

Seminole Improvement District

February 14, 2018

Agenda Package



Seminole Improvement District

Board of Supervisors

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

Ken Cassel, District Manager
Terry E. Lewis, District Counsel

February 7, 2018

Board of Supervisors
Seminole Improvement District

Dear Board Members:

A regular meeting of the Seminole Improvement District Board of Supervisors will be held Wednesday, February 14, 2018 at 9:00 a.m. at the Westlake Council Chambers, 4005 Seminole Pratt Whitney Road, Westlake, Florida. Following is the agenda for the meeting:

1. Roll Call
2. Public Comment
3. Interlocal Agreement with the City of Westlake
4. Agreement with Minto for Continuing Use of Drainage System
5. Acceptance of Completed Utilities for The Hammocks
6. Consideration of Funding Agreement for Reuse Conversion
7. Discussion of City of Westlake Comprehensive Plan
8. Amendment to Field Services Contract with Inframark
9. District Manager's Report
10. Engineer's Report
11. Attorney's Report
12. Supervisors' Requests
13. Adjournment

Any additional support materials for the items listed above, not included in the agenda package, will be distributed at the meeting or under separate cover. I look forward to seeing you there; however if you have any questions before that time, please contact me.

Sincerely,

A handwritten signature in cursive script that reads "Kenneth Cassel".

Ken Cassel/sd
District Manager

cc: Terry Lewis
John Carter
Robert Ter Doest
Robert Diffenderfer
Brian Cale

Third Order of Business

**INTERLOCAL AGREEMENT BETWEEN
THE CITY OF WESTLAKE
AND THE
SEMINOLE IMPROVEMENT DISTRICT**

**REGARDING THE PROVISION OF CERTAIN SERVICES, INFRASTRUCTURE, AND
PUBLIC FACILITIES IN THE CITY OF WESTLAKE AND
FOR ASSURANCE OF NON-DUPLICATION OF SERVICES**

____, 2018

DRAFT

INTERLOCAL AGREEMENT BETWEEN THE CITY OF WESTLAKE AND THE SEMINOLE IMPROVEMENT DISTRICT REGARDING THE PROVISION OF CERTAIN SERVICES, INFRASTRUCTURE, AND PUBLIC FACILITIES IN THE CITY OF WESTLAKE AND FOR ASSURANCE OF NON-DUPLICATION OF SERVICES

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into as of the ___ day of _____, 2017, by and between the City of Westlake, a political subdivision of the State of Florida whose address is 4001 Seminole Pratt Whitney Road, Westlake, FL 33470 (“Westlake”) and the Seminole Improvement District, a Florida Independent Special Taxing District, whose address is 4001 Seminole Pratt Whitney Road, Westlake, Florida 33470 (“SID”). In this Agreement, Westlake and SID may be referred to individually as “Party” and collectively as “Parties.”

RECITALS

WHEREAS, Section 163.01, Florida Statutes, known as the "Florida Interlocal Cooperation Act of 1969" (the “Act”) authorizes local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities that will harmonize geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, the City of Westlake was incorporated June 20, 2016 through an elector-initiated incorporation and is possessed of full home rule powers pursuant to Article VIII, Section 2 of the Florida Constitution; Chapter 166, Florida Statutes; and the City of Westlake Municipal Charter (“Charter”); and

WHEREAS, SID exists as an independent special taxing district and political subdivision created by Special Act of the Florida Legislature, Chapter 2000-431, Laws of Florida (“Enabling Act”), a copy of which is attached hereto and incorporated herein as Exhibit A, and possesses certain powers enumerated thereunder and pursuant to Chapters 189 and 298, Florida Statutes; and

WHEREAS, SID possess certain powers pursuant to the Enabling Act and Florida Statutes, including the powers to construct, own, and maintain a number of types of public works and facilities and provide services including but not limited to infrastructure and services related to water, sewer, drainage, irrigation, water management, parks, recreation, facilities, roadways and others more particularly described in the Enabling Act; and

WHEREAS, the geographic boundaries of SID are coextensive with the geographic boundaries of Westlake; and

WHEREAS, the Parties agree that SID currently provides all services and facilities, and exercises all powers permitted by the Enabling Act and Florida Statutes that are currently necessary within the SID boundaries; and

WHEREAS, pursuant to the elector-initiated incorporation, SID will become a dependent special district on a certain date (“Transition Date”) at which point in time all SID assets, facilities, and infrastructure will transfer to the City of Westlake as a matter of law; and

WHEREAS, SID has an adopted Water Control Plan (“Plan”) governing certain enumerated facilities and services; and

WHEREAS, SID has entered into an interlocal agreement with Palm Beach County Regarding Sale of Bulk Water and Wastewater Service and Establishment of Water, Wastewater, and Reclaimed Water Service Areas, dated April 18, 2006, a copy of which is attached hereto as Exhibit B; and

WHEREAS, SID has entered into an interlocal agreement with Palm Beach County for Purchase and Sale of Bulk Reclaimed Water dated April 20, 2010, a copy of which is attached hereto as Exhibit C; and

WHEREAS, SID has existing permits for the entire Service Area including a water use permit from the South Florida Water Management District (“SFWMD”), an environmental resource permit from SFWMD, and a Section 404 Clean Water permit from the U.S. Army Corps of Engineers; and

WHEREAS, SID and Westlake have determined on the basis of mutual advantage and in accordance with geographic, economic, population and other factors influencing the needs and development of properties within the coextensive SID and Westlake boundaries which of the entities may be in the better position to provide the services, facilities and infrastructure discussed in this Agreement; and

WHEREAS, SID and Westlake agree that the procedures and understanding contained in this Agreement are intended to reduce the costs to the Parties, avoid unnecessary duplication of facilities and services, provide for the efficient delivery of services and facilities; increase transparency; provide for accountability; and improve the quality of life for residents; and

