

**MINUTES OF MEETING  
SEMINOLE IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, October 2, 2017 at 4:04 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Scott Massey	President
Dennis Church	Vice President
Jared Stern	Secretary/Treasurer

Also present were:

Kenneth Cassel	District Manager
Robert Diffenderfer	District Counsel
Chris Potts	District Engineer (Via Telephone)
John Carter	Minto PBLH, LLC

*The following is a summary of the minutes and actions taken during the October 2, 2017 Seminole Improvement District 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 Minutes of the September 12, 2017 Meeting**

Mr. Cassel stated each Board member received a copy of the September 12, 2017 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the minutes of the September 12, 2017 meeting were approved.
--

**FOURTH ORDER OF BUSINESS**

**Financial Report for Period Ending August 31, 2017**

The Board reviewed the financials. Mr. Church asked what the standard operating procedure is when the expenditures are 100% year to date on the general fund. Mr. Cassel responded there will be a budget amendment and a possible request from the developer for additional funding.

On MOTION by Mr. Church seconded by Mr. Stern with all in favor the financials were approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Agreement with WGI for Construction Phase Service over the M-Canal**

This is for construction services for the bridge. There will be a small change to the contract price for monitoring of the test piles. This item will be continued to the next meeting.

**SIXTH ORDER OF BUSINESS**

**Consideration of Grant of Easement to FPL**

Mr. Diffenderfer reported on his discussions with FPL regarding the grant of easement. He reviewed the comments from FPL, which include:

- They are reviewing the mowing request. Their practice is to maintain the vegetation within the easements, but they do not want to assume an obligation to do this.
- They want the ability to enlarge and change the voltage as well as the nature of physical characteristics of the facilities they put in.
- They want the rights to approve in advance anything the District wants to do within the easement.

Discussion ensued regarding FPL's comments of which the Board expressed concern. Mr. Diffenderfer will discuss further with FPL for a better form of easement.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Drainage Easement for The Hammocks**

Mr. Diffenderfer reviewed the drainage easement for The Hammocks. The Hammocks plat excluded two small pieces of easement that were to be granted to the District. This drainage easement corrects that omission from the plat. Mr. Diffenderfer requested authorization allowing the President to execute a conforming resolution.

On MOTION by Mr. Stern seconded by Mr. Church with all in favor the drainage easement for The Hammocks was approved and the President was authorized to execute a conforming resolution.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Partial Release of Easement within Persimmon West - Phase 1 Plat**

Mr. Diffenderfer reviewed the partial release of easement within Persimmon West Phase 1 Plat and Resolution 2018-1 approving it.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor Resolution 2018-1, approving the partial release of easement within Persimmon West Phase 1 Plat, was adopted.

**NINTH ORDER OF BUSINESS**

**Consideration of Persimmon West - Phase 1 Plat**

Mr. Diffenderfer reviewed the Persimmon West Phase 1 Plat.

On MOTION by Mr. Church seconded by Mr. Stern with all in favor the Persimmon West Phase 1 Plat was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Change Orders**

**A. Change Order #27 with JW Cheatham, LLC for Installation of Drainage Structures at an Increase of \$18,894**

This change order is for work associated with the installation of drainage structures along Seminole Pratt Whitney Road to avoid interference with the existing utilities.

On MOTION by Mr. Church seconded by Mr. Massey with all in favor Change Order #27 for a total increase of \$18,894 was approved.

**B. Change Order #28 with JW Cheatham, LLC for Plan Revision 8 for an Increase of \$75,467.15**

This item was tabled.

**ELEVENTH ORDER OF BUSINESS**

**Approval of Granting Gas Company Access to SID Easements**

Mr. Diffenderfer stated the easement agreement will depend on where they want to install. If they want to install in a piece of ground owned or dedicated in fee to the District, then it will be a simple easement agreement without using a description. If they want to install in an area where the District has an easement, but does not have a fee dedication, then it will be a

separate non-disturbance agreement. He suggested the Board authorize the President to execute the appropriate agreement once the gas company provides a specific plan and it is reviewed by District Counsel and the District Engineer.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Zennar USA Pilot Agreement for Meters and Fixed Based Data Collection**

Mr. Cassel reviewed the pilot agreement with Zennar USA for meters and fixed based data collection.

On MOTION by Mr. Church seconded by Mr. Stern with all in favor the pilot agreement with Zennar USA was approved.

**THIRTEENTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Form of Encroachment Agreement to Allow Other Utility Providers to Work in District Easements**

There was no further discussion on this item.

**FOURTEENTH ORDER OF BUSINESS**

**Engineer's Report**

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

- Mr. Potts also reported the sewer clearance was received for Town Center Parkway as well as the partial clearance for the sewer meter below the master sewer connection on Town Center Parkway North.
- Mr. Cassel reported he met with the Fire Department today and they agreed to move one of their driveways.

**FIFTEENTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Diffenderfer reported the following:

- He pushed back the contract to the vendor for the utilities billing system. They had a provision which would have waived sovereign immunity for the District. They are having their attorneys review the contract.
- The meeting with the County to discuss the closeout items on the utility contract was rescheduled to later this week due to Hurricane Irma.