

**MINUTES OF MEETING  
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District held on Monday, June 5, 2017 was continued and reconvened on Thursday, June 15, 2017 at 10:00 a.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Scott Massey	President
Jared Stern	Secretary/Treasurer

Also present were:

Kenneth Cassel	District Manager
Robert Diffenderfer	District Counsel
John Carter	Minto PBLH, LLC

*The following is a summary of the minutes and actions taken during the June 15, 2017 Seminole Improvement District Board of Supervisors Continued Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**A. Certifying the Results of the Landowners Election, Resolution 2017-7 (Completed)**

This item was completed at the June 5, 2017 meeting.

**B. Oath of Office for Newly Elected Supervisor**

This item was tabled.

**C. Election of Officers (Completed)**

This item was completed at the June 5, 2017 meeting.

**THIRD ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of the May 1 and May 16, 2017 Meeting Minutes (Completed)**

This item was completed at the June 5, 2017 meeting.

**FIFTH ORDER OF BUSINESS**

**Financial Report for Period Ending April 30, 2017 (Completed)**

This item was completed at the June 5, 2017 meeting.

**SIXTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Consideration of Proposed Budget for Fiscal Year 2018 and Consideration of Resolution 2017-9, Approving the Budget and Setting the Public Hearing**

Mr. Cassel reviewed the proposed budget for Fiscal Year 2018. The enterprise fund reflects the proposed utility rates based on the analysis provided to date. There is no longer an assessment associated with the water and sewer structure. It is wrapped with the rate structure of the capacity fees and consumption rates.

Discussion ensued and there was consensus to add a line item for Capital Outlay for Sycamore Crossing in the amount of \$1.2 Million.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor Resolution 2017-9, approving the proposed budget for Fiscal Year 2018 as amended with the addition of \$1.2 Million for capital outlay for Sycamore crossing and setting the public hearing date for August 16, 2017 at 9:00 a.m., was adopted.

**B. Number of Registered Voters Within the District – 4**

This item is for informational purposes only.

**C. Discussion Regarding Setting Policy for Fees on SID Contracted Projects and SID Permits (Completed)**

This item was completed at the June 5, 2017 meeting.

**SEVENTH ORDER OF BUSINESS**

**Engineer’s Report**

**A. Monthly Progress Report (Completed)**

This item was completed at the June 5, 2017 meeting.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Change Order #19 for Seminole Pratt Whitney Road – Seminole Ridge High School to the M-Canal, Installing 2 ARVs for the 16” Directional Bore RWM for an Increase of \$19,600 (Added Item)**

Mr. Cassel reviewed Change Order \$19 for the installation of two ARVs for the 16” directional bore at the J&J Entrance for a net increase of \$19,600.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor Change Order #19 from JW Cheatham was approved for a net increase of \$19,600.

**NINTH ORDER OF BUSINESS**

**Consideration of M-Canal Intake Structure Gate Replacement (Added Item)**

Mr. Cassel stated Intake #1 has not been used in many years and may need to be used now. The slides need to be changed so it can be opened, closed, modified and water can be brought in through it.

Mr. Massey stated with the changing of the structures in the District, it is likely that water will need to be brought in from the west, across and back into the east.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the proposal from Murray Logan Construction, Inc for the M-Canal intake structure gate replacement was approved at a total cost of \$9,500.

**TENTH ORDER OF BUSINESS**

**Consideration of Simmons & White for Services Associated with Canal System Modifications (Added Item)**

Mr. Cassel reviewed the scope of services from Simmons & White. The original drainage plan looked at buildout and not incremental development. Some of the culverts need to be looked at and modified for operational purposes.

Mr. Massey noted the District needs to be able to have water hydrate higher on the east side of the development as it progresses and if the lakes get low, water can be pulled into them with flashboard risers. The lakes will not exceed 16.5 elevation on the south end.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor engaging Simmons & White for services associated with the canal system modifications was approved at a cost not to exceed \$5,000 for control structure plans and not to exceed \$3,000 for services during construction.

**ELEVENTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Diffenderfer reported the following:

- He met with Indian Trail Improvement District. He is working with Mr. Massey to reassemble all archival material on the permitting history to deal with Indian Trail's perception that they have a right in one of the District's structures.
- He noted the Utility Agreement with the County has a water quality provision stating they will deliver potable water to the District between .2 MG/L and .4 MG/L. He questioned how that translates to the District's need or concern for two parts per million. Mr. Massey will review the exhibit to the agreement and provide feedback.
- Discussion ensued regarding enhancements to the tank. Mr. Cassel indicated the tank renovation work is underway.
- There was discussion regarding having a special meeting to address the 16" reuse lines.

**TWELFTH ORDER OF BUSINESS**


**Supervisors' Requests**


There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Stern 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