WHEREAS, the Charter, a copy of which is attached hereto as Exhibit D, provides in Section 13(F) that Westlake “shall not exercise any function or provide any service being performed by or provided by Seminole Improvement District at any time prior to the Transition Date. This provision does not impair the ability of [Westlake] to contract for fire rescue or law enforcement services;” and

WHEREAS, Westlake and SID are entering into this Agreement pursuant to the Act and in furtherance of the Charter and the Plan; and

WHEREAS, by entering into this Agreement, the Parties have coordinated the efficient planning of services and infrastructure and intend to ensure that public facilities will be available as needed through the term of this Agreement; and

WHEREAS, the Parties wish to memorialize in this Agreement their understandings and intentions as to the provision of services and construction of facilities and to agree to a process for the planning, design, and permitting of such facilities and services; and

WHEREAS, the Parties find that the benefits of this Agreement will accrue to both Parties;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties covenant and agree as follows:

1. **Incorporation.** The recitals above are true and correct and are hereby incorporated herein as if fully set forth.

2. **Effective Date.** This agreement shall become effective on the date the Agreement is filed with the Clerk of the Circuit Court for Palm Beach County.

3. **Definitions.** Words not defined in this Agreement shall have the meaning found in the definitions Section of Chapter 163, Florida Statutes; or, if not defined by this Agreement or the definitions Section of Chapter 163, Florida Statutes, shall be interpreted using their ordinary dictionary definition. In this Agreement, the following words have the following meanings:

- a. “Emergency” means an interruption of water, wastewater, sewer, reclaimed water, or other critical services caused by power failures, acts of God or the public enemy, war, national emergency, allocation or other governmental restrictions upon the use or availability of labor or materials, rationing, civil insurrection, riot, disorder or demonstration, terrorism, strike, embargo, flood, tidal wave, fire, explosion, bomb detonation, nuclear fallout, windstorm, hurricane, earthquake, or other casualty, disaster or catastrophe. This definition of “emergency” does not apply to the phrases “emergency medical services,” “emergency meeting,” or any other reading of the word that does not logically follow the context.
- b. “Exclusive Provider” means the only entity authorized to provide the relevant service or facility and to charge fees, costs or other monies for such service or facility. The term “Exclusive Provider” shall not be construed to require the entity to generate the service or facility and specifically permits the entity to provide such service or facility after it has purchased the service or facility from another entity,

nor does it prohibit one entity from collecting fees on behalf of another entity under such terms as the Parties may agree

- c. “Governing Body” means the SID Board of Supervisors or the Westlake City Council, in accordance with the most reasonable reading of the word in the context of this Agreement.
- d. “Initiating Party” means a Party who wishes to undertake a project or take an action that falls within the categories listed in Paragraph 16(c) that was not discussed at the Semi-Annual Consultation, who sends a written request to the other Party (“Responsive Party”) regarding project consultation under Paragraph 16(b) of this Agreement.
- e. “Manager” means the SID District Manager or the Westlake City Manager in accordance with the most reasonable reading of the word in the context of this Agreement.
- f. “Plan” shall have the same meaning as “Water Control Plan.”
- g. “Resident” means any person, business, for-profit or not for profit corporation, government, or other entity that owns or uses property within the Service Area and uses the services or facilities of SID.
- h. “Requesting Party” means the Party desiring the other Party to exercise that other Party’s powers or take an action that reasonably falls within the other Party’s responsibilities, obligations, or powers under this Agreement.
- i. “Responsible Party” means the Party that is responsible for taking an action pursuant to this Agreement.
- j. “Responsive Party” means the Party who receives the written request for project consultation from the Initiating Party.
- k. “Service Area” means the geographic region of land within the coextensive boundaries of SID and Westlake, as illustrated in Exhibit E.
- l. “Water Control Plan” means the Seminole Improvement District Water Control Plan dated October 13, 2015, as the same may be amended from time to time.

4. Interpretation of Section, Subsection, and Paragraph. For purposes of this Agreement, the terms “section,” “subsection,” and “paragraph” shall be understood to refer to the material within each part as illustrated below. For this example, “1” shall refer to any Arabic numeral, “a” shall refer to any letter, and “i” shall refer to any Roman numeral. The terms above shall be understood as follows:

1 Section

a. Subsection

i. Paragraph

5. **Scope.** This Agreement shall apply to all parcels within the Service Area. In the event of a conflict between the terms of this Agreement and any other source concerning the topics herein, the terms of this Agreement shall control.
6. **No Limitation on Powers.** Nothing in this Agreement shall be construed so as to in any way limit SID's lawful exercise of any powers pursuant to the Enabling Act or other applicable law, ordinance, rule, regulation, or code, including but not limited to SID's ability to enter into agreements with any person, firm, corporation or entity for the furnishing by such person, firm, corporation, or entity of any facilities or services SID is authorized to provide, acquire, maintain, or otherwise put into effect. Nothing in this Agreement prohibits or prevents SID from agreeing to allow a developer or contractor to construct or install potable water, wastewater, reclaimed water, irrigation, roadway, drainage, transportation, park, or other infrastructure or facilities and transfer such infrastructure or facilities to SID's ownership and control.

Nothing in this Agreement shall be construed to restrict Westlake's home rule powers, police powers, or Westlake's authority to amend its Comprehensive Plan and make planning, zoning, or other land use decisions.

