

Seminole Improvement District

December 5, 2016

Agenda Package



Seminole Improvement District

Board of Supervisors

Scott Massey, President
Janet Kroll, Vice President
Jared Stern, Secretary/Treasurer

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

November 28, 2016

Board of Supervisors
Seminole Improvement District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Seminole Improvement District will be held Monday, December 5, 2016 at 4:00 p.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. Approval of the November 7, 2016 Meeting Minutes
4. Financial Reports for Period Ending October 31, 2016
5. Tabled Items
 - Consideration of Agreement for Designing and Permitting of Infrastructure Development (Placeholder)
6. District Manager's Report
7. Engineer's Report
 - Monthly Progress Report
8. Attorney's Report
9. Supervisors' Requests
10. 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
Brian Cale
Robert Ter Doest

Third Order of Business

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, November 7, 2016 at 4:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, 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
Terry Lewis	District Counsel
Robert Diffenderfer	District Counsel

The following is a summary of the minutes and actions taken during the November 7, 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 Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the October 10, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the October 10, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the minutes of the October 10, 2016 meeting were approved

FOURTH ORDER OF BUSINESS

Financial Report for Period Ending September 30, 2016

There being no questions or comments,

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the financials for the period ending September 30, 2016 were approved.

FIFTH ORDER OF BUSINESS

Consideration of Agreement for Designing and Permitting of Infrastructure

This item was tabled.

SIXTH ORDER OF BUSINESS

District Manager’s Report

A. Motion Assigning Fund Balance as of September 30, 2016

This is a housekeeping item and a requirement of GASB 54. The proposed assignment is as follows:

- General Fund Operating Reserve – Operating Capital \$79,328.
- Water and Sewer Fund Operating Reserve – Operating Capital \$102,670

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the fund balance as of September 30, 2016 was approved as presented.

B. Resolution 2017-1, Amending the Fiscal Year 2016 Budget

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor Resolution 2017-1, amending the Fiscal Year 2016 budget, was adopted.

Mr. Cassel also reviewed the following change orders from J.W. Cheatham, LLC for Project #2016-1SPW:

- Change Order #1 for an increase of \$7,800. The water line under the drainage pipe had to be lowered over the weekend. The change order needs to be ratified.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #1 for an increase of \$7,800 was approved.

- Change Order #2 for an increase of \$5,082. Extra silt was found within the pipes at Station 246+15 after it was dewatered.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #2 for an increase of \$5,082 was approved.

- Change Order #3 for an increase of \$4,598. This is to plug a leaky 36” concrete masonry pipe coming through the north end of the project where SID connects to the M Canal.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #1 for an increase of \$7,800 was approved.

- Change Order #4 for an increase due to plan revisions to Persimmon Boulevard. The contractor is proposing an increase of \$34,326; however, Mr. Potts calculated an increase of \$13,388.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Mr. Massey was authorized to sign off on an amount not to exceed \$34,326 for Change Order #4 if necessary and Mr. Cassel was authorized to sign off as a backup subject to ratification at the next Board meeting.

- Change Order #5 is to extend the existing drainage outfall pipe at Station 227+00 at a cost of \$21,775. Mr. Potts was questioning whether it is a coupling.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Mr. Massey was authorized to sign off on an amount not to exceed \$21,775 for Change Order #5 if necessary and Mr. Cassel was authorized to sign off as a backup subject to ratification at the next Board meeting.

SEVENTH ORDER OF BUSINESS

Engineer’s Report

A. Monthly Progress Report

A copy of the monthly progress report was included in the agenda package; a copy of which is attached hereto and made a part of the public record.

EIGHTH ORDER OF BUSINESS

Attorney’s Report

The following was discussed:

- Mr. Lewis reported Ms. Kroll is in the process of becoming a certified district manager. He also updated the Board on recent public records requests being made for most special districts.
- Mr. Diffenderfer updated the Board on contract negotiations with GFA International Inc. They put a provision in the contract sent to them, which would have limited their

November 7, 2016

Seminole Improvement District

- liability irrespective of fault. District Counsel rejected this provision. They have agreed to the final contract without that provision. The same provision was added by Stantec to their contract, which has been rejected and sent back to them for execution.
- Mr. Diffenderfer discussed the title issue identified by the title company relating to a road right-of-way associated with the 40 acre utility site. The real estate attorney at his firm has been in touch with Minto's real estate attorney. They have been in contact with the title company to find a solution. Options discussed include: a condemnation action, a quiet title action and action for reformation of an instrument in the title record. The more viable option may be to move forward with a reformation action. The instrument which may need to be reformed is a conveyance between Callery-Judge Grove and SID from 2003 or it may need to be an instrument between Callery-Judge Grove and Minto. He is waiting for the title company to provide clarity on the solution in order to move forward.

NINTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Massey requested Mr. Potts take snapshots of every intersection and mark where the lines are going to be.

TENTH ORDER OF BUSINESS**Adjournment**

There being no further business,

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

Kenneth Cassel
Assistant Secretary

Scott Massey
President

Fourth Order of Business



MEMORANDUM

TO: Board of Supervisors
FROM: Tiziana Cessna, District Accountant, Peter Brill, Accounting Manager
CC: Ken Cassel, District Manager
DATE: November 15, 2016
SUBJECT: October Financial Report

Please find attached the October 2016 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. The Pratt Whitney Road/Seminole Ridge High School to M Canal project has started. The Developer will fund the project per funding agreement. An overview of each of the District's funds is provided below. Should you have any questions or require additional information, please contact me at Tiziana.Cessna@STServices.com.

