

**MINUTES OF MEETING  
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, August 1, 2016 at 4:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Scott Massey	President
Janet Kroll	Vice President
Jared Stern	Secretary/Treasurer (Via Telephone)

Also present were:

Kenneth Cassel	District Manager
Terry Lewis	District Counsel
Christopher Potts	District Engineer (Via Telephone)
William H. Ryan	Ryan Incorporated Southern
Tony Macaluso	

*The following is a summary of the minutes and actions taken during the August 1, 2016 SID Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Cassel called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Tabled Items**

**A. Consideration of Bids for Westlake Phase 1 Project #2016-2 PH1**

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the above item was tabled.

**B. Amendment #1 to Work Authorization #4 for Utility Master Planning for an Increase of \$32,700**

Mr. Potts reviewed amendment #1 to Work Authorization #4, which is in anticipation of a potential revision of master planning and to ensure infrastructure built now is sufficient if changes occur in the master plan.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor Amendment #1 to Work Authorization #4 was taken off the table.

Discussion ensued and it was clarified Mr. Potts is requesting authorization of the amendment; however, costs will not be incurred until there is a firm change in the number or type of units served.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor Amendment #1 to Work Authorization #4 was tabled.

**FOURTH ORDER OF BUSINESS**

**Acceptance of the July 11, 2016 Landowners Meeting Minutes and Approval of the July 11, 2016 Regular Meeting Minutes**

Mr. Cassel stated each Board member received a copy of the minutes of the June 6, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the minutes of the July 11, 2016 landowners meeting were accepted and the minutes of the July 11, 2016 regular meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Financial Reports for Period Ending June 30, 2016**

The Board reviewed the financials.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the financial report for the period ending June 30, 2016 was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Engineering and Testing Firms**

At the previous meeting the Board received presentations from three firms: Stantec Consulting Services, Inc., Terracon Consultants, Inc. and GFA International, Inc. Mr. Cassel recommended the Board authorize him to begin negotiations with two of the firms due to the magnitude of multiple projects.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the District Manager was authorized to contact and negotiate with GFA International, Inc. and Stantec Consulting Services, Inc.

**SEVENTH ORDER OF BUSINESS**

**District Manager's Report**

There being no report, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Engineer's Report**

**A. Monthly Progress Report**

Mr. Potts reviewed his monthly progress report, which was included in the agenda package; a copy of which is attached hereto and made a part of the public record. He requested Items 8B, 8C, 8D and 8E be tabled.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor Items 8B, 8C, 8D and 8E were tabled.

- B. Work Authorization #18 for Westlake Phase 1 Earthwork and Lake Excavation Plans at a Total Cost of \$39,000**
- C. Amendment #1 to Work Authorization #16 for SFWMD Dewatering Permit Application for an Increase of \$5,000**
- D. Amendment #7 to Work Authorization #2 for Minto West Phase I Roadway Development at a Total Increase of \$50,100**
- E. Work Authorization #19 for Westlake Water Management System at a Total Cost of \$45,000**

The above items were tabled.

**NINTH ORDER OF BUSINESS**

**Attorney's Report**

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

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests**

The following was discussed:

- Ms. Kroll clarified the project-to-date deficit funding has been requested. She asked if a five year deficit funding plan is possible. Mr. Cassel explained he is working with the landowner to make sure their projections are aligned with the District's projections.
- Mr. Stern reported the County is accepting all of the right-of-way sign offs for Seminole Pratt Whitney Road.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the meeting was adjourned.



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Kenneth Cassel  
Assistant Secretary



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Scott Massey  
President