7. **No Effect on Existing Agreements.** Nothing in this Agreement shall be construed so as to limit, inhibit, cancel, modify, or otherwise affect any existing contracts or agreements between either Party and any other entity or entities that may exist as of the Effective Date of this Agreement.
8. **Water Control Plan Controlling.** The Water Control Plan is hereby incorporated herein by reference as if fully set forth. SID shall have exclusive power concerning any items, projects, plans, intentions, undertakings, or actions provided for in the Water Control Plan, unless otherwise agreed to by the Parties in writing by amendment to this Agreement.
9. **Parks.** SID and Westlake may each plan for the provision of public parks and recreational facilities. SID and Westlake will coordinate the best methods and sources of funding for the planning, acquisition, development, operation, and maintenance of park facilities within Westlake. Westlake shall be responsible for acquisition, development, planning, and designing of park facilities. Westlake may enter into an interlocal agreement with SID for the operation and maintenance of park facilities. Westlake shall evaluate and address funding for operation and maintenance costs in the planning and design phases of park and recreational facilities development in coordination with SID.
10. **Police.** Westlake shall have the sole responsibility to engage, contract for, employ, or otherwise provide all personnel, facilities, assets, funding, equipment, and related items for provision of law enforcement services within the Service Area. Nothing in this Agreement shall be construed to limit or otherwise inhibit Westlake's ability to contract for such

services with any other entity. Nothing in this agreement shall be construed to limit SID's ability to provide public safety measures, including security, guardhouses, fences, gates, electronic intrusion detection systems, patrols, or other measures as provided for in the Enabling Act. Notwithstanding the foregoing, 1) nothing in this Agreement permits SID to exercise police power, and 2) nothing in this Agreement shall be construed so as to require SID to provide the aforementioned public safety measures.

- 11. Fire and Emergency Medical Services.** Westlake shall have the sole responsibility to engage, contract for, employ, or otherwise provide all personnel, facilities, assets, funding, equipment, and related items to fire prevention and control, and emergency medical services. Westlake may require SID to install and provide water for water mains, plugs, and hydrants in a manner consistent with any applicable law, ordinance, rule, regulation or code. SID and Westlake shall coordinate to ensure that adequate water for fire protection services is available prior to the issuance of any certificate of occupancy or equivalent authorization for any new development or redevelopment. Nothing in this Agreement shall be construed to limit or otherwise inhibit Westlake's ability to contract for fire prevention and control and emergency medical services with any other entity.

12. Provision of Potable Water, Wastewater, and Reclaimed Water Utility Services and Facilities

- a. SID shall be the exclusive provider of potable water, wastewater, and reclaimed water services and facilities within the Service Area. The Parties agree that any additional potable water, wastewater, and reclaimed water capacity required to meet the needs of SID, Westlake, or the properties within the Service Area that is greater than the existing SID capacity as of the Effective Date shall be provided exclusively by SID except in an Emergency, as provided for in Section 23, to which SID is unable to respond. Westlake will not authorize any connection to SID facilities until a permit from SID has been obtained. To the extent it has jurisdiction, Westlake will not permit any new private utilities, septic tanks, or wells to be constructed within the Service Area.
- b. Nothing in this Agreement prevents SID from expanding the facilities and services described in this section within the Service Area as SID, in its sole discretion, deems necessary to provide potable water, wastewater, and reclaimed water services within the Service Area.
- c. SID shall have the exclusive power and responsibility to own, acquire, construct, finance, operate, and maintain systems to produce, purify, store, and distribute potable water for consumption in the Service Area.
- d. SID shall have the exclusive power and responsibility to own, acquire, construct, finance, operate, and maintain systems for the collection, transport, treatment, and disposal of wastewater in the Service Area.

- e. SID shall have the exclusive power and responsibility to own, acquire, construct, finance, operate, and maintain systems for the delivery, storage, and distribution of reclaimed water or stormwater used for irrigation purposes in the Service Area.
- f. SID shall retain the ability to discontinue service and assess reasonable penalties, including attorneys' fees, against any user or property for such rates, fees, rentals, fares, or other charges that become delinquent and require collection after such proceedings as may be required by statute, law, the Enabling Act, ordinance, rule, regulation or code.
- g. SID shall retain the power and responsibility to fund or finance any service or facility provided for in this section as provided by law or the Enabling Act. SID may participate with Westlake or any other party in the financing or implementation of any project or facility for the provision of water, wastewater, or reclaimed water services upon such terms as may be agreed.
- h. SID and Westlake shall coordinate to ensure that adequate potable water and wastewater capacity and facilities are available and owned by SID prior to the issuance of any certificate of occupancy or equivalent authorization for any new development or redevelopment. Westlake shall not issue a certificate of occupancy or equivalent authorization until such capacity and facilities are available and owned by SID. All facilities shall be designed and constructed in compliance with any applicable law, ordinance, rule, regulation or code.
- i. SID shall not reduce the capacity to provide services described in this section below a level that will prevent the City from meeting level of service standards within a 5-year period or in a manner inconsistent with the 5-year capital improvements schedule found in the Capital Improvements Element of the City of Westlake Comprehensive Plan. Westlake will ensure that no development orders are issued that will compromise SID's ability to meet applicable level of service standards.

13. Provision of Irrigation Water Service

- a. SID shall be the exclusive provider of water to be used for irrigation purposes within the Service Area. SID shall have the exclusive power to own, construct, operate, and maintain irrigation works, machinery, piping, and plants in the Service Area.

14. Roadways and Transportation Infrastructure

- a. SID shall have the ability, within the Service Area, to construct, improve, pave, and maintain roads necessary and convenient for the exercise of the powers or duties of SID as provided for in the Water Control Plan; and to include as a component of roads, parkways, bridges, landscaping, irrigation, bicycle and jogging paths, street lighting, traffic signals, road striping, and all other customary elements of modern

road systems. Westlake may own any roads within the Service Area and SID may transfer ownership of roads within the Service Area to Westlake.