General Fund

- Total revenues through October shows only interest from investments. Special assessment collections through the Tax Collector and direct billed are expected to start collection in November and December.
- Total expenditures through October were approximately 58% of the year-to-date budget.

Capital Expenditures & Projects

- **Cap Outlay-Roads** - This line item represents engineer work for the Pratt Whitney Road project. Permit fees are included in the line item. These expenditures will be funded by the Developer.

Water & Sewer Enterprise Fund

- Total revenues through October were approximately 94% of the year-to-date budget. Special assessment collections through the Tax Collector and direct billed are expected to start collection in November and December.
- Total expenses through October were approximately 72% of the year-to-date budget. Additional notes are listed below for the fiscal year:

Capital Expenditures & Projects

- **Cap Outlay-Water/Waste Project** - This line item represents engineer work for the water/waste project. Permit fees are included in the line item. These expenses will be reclassified to the fixed assets at year end.

Seminole Improvement District

Financial Report

October 31, 2016

Prepared by



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Seminole Improvement District

Financial Statements

(Unaudited)

October 31, 2016

Balance Sheet
October 31, 2016

ACCOUNT DESCRIPTION	GENERAL FUND	ENTERPRISE FUND	TOTAL
ASSETS			
Cash - Checking Account	\$ -	\$ 636,844	\$ 636,844
Cash On Hand/Petty Cash	150	-	150
Accounts Receivable	-	19,259	19,259
Due From Other Funds	334,720	-	334,720
Investments:			
Money Market Account	288,954	570	289,524
Fixed Assets			
Land	-	498,693	498,693
Water Sewer Lines	-	55,361	55,361
Accum Depr - Wtr Swr Lines	-	(25,610)	(25,610)
Equipment	-	1,152,155	1,152,155
Vehicles	-	5,675	5,675
Accum Depr - Equip/Furniture	-	(715,358)	(715,358)
Construction Work In Process	-	1,114,071	1,114,071
TOTAL ASSETS	\$ 623,824	\$ 2,741,660	\$ 3,365,484
LIABILITIES			
Accounts Payable	\$ 463,976	\$ 65,794	\$ 529,770
Accrued Expenses	4,772	1,500	6,272
Notes/Loans Payable - Current	-	211,305	211,305
Retainage Payable	42,110	-	42,110
Due To Other Funds	-	334,720	334,720
TOTAL LIABILITIES	510,858	613,319	1,124,177
FUND BALANCES / NET ASSETS			
<i>Fund Balances</i>			
Assigned to:			
Operating Reserves	112,966	124,131	237,097
Unassigned:			
	-	-	-
<i>Net Assets</i>			
Invested in capital assets, net of related debt	-	1,873,682	1,873,682
Unrestricted/Unreserved	-	130,528	130,528
TOTAL FUND BALANCES / NET ASSETS	\$ 112,966	\$ 2,128,341	\$ 2,241,307
TOTAL LIABILITIES & FUND BALANCES / NET ASSETS	\$ 623,824	\$ 2,741,660	\$ 3,365,484

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ 200	\$ 17	\$ 131	\$ 114
County Contribution	1,600,000	-	-	-
Special Assmnts- Tax Collector	910,722	-	-	-
Special Assmnts- CDD Collected	38,516	-	-	-
Special Assmnts- Discounts	(36,429)	-	-	-
Developer Contribution	12,818,310	-	-	-
TOTAL REVENUES	15,331,319	17	131	114
EXPENDITURES				
Administration				
ProfServ-Engineering	80,000	6,667	1,344	5,323
ProfServ-Info Technology	2,073	173	112	61
ProfServ-Legal Services	150,000	12,500	14,368	(1,868)
ProfServ-Mgmt Consulting Serv	67,000	5,583	5,583	-
ProfServ-Property Appraiser	150	-	-	-
ProfServ-Special Assessment	7,500	-	-	-
ProfServ-Planning	25,000	2,083	-	2,083
Auditing Services	2,838	-	-	-
Contracts-Admin. Service	30,000	2,500	2,500	-
Communication - Telephone	3,000	250	133	117
Postage and Freight	1,500	125	17	108
Liability/Property Insurance	7,764	7,764	3,500	4,264
Printing and Binding	1,500	125	58	67
Legal Advertising	3,500	292	-	292
Misc-Bank Charges	500	42	-	42
Misc-Assessmnt Collection Cost	9,107	-	-	-
Government Affairs	2,000	167	-	167
Misc-Web Hosting	1,000	83	-	83
Office Supplies	4,500	375	92	283
Subscriptions and Memberships	20,000	2,500	900	1,600
Annual District Filing Fee	175	-	-	-
Total Administration	419,107	41,229	28,607	12,622

