

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF SUPERVISORS OF  
LAKE WORTH DRAINAGE DISTRICT  
HELD AT THE DELRAY BEACH OFFICE ON  
August 13, 2014 AT 8:30 A.M.**

**Board Members Present:**

Harry Raucher	James M. Alderman
John I. Whitworth, III	Jeffrey P. Phipps, Sr.

**Board Members Absent:**

Joyce D. Haley

**1. Call to Order**

President Raucher called the meeting to order at 8:30 A.M.

**2. Pledge of Allegiance**

Mr. David Goodlett led the Pledge of Allegiance.

**3. Agenda Revisions**

There were no agenda revisions.

**4. Appointment of Supervisor for Sub-District 3**

On behalf of the Board, President Raucher recognized former Board member David Goodlett for his 12 years of service on the Board and presented him with a proclamation and framed memento.

Mr. Goodlett expressed his thanks to the Board, appreciation for the opportunity to have served with current and former board members, and confidence in the management team and direction of the agency.

Supervisor Alderman thanked Mr. Goodlett for his service and leadership. President Raucher and Vice President Whitworth echoed Supervisor Alderman's comments.

Given Mr. Goodlett's resignation of the Sub-District 3 seat on August 1, 2014, President Raucher called for a motion to fill the vacancy and indicated that Jeffrey Phipps, Sr. was discussed as a potential candidate at the prior month's meeting.

***A motion was made by Supervisor Alderman to approve the appointment of Mr. Jeffrey Phipps, Sr. to serve as a Board member for Sub-District 3, seconded by Vice President Whitworth and approved unanimously.***

President Raucher invited Mr. Phipps to join the Board at the dais.

Mr. Phipps provided a brief introduction and indicated his willingness to serve on the board.

Mark Perry administered the Oath of Office to Mr. Phipps.

**OATH OF JEFFREY P. PHIPPS, SR.**

State of Florida  
County of Palm Beach

Before me, the undersigned, a Notary Public, personally appeared Jeffrey P. Phipps, Sr., who being duly sworn, did depose and say: That he will honestly, faithfully and impartially perform the duties devolved upon him in the office of Supervisor of the Lake Worth Drainage District, to which office he has been duly appointed, and that he will not neglect any of the duties imposed upon him by the laws of the State of Florida.

The foregoing instrument was acknowledged before me this the 13<sup>th</sup> day of August 2014, by Jeffrey P. Phipps, Sr., who is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

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Notary Public State of Florida  
My Commission Expires:

On behalf of the Board and staff, President Raucher welcomed Supervisor Phipps to the District.

**5. Abstentions by Board Members from items on the Agenda**

There were no abstentions from the Board members.

**6. General Public Comment**

There was no general public comment.

President Raucher called a brief recess for a farewell celebration honoring Mr. Goodlett.

**CONSENT**

**7. Approval of Minutes, Check Register, Financial Statement and Documents for the previous month**

**8. Disposal of Office Furniture, Fixtures and Equipment - Karen Hoyt, Director, Finance**

**9. Board Vote on Consent Agenda**

*A motion was made by Vice President Whitworth to approve the Consent Agenda, seconded by Supervisor Alderman and approved unanimously.*

**WORKSHOP**

**10. Investment Update - Karen Hoyt, Director, Finance**

Ms. Hoyt provided an overview of the District's current investments which included a Certificate of Deposit maturing on September 5, 2014. Ms. Hoyt provided a summary of options regarding investments and recommended that an Investment Committee be created to review investment options and present recommendations to the Board at its September meeting.

Vice President Whitworth suggested that Supervisor Phipps serve on the committee.

President Raucher suggested the committee consist of Karen Hoyt, Bob Brown and Supervisor Phipps.

**DISCUSSION**

**11. Approval to Renew Medical and Dental Insurance Plans - Melissa Wheelihan, HR Representative**

Ms. Wheelihan stated that Florida Blue offered to maintain their current rates for the District's medical plans, and MetLife proposed a 4% increase for the dental plan. She explained that additional quotes were solicited from other major carriers for both the dental and medical plans. Of those carriers that responded, only United Healthcare offered competitive rates.

Staff recommended to approve the renewal of medical and dental plans with Florida Blue and Met Life.

*A motion was made by Supervisor Phipps to approve the recommendation, seconded by Vice President Whitworth and approved unanimously.*

**12. Approval of FY2015 Preliminary Operating Budget - Karen Hoyt, Director, Finance**

Ms. Hoyt presented the Preliminary Fiscal Year 2015 Operating Budget. Staff recommended authorization to advertise the Preliminary Budget and notice the public hearing to be held on September 17, 2014 where staff will present and request approval of the final budget.

*A motion was made by Vice President Whitworth to approve the recommendation, seconded by Supervisor Alderman and approved unanimously.*

**13. Approval authorizing Florida Turnpike Enterprise to discharge stormwater to the LWDD E-2E Canal - Patrick A. Martin, P.E., Director, Engineering & Right-of-Way**

Mr. Martin stated that the project is located north of Atlantic Avenue and east of the Florida Turnpike. Florida Turnpike Enterprise is requesting approval to discharge into the E-2E Canal. Mr. Martin explained that approval is normally provided at staff level; however, Florida Turnpike Enterprise specifically requested approval by the Board. Staff recommends approval to issue a drainage permit to Florida Turnpike Enterprise to discharge into the E-2E Canal subject to the District's operating policies.

