

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, July 11, 2016 immediately following the Landowners Election at the Westlake Community Center, 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
Mike Todd	District Engineer
John Carter	Minto
Paul Danforth	GFA International, Inc.
Carlos Mercado	GFA International, Inc.
Fred Kaub	GFA International, Inc.
Tony Macaluso	GFA International, Inc.
Mike O'Connor	Terracon Consultants, Inc
Greg Stelmack	Radise International, LC
Joe Burke	Ryan Incorporated Southern
Mary Becker	
Johnnie Easton	
Wayne Washington	

*The following is a summary of the minutes and actions taken during the July 11, 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

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

The Oath of Office was administered to Mr. Massey; a copy of the signed oath is attached hereto and made part of the public record.

B. Certifying Results of the Landowners Election, Resolution 2016-10

On MOTION by Ms. Kroll seconded by Mr. Stern with all in favor Resolution 2016-10, certifying the results of the Landowners Election, was adopted.

C. Election of Officers, Resolution 2016-11

On MOTION by Mr. Stern seconded by Ms. Kroll with all in favor Resolution 2016-11, keeping the current slate of officers, was adopted.

THIRD ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Engineering Firms Presentations

Mr. Stelmack provided the Board with a presentation on behalf of Stantec and provided information on Radise who will be working with Stantec. He addressed questions from the Board and staff.

Mr. O'Connor provided the Board with a presentation on Terracon Consultants, Inc. and the proposed team who would be working on this project. He addressed questions from the Board and staff.

Mr. Kaub of GFA International, Inc. introduced his team to the Board and provided a brief overview of the company. Mr. Danforth provided a presentation of their experience and qualifications. He addressed questions from the Board and staff.

FIFTH ORDER OF BUSINESS

Approval of June 6, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the June 6, 2016 meeting and requested any corrections, additions or deletions.

There being none,

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the minutes of the June 6, 2016 meeting were approved.

SIXTH ORDER OF BUSINESS

Financials Reports for Period Ending May 31, 2016

The Board reviewed the financials for May 31, 2016.

On MOTION by Ms. Kroll seconded by Mr. Massy with all in favor the financials were approved.

SEVENTH ORDER OF BUSINESS

District Manager’s Report

There being no report, the next item followed.

EIGHTH ORDER OF BUSINESS

Engineer’s Report

A. 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.

Mr. Massey asked for a status on the permit for Seminal Pratt Whitney Road. Mr. Lewis responded there is one more consent on the easement for 200 square feet along the road. He will have it executed this afternoon by Mr. Massey and get it recorded tomorrow so it can be sent to the County.

B. Consideration of Bids for Westlake Phase I Project #2016-2 PH1

Mr. Todd reviewed the bids for Westlake Phase I Project # 2016-2 PH1.

- Phillips & Jordan, Inc. was the highest bid.
- There are some discrepancies in both the JW Cheatham, LLC and Ryan Incorporated Southern bids that need clarification.
- Mr. Burke of Ryan Incorporated Southern provided input regarding litigation the firm is involved in. They sued the Army Corp of Engineers for citing different site conditions on a project, which caused significant delays.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the District Engineer was directed to clarify discrepancies with the two lowest bidders and come back to the Board with the final figures.

C. Amendment #1 to Work Authorization #4 for Utility Master Planning for an Increase of \$32,700

This item was tabled.

NINTH ORDER OF BUSINESS

Attorney’s Report

There being nothing additional to report, the next item followed.

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the meeting was recessed until 4:00 p.m.

The meeting was called back to order at 4:00 p.m.

TENTH ORDER OF BUSINESS

Public Hearing to Approve the Water Control Plan and Engineer's Report (4:00 p.m.)

Mr. Cassel opened the public hearing for comments on the Water Control Plan and Engineer's Report.

There being no public comments,

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the public hearing was closed.
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The following was discussed:

- Mr. Lewis indicated there are a couple of blanks within the Master Operations and Maintenance Assessment Methodology Report that do not list the agreements with Palm Beach County School Board and with Silver Lakes Enterprises, Inc. There are also references to some of the property within the District already being platted, which is not accurate.
- Ms. Kroll asked what the correlation is between the Water Control Plan and the Assessment Methodology Reports. Mr. Lewis responded when levying assessments and issuing bonds, the proposed project has to provide special benefit to the landowner. The methodology sets out the special benefits which are determined to exist. The Engineer's Report includes the estimated costs of the capital improvements and the methodology reports allocate those costs among the benefitted properties.
- It was clarified the Water Control Plan was approved at the previous meeting and the Engineer's Report will be approved today. The methodology correlates with the Engineer's Report.
- Mr. Stern pointed out page two of the Engineer's Report needs to be corrected as it indicates that all three seats serve two year terms.
- The scrivener's errors are as follow:
 - The blanks in the second paragraph of page three of the Masters Operations and Maintenance Assessment Methodology Report need to be filled in.

- The first paragraph under *Assignment of Assessments* where it states “approved state” and “platted state” needs to be changed to state portions of Westlake will be platted.
- The terms of office needs to be corrected in the Engineer’s Report.

On MOTION by Mr. Stern seconded by Mr. Massey with all in favor the scrivener’s error in the Masters Operations and Maintenance Assessment Methodology Report and the Engineer’s Report are to be corrected.

On MOTION by Ms. Kroll seconded by Mr. Stern the Engineer’s Report and incorporated methodologies were approved as amended.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Requests


There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

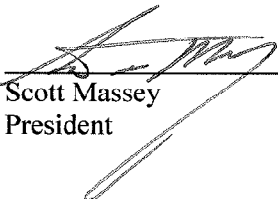
Adjournment

There being no further business,

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



Kenneth Cassel
Assistant Secretary



Scott Massey
President