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Emergency/Disaster Relief</u>				
R&M-Emergency& Disaster Relief	15,000	1,250	-	1,250
Total Emergency/Disaster Relief	15,000	1,250	-	1,250
<u>Electric Utility Services</u>				
Utility - General	1,500	125	198	(73)
Total Electric Utility Services	1,500	125	198	(73)
<u>Conservation and Resource Mgmt</u>				
Contracts-Water Analysis	19,108	-	-	-
Utility - Irrigation	9,000	750	-	750
Electricity - Irrigation	3,500	292	17	275
R&M-Aquatic Weed Control	25,000	2,083	1,904	179
R&M-Canals Mowing	20,000	1,667	3,190	(1,523)
R&M-Canals Mechanical Interior	20,000	1,667	4,040	(2,373)
R&M-Surface Water Pump Station	2,000	167	129	38
Total Conservation and Resource Mgmt	98,608	6,626	9,280	(2,654)
<u>Flood Control/Stormwater Mgmt</u>				
R&M-General	20,000	1,667	733	934
R&M-Aquatic Weed Control	12,000	1,000	-	1,000
R&M-Canals Mechanical Outfall	3,000	250	-	250
R&M-Boundries Outfall	4,000	333	-	333
R&M-Culverts, Labor	10,000	833	-	833
R&M-Culverts, Other	10,000	833	-	833
Misc-Contingency	12,000	1,000	-	1,000
Op Supplies - Fuel, Oil	20,000	1,667	844	823
Total Flood Control/Stormwater Mgmt	91,000	7,583	1,577	6,006
<u>Field</u>				
ProfServ-Field Management	75,174	6,265	6,655	(390)
Contracts-Landscape	152,620	12,718	13,837	(1,119)
Contracts-Landscape ROW	10,000	833	-	833
Cap Outlay - Vehicles	30,000	30,000	-	30,000
Total Field	267,794	49,816	20,492	29,324

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Capital Expenditures & Projects</u>				
Cap Outlay-Roads	14,418,310	1,700	1,657	43
Total Capital Expenditures & Projects	14,418,310	1,700	1,657	43
<u>Road and Street Facilities</u>				
Road & Street Facilities	20,000	1,667	1,505	162
Total Road and Street Facilities	20,000	1,667	1,505	162
TOTAL EXPENDITURES	15,331,319	109,996	63,316	46,680
Excess (deficiency) of revenues				
Over (under) expenditures	-	(109,979)	(63,185)	46,794
Net change in fund balance	\$ -	\$ (109,979)	\$ (63,185)	\$ 46,794
FUND BALANCE, BEGINNING (OCT 1, 2016)	176,151	176,151	176,151	
FUND BALANCE, ENDING	\$ 176,151	\$ 66,172	\$ 112,966	

Statement of Revenues, Expenses and Changes in Net Assets
For the Period Ending October 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>OPERATING REVENUES</u>				
Interest - Investments	\$ 200	\$ 17	\$ -	\$ (17)
Capacity Fees	172,781	14,398	14,398	-
Water Revenue	36,000	3,000	2,763	(237)
Sewer Revenue	36,000	3,000	2,072	(928)
Special Assmnts- Tax Collector	258,441	-	-	-
Special Assmnts- CDD Collected	3,438	-	-	-
Special Assmnts- Discounts	(10,338)	-	-	-
TOTAL OPERATING REVENUES	496,522	20,415	19,233	(1,182)
<u>OPERATING EXPENSES</u>				
<u>Personnel and Administration</u>				
ProfServ-Engineering	50,000	4,167	1,344	2,823
ProfServ-Info Technology	2,073	173	1,071	(898)
ProfServ-Legal Services	100,000	8,333	14,368	(6,035)
ProfServ-Mgmt Consulting Serv	16,000	1,333	1,333	-
ProfServ-Consultants	20,000	1,667	-	1,667
Auditing Services	2,838	-	-	-
Contracts-Admin. Service	31,000	2,583	2,583	-
Communication - Telephone	2,067	172	133	39
Postage and Freight	1,000	83	17	66
Liability/Property Insurance	17,593	17,593	12,933	4,660
Printing and Binding	1,000	83	58	25
Legal Advertising	2,000	167	-	167
Misc-Bank Charges	100	9	-	9
Misc-Assessmnt Collection Cost	2,584	-	-	-
Office Supplies	2,000	167	-	167
Subscriptions and Memberships	5,050	-	-	-
Total Personnel and Administration	255,305	36,530	33,840	2,690

Statement of Revenues, Expenses and Changes in Net Assets
For the Period Ending October 31, 2016

