

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Tuesday, April 5, 2016 at 4:00 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
Terry Lewis	District Counsel
Robert Diffenderfer	District Counsel
Chris Potts	District Engineer (Via Telephone)
John Carter	Minto
Russ Weyer	Severn Trent Services

The following is a summary of the minutes and actions taken during the April 5, 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

Acceptance of the March 7, 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 March 7, 2016 meeting were accepted.

FOURTH ORDER OF BUSINESS

Financial Report for Period Ending February 29, 2016

The Board reviewed the financial statements.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the financials for period ending February 29, 2016 were approved.

FIFTH ORDER OF BUSINESS

Presentation on Master Assessment Methodology

Mr. Weyer reviewed the Master Assessment Methodologies, a copy of which is attached hereto and made a part of the public record.

Mr. Diffenderfer made the following comments:

- Westlake CDD should be changed to Seminole Improvement District on pages 6 and 18.
- The law regarding assessments on common property has changed so that any assessment that was going to be placed on common property needs to be allocated to the neighborhood.

Mr. Cassel stated revised methodologies will be brought back at the May meeting for final adoption.

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the Master Assessment Methodologies were approved in concept.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. RFQ for Engineering Services

Mr. Cassel reported Farner Barley notified him they can no longer serve as the District Engineer. A notice for RFQ is ready to be published this Friday so that RFQs can be received by April 26, 2016 for consideration at the May meeting.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the Board authorized staff to go out for engineering RFQs.

B. Landowners' Election – June 6, 2016

The next landowners' election will be held June 6, 2016. Seat #2, currently held by Mr. Massey is up to expire.

C. Well Abandonment

Mr. Cassel reported as part of the plant decommissioning project the Floridian well and five shallow aquifer wells need to be abandoned. Three bids were received: Wooster Well Drilling for \$44,250, AMPS for \$50,450 and Ullrich’s Pitcher Pump for \$57,900.

On MOTION by Mr. Stern seconded by Mr. Kroll with all in favor the proposal from Wooster Well Drilling in the amount of \$44,250 was approved.

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.

- The County’s final comments on Seminole Pratt Whitney Road are expected this week.
- The last submittal for Phase 1 Development should get signed off within the next few weeks.

EIGHTH ORDER OF BUSINESS

Attorney’s Report

The following was discussed:

- Mr. Cassel reported he received a petition from the electors living within the District for the District to convert to a municipality.
- Mr. Lewis stated he will update the timeline on the Water Control Plan.
- Mr. Lewis reviewed the provision under the Formation of Local Governments Act that allows for qualified electors of a certain kind of district to petition the governing Board to convert the District from an independent district to a municipality.
- The next step is to file the petition with the Supervisor of Elections for confirmation that the people who signed the petition are qualified electors. The Supervisor of elections has 30 days to do this.
- Once the Supervisor of Elections confirms the electors, the petition will come before the Board within 30 days for consideration of a resolution to move forward with the conversion along with consideration of a draft of a conversion plan.

- A further provision requires the advertisement of a referendum for the electors to vote on whether they are in favor of the District converting to a municipality.
- The District would continue to exist as a dependent District with the governing board of the municipality as the governing board of the District.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the Board recognized the petition and directed staff to file the petition with the Palm Beach County Supervisor of Elections.

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 Mr. Massey with all in favor the meeting was adjourned.



Kenneth Cassel
Assistant Secretary



Scott Massey
President