

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, November 2, 2015 at 4:01 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 (Via Telephone)

Also present were:

Kenneth Cassel	District Manager
William Capko	District Counsel
Chris Potts	District Engineer (Via Telephone)
Maurice Berry	Minto

The following is a summary of the minutes and actions taken during the November 2, 2015 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

Acceptance of October 12, 2015 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 October 12, 2015 meeting were approved.
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FOURTH ORDER OF BUSINESS

**Financial Report for Period Ending
September 30, 2015**

There being no questions or comments,

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

FIFTH ORDER OF BUSINESS

**Consideration of Temporary
Construction Easement Agreement for
Seminole Pratt Whitney Road**

The following was discussed:

- Mr. Potts explained the easement runs between the middle and north entrances and will allow the contractors to regrade some of the property.
- Mr. Cassel questioned how long it will take and if the District is waiting to negotiate it with the School Board. Mr. Potts responded 24 months would be the longest amount of time.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the temporary easement agreement for Seminole Pratt Whitney Road was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Change Orders to AKA
Services**

A. Installation of Meters

Mr. Cassel reviewed the change order for the installation of a flow meter at an additional cost of \$13,350.43. There was discussion regarding additional costs due to Indian Trails Improvement District.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor AKA Change Order RFCO#1 for a total cost of \$13,350.43 was approved.

B. Additional Valve

Mr. Potts explained the contractor missed a valve in the original drawings that is required by DEP. The change order is for a total cost of \$1,100.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor AKA Change Order RFCO#2 for a total cost of \$1,100 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-2,
Seeking Reimbursement for Phase 1
Capital Expenditures**

Mr. Capko reviewed Resolution 2016-2. This type of resolution is routinely adopted when there is a capital project. It is for IRS purposes.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor Resolution 2016-2, seeking reimbursement for Phase 1 capital expenditures, was adopted.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Motion Assigning Fund Balance for Fiscal Year 2015

Mr. Cassel reviewed the proposed assignment of the fund balance for Fiscal Year 2015 as \$100,000 to the *Operating Reserve – Operating Capital*. This is a standard housekeeping item done at the end of ever fiscal year.

On MOTION by Ms. Kroll seconded by Mr. Massey with all in favor the fund balance for Fiscal Year 2015 of \$100,000 was assigned to *Operating Reserve – Operating Capital*.

B. Consideration of Resolution 2016-3, Amending the Budget for Fiscal Year 2015

Mr. Cassel reviewed Resolution 2016-3.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor Resolution 2016-3, amending the budget for Fiscal Year 2015, was adopted.

C. Notification of Palm Beach County Water Utilities Regarding Change in Services

Mr. Cassel stated the District needs to formally notify PBCWU of changes to the water and wastewater operations. He will draft a letter in conjunction with Mr. Potts and District Counsel's review.

D. Release of Easement

Mr. Potts explained the District has easements that abut the right-of-way along Seminole Pratt Whitney Road. The right-of-way needs to be larger due to the expansion of the road. The District has to abandon those sections of easements that will be within the new right-of-way.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor the partial release of easement was approved.

E. Partial Termination of License Agreement

The Board reviewed the draft notification of partial termination of License Agreement with Silver Lake Enterprises, Inc. Mr. Berry noted the name of the addressee needs to be corrected.

NINTH 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 requested District Counsel speak with the County Engineer to expedite the Seminole Pratt Whitney road improvements.
- They will have 90% of the plans for the re-use system and the master assembly by the end of the week.
- DEP was notified the plant will be decommissioned by the end of November.

TENTH ORDER OF BUSINESS

Attorney’s Report

A. Consideration of Resolution 2016-4, Approving Settlement of the Outstanding Dispute with the Palm Beach County School Board

Mr. Capko reviewed the resolution, which formalizes the settlement between the District and the School Board on issues with the outstanding amounts owed.

On MOTION by Mr. Massey seconded by Ms. Kroll with all in favor Resolution 2016-4, approving the settlement of the outstanding dispute with the Palm Beach County School Board, was adopted.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Requests

There being none, the next item followed.

November 2, 2015

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