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Water-Sewer Comb Services</u>				
Contracts-Bulk Potable Water	33,000	2,750	2,336	414
Contracts-Bulk Wastewater	33,000	2,750	1,949	801
Contracts-Building and Grounds	11,000	917	-	917
Operating Fee (PBC)	60,000	5,000	1,500	3,500
Communication - Teleph - Field	3,600	300	363	(63)
Electricity - General	6,000	500	222	278
Water/Sewer Meter Reading	2,000	167	-	167
R&M-Buildings & Grounds	6,000	500	-	500
R&M-Meter Change-Out	15,000	1,250	-	1,250
R&M-Potable Water Lines	9,000	750	-	750
R&M-Sewer Lines	5,000	417	-	417
R&M-Site Facilities	6,000	500	364	136
R&M-Water Plant Equipment	2,400	200	-	200
Miscellaneous Services	5,000	417	-	417
Misc-Contingency	2,000	167	-	167
Cap Outlay - Software	10,000	10,000	-	10,000
Total Water-Sewer Comb Services	209,000	26,585	6,734	19,851
<u>Field</u>				
ProfServ-Field Management	32,217	2,685	2,685	-
Total Field	32,217	2,685	2,685	-
<u>Capital Expenditures & Projects</u>				
Cap Outlay - Water/Waste Project	-	-	4,035	(4,035)
Total Capital Expenditures & Projects	-	-	4,035	(4,035)
TOTAL OPERATING EXPENSES	496,522	65,800	47,294	18,506
Operating income (loss)	-	(45,385)	(28,061)	17,324
Change in net assets	\$ -	\$ (45,385)	\$ (28,061)	\$ 17,324
TOTAL NET ASSETS, BEGINNING (OCT 1, 2016)	2,156,402	2,156,400	2,156,402	
TOTAL NET ASSETS, ENDING	\$ 2,156,402	\$ 2,111,015	\$ 2,128,341	

Seminole Improvement District

Supporting Schedules

October 31, 2016

Cash and Investment Report

October 31, 2016

GENERAL FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Petty Cash	Cash	Cash	n/a	n/a	\$150
Money Market	Florida Community Bank	n/a	n/a	0.35%	\$50,342
Money Market	BankUnited	n/a	n/a	0.45%	\$238,611
				Subtotal	\$288,954
				Total	\$289,104

WATER & SEWER FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	TD Bank	Checking Account	n/a	0.00%	\$626,818
Checking Account	PNC Bank	Checking Account	n/a	0.00%	\$10,026
				Subtotal	\$636,844
Money Market	Florida Community Bank	n/a	n/a	0.50%	\$570
				Total	\$637,414

Seminole Improvement District

Bank Reconciliation

Bank Account No. 9227 TD Bank - Ent 401
Statement No. 2016-10
Statement Date 10/31/2016

G/L Balance (LCY)	626,817.62	Statement Balance	685,105.70
G/L Balance	626,817.62	Outstanding Deposits	0.00
Positive Adjustments	0.00		
	<hr/>	Subtotal	685,105.70
Subtotal	626,817.62	Outstanding Checks	58,288.08
Negative Adjustments	0.00	Differences	0.00
	<hr/>		
Ending G/L Balance	626,817.62	Ending Balance	626,817.62
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
9/9/2015	Payment	9933	FLORIDA DEPARTMENT OF HEALTH	500.00	0.00	500.00
12/2/2015	Payment	10060	FLORIDA DEPARTMENT OF HEALTH	250.00	0.00	250.00
12/2/2015	Payment	10061	FLORIDA DEPARTMENT OF HEALTH	900.00	0.00	900.00
7/20/2016	Payment	10299	ADVANCED DISPOSAL SERVICES	188.96	0.00	188.96
8/31/2016	Payment	10342	PBC WATER UTILITIES	5,600.85	0.00	5,600.85
10/28/2016	Payment	10436	CITY OF WEST PALM BEACH	134.48	0.00	134.48
10/28/2016	Payment	10437	TOWN OF LANTANA	900.00	0.00	900.00
10/28/2016	Payment	10438	FEDEX	20.83	0.00	20.83
10/28/2016	Payment	10439	BLAKES WELL & PUMP, INC.	9,387.73	0.00	9,387.73
10/28/2016	Payment	10440	LEWIS LONGMAN & WALKER, P.A.	17,592.39	0.00	17,592.39
10/28/2016	Payment	10442	CHRISTOPHER ABBOTT	248.67	0.00	248.67
10/28/2016	Payment	10443	FARNER BARLEY AND ASSOCIATES INC	22,564.17	0.00	22,564.17
Total Outstanding Checks.....				58,288.08		58,288.08

**Pratt Whitney Road / Seminole Ridge High School to M Canal
Construction Report**

1. Recap of Capital Project Activity Through October 31, 2016

Source of Funds:

Developer Contribution	\$ 378,989
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Total Source of Funds:	<u>\$ 378,989</u>
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Use of Funds:

Disbursements:

Roadway	\$ 421,099
Drainage	-
Water	-
Reuse-Irrigation Main Line	-
Sewer	-
Bridge	-
Signalization G	-
Signalization H	-
Signalization I	-
Signalization J	-
Signalization K	-
Signalization L	-
Signalization M	-
Signalization N	-
Signalization P	-
Retainage	(42,110)

Total Use of Funds	<u>\$ 378,989</u>
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General Fund
Engineer planning and design / Pre - Construction/ Demolition / Permits
Construction Report

Recap of Capital Project Activity Through October 31, 2016

Use of Funds:

Disbursements:	Budget	Used	Balance
SID 2015-WA# 1 - Water Control Plan	76,922	58,222	18,700
SID 2015-WA # 2 - Phase 1 Spine Roads into Minto West project	494,678	471,484	23,194
SID 2015 WA # 3 - Pratt Whitney Road Project	797,165	764,986	32,179
SID 2015-WA# 11 - Town Center Boulevard South	97,212	21,804	75,408
SID 2015-WA# 12 - Persimmon Blvd West	5,845	5,845	-
SID 2015-WA# 13 - Town Center Blvd North	3,320	3,320	-
SID 2015-WA# 14 - Road Connecting Town Center Blvd South and Persimmon Blvd.	3,320	3,320	-
FPL non-binding 'ballpark' estimate	11,700	11,700	-
FPL - Underground Facilities Conversion Agreement (Non-Gaf)	641,037	641,037	-
Pod Q Engineering plan Review	19,207	19,207	-
Application	250	250	-
Assessment Methodology	66,000	66,000	-
Permits	453,475	453,475	-

