

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Tuesday, November 4, 2014 at 4:00 p.m. at the Seminole Improvement District office, located at 4001 Seminole-Pratt Whitney Road, Loxahatchee, Florida.

Present and constituting a quorum were:

Janet Kroll	President
Maurice Berry	Vice President
Jaren Stern	Secretary/Treasurer

Also present:

Ken Cassel	District Manager, Severn Trent Services
Robert Diffenderfer	Lewis, Longman & Walker, P.A.
Terry E. Lewis	Lewis, Longman & Walker, P.A.
John Carter	Minto Group, Inc.

The following is a summary of the minutes and actions taken during the November 4, 2014 Seminole Improvement District Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the regular meeting of the Seminole Improvement District Board of Supervisors to order immediately following the Audit Committee Meeting. Roll was called and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Consent Agenda

A. Approval of Minutes of the October 7, 2014 Regular Meeting of the Board of Supervisors

B. Financial Report for Period Ending September 30, 2014

There being no questions or comments,

On MOTION by Mr. Berry seconded by Mr. Stern with all in favor items listed on the Consent Agenda were approved.
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FOURTH ORDER OF BUSINESS

Audit Selection Committee

A. Audit Ranking Recommendations

Mr. Cassel reviewed the audit rankings.

1. Berger, Toombs, Elam, Gaines & Frank.
2. Grau & Associates
3. Keefe, McCullough & Company, LLP
4. Carr, Riggs & Ingram, LLC
5. HCT Certified Public Accountants and Consultants, LLC

B. Authorization to Enter into a One Year Contract with the Selected Audit Firm with Optional Renewals

On MOTION by Ms. Kroll seconded by Mr. Berry with all in favor staff was authorized to enter into a one year contract with Berger, Toombs, Elam, Gaines & Frank with the option of annual renewals at the Board's discretion.

FIFTH ORDER OF BUSINESS

Manager's Report

A. Discussion of Revised Meeting Dates for Fiscal Year 2015

There was discussion regarding moving the monthly meetings to the first Monday of every month at 4:00 p.m. effective January 5, 2015.

On MOTION by Mr. Stern seconded by Mr. Berry with all in favor the meeting schedule was approved as amended.

B. Consideration of Contract Expansion #4 with Severn Trent Services

This item was tabled.

On MOTION by Mr. Berry seconded by Mr. Stern with all in favor this item was removed from the agenda until further notice.

C. Work Authorization SID 2015-WA#2 for Services Related to Minto West – Phase I Roadway Development - \$337,850.00

Mr. Cassel reviewed Work Authorization SID 2015-WA#2 for Farnor Barley.

On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor Work Authorization SID 2015-WA#2 at a cost of \$337,850.00 was approved.

B. Work Authorization SID 2015-WA#3 for Services Related to Seminole Pratt Whitney Roadway - \$569,571.48

Mr. Stern questioned if there is enough money to pay for the services related to this work authorization. Mr. Cassel confirmed there are enough funds to pay for both work authorizations. There are \$1.2 to \$1.3 Million in the general fund and over \$1 Million in the water and sewer fund.

On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor Work Authorization SID 2015-WA #3 at a cost of \$569,571.48 was approved.

SIXTH ORDER OF BUSINESS

Engineer's Report

There was no report from the engineer. Mr. Cassel will request monthly written status reports on all projects Farner Barley is working on. The Board requested the engineer attend the meetings. Ms. Kroll requested a clear description of the draw schedule.

SEVENTH ORDER OF BUSINESS

Attorney's Report

The following was discussed:

- Mr. Lewis reported the encroachment agreement with Mr. Sluggett has been executed and will be recorded with the County.
- Mr. Berry reviewed plans for transfer of easements and real property from the District to Minto Communities.
- Mr. Lewis asked if SID's water management plan will continue to work until the plan goes into effect. Mr. Berry responded yes. Mr. Lewis indicated they will need an engineer's opinion in writing stating what will be done to the District's water control system is a minor insubstantial amendment.
- Mr. Berry stated if the District is going to transfer property, it needs to get out of the water making and sewer treatment business.
- Mr. Lewis stated an agreement will need to be in place with Palm Beach County to provide bulk water and treat the wastewater. Mr. Cassel noted a letter has been

drafted to execute the portion of the Interlocal Agreement that provides for bulk water.

- There was discussion regarding long-term plans for the District’s utility system. Mr. Cassel explained there will be a need for line maintenance as well as other operations. The District will be able to pay for these expenses through their water rates. There are several options for operations. He will brief the Board on options and potential budget impacts at a future meeting.
- Mr. Cassel met with FPL. It will cost approximately \$1.7 Million for them to take the overheads down on Seminole-Pratt Whitney Road and put them underground in an easement. In order to get a binding estimate from them, the District needs to give them a deposit of \$11,700. The estimate would be valid for 180 days. The District will have to get the bonds issued within April or May.


On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor a deposit in the amount of \$11,700 to FPL was approved.

SEVENTH ORDER OF BUSINESS

Adjournment

There being no further business

On MOTION by Ms. Kroll seconded by Mr. Berry with all in favor the meeting was adjourned.



 Ken Cassel
 Assistant Secretary



 Janet Kroll
 President