

**MINUTES OF MEETING
SPRING LAKE IMPROVEMENT DISTRICT**

The Landowners meeting of the Board of Supervisors of the Spring Lake Improvement District was held Wednesday November 10, 2021, at 10:00 a.m. at the District Office, 115 Spring Lake Boulevard, Sebring, Florida. The regular meeting immediately followed.

Present were:

Tim McKenna
Bill Lawens
Kay Gorham
Brian Acker
Sue Dean

Chairman
Vice Chairman
Secretary
Asst. Secretary
Asst. Secretary

Also, present were:

William Nielander
Joe DeCerbo
Clay Shrum
Diane Angell
Israel Serrano
Randy Nelson

District Attorney
District Manager
Director of Operations
District Administrator
Utilities Supervisor
Drainage Supervisor

Residents & Guests

"See Sign in Sheet"

FIRST ORDER OF BUSINESS

Call to Order and Pledge

Chairman McKenna called the meeting to order and led the Pledge.

SECOND ORDER OF BUSINESS

Motion to adjourn Regular Meeting

<p>ON MOTION by Bill Lawens, seconded by Brian Acker to adjourn the regular meeting and convene the Landowners meeting.</p>

A. Appoint District Manager to conduct meeting

Tim McKenna appointed Joe DeCerbo to conduct the landowners meeting.

B. Determine number of voting units present and hold election

Joe polled the landowners in attendance. There were twelve voting units represented.

Joe asked who was seeking a seat on the Board, and how many votes they have. Ken Kirk presented Joe with a proxy representing 29 votes. Kay Gorham presented Joe with a proxy representing 192 votes.

C. Announce winning candidate pending certification

Joe announced Kay Gorham as the winner. The Board thanked Ken Kirk for his interest and encouraged him to continue to attend meetings and get involved.

D. Landowner's present – questions or comments

Phil Gentry thanked the Board for all the help in making the District 50th Anniversary Festival the most successful event Spring Lake has ever had. The Board thanked Phil for all his help in coordinating the event. Karen Palino wanted to thank the SLID Maintenance staff for all the work they did on the park for the festival. She said it would have been great if all the Board members had been able to get together at the festival for a group photo.

THIRD ORDER OF BUSINESS

Motion to reconvene Regular Board Meeting

ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor the regular Board Meeting was reconvened.

- A. Motion to accept Resolution certifying election results. Diane said she had certified Kay's proxies prior to the meeting.

ON MOTION by Bill Lawens, seconded by Brian Acker with all in favor Resolution 2021-15 Canvassing and Certifying the results of the Landowners Election was approved.

B. Candidate is seated and Board Attorney gives Oath of Office

Bill Nielander recited the oath of office to Kay Gorham, and she accepted the position of Board Supervisor of Spring Lake Improvement District. This Board position is a three-year term that runs through November 2024.

FOURTH ORDER OF BUSINESS

Nomination for officers of the Board

A. Chairman

**ON MOTION by Kay Gorham, seconded by Bill Lawens
with all in favor to name Tim McKenna as Board Chairman**

B. Vice Chairman

**ON MOTION by Kay Gorham, seconded by Brian Acker
with all in favor to name Bill Lawens as Vice Chairman**

C. Secretary

**ON MOTION by Bill Lawens, seconded by Brian Acker
with all in favor to name Kay Gorham as Secretary**

FIFTH ORDER OF BUSINESS

Upcoming Meetings, Events, Correspondence

- A. November 11th, Veterans Day Office Closed
- B. November 11th, 50th Anniversary Reception 5:30-7:30 Resort Restaurant
- C. November 18th, RPAC @ 2:00 p.m.
- D. November 25th – 26th Office closed for Thanksgiving

Greg Giarratana Engineer with Craig A Smith & Associates "Israel, thank you and Excavation Point for all of your assistance on successfully completing this wet well re-habilitation work."

Linda Kalanik, Secretary from the Sebring Historical Society "Dear Spring Lake, Congratulations on a terrific 50th Anniversary event. All the hard work of so many individuals was apparent and, I would say, came off without a hitch. Thank you also for allowing the Historical Society to be able to tell our story to so many new folks. It was our honor to participate in this 50th Anniversary Celebration".