Total Use of Funds	\$ 2,670,131	\$ 2,520,649	\$ 149,481
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Water and Sewer
Engineer planning and design / Pre - Construction/ Demolition / Permits
Construction Report

Recap of Capital Project Activity Through October 31, 2016

Use of Funds:

Disbursements:	Budget	Used	Balance
SID 2015-WA#4 - Master planning utilities	64,918	64,918	-
SID 2015-WA#5 - PBC Wastewater Connections	12,000	12,000	-
SID 2015-WA#6 - Connection existing customers to the PBC force mains.	33,194	33,194	-
SID 2015-WA#7 - Potable water and reuse main crossings	27,250	21,435	5,815
SID 2015-WA#8 - potable water, reuse water and wastewater transmission systems	58,403	54,373	4,030
SID 2015-WA#9 - Onsite and Offsite reuse transmission system.	58,095	31,640	26,455
SID 2015-WA#10 Conversion of the existing potable water storage and pumping facility	105,347	68,985	36,362
SID 2015-WA#15 - Provide SID with a utility rate and financials consulting services	91,426	52,501	38,925
SID 2015-WA#16 SFVMD Water Use and permit application for the dewatering	17,009	13,809	3,200
Additional Reserve Capacity Payment Agreement for potable water and/or Wastewater capacity	572,000	286,000	286,000
FECC - Water and Wastewater Plant Decommissioning and Removal BID # WS-2015-01	245,450	245,450	-
Palm Beach County WUD Wastewater Improvements	152,350	152,350	-
Pod Q Engineering plan Review	10,525	10,525	-
Demolition	58,129	58,129	-
Permits	8,760	8,760	-

Total Use of Funds

\$ 1,514,857 \$ 1,114,070 \$ 400,786

Seminole Improvement District

Check register

October 1 - October 31, 2016

Seminole Improvement District

Payment Register by Bank Account

For the Period from 10/1/16 to 10/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
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210 N. UNIVERSITY DR. - (Acct# xxxxx7478)

Check	0007	10/20/16	Vendor	SEMINOLE IMPROVEMENT DISTRICT	10/17/16	TRANSFER TO TD BANK #9227	Due From Other Funds	131000	\$72,000.00
Account Total									\$72,000.00

