

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Tuesday, September 12, 2017 at 4:12 p.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
Terry Lewis	District Counsel
John Carter	Minto PBLH, LLC.

The following is a summary of the minutes and actions taken during the September 12, 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 August 7 and August 16, 2017 Meetings

Mr. Cassel stated each Board member received a copy of the August 7 and August 16, 2017 meeting minutes and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the minutes of the August 7 and August 16, 2017 meetings were approved.

FOURTH ORDER OF BUSINESS

Financial Report for Period Ending July 31, 2017

The Board reviewed the financials.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the financials for July 2017 were approved.

FIFTH ORDER OF BUSINESS

Consideration of Change Order #25 with JW Cheatham, LLC for Regrading the Rural Parkway Berms Along Seminole Pratt Whitney Road for an Increase of \$179,757

This change order is for regrading of the rural parkway berms along Seminole Pratt Whitney Road. The amount is based on volume and the change order backup details the cubic yards.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor Change Order #25 with JW Cheatham, LLC was approved for an increase of \$179,757.

SIXTH ORDER OF BUSINESS

Consideration of Change Order #26 with JW Cheatham, LLC for Spare Autobahn LED Luminaire Heads for Traffic Signals for an Increase of \$7,521

Mr. Cassel explained the County initially said the District was required to have a spare for each post; however, the District disagrees and will purchase six spares for all the posts.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor Change Order #26 with JW Cheatham, LLC was approved for an increase of \$7,521.

SEVENTH ORDER OF BUSINESS

Discussion/Approval of Increase in GFA Contract

GFA is requesting an increase of \$120,000 to the original contract. Mr. Massey explained GFA was conducting various inspections for the District prior to Stantec coming on Board. There is also the additions of the re-pump facility as well as irrigation, changing the original scope of services.

Mr. Stern requested that going forward RFQs include detailed pricing.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor an increase of \$120,000 to the GFA contract was approved.

EIGHTH ORDER OF BUSINESS

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

Mr. Diffenderfer is drafting the agreement, but it is not ready for consideration.

NINTH ORDER OF BUSINESS

Discussion and Approval of M2 Canal Crossing Permit for FPL (Placeholder)

Mr. Cassel stated this is for crossing of the M2 canal where they will be installing the permanent box culvert.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the M2 canal crossing permit for FPL was approved subject to final legal review and approval by the District Engineer.

TENTH ORDER OF BUSINESS

District Manager's Report

Mr. Cassel reported the District fared well after Hurricane Irma and drainage was taken care of. As more houses are developed, the District will need to ensure the engineers are keeping everything open and flowing.

Mr. Stern stated as new sections are developed the District needs to strategically look at drainage opportunities.

ELEVENTH 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.

TWELFTH ORDER OF BUSINESS

Attorney's Report

Mr. Lewis reported he still needs to review the Interlocal Agreement between the District and the City of Westlake.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Request

Mr. Massey stated almost 40% of the 16 inch reclaimed line is in. The re-pump station should be functional by the end of October.

Mr. Stern asked for an update on the water tank construction project. Mr. Massey responded they are a week behind. The water tank will be able to be filled with reclaimed water by the middle of October. The addition of the irrigation pump will extend the project a bit.

There was discussion regarding the FPL easement offer. Mr. Massey suggested they maintain their own easement in lieu of upfront payment.


FOURTEENTH ORDER OF BUSINESS Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Scott Massey
President