SIXTH ORDER OF BUSINESS

Supervisor Requests

Israel explained the Clubhouse Lift Station repair process to the Board. Diane reported that the money was available in the budget and \$2,700 needed to be moved to Capital Outlay for the manhole cover.

ON MOTION by Brian Acker, seconded by Bill Lawens with all in favor to move \$2,700 from renewal and replacement to capital outlay for the manhole cover repair.

Tim McKenna thanked Joe for all the hard work he put into creating the 50th Anniversary Book. It is very informative and well presented. It will be a valuable document for years to come.

SEVENTH ORDER OF BUSINESS

Approval of October 13, 2021, Minutes

The Board received copies of the October 13, 2021, Minutes for review. There being no further questions.

ON MOTION by Bill Lawens, seconded by Brian Acker with all in favor the Minutes from October 13, 2021 meeting was approved.

EIGHTH ORDER OF BUSINESS

Approval of October 2021 Financials

The Board received copies of the October 2021 Financials for review. There being no further questions.

ON MOTION by Brian Acker, seconded by Kay Gorham with all in favor the October 2021 financials were approved.

NINTH ORDER OF BUSINESS

Treasurer Report

A. Update

The District received \$7,288 in excess fees from the Tax Collector for FY 2021 Assessment collections. A tax deposit in the amount of \$64,065 was received and collections for the year are General Fund 5%, Lot Mowing 5%, and Village I Parks 4%.

The District received a final payment in the amount of \$167,379 for the LPA Hwy 98 Sewer Line project. Diane reported that she replenished funds in the restricted Debt SRF account and established a Wastewater Operating Reserve account with \$40,000.

TENTH ORDER OF BUSINESS

Manager Update

A. Staff Working Hours

Joe requested the Board approve a policy change to reflect Field and Utility staff continue working 7-3:30, with all in agreement, a Resolution will be prepared for the December meeting.

B. Succession Plan

Bill Lawens and Joe have met several times, a draft will be available for the January meeting.

C. Highlands County Sub Recipient Agreement

After discussion, the Board agreed for the Chairman to sign the agreement after Nielander reviews it. Brian Acker suggested the e-mail sent to Supervisors answering fiber optic questions be attached for the public record and noted that the Fiber Optic provided will most likely only serve around 1,000 customers in the District

**ON MOTION by Sue Dean, seconded by Brian Acker
With all in favor to have Chairman McKenna sign the
Highlands County Sub Recipient Agreement.**

D. Conflict of Interest Resolution

Joe explained why this was needed for the ARPA requirements.

**ON MOTION by Brian Acker, seconded by Sue Dean
with all in favor Resolution 2021-16 Conflict of Interest
Policy was approved.**

E. Other Update Questions

Joe responded to Bill Lawens wanting an update on the RV Park, and to Brian Acker regarding the relationship between Signature and the Apartment project.

ELEVENTH ORDER OF BUSINESS

Attorney

The survey has been done on the surplus land. We will schedule the closing when the final report is received. Joe reminded the Board that we had received a \$10,000 deposit from the buyer.

TWELFTH ORDER OF BUSINESS

Public Comments

Ben Markham from 2218 Villaway asked the Board if there were any funds left over from the 50th Anniversary Donations if they could be donated to the Water Angel Fund. Joe responded all funds would be expended.

THIRTEENTH ORDER OF BUSINESS

Next Meeting

The next meeting will be held Wednesday, December 8, 2021 @ 10:00 a.m.

FOURTEENTH ORDER OF BUSINESS

Motion to Adjourn

ON MOTION by Bill Lawens, seconded by Kay Gorham
with all in favor the meeting was adjourned at 10:55 a.m.

Kay Gorham, Secretary

Tim McKenna, Chairman

Fiber Optic Corrected E-Mail

Joseph DeCerbo <jdecerbo@springlakefl.com>

Mon 11/8/2021 12:41 PM

To: mckenna268@aol.com <mckenna268@aol.com>; Bill Lawens (lawensbk@gmail.com) <lawensbk@gmail.com>; Brian Acker <backer@springlakefl.com>; Kay Gorham (klgorham31@gmail.com) <klgorham31@gmail.com>; Sue Dean (deanfam5@earthlink.net) <deanfam5@earthlink.net>

Cc: William J Nielander (wjn@nielander.com) <wjn@nielander.com>; Gene Schriener <GSchriener@craigasmith.com>; Diane Angell <dangell@springlakefl.com>

Once again, sorry for sending the previous e-mail before I finished it. See responses below, highlighted in yellow.