5900 N. ANDREWS AVE. - (Acct# xxxxx9227)

Check	10411	10/05/16	Vendor	BOTANICAL OASIS	82016B	N. SIDE SEM. RIDGE HS AUGUST	N. SIDE SEM. RIDGE HS AUGUST	401-534056-53601	\$150.00
Check	10411	10/05/16	Vendor	BOTANICAL OASIS	72016B	N.SIDE SEM. RIDGE HS JULY	N.SIDE SEM. RIDGE HS JULY	401-534056-53601	\$150.00
Check	10411	10/05/16	Vendor	BOTANICAL OASIS	82016C	MOWING REMOTE WATER AUGUST	MOWING REMOTE WATER AUGUST	401-534056-53601	\$175.00
Check	10411	10/05/16	Vendor	BOTANICAL OASIS	92016C	MOWING REMOTE WATER SEPT	MOWING REMOTE WATER SEPT	401-534056-53601	\$175.00
Check	10411	10/05/16	Vendor	BOTANICAL OASIS	92016B	N.SIDE SEM. RIDGE HS SEPT	N.SIDE SEM. RIDGE HS SEPT	401-534056-53601	\$150.00
Check	10411	10/05/16	Vendor	BOTANICAL OASIS	72016C	MOWING REMOTE WATER JULY	MOWING REMOTE WATER JULY	401-534056-53601	\$175.00
Check	10412	10/05/16	Vendor	CUMMINS POWER SOUTH	090-99365	FULL SERVICE 9/2016	FULL SERVICE 9/2016	001-546001-53801	\$844.11
Check	10413	10/05/16	Vendor	EDSJ INVESTMENTS INC	308175	PREM AW 68 HYD FL	PREM AW 68 HYD FL	001-546001-53801	\$72.00
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	001-531027-51201	\$5,583.25
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	401-531027-51201	\$2,500.00
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	001-534375-51301	\$1,333.34
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	401-534375-51301	\$2,583.33
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	001-547001-51301	\$50.70
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	401-547001-51301	\$50.70
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	001-541006-51301	\$30.90
Check	10414	10/05/16	Vendor	SEVERN TRENT ENVIRONMENTAL	13308	MANAGEMENT FEE-SEPT 2016	MANAGEMENT FEE-SEPT 2016	401-541006-51301	\$30.90
Check	10415	10/05/16	Vendor	MOORES TRUE VALUE HARDWARE	41790	NAILS,NUMBERS,HOOKS	NAILS,NUMBERS,HOOKS	001-546001-53801	\$29.41
Check	10415	10/05/16	Vendor	MOORES TRUE VALUE HARDWARE	CR41793	RETURNS-PLASTIC NUMBERS/WIRE NAIL	R&M-General	001-546001-53801	(\$5.69)
Check	10416	10/05/16	Vendor	THOMAS V. MESSIER, INC	2668	LABOR FOR 09/08-09/21/16	LABOR FOR 09/08-09/21/16	001-534050-53901	\$5,870.00
Check	10417	10/05/16	Vendor	HUBBS TIRE & SERVICE, INC	33307	ROAD SERVICE-FLAT REPAIR	ROAD SERVICE-FLAT REPAIR	001-546001-53801	\$245.00
Check	10417	10/05/16	Vendor	HUBBS TIRE & SERVICE, INC	33295	ROAD SERVICE-FLAT REPAIR	ROAD SERVICE-FLAT REPAIR	001-546001-53801	\$190.50
Check	10418	10/05/16	Vendor	INTERGRATED DATA TECHNOLOGIES	70494	IT SERVICE-OCT 2016	IT SERVICE-OCT 2016	001-531020-51301	\$111.75
Check	10418	10/05/16	Vendor	INTERGRATED DATA TECHNOLOGIES	70494	IT SERVICE-OCT 2016	IT SERVICE-OCT 2016	401-531020-51301	\$111.75
Check	10419	10/05/16	Vendor	CMG- PB REMITTANCE ADDRESS	383473	BOS MEETING 9/12/16	BOS MEETING 9/12/16	001-548002-51301	\$271.76
Check	10419	10/05/16	Vendor	CMG- PB REMITTANCE ADDRESS	383473	BOS MEETING 9/12/16	BOS MEETING 6/12/16	401-548002-51301	\$271.76
Check	10420	10/18/16	Vendor	CITY OF WEST PALM BEACH	SEMI-101216	WITHDRAW-JULY 2016	WITHDRAW-JULY 2016	001-543014-53701	\$148.10
Check	10421	10/18/16	Vendor	CITY OF WEST PALM BEACH	AUG 2016	WITHDRAW-AUG 2016	WITHDRAW-AUG 2016	001-543014-53701	\$90.36
Check	10422	10/18/16	Vendor	PBC WATER UTILITIES	1000143520-8/31/16	LABORATORY FEES-AUG 2016	Laboratory Fees August 2016	401-534132-53601	\$1,531.40
Check	10423	10/18/16	Vendor	PETTY CASH	SEPT 2016	REIMB. PETTYCASH-9/30/16	REIMB. PETTYCASH-9/30/16	102000	\$21.66
Check	10424	10/18/16	Vendor	EDSJ INVESTMENTS INC	310237	OIL DRY,PREM AW 68 HYD	OIL DRY,PREM AW 68 HYD	001-546001-53801	\$97.50
Check	10425	10/18/16	Vendor	DAKIM, INC	105011	STAMPS WITH DATER	STAMPS WITH DATER	001-551002-51301	\$68.95
Check	10426	10/18/16	Vendor	MOORES TRUE VALUE HARDWARE	41949	HARDWARD/FARM SUPPLIES	HARDWARD/FARM SUPPLIES	001-546001-53801	\$17.70
Check	10427	10/18/16	Vendor	FLORIDA VENDORS ASSOCIATION	HCA123709	FRONT OFFICE-9/9/16-9/30/16	FRONT OFFICE-9/9/16-9/30/16	001-546001-53801	\$420.00
Check	10428	10/18/16	Vendor	THOMAS V. MESSIER, INC	2681	LABOR FOR 09/22/16-10/5/16	LABOR FOR 09/22/16-10/5/16	001-534050-53901	\$5,870.00
Check	10429	10/18/16	Vendor	SOUTHERN AQUATIC & UPLAND SERVICES	070724	TREATED CANALS 9/11,17,22,29	TREATED CANALS 9/11,17,22,29	001-546007-53701	\$2,194.92

