

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, November 7, 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

Also present were:

Kenneth Cassel	District Manager
Terry Lewis	District Counsel
Robert Diffenderfer	District Counsel

The following is a summary of the minutes and actions taken during the November 7, 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

Approval of the October 10, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the October 10, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the minutes of the October 10, 2016 meeting were approved

FOURTH ORDER OF BUSINESS

Financial Report for Period Ending September 30, 2016

There being no questions or comments,

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the financials for the period ending September 30, 2016 were approved.
--

pFIFTH ORDER OF BUSINESS

Consideration of Agreement for Designing and Permitting of Infrastructure

This item was tabled.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Motion Assigning Fund Balance as of September 30, 2016

This is a housekeeping item and a requirement of GASB 54. The proposed assignment is as follows:

- General Fund Operating Reserve – Operating Capital \$79,328.
- Water and Sewer Fund Operating Reserve – Operating Capital \$102,670

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the fund balance as of September 30, 2016 was approved as presented.

B. Resolution 2017-1, Amending the Fiscal Year 2016 Budget

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor Resolution 2017-1, amending the Fiscal Year 2016 budget, was adopted.

Mr. Cassel also reviewed the following change orders from J.W. Cheatham, LLC for Project #2016-1SPW:

- Change Order #1 for an increase of \$7,800. The water line under the drainage pipe had to be lowered over the weekend. There was a conflict not previously known. Data was not available as to the elevation of the pipe that was there. The change order needs to be ratified.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #1 for an increase of \$7,800 was approved.

- Change Order #2 for an increase of \$5,082. It was in the contract to extend the pipe, but extra silt was found within the pipes at Station 246+15 after it was dewatered.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #2 for an increase of \$5,082 was approved.

- Change Order #3 for an increase of \$4,598. This is to plug a leaky 36” corrugated pipe coming through the north end of the project where SID connects to the M Canal.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #1 for an increase of \$7,800 was approved.

- Change Order #4 for an increase due to plan revisions to Persimmon Boulevard. The contractor is proposing an increase of \$34,326; however, Mr. Potts calculated an increase of \$13,388.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Mr. Massey was authorized to sign off on an amount not to exceed \$34,326 for Change Order #4 if necessary and Mr. Cassel was authorized to sign off as a backup subject to ratification at the next Board meeting.

- Change Order #5 is to extend the existing drainage outfall pipe at Station 227+00 at a cost of \$21,775. Mr. Potts was questioning whether it is a coupling.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Mr. Massey was authorized to sign off on an amount not to exceed \$21,775 for Change Order #5 if necessary and Mr. Cassel was authorized to sign off as a backup subject to ratification at the next Board meeting.

SEVENTH ORDER OF BUSINESS

Engineer’s Report

A. Monthly Progress Report

A copy of the monthly progress report was included in the agenda package; a copy of which is attached hereto and made a part of the public record.

EIGHTH ORDER OF BUSINESS

Attorney’s Report

The following was discussed:

- Mr. Lewis reported Ms. Kroll is in the process of becoming a certified district manager. He also updated the Board on recent public records requests being made for most special districts.
- Mr. Diffenderfer updated the Board on contract negotiations with GFA International Inc. They put a provision in the contract sent to them, which would have limited their

liability irrespective of fault. District Counsel rejected this provision. They have agreed to the final contract without that provision. The same provision was added by Stantec to their contract, which has been rejected and sent back to them for execution.

- Mr. Diffenderfer discussed the title issue identified by the title company relating to a road right-of-way associated with the 40 acre utility site. The real estate attorney at his firm has been in touch with Minto’s real estate attorney. They have been in contact with the title company to find a solution. Options discussed include: a condemnation action, a quiet title action and action for reformation of an instrument in the title record. The more viable option may be to move forward with a reformation action. The instrument which may need to be reformed is a conveyance between Callery-Judge Grove and SID from 2003 or it may need to be an instrument between Callery-Judge Grove and Minto. He is waiting for the title company to provide clarity on the solution in order to move forward.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

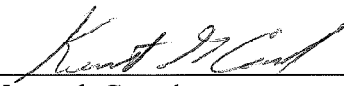
Mr. Massey requested Mr. Potts take snapshots of every intersection and mark where the lines are going to be.

TENTH ORDER OF BUSINESS


Adjournment

There being no further business,

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



 Kenneth Cassel
 Assistant Secretary



 Scott Massey
 President