

**MINUTES OF MEETING
SEMINOLE IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seminole Improvement District was held on Monday, December 5, 2016 at 4:07 p.m. at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Scott Massey	President
Jared Stern	Secretary/Treasurer

Also present were:

Kenneth Cassel	District Manager
Robert Diffenderfer	District Counsel
Chris Potts	District Engineer (Via Telephone)
John Carter	Minto, PBLH, LLC

The following is a summary of the minutes and actions taken during the December 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 Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the November 7, 2016 Meeting Minutes

Mr. Cassel stated each Board member received a copy of the minutes of the November 7, 2016 meeting and requested any corrections, additions or deletions.

Additions were made to the minutes, which will be incorporated into the amended copy of the minutes.

On MOTION by Mr. Massey seconded by Mr. Stern with all in favor the minutes of the November 7, 2016 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

Financial Report for Period Ending October 31, 2016

Mr. Cassel noted the two sets of work authorizations for engineering work associated with the preconstruction and capital improvement plans were listed on single sheets showing the budgeted amount, how much was used and the balance.

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

FIFTH ORDER OF BUSINESS

Tabled Items

- **Consideration of Agreement for Designing and Permitting of Infrastructure (Placeholder)**

Mr. Diffenderfer reported he has been speaking with Ms. Pam Booker on substance and coordination issues, which need to be addressed in the agreement. Coordination issues were noted at weekly meetings he has with the developer and City staff to discuss the prosecutions of permits and approvals. The agreement is being drafted to be presented at the next meeting.

SIXTH ORDER OF BUSINESS

District Manager's Report

The following was discussed:

- Mr. Cassel reported many items are moving forward. Plans for waterlines are being reviewed and permits will be issued shortly. The City of Westlake has provided their review as well.
- A meeting is being coordinated with the school this week to go over the lane changes, which will occur based on the revised MOT. This will happen while school is out for winter break.
- Mr. Stern asked for an update regarding irrigation and the County's ability to provide reuse water. Mr. Cassel will follow up.
- There was discussion regarding the bridge. Mr. Diffenderfer stated neither the County or the City of West Palm Beach have objection; however, it has not been formalized in a written document.

EIGHTH ORDER OF BUSINESS

Attorney's Report

Mr. Diffenderfer reported the title company responded today that they are not going to accept the solution presented to them. They are looking for Callery-Judge Grove to give the District a quick claim deed or a reformation action to cure the issue.

SEVENTH 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.

- There was discussion regarding Intake #2. Mr. Cassel asked if there was any discussion with the City West Palm Beach on how they want the District to terminate the intake devise into the M Canal. Mr. Potts will follow up.
- Mr. Massey asked if the County forwarded copies of the plans for the reclaim line going up the M2 Canal. Mr. Potts responded he sent an email to Mr. Cassel and Mr. Diffenderfer indicating he did not have an issue with the plans.
- Mr. Stern asked where the County stands on the master meter assembly. Mr. Potts responded they are in the process of reviewing. He followed up last Friday and has not heard back from them. He will follow up again.

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. Massey seconded by Mr. Stern with all in favor the meeting was adjourned.



 Kenneth Cassel
 Assistant Secretary



 Scott Massey
 President