Seminole Improvement District

Payment Register by Bank Account

For the Period from 10/1/16 to 10/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
Check	10430	10/18/16	Vendor	ADVANCED DISPOSAL SERVICES	W70000181390	Disposal service 8/31/16	Disposal service 8/31/16	001-546001-53801	\$240.95
Check	10431	10/18/16	Vendor	LAKE WELDING SUPPLIES INC	R19286	Haz Mat and Small Acetylene rent	Haz Mat and Small Acetylene rent	001-546001-53801	\$52.50
Check	10432	10/18/16	Vendor	FLORIDA ASSOCIATION OF	2016-2017	2016-2017 FASD MEMBESHIP	2016-2017 FASD MEMBESHIP	001-554001-51301	\$2,500.00
Check	10433	10/18/16	Vendor	HIGGINS ENGINEERING INC	9968	MINTO W.OUTFALL STRUCTURE	MINTO W.OUTFALL STRUCTURE	401-531013-51501	\$1,410.75
Check	10434	10/18/16	Vendor	CMG- PB REMITTANCE ADDRESS	390022	BOS MEETING 9/12/16	BOS MEETING 9/12/16	001-548002-51301	\$110.08
Check	10434	10/18/16	Vendor	CMG- PB REMITTANCE ADDRESS	390022	BOS MEETING 9/12/16	BOS MEETING 6/12/16	401-548002-51301	\$110.08
Check	10435	10/20/16	Vendor	SEMINOLE IMPROVEMENT DISTRICT	10/17/16	***Voided Voided***			\$0.00
Check	10436	10/28/16	Vendor	CITY OF WEST PALM BEACH	SEMI-101416	WITHDRAW-SEPT 2016	WITHDRAW-SEPT 2016	001-543014-53701	\$134.48
Check	10437	10/28/16	Vendor	TOWN OF LANTANA	16- 045	2016-2017 INTERG CLEARINGH MBR	2016-2017 INTERG CLEARINGH MBR	001-554001-51301	\$900.00
Check	10438	10/28/16	Vendor	FEDEX	5-558-52112	2 DAY SHIPPING-8/30 & 9/22/16	2 DAY SHIPPING-8/30 & 9/22/16	001-541006-51301	\$10.42
Check	10438	10/28/16	Vendor	FEDEX	5-558-52112	2 DAY SHIPPING-8/30 & 9/22/16	2 DAY SHIPPING-8/30 & 9/22/16	401-541006-51301	\$10.41
Check	10439	10/28/16	Vendor	BLAKES WELL & PUMP, INC.	SEPT-2016	MILEBUG-9/1/16-9/30/16	MILEBUG-9/1/16-9/30/16	001-531016-53901	\$438.48
Check	10439	10/28/16	Vendor	BLAKES WELL & PUMP, INC.	00013-100116	MONTHLY CONSULTING-OCT 2016	MONTHLY CONSULTING-OCT 2016	401-531016-53901	\$6,264.48
Check	10439	10/28/16	Vendor	BLAKES WELL & PUMP, INC.	00013-100116	MONTHLY CONSULTING-OCT 2016	MONTHLY CONSULTING-OCT 2016	001-531016-53901	\$2,684.77
Check	10440	10/28/16	Vendor	LEWIS LONGMAN & WALKER, P.A.	115295	GENERAL REP-9/1/16-9/30/16	GENERAL REP-9/1/16-9/30/16	001-531023-51401	\$4,921.38
Check	10440	10/28/16	Vendor	LEWIS LONGMAN & WALKER, P.A.	115295	GENERAL REP-9/1/16-9/30/16	GENERAL REP-9/1/16-9/30/16	401-531023-51401	\$4,921.37
Check	10440	10/28/16	Vendor	LEWIS LONGMAN & WALKER, P.A.	115296	LEGISLATION-9/1/16-9/30/16	LEGISLATION-9/1/16-9/30/16	001-531023-51401	\$3,874.82
Check	10440	10/28/16	Vendor	LEWIS LONGMAN & WALKER, P.A.	115296	LEGISLATION-9/1/16-9/30/16	LEGISLATION-9/1/16-9/30/16	401-531023-51401	\$3,874.82
Check	10441	10/28/16	Vendor	OFFICE DEPOT CREDIT PLAN-ACH		***Voided Voided***			\$0.00
Check	10442	10/28/16	Vendor	CHRISTOPHER ABBOTT	SEPT 2016	SYSTEM CHECKS-SEPT 2016	SYSTEM CHECKS-SEPT 2016	401-546355-53601	\$248.67
Check	10443	10/28/16	Vendor	FARNER BARLEY AND ASSOCIATES INC	0101097	WA1-SID WTR CONTRPLN UPD 9/30/	WA1-SID WTR CONTRPLN UPD 9/30/	001-564102-53918	\$36.97
Check	10443	10/28/16	Vendor	FARNER BARLEY AND ASSOCIATES INC	0101101	GENERAL SERVICES-8/24-9/20/16	GENERAL SERVICES-8/24-9/20/16	001-531013-51501	\$7,050.00
Check	10443	10/28/16	Vendor	FARNER BARLEY AND ASSOCIATES INC	0101101	GENERAL SERVICES-8/24-9/20/16	GENERAL SERVICES-8/24-9/20/16	401-531013-51501	\$7,050.00
Check	10443	10/28/16	Vendor	FARNER BARLEY AND ASSOCIATES INC	0101099	WA3-PRATT WHITNEY RD 9/30/16	WA3-PRATT WHITNEY RD 9/30/16	001-564100-53918	\$7,392.20
Check	10443	10/28/16	Vendor	FARNER BARLEY AND ASSOCIATES INC	0101096	WA11-MINTO W-TOWN CTR 9-30-16	WA11-MINTO W-TOWN CTR 9-30-16	001-564100-53918	\$1,035.00
ACH	ACH141	10/05/16	Vendor	AT&T-ACH	790-1742-09/2016	***Voided Voided***			\$0.00
ACH	ACH141	10/05/16	Vendor	AT&T-ACH	790-1742-09/2016	***Voided Voided***			\$0.00
ACH	ACH142	10/05/16	Vendor	FIRST NATIONAL BANK OMAHA-ACH	09/14/16	***Voided Voided***			\$0.00
ACH	ACH146	10/01/16	Vendor	FPL-ACH	10/1/2016	SERVICE 8/11/16-9/21/16	SERVICE 8/11/16-9/21/16	001-543001-53100	\$101.98
ACH	ACH146	10/01/16	Vendor	FPL-ACH	10/1/2016	SERVICE 8/11/16-9/21/16	SERVICE 8/11/16-9/21/16	401-543006-53601	\$499.14
ACH	ACH146	10/01/16	Vendor	FPL-ACH	10/1/2016	SERVICE 8/11/16-9/21/16	SERVICE 8/11/16-9/21/16	001-543033-53701	\$16.84
ACH	ACH147	10/18/16	Vendor	PBCWUD-ACH	97084-090716	BULK WATER/WASTEWATER 9/30/16	BULK WATER/WASTEWATER 9/30/16	401-534005-53601	\$1,756.80
ACH	ACH147	10/18/16	Vendor	PBCWUD-ACH	97084-090716	BULK WATER/WASTEWATER 9/30/16	BULK WATER/WASTEWATER 9/30/16	401-534006-53601	\$1,537.20
ACH	ACH155	10/21/16	Vendor	AT&T-ACH	5617911830-OCT 2016	SERVICE THRU 10/11/16-11/10/16	SERVICE THRU 10/11/16-11/10/16	401-541005-53601	\$363.22
ACH	ACH156	10/26/16	Vendor	FIRST NATIONAL BANK OMAHA-ACH	7738-SEPT 2016	VISA CHARGES-SEPT 2016	COSTCO-COKES,WATER,BOUNTY	001-551002-51301	\$61.14
ACH	ACH156	10/26/16	Vendor	FIRST NATIONAL BANK OMAHA-ACH	7738-SEPT 2016	VISA CHARGES-SEPT 2016	EIGHT O CLOCK COFFEE	001-551002-51301	\$44.95
ACH	ACH157	10/03/16	Vendor	OFFICE DEPOT CREDIT PLAN-ACH	6011564220595663-SEP	OFFICE SUPPLIES-9/23/16	PRINTER	001-551002-51301	\$185.67
ACH	ACH157	10/03/16	Vendor	OFFICE DEPOT CREDIT PLAN-ACH	6011564220595663-SEP	OFFICE SUPPLIES-9/23/16	CLIP,BNDR,FOLDER,TAPE,HOLDER	001-551002-51301	\$51.86
Account Total									\$91,502.49

