



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF SUPERVISORS OF
LAKE WORTH DRAINAGE DISTRICT
HELD AT THE DELRAY BEACH OFFICE ON
JUNE 17, 2015 AT 8:30 A.M.**

Board Members Present:

Harry Raucher

James M. Alderman

Joyce D. Haley

John I. Whitworth, III

Jeffrey P. Phipps, Sr.

1. Call to Order

President Raucher called the meeting to order at 8:30 a.m. and welcomed everyone to the District's Centennial Celebration event.

2. Pledge of Allegiance

Florida House Representative Lori Berman led the Pledge of Allegiance.

3. LWDD Centennial Celebration

Mr. Raucher recessed the meeting and invited everyone to enjoy breakfast refreshments. Once the meeting was reconvened, Mr. Raucher recognized local officials and special guests in the audience.

On behalf of Congressman Ted Deutch, Wendi Lipsich presented a congressional proclamation to the District.

Mayor Shelley Vana presented a proclamation on behalf of the Palm Beach County Commission.

Guest speaker, historian and author Attorney William G. Crawford, Jr., spoke on the history of drainage efforts in Florida.

Long-time farmer and resident Ted Winsberg spoke regarding the District's history with agriculture in Palm Beach County.

Supervisor Whitworth recognized employees as the most important part of the District's history and congratulated them on 100 years of dedicated service.

On behalf of Supervisor Whitworth and other board members, District Executive Director Robert Brown unveiled an original minted silver coin designed by Tommy Strowd. The coins will be distributed to each employee in the near future when completed.

District General Counsel Mark Perry performed the ceremonial 100th swearing in of the Board of Supervisors.

Mr. Raucher concluded the event and indicated the meeting would be reconvened in the District auditorium.

4. LWDD Centennial Moment Video (6th installment): 1955-1965 - Rosemary Rayman, Outreach & Records Manager

Ms. Rayman introduced the sixth video in a twelve-part series of LWDD Centennial Moments from 1955-1965.

5. Employee of the Quarter Presentation - Mary Waters, Receptionist

Committee Member Nicole Smith announced Mary Waters as the Employee of the Quarter. Ms. Waters was recognized for her hard work, dedication and positive attitude. The Board thanked Ms. Waters for her service to the District.

6. Agenda Revisions - Robert M. Brown, Executive Director

Mr. Brown stated Item 15 was modified and Nicole Smith would explain the changes further in her presentation to the Board.

7. Abstentions by Board Members from Items on the Agenda

There were no abstentions by the Board Members.

8. General Public Comment

Resident Alice First stated that she was in attendance and provided public comment at the Delray Beach City Commission meeting where they presented a proclamation to Mr. Brown recognizing the District's 100-year anniversary. She also commended the District on the centennial moment videos.

CONSENT

9. Board comment or request to pull items from consent agenda

10. Approval of minutes, check register and financial statement for the previous month

11. Approval to issue a quit-claim deed to Carly Landco, Inc. for the South 0.36 feet of the North 30.36 feet of Tract 4, Block 67, Palm Beach Farms Company Plat 3, Plat Book 2, Page 45. Location: South side of Atlantic Avenue west of State Road 7 (LWDD Project No. 00-5950P.01) - Nicole Smith, Right-of-Way Coordinator

12. Board Vote on Consent Agenda

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

WORKSHOP

13. Proposed Fiscal Year 2015-16 Budget - Karen Hoyt, Director of Finance and Robert M. Brown, Executive Director

Mr. Brown provided an overview of projects currently underway that would continue in the FY2016 budget year, including capital improvements projects, vegetation management treatment and fleet enhancements. He discussed proposed FY2016 capital improvement projects including structure refurbishment, pump station rehabilitation, canal stabilization, shop building improvements, equipment wash and hardened office facilities, Control Structure 9 relocation and LiDAR (Light Detection and Ranging). He further stated that the District will continue to implement new technologies to realize permitting, asset management and purchasing efficiencies.

He presented an overview of the District's extraordinary income balance and discussed future regulatory and operational uncertainties which could impact the District's future budgets and expenditures.

Ms. Hoyt presented the District's proposed operating budget for the year ending September 30, 2016 and stated it is a balanced budget with revenues and expenditures of \$15.2 million. She reviewed capital expenditures and stated the preliminary budget will be presented at the July 15, 2015 board meeting. At that time, staff will be requesting authorization to advertise the preliminary budget. The final operating budget will be presented to the Board for approval at the August 2015 public hearing and board meeting.

14. Storm Readiness Update - Tommy Strowd, Director of Operations & Maintenance

Mr. Strowd provided an update on the 2015 Hurricane Season and the District's storm readiness activities. He discussed tropical cyclone projections, a history of hurricane predictions and landfalls in the Atlantic, and new forecast technologies offered by the National Hurricane Center. He shared photos of historical storm damage and provided an overview of the District's emergency operations organizational chart. Key emergency operations functions include activation of the District's emergency operations center and citizen information line, as well as deployment of post-storm damage assessment teams to focus on debris accumulation, erosion and associated blockages.

