

**MINUTES OF MEETING  
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, March 2, 2015 at 4:00 p.m. at the Seminole Improvement District Office, 4005 Seminole-Pratt Whitney Road, Loxahatchee, Florida.

Present and constituting a quorum were:

Janet Kroll	President
Jared Stern	Secretary/Treasurer
Maurice Berry	Supervisor

Also present were:

Kenneth Cassel	District Manager
William Capko	District Counsel
Chris Potts	District Engineer (Via Telephone)
John Carter	Minto Group, Inc.
Nate Eckloff	RBC Capital Markets

*The following is a summary of the minutes and actions taken during the March 2, 2015 SID Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Cassel called the meeting to order at 4:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There not being any, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 2, 2015 Meeting**

Mr. Cassel stated each Board member received a copy of the minutes of the February 2, 2015 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Berry seconded by Mr. Stern with all in favor the minutes of the February 2, 2015 meeting were approved as submitted.
--

**FOURTH ORDER OF BUSINESS**

**Financial Report for Period Ending  
January 31, 2015**

The Board reviewed the financials. It was clarified that expenses for engineering services will be paid out of the reserve fund. A budget amendment will be done at the end of the fiscal year. District Counsel is awaiting contact from the School Board on negotiations for direct billed assessments.

On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor the financials were approved.

**FIFTH ORDER OF BUSINESS**

**Tabled Items**

- A. Selection of Bond Underwriter**
- B. Selection of Bond Counsel**

On Motion by Ms. Kroll seconded by Mr. Stern with all in favor the Board will submit their ranking sheets for bond underwriter and bond counsel.

The ranking sheets were submitted and tabulated. The ranking for underwriter was as follows:

- 1. MBS Capital Markets, LLC.
- 2. RBC Capital Markets.
- 3. FMS Bonds.

On MOTION by Mr. Stern seconded by Mr. Berry with all in favor MBS Capital Markets, LLC. was selected as the bond underwriter.

The ranking for bond counsel was as follows:

- 1. Locke Lord (formally known as Edwards Wildman).
- 2. Greenberg Traurig.

On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor Locke Lord was selected as bond counsel.

**SIXTH ORDER OF BUSINESS**

**Consideration of Work Authorizations**

- A. Second Amendment to Work Authorization #2 from Farner Barley for Phase I Roadway Development for an Increase of \$36,300**

On MOTION by Ms. Kroll seconded by Mr. Berry with all in favor the second amendment to Work Authorization #2 from Farner Barley for Phase I Roadway Development for an Increase of \$36,300 was approved.

- B. Work Authorization #5 from Farner Barley for Preliminary Design of Wastewater Connections to Palm Beach County in the Amount of \$12,000**

Mr. Potts reviewed the work authorization and confirmed the fee includes the packing plant.

On MOTION by Ms. Kroll seconded by Mr. Stern with all in favor Work Authorization #5 from Farner Barley for preliminary design of wastewater connections to Palm Beach County was approved.

**SEVENTH ORDER OF BUSINESS**

**Engagement of Richard Gentry to Assist in Seeking Appropriations for Large Water Conservation Project**

There being no questions or comments,

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor the engagement of Richard Gentry to assist in seeking appropriations for the large water conservation project was approved.

**EIGHTH ORDER OF BUSINESS**

**District Manager's Report**

- A. Consideration of Records Retention Policy, Resolution 2015-2**

Mr. Cassel reviewed Resolution 2015-2, which adopts the State of Florida General Records Schedule GS1-SL as the District's record retention policy.

On MOTION by Mr. Berry seconded by Ms. Kroll with all in favor Resolution 2015-2, adopting a records retention policy, was adopted.

Mr. Cassel discussed equipment and materials being capitalized at \$500. He asked if the Board wanted to maintain that level or raise it to a value of \$5,000.

On MOTION by Mr. Stern seconded by Mr. Berry with all in favor a \$5,000 capitalization threshold was approved.

**NINTH ORDER OF BUSINESS**

**Engineer's Report**

**A. Monthly Progress Report**

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

**TENTH ORDER OF BUSINESS**

**Attorney's Report**

Mr. Capko reported Mr. Lewis is optimistic of how his meetings with the two committee chairmen are going with regard to funding.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Request**

Mr. Berry asked if there was any contact with FPL. Mr. Cassel FPL has not contacted District staff. Mr. Berry also reported Mr. Potts has been discussing lighting on the two mile segment of Seminole Pratt Whitney Road with the County.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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



Kenneth Cassel  
Assistant Secretary



Janet Kroll  
President