- b. SID shall have the ability to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain systems and facilities for providing transportation throughout the Service Area, including private or contract carriers, buses, vehicles, railroads, and other transportation facilities, to meet the transportation requirements of SID or Westlake for activities conducted within the Service Area. This subsection does not prohibit the City from developing and implementing a mobility fee funding system.
- c. SID shall cooperate with Westlake to title in Westlake such elements of the roadway or transportation network as is necessary to qualify Westlake for fuel tax revenue sharing pursuant to Chapter 206, Florida Statutes. Westlake shall designate in its budget an amount equal to that portion of its budget revenue originating from fuel tax that must be used solely for transportation purposes as required by law to be transferrable to SID for use in transportation projects under the same terms, conditions, and restrictions that would apply to Westlake if Westlake were to use such funds. Notwithstanding title to roadway or transportation network assets, SID shall operate and maintain such roadways or assets.
- d. Any funding provided by Westlake to SID that originated as funds collected from any fuel tax shall be so designated and shall only be used for construction and maintenance of transportation infrastructure in compliance with the uses provided by law for such funding. SID shall not, under any circumstances, use such funding for any purpose not contemplated by law or ordinance and shall take all measures necessary to ensure compliance with this Agreement and all applicable laws, ordinances, rules, regulations, and codes concerning such funding. SID shall be required to refund to Westlake any such funds not used in accordance of the limitations in this Agreement. SID shall provide to Westlake, on an annual basis, an accounting and report demonstrating that such funds were used in compliance with statutory requirements.
- e. As between SID and Westlake, Westlake shall have the sole power and responsibility to set and enforce speed limits and other traffic laws within the Service Area, including regulations concerning required signage related to traffic laws and traffic safety.

15. Surface Water Management and Drainage.

- a. SID shall have the exclusive power to construct, operate, and maintain canals, ditches, drains, levees, lakes, ponds, and other works for surface water management and control purposes, including drainage within the Service Area.

- b. SID shall have the exclusive power to acquire, purchase, operate, and maintain pumps, plants, and pumping systems for surface water management and control purposes within the Service Area.
- c. Westlake will ensure that no canals, lakes, or other stormwater management facilities owned or maintained by SID are designated as recreational areas, and shall not authorize fishing, swimming, or other recreational activities in such facilities. This subsection does not prohibit SID from authorizing fishing, swimming, or other recreational activities in its own facilities.

16. Requirement for Consultation. In order to effectuate the intent of this Agreement, the Parties have agreed to the consultation procedures outlined in this Section.

- a. **Semi-Annual Consultation.** The Parties shall consult at least twice annually (“Semi-Annual Consultation”) to discuss projects or actions that either Party wishes to undertake in the foreseeable future that fall within the categories listed in Sections 9 and 12-15, above, and subsection 16(c). The purpose of the Semi-Annual Consultation is to determine which Party is best equipped to undertake such projects or take such actions.
 - i. The Semi-Annual Consultation shall take place at a properly noticed public meeting. Both Parties shall be responsible for ensuring the Semi-Annual Consultation is noticed as required by law.
 - ii. During the Semi-Annual Consultation, the Parties must discuss the 5-year capital improvements schedule found in the Capital Improvements Element of the City of Westlake Comprehensive Plan and the individual items described in that 5-year schedule.
 - iii. At least 30 days prior to the Semi-Annual Consultation meeting, each Party shall submit to the other Party a list of projects or actions (“Project List”) that it expects, desires, or plans to undertake within one year of the Semi-Annual Consultation meeting that fall within the categories listed in subsection 16(c).
 - iv. At the Semi-Annual Consultation, the Parties shall use their best efforts to allocate the projects or activities on the Project Lists to the Party best equipped to undertake the Project or Activity and desirous of undertaking the project or activity. The Parties may agree to more than one Semi-Annual Consultation or to continue a Semi-Annual Consultation to a subsequent meeting.
 - v. In the event both Parties wish to undertake the same or a substantially similar project or activity, SID shall be given the right to undertake that project or activity; provided, however, that SID must commence substantial

work on that project or activity within 18 months of the Semi-Annual Consultation meeting where the item was discussed, or within such other time as agreed to by the Parties. Alternatively, the Parties may agree to jointly undertake a project or activity so long as the execution of the project or activity does not violate the law, the Charter, the Enabling Act, or this Agreement.

- b. **Project Consultation.** No Party may expend funds or resources towards any project or action that falls within the categories listed in subsection 16(c) without first notifying the other Party in writing and requesting consultation on that item. After an Initiating Party notifies Responsive Party in writing of the project or action concerned:
- i. If both Parties agree in writing that the Initiating Party may undertake the project or action, then no further action is required and the Initiating Party may commence with the project or action immediately. If both Parties agree in writing that Responsive Party is the best Party to undertake the action, and the Responsive Party desires to undertake the action, then the Responsive Party may undertake the action or project; provided however, that the Responsive Party must commence substantial work on the action or project within 18 months or such other time as agreed to by the Parties. If such work is not commenced, the Initiating Party may issue a Request to Exercise Authority as provided for in Section 23 of this Agreement.
 - ii. If the Parties both desire to undertake the project or action and disagree as to which party is best able to undertake the Project, SID shall be given the right to undertake that project or activity; provided, however, that SID must commence substantial work on that project or activity within 18 months of the Project Consultation meeting where the item was discussed or within or such other time as agreed to by the Parties. \
 - iii. If the Responsive Party does not respond within 45 days to the written notice by the Initiating Party, the Responsive Party will be deemed to have consented to Initiating Party undertaking the project or action described in the notice.
- c. **Consultation Items.** The Parties agree that consultation is required prior to any undertakings, including but not limited to planning, expending funds, issuing procurement documents, and similar actions, for the following categories to the extent not addressed in Sections 9 and 12-15, above:
- i. Parking
 - ii. Parks or Recreational Facilities