Joe DeCerbo, District Manager
Spring Lake Improvement District
115 Spring Lake Blvd.
Sebring, Florida 33876
863-655-1715 office

From: Joseph DeCerbo

Sent: Monday, November 8, 2021 10:27 AM

To: mckenna268@aol.com <mckenna268@aol.com>; Bill Lawens (lawensbk@gmail.com) <lawensbk@gmail.com>; Brian Acker <backer@springlakefl.com>; Kay Gorham (klgorham31@gmail.com) <klgorham31@gmail.com>; Sue Dean (deanfam5@earthlink.net) <deanfam5@earthlink.net>

Cc: William J Nielander (wjn@nielander.com) <wjn@nielander.com>; Gene Schriener <GSchriener@craigasmith.com>

Subject: Fiber Optic Project

After the revised agenda was sent out to the Supervisors, I received an e-mail asking for more detail. As I have stated, this is a constantly flowing work in progress as the County is entering the Federal realm of funding thru the ARPA grants that started with more questions than answers. While they received the first \$10 million in June, it wasn't until September that staff had done their diligence and the County Commission began to approve projects. The only reason Spring Lake was included because at a breakfast with the County Administrator he suggested we do our own broadband because of the development going on, and the County would do their own project. If we did not request the \$1.25 million then it would have been added to the County's \$4.5 million they allocated to their broadband. Please keep in mind that of the \$20 million coming to Highlands County, Spring Lake is the only project not being conducted by the County. Just last Thursday the County purchasing director met with me, Corbett, and Gene (via cell phone) to review their policies and procedures and to establish the guidelines for moving forward. We each agreed to certain tasks, with the goal of going to RFP by the end of the year. This project can be compared to all the others that we have had funded, the difference is that the funds must go thru the County, and then comes to the District. I am sure you are aware of all the paperwork we are responsible for with our own funding, now the County will have that for 21 projects!! We will not have anywhere near that amount of paperwork, but we will have to do a lot of the same, especially the monitoring. I have answered the questions below to the best of my knowledge at this point and will have a lot more details at our December meeting.

Joe,

In light of the agreement and resolution that has been placed on the agenda, could you please provide the Board with a briefing that provides greater detail regarding this endeavor.

Specifically, who drafts and approves RFPs for the instillation and subsequent operation of the system? The District will prepare the RFP, and Corbett and Gene are working on it. We will send it to the County prior to publication for any input.

Who is responsible for maintenance of the infrastructure as well as future expansion of the system? The District.

Once the system is in place who has ownership? The District.

Can ownership be transferred to a system provider? It will not be transferred; it will be leased to a provider.

What are the obligations and requirements of the grant and who is responsible for meeting those requirements? Will all be spelled out in the subrecipient agreement but will not be very much different than the agreements we have had for all the other State funding we receive.

Considering the other projects underway, does the District have sufficient cash flow to fund this and all the other projects until such time as we receive reimbursement? Yes, we have ample reserves plus the \$750,000 line of credit. The County reimburses on a monthly basis, so cash flow will not be negatively impacted.

Is it likely that the District will be required to establish another enterprise fund? It would be in the best interests of our accounting to establish another Enterprise Fund, just like we did when we added the wastewater plant several years ago.

If so, how would any fee assessment impact the landowners and or residents of the District? As with our other utilities, only users would be impacted.

Please provide any other relevant information regarding this project. Other than the information in the opening paragraph, the County is communicating with me, Gene, and Corbett to finalize all the necessary paperwork for the project to move forward. This is very similar to the Rt. 98 project in that an RFP gets published, a contractor does the work, the system is then operated by the District. By owning the fiber optic lines and leasing to a vendor, the District can control the costs both initially and in the future for our residents contractually.

Joe DeCerbo, District Manager
Spring Lake Improvement District
115 Spring Lake Blvd.
Sebring, Florida 33876
863-655-1715 office