Total Amount Paid	\$163,502.49
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Seminole Improvement District

Payment Register by Bank Account

For the Period from 10/1/16 to 10/31/16

(Sorted by Check / ACH No.)

Pymt Type	Check / ACH No.	Date	Payee Type	Payee	Invoice No.	Invoice Description	G/L Account Name	G/L Account #	Amount Paid
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Total Amount Paid - Breakdown by Fund	
Fund	Amount
General Fund - 001	127,400.71
Enterprise Fund - 401	36,101.78
Total	163,502.49

Fifth Order of Business

Placeholder for:

Consideration of Agreement for Designing and Permitting of Infrastructure Development.

Seventh Order of Business



**Subject: Seminole Improvement District Project Status Reports –
November 2016**

Active Projects

Work Authorization SID 2015-WA#1 – Water Control Plan Amendment:

Scope of services has been completed.

Work Authorization SID 2015-WA#2 – Phase 1 Spine Roads:

The plat has been approved and waiting on the City of Westlake engineering department to issue a permit. Permits have been received from FDOH for the utilities.

Work Authorization SID 2015-WA#3 – Seminole Pratt Whitney (SPW) Road Improvements:

Construction is underway.

Work Authorization SID 2015-WA#4 – Utility Master Planning:

Scope of services has been completed.

Work Authorization SID 2015-WA#5 – Preliminary Design of SID Wastewater Connections to Palm Beach County (PBC):

Scope of services has been completed.

Work Authorization SID 2015-WA#6 – Final Design of SID Wastewater Connections to Palm Beach County (PBC):

All clearances have been received. Scope of services has been completed.

Work Authorization SID 2015-WA#7 – Seminole Pratt Whitney Utilities Right-Of-Way:

PBCWUD has approved the utility plans for Seminole Pratt Whitney Road. Scope of services has been completed.

Work Authorization SID 2015-WA#8 – Onsite Utilities and Interconnection Assemblies:

PBCWUD provided comments and the plans have been resubmitted.

Work Authorization SID 2015-WA#9 – Reuse Water Main Extension

Scope of services has been completed.

Work Authorization SID 2015-WA#10 – Reuse Storage and Repump Improvements:

Scope of services has been completed.

Work Authorization SID 2015-WA#11 – Town Center Blvd. South:

Scope of services has been completed.

Work Authorization SID 2015-WA#12 – Persimmon Blvd. West:

Scope of services has been completed.

Work Authorization SID 2015-WA#13 – Road for Development Pod PC-1:

Scope of services has been completed.

Work Authorization SID 2015-WA#14 – Town Center Blvd. South & Persimmon Blvd. Connection Road:

Scope of services has been completed.

Work Authorization SID 2015-WA#15 – Utility Rate Study and Bond Feasibility Report

Phase 1, the Revenue Sufficiency Analysis, is currently under way.

Work Authorization SID 2015-WA#16 – Phase 1 SFWMD Dewatering Permit Application

Scope of services has been completed.

Work Authorization SID 2015-WA#17 – Engineer’s Reports

The final draft of the Engineer’s Report for the Water Control Plan has been submitted for board approval.