- iii. Mosquito or Arthropod Control
- iv. Conservation Areas, Mitigation Areas, or Wildlife Habitat
- v. Transportation or Transportation Infrastructure
- vi. Tangible or physical infrastructure, including but not limited to roads, pipes, underground utilities, water, cable or internet lines, fiber optic lines, gas lines, telephone lines, electrical lines and housing, solar power or renewable energy facilities, or any other infrastructure that may be used in providing municipal facilities or services.
- vii. All other items, actions, or projects that are provided for in the Enabling Act.

d. **Consultation Prior to Water Control Plan Amendment.** SID shall provide notice as required by law for any Water Control Plan adoption or amendment. Westlake shall respond in writing within the time permitted in Section 298.301, Florida Statutes, identifying any suggestions, objectives, concerns, or the lack thereof, under Chapter 298, Florida Statutes or this Agreement regarding the proposed water control plan or water control plan amendments. SID shall not amend the Water Control Plan to include projects or activities already planned or being undertaken by Westlake without the express written consent of Westlake. SID shall not amend the Water Control Plan in any way that will decrease services that are provided for the in 5-year plan in the Capital Improvements Element of the City of Westlake Comprehensive Plan, and shall not make any changes to the Water Control Plan that are inconsistent with the 5-year plan in the Capital Improvements Element of the City of Westlake Comprehensive Plan.

17. No Limitation on Staff. Nothing in this Agreement shall be read to prohibit or impede the staff of Westlake and the staff of SID from meeting, collaborating, planning, consulting, or communicating except as otherwise prohibited or governed by Florida law. Specifically, the SID Manager and the City Manager, the SID Attorney and City Attorney, and the SID Engineer and the City Engineer are specifically authorized to meet and formulate plans and recommendations to present to their respective Governing Bodies concerning efficient provision of facilities and services and implementation and compliance with this Agreement. It is an express purpose of this Agreement to facilitate information sharing and exchange between the Parties.

18. Permitting and Plan Review. The Parties hereby agree to the following process for the review and issuance of plats and development orders within the Service Area.

- a. The Parties will develop a common form of application(s) for development orders, as that term is as defined in Sections 380.04 and 163.3164(15), Florida Statutes. The form will require sufficient information for each Party to determine whether it may or desires to approve the requested action within the Party's area of responsibility as outlined below. Each Party will use the common form to document its own land development activities.
- b. SID shall have the exclusive authority to set requirements and standards for, review, approve, and issue permits for the facilities: 1) depicted in its Water Control Plan, and 2) addressed in Sections 9 and 12-15, above. Applicants applying for permits under SID's authority described above shall apply directly to SID for such permit. SID shall provide notice to Westlake of each final permit issued by SID, including amendments thereto, and of each and close-out of such permits.
- c. Westlake has the exclusive authority to set requirements and standards for, approve, and issue permits or authorizations for all comprehensive planning, zoning and land development activities not falling within SID's area of authority as set forth above. Applicants applying for permits or authorizations under Westlake's authority shall apply directly to Westlake for such permit or authorization. Westlake shall provide to SID notice of permits for projects at which utility meters will need to be installed prior to being issued a certificate of occupancy. Westlake shall not approve any action which would violate any SFWMD water use permit, SFWMD environmental resource permit, or United States Army Corps of Engineers Clean Water Act permits issued to SID.
- d. Each Party shall provide the other with copies of all land use or development order applications within five (5) days of the receipt of any application or preliminary plans associated with an application. Each Party shall have ten (10) working days after the receipt of such copies to provide any comments on the application regarding any matters within that Party's authority. SID shall review each application for its effects upon SID works, services, facilities and infrastructure. Westlake shall not issue development orders until SID has confirmed that SID has the existing or planned capacity and facilities to meet the level of service standard applicable to the project described in the application, or that the developer will construct and convey to SID the facilities or infrastructure required to meet the applicable level of service standard prior to the issuance of a certificate of occupancy or equivalent authorization. SID may require the applicant to provide funds for the infrastructure required to support the project.
- e. If a development order will authorize development or a project that will require facilities or infrastructure that is not planned for in the 5-year capital improvements schedule found in the Capital Improvements Element of the City of Westlake Comprehensive Plan, the Parties shall require as a condition of the development order that the developer to construct the required facilities or infrastructure and then

transfer ownership of such facilities or infrastructure to SID prior to the issuance of a certificate of occupancy or equivalent authorization. SID will only accept facilities and infrastructure that meets all applicable laws, ordinances, rules, regulations, and codes.

- f. Each Party shall only review those items or matters over which it has jurisdiction, and no party shall deny a permit or authorization on grounds over which it has no jurisdiction.
- 19. Enforcement.** If either Party has a grievance that arises from matters discussed in this Agreement or believes the other Party has breached this Agreement, that Party shall notify the other Party in writing as provided for in subsection 32(d) of this Agreement. The Parties shall then meet to discuss the issues identified in the notice and attempt in good faith to resolve the issue, dispute or conflict prior to either Party initiating the intergovernmental conflict resolution process provided in by Chapter 164, Florida Statutes.
- 20. Joint Undertakings.** Nothing in this Agreement shall prevent the Parties from undertaking projects or actions jointly when the Parties so desire. Westlake may contribute financing to the provision of the services and facilities described herein under such terms and conditions as agreed to by the Parties.
- 21. No Partnership.** Nothing in this Agreement shall be deemed or construed as creating a partnership, joint venture, agency, or employee relationship between the Parties.
- 22. Permission to use Right of Way.** Each Party agrees to grant the other the necessary easements to effectuate each Party's provision of services and facilities as described in this Agreement. Such easements may be reflected on plat as the land is developed. The Parties agree to enter into and execute any legal agreement necessary to effectuate this provision and agree that any such legal document may be recorded in the public records of Palm Beach County for such purposes. Westlake shall not permit any action or the installation of any item that will impede or prevent SID from use of the rights of way without advance written consent from SID. SID shall not permit any action or the installation of any item that will impede or prevent Westlake from use of the rights of way without advance written consent from Westlake. When roads are dedicated to the City, the City shall provide SID with an exclusive easement in the right of way for utilities' infrastructure, construction, and maintenance.
- 23. Emergency.** In the event of an Emergency to which SID is unable to respond, Westlake may take any measures necessary to protect the health, safety, and welfare of any Residents, including pumping water and making connection to other such infrastructure, facilities, or systems that may be available for the duration of the Emergency or until the threat to health, safety, and welfare of Residents is alleviated.

