

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, October 10, 2016 at 4:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

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| Scott Massey | President |
| Janet Kroll | Vice President |

Also present were:

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| Kenneth Cassel | District Manager |
| Bob Diffenderfer | District Counsel |
| Christopher Potts | District Engineer |

The following is a summary of the minutes and actions taken during the October 10, 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 September 12, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the September 12, 2016 meeting and requested any corrections, additions or deletions.

There being none,

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| On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the minutes of the September 12, 2016 meeting were approved. |
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FOURTH ORDER OF BUSINESS

Financial Report for Period Ending August 31, 2016

Mr. Cassel indicated there will be a budget amendment at the November agenda to adjust and balance the Fiscal Year 2016 budget based on actual expenditures.

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

FIFTH ORDER OF BUSINESS

District Manager's Report

Mr. Cassel reported the following:

- County decided not to do six lanes while the District is building Seminole Pratt Whitney Road.
- Staff met with water and sewer utility to discuss several transitions within the District.
- Mr. Diffenderfer has not received a response from the County yet regarding cost factors and transitioning of piping.
- A master meter will be installed at the school near the street to ensure the District is a consecutive user at the school.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Monthly Progress Report

Mr. Potts reviewed his monthly progress report, which was included in the agenda package; a copy of which is attached hereto and made a part of the public record.

- The City of West Palm Beach and the County are currently working on an agreement with regard to the permit for the bridge.
- Mr. Potts is trying to get the master assemblies approved by the Water Utilities Department in order to get a DEP permit.

SEVENTH ORDER OF BUSINESS

Attorney's Report

Mr. Diffenderfer reported changes were made to the GFA International, Inc. contract. He removed a limitation of liability provision GFA International, Inc. had added to the contract. It has not been executed yet.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisors' requests. Mr. Cassel noted the Board may want to hold a joint informational meeting with the City Council for the City of Westlake in November or December of 2016.

NITNH ORDER OF BUSINESS

Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Scott Massey
President