

**MINUTES OF MEETING
NORTH SPRINGS IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Springs Improvement District was held Wednesday, **November 1, 2023** at 3:00 p.m. in the district office, 9700 N.W. 52nd Street, Coral Springs, Florida.

Present and constituting a quorum were:

Vince Moretti	President
Grace Solomon	Secretary via Zoom
Anthony Avello	Assistant Secretary

Also present were:

Rod Colon	District Manager
Richard Sarafan	District Counsel
Jane Early	District Engineer <i>via Zoom</i>
Brenda Richard	District Clerk
Katherine Castro	Executive Assistant
Donna Holiday	GMS-South Florida, LLC <i>via Zoom</i>
Detective Martin	Coral Springs Police Department

The following is a summary of the discussions and actions taken at the November 1, 2023 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Colon called the meeting to order at 3:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the October 11, 2023 Meeting

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor the minutes of the October 11, 2023 meeting were approved as presented.
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THIRD ORDER OF BUSINESS**Audience Comments on Non-Agenda Items
and Supervisor's Requests**

Mr. Avello stated I would like to figure out a way to go into 2025 with maintaining or lowering the water rates and I would like staff to look into a program dealing with an environmental/conservation program for fiscal year 2025. Monday, I participated in a phone call with the auditor general's office in response to an email on minor process issues about best practices. One of the issues was on procurement and going forward in the backup material I would like to see the CFO certify that the CFO has reviewed and certified that this procurement item meets the procurement standards. I have asked Rod to review the employee handbook relating to nepotism and conflict of interest and bring back suggested changes. I would like to have everything implemented by January 1, 2025 provided the board is in agreement with those changes.

No members of the public were present to provide comment.

FOURTH ORDER OF BUSINESS**Resolution 2024-01 Amending the Adopted
Fiscal Year 2023 General Fund Budget**

Mr. Colon stated at the end of each fiscal year we adopt a budget amendment to true up all the line items.

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor Resolution 2024-01 Amending the Adopted Fiscal Year 2023 General Fund Budget was approved.

FIFTH ORDER OF BUSINESS**Resolution 2024-02 Amending the Adopted
Fiscal Year 2023 Water and Sewer Budget**

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor Resolution 2024-02 Amending the Adopted Fiscal Year 2023 Water and Sewer Budget was approved.
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SIXTH ORDER OF BUSINESS**Staff Reports****A. Manager****i. Approval to Enter into National Cooperative Acceptance Agreement for RFP 3702-22-4618 Facilities Workplace Solutions**

Mr. Colon stated this is a piggyback to an agreement with a uniform company, the breakdown is in your agenda package.

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor staff was authorized to enter into National Cooperative Acceptance Agreement for RFP 3702-22-4618; facilities workplace solutions.

B. Attorney

There being no comments, the next item followed.

C. Engineer**1. Award of Contract for RFP 2023-10 Landscape Park Maintenance Agreement**

Mr. Sarafan stated based on comments from the auditor general in order to use this particular procurement method the dollar cap is for the whole contract, not just one year so our intent is to enter into a one-year contract and seek new bids next year.

On MOTION by Mr. Avello seconded by Mr. Morretti with all in favor contract for RFP 2023-10 was awarded to Custom Gardens, LLC in the amount of their low bid of \$182,400.

SEVENTH ORDER OF BUSINESS**Approval of Financials and Check Register**

On MOTION by Mr. Morretti seconded by Mr. Avello with all in favor the check register was approved.

EIGHTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Morretti seconded by Mr. Avello with all in favor the meeting adjourned at 3:14 p.m.

November 1, 2023

North Springs Improvement District



Grace Solomon
Secretary



Vince Moretti
President