24. Fees.

- a. **Service, Facility, and Connection Fees.** SID shall have the sole authority to prescribe, fix, establish, and collect rates, fees, rentals, fares or other charges, and revise the same from time to time, for the facilities and services furnished or to be furnished by SID and to recover the cost of making connection to any SID facility, system, or other physical, electronic, or other infrastructure.
 - b. **Impact Fees.** This Agreement shall not be construed so as to impact SID's ability to enter into impact fee credit arrangements for matters contained in or outside the scope of this Agreement.
 - c. **Waiver.** Westlake and SID hereby agree to waive review and permit fees for all projects or activities undertaken by the other Party. This waiver does not apply to projects undertaken by third parties, even if the resulting facilities or infrastructure will be turned over to SID or Westlake.
- 25. Financing.** This Agreement shall have no effect on SID and Westlake's ability to enter into other interlocal agreements concerning the financing of the services and facilities described herein.

26. Request for Exercise of Authority

- a. In the event either Party desires for the other Party to exercise the powers to take an action that reasonably falls within the other Party's responsibilities, obligations, or powers under this Agreement, the Requesting Party may notify the Responsible Party of its request at any time according to the following procedure:
 - i. The Requesting Party shall place an item on its own agenda for deliberation by the Governing Body of the Requesting Party. By passage of a motion, the Governing Body of the Requesting Party may authorize a written request to the Responsible Party to take action or may authorize its Manager to act on behalf of the Governing Body in presenting such a request to the Responsible Party and/or negotiating the terms and implementation of the request. The Responsible Party shall place the request on the agenda for its next regularly scheduled meeting of its Governing Body, or may call an emergency meeting of its Governing Body to respond to the request. The Responsible Party may, through passage of a motion, authorize its Manager to respond to or negotiate with the Requesting Party or the Manager of the Requesting Party for the implementation of the request.
 - ii. In the event the Governing Body of the non-requesting Party determines it is the Responsible Party and that it desires to take the requested action, it shall notify the Requesting Party of its decision in writing as provided for in subsection 32(d) of this Agreement as soon as is practicable.

- iii. In the event the Governing Body of the non-requesting Party determines that it is not the Responsible Party or does not desire to take the requested action, it shall notify the Requesting Party in writing as provided for in subsection 32(d) of this Agreement as soon as is practicable.
- iv. If no agreement can be reached between the Parties as to who is the Responsible Party, SID shall be given the right to undertake that project or activity; provided, however, that SID must commence substantial work on that project or activity within 18 months of the meeting where the item was discussed or within or such other time as agreed to by the Parties.

27. Request to Cease Actions

- a. For purposes of this section, the term “Notifying Party” means the Party that believes that pursuant to this Agreement it is the only Party responsible, obligated, or empowered to perform an action and that desires for the other Party to cease performing such an action. The term “Acting Party” shall mean the Party performing the action that the Notifying Party believes it is solely empowered to perform.
- b. It is the intent of the Parties to avoid duplication of services by allocating responsibility pursuant to this Agreement.
- c. In the event one Party feels the other Party is performing a service that is outside of the other Party’s scope of responsibilities pursuant to this Agreement, it shall notify that other party through the following procedure:
 - i. The Notifying Party shall place an item on its own agenda for deliberation by the Governing Body of the Notifying Party. By passage of a motion, the Governing Body of the Notifying Party may authorize a written request to the Acting Party to cease that action or may authorize its Manager to act on behalf of the Governing Body in presenting such a request to the Acting Party and/or negotiating the terms and implementation of the request. The Acting Party shall place the request on the agenda for its next regularly scheduled meeting of its Governing Body, or may call an emergency meeting of its Governing Body to respond to the request. The Acting Party may, through passage of a motion, authorize a response to or negotiations with the Notifying Party for the implementation of the request.
 - ii. In the event the Governing Body of the non-Notifying Party determines it properly responsible, obligated, or empowered to perform the action pursuant to the Agreement and that it desires to continue taking such action, it shall notify the Notifying Party of its decision in writing as provided for in subsection 32(d) of this Agreement as soon as is practicable.

- iii. In the event the Governing Body of the non-Notifying Party determines that it is not responsible, obligated, or empowered to continue the action and does not desire to continue taking that action, it shall notify the Notifying Party in writing as provided for in subsection 32(d) of this Agreement as soon as is practicable.
- iv. If no agreement can be reached between the Parties as to who is the proper party to take the action, SID shall be given the right to undertake that project or activity subject to other restrictions in this Agreement; provided, however, that SID must commence substantial work on that project or activity within 18 months of the meeting where the item was discussed or within or such other time as agreed to by the Parties.

28. Compliance with Westlake Comprehensive Plan and Zoning. This Agreement does not represent acquiescence on the part of Westlake to SID's provision of services or facilities inconsistent with the Westlake Comprehensive Plan or inconsistent with any development orders/approvals affecting the Service Area. Notwithstanding any other provision in this Agreement, Westlake reserves its legislative authority with respect to all planning and zoning decisions affecting SID, and nothing in this Agreement should be construed as guaranteeing SID any particular zoning or planning decision on the part of Westlake.

