

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, March 7, 2016 at 4:11 p.m. at the Seminole Improvement District Office, 4005 Seminole-Pratt Whitney Road, Loxahatchee, 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
Robert Diffenderfer	District Counsel
Chris Potts	District Engineer
John Carter	Minto

The following is a summary of the minutes and actions taken during the March 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 Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Tabled Items

A. Consideration of Higgins Engineering Outfall Structure Modification for Additional Services for an Increase of \$12,000

Mr. Potts stated Mr. Higgins provided more details to the additional services as requested.

The structure had to be redesigned three times.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor additional services from Higgins Engineering for the outfall structure modification were approved.
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FOURTH ORDER OF BUSINESS

Acceptance of January 26, 2016 and February 1, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the above referenced minutes 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 January 26, 2016 and February 1, 2016 meeting were approved.

FIFTH ORDER OF BUSINESS

Financial Report for Period Ending January 31, 2016

Mr. Cassel reviewed the financial statements.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the financials for period ending January 31, 2016 were approved.

SIXTH ORDER OF BUSINESS

Consideration of Work Authorization #17 for Engineering Services Related to the Engineer's Report

Mr. Potts reviewed Work Authorization #17 for engineering services related to the Engineer's Report for the Water Control Plan at a total cost of \$35,000.

On MOTION by Ms. Kroll seconded by Mr. Stern with all in favor Work Authorization #17 was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of Financial Audit for Fiscal Year 2015

Mr. Cassel indicated the auditors did not find anything needing to be reported and it is a clean audit.

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the financial audit for Fiscal Year 2015 was accepted.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Update on Bid Process

Mr. Cassel stated all the front end documents are ready. Seminole Pratt Whitney Road along with the Phase #1 connector roads will be first, followed by landscaping. The bid documents need to be prepared for rehabilitation of the pump station to turn it into reuse as well as the master meter assemblies.

B. Update on Decommissioning of Water and Wastewater Plants

The District has everything necessary to become a consecutive user. They have to start testing samples as protocol, which will begin tomorrow. All instrumentation will be shut off and the remote will be taken down. The water behind the shopping center will be shut off so it all comes through the master meter. The water plant will officially be shut off tomorrow and the wastewater was officially shut off today.

C. Update on Consecutive User Operations

Mr. Cassel reported the contract with the County will be modified and extended for two years.

NINTH ORDER OF BUSINESS

Engineer's Report

A. Monthly Progress Report

Mr. Potts reviewed the monthly progress report, a copy of which is attached hereto and made a part of the public record.

- They are addressing County comments for Seminole Pratt Whitney Road Phase #1 and will have them ready to go back to the County within the next two weeks.
- The master meter assemblies are expected to go to the Water Utility Department for permitting no later than the beginning of next week.

TENTH ORDER OF BUSINESS

Attorney's Report

Mr. Diffenderfer reported the following:

- They received a list from Mr. Mike Jones, the Palm Beach County Attorney, of what they consider to be outstanding items on the utility agreement. They need to conclude these discussions in order to get the conveyances done under the agreement.
- Mr. Massey was told by Mr. Mark DuBois they completed everything on the list and resubmitted it to them internally.
- The interconnect easement for the site on Seminole Pratt Whitney Road needs to come from Minto because they are the landowner.

March 7, 2016

Seminole Improvement District

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

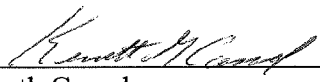
There being none, the next item followed.

TWELFTH ORDER OF BUSINESS


Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Scott Massey
President