

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, February 1, 2016 at 4:06 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

The following is a summary of the minutes and actions taken during the February 1, 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 not being any, 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 \$10,000

No action was taken.

FOURTH ORDER OF BUSINESS

Acceptance of January 11, 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 were approved.
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FIFTH ORDER OF BUSINESS

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

Mr. Cassel reviewed the financial statements and reported 82% of assessments have been collected to date. The Palm Beach County School Board is processing their assessments and it should be received within the next two weeks.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the financials dated December 31, 2015 were approved.

SIXTH ORDER OF BUSINESS

District Manager's Report

Mr. Cassel reported the following:

- The four inch meter at the school as well as the meter at the gas station need to be replaced. There is money in the repairs and maintenance program for meters to cover the costs.
- The assessment methodologies are being worked on and are expected to be ready for Mr. Potts within the next few weeks so he can complete the Engineer's Report.

SEVENTH 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.

- He will be working on an Engineer's Report for the Water Control Plan and the Utility Rate Analysis.
- The technical compliance from the County for Phase 1 of the spine roads are expected to be received within the next 30 days.
- Seminole Pratt Whitney Road will be resubmitted March 1, 2016 to the County.
- Comments have been received from the County for the master assembly and are being addressed.
- He had a walkthrough with Indian Trails today for the 140th Avenue connection. The contractor did not add the final striping on 140th Avenue. It will be addressed.

EIGHTH ORDER OF BUSINESS

Attorney's Report

Mr. Diffenderfer reported the following:

- He is having discussion with Palm Beach County regarding the utility agreement and has spoken with Mr. Mike Jones who indicated they are reviewing several outstanding

items on their end. Mr. Jones provided Mr. Diffenderfer with a copy of a document he is using with his staff to track and assign responsibility for what remains outstanding. A copy of the document was distributed at the meeting and is attached hereto and made a part of the public record.

- The County wants to know if the Board is willing to modify the agreement to allow the County to have ownership of the master meter assembly. The suggestion was made that language be added to the agreement stating when SID installs the new master meters, the County has to test the water at the point of connection. There was Board consensus for Mr. Diffenderfer to work with Mr. Jones on an agreement.
- SID previously agreed to convey the 40 acre utility site to Minto subject to an agreement allowing SID continuing access to finish the decommission work. Mr. Diffenderfer drafted a temporary easement agreement, which he provided to the landowner for their review.
- He spoke with Mr. George Webb regarding the length of time his staff takes to review things and last minute notices from them to make changes. Mr. Webb wants to add the two additional lanes to Seminole Pratt Whitney Road now. Mr. Diffenderfer expressed concern that it will delay the project; however, there are financial benefits to doing the work now. He is continuing discussions with the County regarding costs and time associated with adding the two lanes.

NINTH ORDER OF BUSINESS

Supervisors' Requests

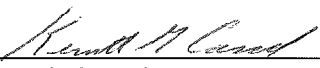
There being none, the next item followed.

TENTH ORDER OF BUSINESS

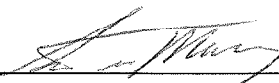
Adjournment

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



 Scott Massey
 President