29. Dispute Resolution. In the event a dispute arises as to the terms or provisions of this Agreement, the Parties agree to participate in Conflict Resolution Procedures set out in Chapter 164, Florida Statutes.

30. Transfer of Roads. Pursuant to § 335.0415, Florida Statutes, the Parties agree that the jurisdiction of public roads will be transferred only through mutual agreement of both Parties and in accordance with all statutory requirements.

31. Mutual Aid. In the event of an Emergency or at such other time as the Parties deem necessary to protect from a threat, whether natural or manmade, to health, safety, or welfare within the service area, the Parties may provide mutual aid to one another and may donate manpower, supplies, facilities, services, or funds to alleviate such a threat and in furtherance of such mutual aid. No Party shall be liable to another Party for, or be considered in default or breach of this Agreement, for delay or failure to provide aid under this section. Each Party is encouraged to provide the other Party with an updated list each year listing emergency contact information for such Party.

32. Miscellaneous

- a. **SID Powers.** SID acknowledges that it does not have planning or zoning authority, home rule or general police powers, and nothing in this Agreement shall be read or interpreted to mean otherwise.
- b. **Interlocal Agreement.** This is an interlocal agreement entered into between the parties pursuant to Section 163.01, Florida Statutes. A true and correct copy of this Agreement and any amendments shall be filed with the Clerk of the Circuit Court in Palm Beach County.
- c. **Development Order.** This Agreement is not a development order, as that term is defined in Sections 380.04 and 163.3164, Florida Statutes. This Agreement does not grant or entitle SID to any development approvals or densities greater than those allowed under the density provisions of the Comprehensive Plan of the City of Westlake, nor to densities or development rights as may otherwise be limited by the City Council of the City of Westlake
- d. **Notice.** Any notice or other document required or allowed to be given pursuant to this Agreement shall be in writing and shall be delivered personally, or by recognized overnight courier or sent by certified mail, postage prepaid, return receipt requested. The use of electronic communication is not considered as providing proper Notice pursuant to this Agreement.

If to SID, such Notice shall be addressed to SID at:

District Manager
Seminole Improvement District
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

with a copy to:

District Counsel
Robert P. Diffenderfer, Esquire
Lewis, Longman & Walker, P.A.
515 North Flagler Drive
Suite 1500
West Palm Beach, Florida 33401

or such other address as SID may provide in writing to Westlake.

If to Westlake, such notice shall be addressed to Westlake at:

City Manager
City of Westlake

4001 Seminole Pratt-Whitney Road
 Westlake, FL 33470

with a copy to:

City Attorney
 City of Westlake
 4001 Seminole Pratt-Whitney Road
 Westlake, FL 33470

or such other address as Westlake may provide in writing to SID.

- e. **No Assignment.** This Agreement shall be binding upon and inure to the benefit of both Westlake and SID's successors and assigns. Neither Westlake nor SID may assign its rights under this Agreement.
- f. **Beneficiaries.** This Agreement is solely for the benefit of Westlake and SID and no other causes of action shall accrue upon or by reason hereof to or for the benefit of any third party, who or which is not a formal party to this Agreement. Nothing in the Agreement expressed or implied is intended or shall be construed to confer upon or give any person or entity other than the Parties any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereto.
- g. **Headings.** The headings used are for convenience only and shall be disregarded in the construction and interpretation of this Agreement.
- h. **Interpretation.** This Agreement shall be governed by, and construed and interpreted in accordance with, the laws of the State of Florida. The drafting of this Agreement constituted a joint effort of Westlake and SID and the Agreement's interpretation shall assume that neither had any more input or influence. In the event any term or provision of this Agreement is determined by appropriate judicial authority to be illegal or otherwise invalid, such provision shall be given its nearest legal meaning or be construed as deleted, as such authority determines, and the remainder of this Agreement shall be construed to be in full force and effect.
- i. **Amendment.** This Agreement may be amended only if executed in writing and signed by Westlake and SID.
- j. **Integration.** This Agreement and any documents referred to herein, collectively embody the entire agreement and understandings between Westlake and SID and all other agreements or understandings, oral or written, with reference to this Agreement are merged into and superseded by this Agreement. This Agreement may be executed in one or more counterparts, each of which shall be considered an original.
- k. **Severability.** If any part of this Agreement is found invalid or unenforceable by any court, such invalidity or unenforceability shall not affect the other parts of the

Agreement if the rights and obligations of the parties contained herein are not materially prejudiced and if the intentions of the parties can continue to be achieved. To that end, this Agreement is declared severable.

- l. **No Impact on Funding.** If any portion of this Agreement is determined to disqualify or otherwise impair either Party's ability to collect taxes, assessments, or other revenue as provided by statute, that portion shall be deemed deleted from this Agreement and the remainder of the Agreement shall remain in effect.
- m. **No Transfer of Powers.** Nothing contained in this Agreement shall be construed to constitute a transfer of powers in any way whatsoever. This Agreement is solely an agreement delineating the parties' responsibilities and understandings concerning coordination and non-duplication of services through cooperative measures, as authorized in Florida Statutes, Chapter 163. The governing bodies for Westlake and SID shall each maintain all legislative authority with regard to their respective political subdivision. All of the privileges and immunities from liability; exemption from laws, ordinances, and rules; and pensions and relief, disability, workers' compensation and other benefits which apply to the activity of officers, agents, or employees of any public agents or employees of any public agency when performing within the territorial limits for their respective agencies shall apply to the same degree and extend to the performance of such functions and duties of such officers, agents, or employees extra-territorially under the provisions of this Agreement.
- n. **Termination.** This Agreement shall terminate upon the Transition Date or upon earlier written agreement of the Parties.
- o. **Force Majeure.** In the event that the performance of this Agreement by either party to this Agreement is prevented or interrupted in consequence of any cause beyond the control of the other party, which may include, but is not limited to, acts of God or the public enemy, war, national emergency, allocation or other governmental restrictions upon the use or availability of labor or materials, rationing, civil insurrection, riot, disorder or demonstration, terrorism, strike, embargo, flood, tidal wave, fire, explosion, bomb detonation, nuclear fallout, windstorm, hurricane, earthquake, or other casualty, disaster or catastrophe of plant facilities or line breaks, neither party shall be liable for such non-performance.

