

**MINUTES OF SPECIAL MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, June 6, 2016 at 4:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Loxahatchee, 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
Robert Diffenderfer	District Counsel
Chris Potts	District Engineer
John Carter	Minto
Russ Weyer	Severn Trent Services

The following is a summary of the minutes and actions taken during the June 6, 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 Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Acceptance of the May 2, 2016 Regular Meeting and May 18, 2016 Special Meeting

Mr. Cassel stated each Board member received a copy of the minutes of the May 2, 2016 regular meeting as well as the May 18, 2016 special meeting and requested any corrections, additions or deletions.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the minutes of the May 2, 2016 regular meeting and May 18, 2016 special meeting were approved.
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FOURTH ORDER OF BUSINESS

Financials Reports for Period Ending April 30, 2016

The Board reviewed the financials for April 30, 2016.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the financials dated April 30, 2016 were approved.

FIFTH ORDER OF BUSINESS

Tabled Item

A. Consideration of Final Assessment Methodologies

Mr. Weyer provided the Board with a presentation and reviewed the changes made for the final assessment methodologies. A copy of the presentation is attached hereto and made a part of the public record.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the assessment methodologies were accepted for filing.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Update on Conversion and Incorporation Plan

Mr. Cassel provided a brief update on the conversion and incorporation plan. The ballots arrived and are being distributed to the registered voters. Mr. Diffenderfer stated the Canvassing Board will meet at 7:00 p.m. on June 20, 2016 at the Supervisor of Elections office where the ballots will be opened.

B. Severn Trent Services Fee Adjustment

There being no questions or comments,

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor a monthly increase of \$2,777 to the Severn Trent Services contract was approved.

C. Distribution of the Fiscal Year 2017 Proposed Budget and Consideration of Resolution 2016-9, Approving the Budget and Setting the Public Hearing

Mr. Cassel reviewed the proposed operating budget for Fiscal Year 2017.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor Resolution 2016-9, approving the budget for Fiscal Year 2017 and setting the public hearing for September 12, 2016 at 4:00 p.m., was adopted.

SEVENTH ORDER OF BUSINESS

Engineer’s Report

A. Monthly Progress Report

Mr. Potts reviewed his monthly progress report, a copy of which is attached hereto and made a part of the public record.

The Board was provided with a bid comparison for the Seminole Pratt Whitney Road Project #2016-1 SPW. The recommendation was made to award the bid to J.W. Cheatham, LLC and for 5% to 10% of funds be set aside for contingency in case there are unforeseen events once construction begins.

Discussion ensued regarding the following conditions with regard to the contract.

- Provide a timeline.
- Look at 84” RCP.
- Mobilization will be paid over a three draw period.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor the bid was awarded to J.W. Cheatham, LLC with the conditions listed above.

B. Final Approval of Water control Plan and Engineer’s Report

The Board was provided with a final copy of the Engineer’s Report, a copy of which is attached hereto and made a part of the public record.

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the final Engineer’s Report was accepted for filing and staff was directed to properly notice the Engineer’s Report in accordance with Chapter 298 and set a public hearing.

EIGHTH ORDER OF BUSINESS

Attorney’s Report

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

NINTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

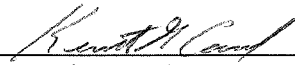
- Mr. Stern requested staff look at the underground agreement with FPL. The District may need to contract with an underground utility consultant to install the conduit if it is not included as part of FPL's scope of work.
- Mr. Stern asked if the conveyance of the 40 acre parcel to Minto was recorded. Mr. Diffenderfer responded before it is recorded, the District needs documentation from the landowner stating they will allow the District to complete the work necessary for the decommissioning of the water treatment plant.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

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


Kenneth Cassel
Assistant Secretary


Scott Massey
President