*A motion was made by Vice President Whitworth to approve the recommendation, seconded by Supervisor Alderman and approved unanimously.*

**14. Approval to enter into a contract with CH2M Hill for Professional Engineering and GIS Centric Computerized Asset Management Software Integration Services for the Supervisory Control and Data Acquisition (SCADA) System Development (LWDD Project No. 13-9381D.01) - Patrick A. Martin, P.E., Director, Engineering & Right-of-Way**

Mr. Martin provided background on the project timeline and criteria for ranking responding firms. Staff entered into negotiations with CH2M Hill, the top-ranked firm, in May 2014 to develop a Master Service Agreement. In order to prioritize the design and construction of the flood protection portion of the project, the Master Service Agreement will be divided into two phases: 1) Telemetry and SCADA, and 2) Asset Management.

The final negotiated consulting fee is \$478,800, which includes project design, permitting services, services during construction, and SCADA integration services. Mr. Martin shared a projected timeline for the project. He estimated that the construction contract would be presented for board approval by April 2015, and that construction would take approximately one year. The final project, including SCADA integration and training, is expected to be completed by May 2016. A final schedule of deliverables will be determined after approval of contract.

Staff recommended approval to enter into a Master Service Agreement with CH2M Hill with defined Phase 1 SCADA and Telemetry design tasks not to exceed \$478,800. Staff also requested authorization to use Extraordinary Income Funds not to exceed \$550,000.00 for the consulting fees, as well as advance survey work.

Supervisor Alderman inquired about the amount of Extraordinary Income funds requested. Mr. Martin and Mr. Brown explained the District will be completing survey and geotechnical work separate from the CH2M Hill contract.

*A motion was made by Supervisor Alderman to approve the recommendation to enter into a contract with CH2M Hill not to exceed \$478,000, seconded by Supervisor Phipps and approved unanimously.*

President Raucher said he would entertain a motion, based on staff recommendation, to use Extraordinary Income Funds not to exceed \$550,000.00 for consulting fees and advance survey work.

*A motion was made by Supervisor Alderman to approve the staff recommendation to use Extraordinary Income Funds not to exceed \$550,000 for consulting fees and survey work, seconded by Vice President Whitworth and approved unanimously.*

**15. Approval to solicit a Request for Bids for Rock/Rip-Rap Aggregate (LWDD Project No. 14-9554S.01) - Tommy Strowd, Director, Operations & Maintenance**

Mr. Strowd recommended board approval to solicit a Request for Bids (RFB) for rock rip-rap rubble for a two-year contract in an amount not to exceed \$200,000. Mr. Strowd explained the District is seeking to procure and stockpile rock rip-rap rubble for future canal bank stabilization projects. The RFB will identify quantity, material specifications and stockpile locations, and allow the District to secure a source and firm price.

Supervisor Alderman inquired if the funds were budgeted. Mr. Strowd and Mr. Brown confirmed that \$100,000 is budgeted each year for erosion control.

*A motion was made by Supervisor Phipps to approve the recommendation, seconded by Vice President Whitworth and approved unanimously.*

**STAFF REPORTS**

**16. Executive Director's Report**

Mr. Brown welcomed Mr. Phipps to the Board and extended an invitation to tour the District.

Mr. Brown indicated that he will be working to propose legislative changes to facilitate changes to the District's jurisdictional boundaries to incorporate areas that receive drainage services from the District.

Mr. Brown stated that staff is conducting an inventory of roads located on the District's rights-of-way and that a workshop will be scheduled in the future to share findings and recommendations with the Board.

### **Director of Operations and Maintenance**

Mr. Strowd stated he had no items to report.

### **Director of Administrative Services**

Ms. Walker stated she had no items to report.

### **Director of Engineering & Right-of-Way**

Mr. Martin provided an update on the C-51 Reservoir Project. There was an independent cost evaluation conducted, and the Working Group is currently working towards securing funding to support the project. The South Florida Water Management District has played an integral role, undertaking considerable modeling work. Palm Beach Aggregates has acquired their first regulatory approvals.

Mr. Martin shared that Ken Todd, Palm Beach County Water Resources Manager, will be attending the September Board meeting to provide an update on the FEMA maps. Information will also be provided to the Board in the future on the benefits of using LIDAR to measure topography and assist with flood control activities.

### **Director of Finance**

Ms. Hoyt stated she had no items to report.

### **District Counsel**

Mr. Perry expressed his thanks to CH2M Hill for their cooperation and coordination on the SCADA contract.

## **17. Board Comment**

Supervisor Alderman requested Mr. Brown to review all District insurance policies and procedures, and initiate a Request for Proposals for insurance brokerage services that will aid the District in realizing future healthcare savings, and to ensure the District is receiving comprehensive recommendations regarding benefits packages.

Mr. Brown indicated staff will present a recommendation at next month's meeting.

## **18. Adjourn**

There being no further business, the meeting adjourned at 9:38 A.M.