amended only in writing upon mutual consent of the parties hereto.
14. No amendments and / or modifications of this Agreement shall be valid unless in writing and signed by each of the parties.
15. **Public Records.** Contractor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:
  - a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
  - b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
  - c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Contractor does not transfer the records to the District; and

- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Contractor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Contractor transfers all public records to the District upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Contractor acknowledges that any request to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in the possession of the Contractor, the Contractor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Contractor acknowledges that should Contractor fail to provide the public records to the District within a reasonable time, the Contractor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE CONTRACTOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:**

**DISTRICT CLERK'S OFFICE  
9700 NW 52<sup>ND</sup> STREET  
CORAL SPRINGS FL 33076  
TELEPHONE: (954) 796-6603  
EMAIL: BRENDAS@NSIDFL.GOV**

**IN WITNESS WHEREOF**, the Board of Supervisors of the North Springs Improvement District has made and executed this Contract on behalf of the **DISTRICT** and the **VENDOR** have each, respectively, by an authorized person or agent, hereunder set their hand and seal on the date and year first above

**BOARD OF SUPERVISORS**

**NORTH SPRINGS IMPROVEMENT DISTRICT**

SEAL

By: \_\_\_\_\_  
Mark Capwell, President

ATTEST

By: \_\_\_\_\_  
Vincent Moretti, Secretary

\_\_\_\_\_  
FILL IN COMPANY NAME HERE

By: \_\_\_\_\_  
Authorized company representative