

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, February 6, 2017 at 4:00 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, 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 (Via Telephone)

The following is a summary of the minutes and actions taken during the February 6, 2017 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 January 9, 2017 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the January 9, 2017 meeting 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 9, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

**Financial Report for Period Ending
December 31, 2016**

Mr. Cassel reported he received a letter from the principal landowner regarding the capital outlay on the roads and the acceptance of the change orders. They will be providing the funds to cover these expenses.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the financials dated December 31, 2016 were approved.

FIFTH ORDER OF BUSINESS

Release of Mineral Rights

Mr. Diffenderfer reported when the District conveyed the 40 acre utility site to the principal landowner, there was no discussion regarding reservation of mineral rights. Florida Law has a statutory retainer of a fractional mineral right interest in any deed from a public entity. This release will clean up the issue being brought up by the title company.

On MOTION by Ms. Kroll seconded by Mr. Stern with all in favor the release of mineral rights was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Change Order #11 for
Project #2016-1SPW (Utilizing the
Shellrock Material onsite for Rural
Parkway Asphalt Path) for a Net
Decrease of \$28,575**

Material was found during excavations which can be used in place of bringing offsite material. This is for a decrease of \$28,575.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Change Order #11 for a decrease of \$28,575 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposal from Mark
DuBois for Assistance in Recordkeeping
Maintenance**

Mr. Cassel suggested hiring Mr. Mark DuBois on an interim basis as a subcontractor to review all of the District's old plans for record keeping and disposition purposes. It would take approximately two to three weeks. His billing rate is \$50 per hour and he is very familiar with the District.

On MOTION by Ms. Kroll seconded by Mr. Stern with all in favor hiring Mr. Mark DuBois on an interim basis was approved.

EIGHTH ORDER OF BUSINESS

District Manager's Report

Mr. Cassel reported there was a pre-bid meeting with contractors for the re-use plant. Several contractors attended as well as engineers. An addendum may be added for a piece of pipe for alternate fill.

NINTH ORDER OF BUSINESS

Engineer's Report

- **Monthly Progress Report**

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

- The Health Department permit for the master meter assembly was received. They are still waiting for the City of West Palm Beach to sign their portion of the application.
- Mr. Diffenderfer suggested meeting with Mr. Scott Kelly of the City of West Palm Beach and the utility staff to streamline the process.
- Mr. Cassel reported staff had a meeting with the Palm Beach County Water Utilities Department regarding the reuse line.

TENTH ORDER OF BUSINESS

Attorney's Report

Mr. Diffenderfer reported the following:

- He followed up with the County's attorney to discuss options to connect to the reuse line sooner. The District would have to amend the Master Water and Wastewater Agreement with the County to deal with how the line is going to be handled. This may take up to six months. After further discussions with Mr. Massey the thought came up for the District to build the 16 inch line and then charge the County for the cost of a 12 inch line from Okeechobee Road to Pimlico Drive. The County requested the District charge the actual cost as well as pay the County for the design. Mr. Massey does not agree with paying the County for the design.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor District Counsel was authorized to negotiate with Palm Beach County for the District to construct the southern part of the reuse pipe to the 16 inch size, work out a credit with the County on the 12 inch equivalent and negotiate down the design cost to \$0.

- The principal landowner has been in touch with Mr. Nat Roberts about securing the release of instrument to acquire the residual Callery Judge interest in the canal

running under the utility site. Litigation may be needed if the issue is not resolved amicably.

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor District Counsel was authorized to proceed to resolve the issue with Callery Judge judicially if it cannot be otherwise resolved.

- The County and the City of West Palm Beach traded license agreements with regard to the bridge. The latest version the City of West Palm Beach provided was unacceptable to the County. The County is evaluating what they can do. Mr. Diffenderfer and Mr. Carter met with Commissioner McKinlay regarding this issue. She will inquire with the County's Engineering Department and attorney's office to see where they are on this.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

The following was discussed:

- J.W. Cheatham submitted a proposal to replace the HPS Cobra Head luminaires for the signalization at Seminole Pratt Whitney Road with Autobahn LED luminaires. The increase cost is a total of \$17,250.
- Mr. Stern asked how this will work if the street lights will be maintained by FPL. Mr. Cassel responded FPL will not be maintaining them if they are part of the mast arm.
- Mr. Stern requested the color of the mast arms and poles match.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the LED luminaire heads for the Seminole Pratt Whitney Road traffic signals with the same color matching the poles were approved at a total cost of \$17,250 and staff was authorized to execute the change order associated with this.

- Mr. Massey stated Mr. Potts was authorized to make a change in the District's water permit with SFWMD. He suggested withdrawing the permit modification due to the excessive punch list. Mr. Potts noted SFWMD wants to reevaluate the District's water use. There was Board consensus to withdraw the permit modification at this time and readdress prior to the permit expiring.

February 6, 2017


Seminole Improvement District

TWELFTH ORDER OF BUSINESS

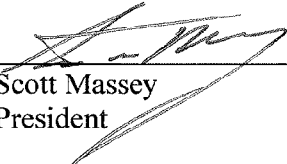
Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Scott Massey
President