IN WITNESS WHEREOF, Westlake and SID have executed or have caused this Agreement, with the named Exhibits attached, to be duly executed.

ATTEST:

SEMINOLE IMPROVEMENT DISTRICT

By: _____

By: _____

Secretary

Scott Massey, President

Dated: _____, 2018

DISTRICT ATTORNEY

Approved as to form and legal sufficiency

By: _____

Date: _____

ATTEST:

Clerk

CITY OF WESTLAKE, FLORIDA
BY ITS CITY COUNCIL

By: _____
Clerk, Sandra DeMarco

By: _____
Roger Manning, Mayor

Printed Name: _____ Dated: _____, 2018

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: _____
City Attorney, Pam E. Booker

By: _____
District Attorney, Robert P. Diffenderfer

APPROVED AS TO TERMS AND CONDITIONS

By: _____
Ken Cassel, District Manager

By: _____
Ken Cassel, City Manager

Fourth Order of Business

**AGREEMENT BETWEEN THE SEMINOLE IMPROVEMENT DISTRICT
AND
MINTO PBLH, LLC
FOR USE OF DRAINAGE FACILITY**

THIS AGREEMENT made and entered into this _____ day of _____, 2018 by and between:

The **Seminole Improvement District** (“District”), a local unit of special purpose government established pursuant to Chapter 298, Florida Statutes and special act, located in Palm Beach County, Florida and whose address is 4001 Seminole Pratt Whitney Road, Westlake, FL 33470,

and

MINTO PBLH LLC, a Florida limited liability company (“Minto”), whose address is c/o Minto Communities, LLC, 4400 W. Sample Road, Suite 200, Coconut Creek, FL 33073, collectively, the “Parties.”

RECITALS

WHEREAS, the District was established for the purpose of financing and managing the acquisition, construction, installation, maintenance, and operation of water control district facilities, services, and improvements within and without the boundaries of the District, to consist of, among other things, roadways, water and wastewater facilities, stormwater management, land acquisition, off-site improvements and other improvements, including the associated interests in real property, all as permitted by Chapter 298, Florida Statutes, as amended, and special act; and

WHEREAS, Minto is developing its land holdings within the boundaries of the District through platting and subdivision, which involves the reconfiguration of the existing stormwater management system; and

WHEREAS, on November 6, 2017, the District Board of Supervisors adopted Resolution No. 2018-8 approving the partial release of easements and reservation rights, the ‘Release,’ to allow Minto to advance its development plans and accommodate the approval of a plat, the release being subsequently recorded in Official Record Book 29488, Page 1805, of the Public Records of Palm Beach County; and

WHEREAS, the Parties recognize that the portion of the “D-3” canal within the released easement area represents an important segment of the current stormwater management system and the District desires to continue to operate and maintain this canal until such time as an adequate alternative connection is constructed, or the canal is no longer needed;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are herby acknowledged by the Parties, the Parties agree as follows:

1. **Incorporation.** The recitals above are true and correct and are hereby incorporated herein as if fully set forth.

2. **Effective Date.** This agreement shall become effective on the date the Agreement is filed with the Clerk of the Circuit Court for Palm Beach County.

3. **Operation of District Facilities.** Minto agrees to permit the continued access, maintenance and operation of the D-3 canal described in the Release, by District employees at District's sole cost and expense, to the same extent and manner as permitted under the released easements.

4. **Duration of Agreement.** District may continue to operate the D-3 canal described in the Release until such time as the District agrees that an adequate alternative means of water conveyance is available, or that the D-3 canal is otherwise no longer needed. Such agreement shall not be unreasonably withheld, but shall be solely at the District Board of Supervisors' discretion, consistent with the District's authority and responsibility. Upon agreeing, District shall record a termination of this Agreement with the Clerk of the Circuit Court for Palm Beach County.

5. **Notice.** All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

- A. As to the District: Ken Cassel, Manager
4001 Seminole Pratt Whitney Road
Westlake, FL 33470
- With a copy to: Robert P. Diffenderfer, Esquire
Lewis, Longman & Walker, P.A.
515 North Flagler Drive, Suite 1500
West Palm Beach, FL 33401
- B. As to the Minto: Minto Communities - USA
4400 W. Sample Road, Suite 200
Coconut Creek, FL 33073
Attn: Jared Stern

6. **Acceptance.** Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and Minto in the spaces provided below.

7. **Counterparts.** This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgement pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

IN WITNESS WHEREOF, Minto and the District have executed or have caused this Agreement to be duly executed.

ATTEST: **MINTO PBLH, LLC**

Witness

By: _____

Witness

Name: _____

Title: _____

ACKNOWLEDGMENT

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by _____, the _____ of MINTO PBLH, LLC, a Florida limited liability company, who is [] personally known to me, or [] who has produced _____ as identification.

Notary Public

Printed Name: _____

My Commission Expires: _____

ATTEST:

SEMINOLE IMPROVEMENT DISTRICT

Witness

By: _____
Scott Massey, President

Witness

ACKNOWLEDGMENT

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by Scott Massey, as President of SEMINOLE IMPROVEMENT DISTRICT, a political subdivision of the State of Florida, who is [____] personally known to me, or [____] who has produced _____ as identification.

Notary Public

Printed Name: _____

My Commission Expires: _____

DISTRICT ATTORNEY

Approved as to form and legal sufficiency

By: _____

Date: _____