DISCUSSION

15. Approval to issue a Right-of-Way Permit to Holly Dillman (Lot 210) of Cypress Creek Country Club. Approval to clear title regarding the LWDD 10 foot non-exclusive easement for \$480.00 for all adjacent property owners. Location: South side of the C. Stanley Canal (LWDD Project No. 15-21E.17) - Nicole Smith, Right-of-Way Coordinator

Ms. Smith stated the agenda item had been modified as Ms. Dillman decided to remove the unpermitted fence from District right-of-way and no longer requests a right-of-way permit. Ms. Smith provided background on the canal reach and indicated that staff had identified new encroachments within the right-of-way. A 10-foot non-exclusive easement currently exists along the canal from Military Trail to Lawrence Road. There are nine (9) adjacent properties in this area with existing encroachment agreements or quit-claim deeds for all or a portion of the 10-foot

non-exclusive easement. To promote consistency along this canal, staff recommended approval to sell the 10-foot non-exclusive easement that was conveyed to the District per ORB 1982 Page 948 to Ms. Dillman subject to the District's operating policies and a \$480 fee.

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

Staff also recommended approval to contact all adjacent property owners within the Cypress Creek Development between Military Trail and Lawrence Road on the south side of the C. Stanley Weaver Canal and offer to clear title for the 10-foot non-exclusive easement conveyed to the District per ORB 1982 Page 948 or any remaining portion thereof subject to the District's operating policies and a \$480 fee.

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

16. Authorization to negotiate contract with top-ranked firm for electrical engineering services (RFP No. 15-8308L.08) - Anthony LasCasas, Structure Maintenance/Fleet Section Leader

Mr. LasCasas stated the District solicited bids for electrical engineering services for water control structures (RFP 15-8308L.08). The proposed scope of work will include evaluation of existing control structures electrical systems and development of design plans and specifications to upgrade pump stations. One response was received from Smith Engineering Consultants, Inc. Projected costs are \$30,000-\$50,000. Staff recommended approval to enter into contract negotiations with Smith Engineering Consultants, Inc. for electrical engineering services for water control structures. The contract will be presented for Board approval at the July 2015 meeting.

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

17. Authorization to negotiate contract with top-ranked firm for technology consulting services to implement a land management software platform for permitting and inspections (RFP No. 15-9677L.01) - Juan Tobar, IT Manager

Mr. Tobar stated the District solicited bids for professional services for implementation of Accela Permit Management Platform (RFP 15-9678L.01). Staff reviewed several permit management platforms and found Accela to be the best fit for the District. The projected annual cost for the software subscription is \$34,000/year for 17 users. Staff solicited the RFP for technical assistance to set up the Accela platform, evaluate current permit processes, migrate existing permit data from Microsoft Access, integrate GIS functionality, configure online permitting application and search functions, enable mobile access for field staff, create standardized business reports and provide staff training. One response was received from RedMark Technologies, LLC. Staff recommended approval to enter

into contract negotiations with RedMark Technologies, LLC for professional services to implement Accela Permit Management Platform. The projected cost for services is \$60,000 - \$80,000. Mr. Tobar will present the contract for approval at the July 2015 board meeting.

Supervisor Phipps inquired about mobile capability for District staff. Mr. Tobar confirmed that Accela provides mobile technology.

Vice President Whitworth inquired about the subscription cost for Accela and if the cost would increase. Ms. Walker indicated that it is a contracted price subject to increase.

Supervisor Alderman inquired about other agencies who use Accela and how the software will benefit the District.

Mr. Tobar responded that there are many agencies who use Accela. The District is currently using a Microsoft database that provides limited functionality and needs to be upgraded. The Accela platform will automate and consolidate permitting processes.

Ms. Rayman also shared that Accela will provide a paperless process, improve records management and increase transparency with the public.

Mr. Tobar explained that the GIS and the permitting platform are separate technologies. The Accela software will integrate with the District's GIS data to display permits on a map and link applicable information and documentation.

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

STAFF REPORTS

18. Executive Director's Report

As a follow up to the previous agenda item regarding Accela, Mr. Brown stated that the new technology is needed and will benefit the District for years to come.

Mr. Brown recognized the staff members responsible for organizing the District's Centennial Celebration event.

Director of Operations and Maintenance

Mr. Strowd provided an update on the canal rehabilitation project on L-13 between Melaleuca Lane and Davis Road. The District is removing exotic and nuisance vegetation on the low maintenance side that may pose a threat in a high wind event. The project was divided into three phases approximately one mile each. Once removed from the canal, the vegetation is being stock-piled on the high maintenance side of the canal and then hauled away to the District's horticultural site. The residents along that side of the canal expressed some concern regarding the length of time the vegetation remained on the canal right-of-way and contacted the media. The vegetation was removed as scheduled. The project is expected to be completed by July 7, 2015.

Mr. Brown stated that the District purchased a John Deere Gator specifically for maintaining similar types of canal right-of-ways.

Director of Administrative Services

Ms. Walker reminded Board members that financial disclosure forms are due by July 1, 2015.

Ms. Walker thanked Rosemary Rayman, Megan Hanney, Melissa Wheelihan, Margie Illsley, Andre Cima, Bobby Rebecca and Mary Waters for their help with the Centennial Celebration event.

Ms. Walker shared that Ms. Rayman is organizing a community workshop on June 25, 2015 regarding community drainage and hurricane preparedness. Due to strong response, a second workshop is being offered in the afternoon. Board members were invited to attend.

Director of Engineering & Right-of-Way

Mr. Martin stated the District hired Mock Roos to conduct a multi-phased feasibility study for Control Structure No. 9 located at Lawrence Road and C. Stanley Weaver Canal. Phase I is complete and it was determined that the location initially identified would be problematic due to septic tank and flood protection issues with the adjacent subdivision. As part of Phase II, Mock Roos will evaluate an alternative site. Mr. Martin stated he will provide an update to the board in July.

Mr. Martin stated that DEP renewed the Horticultural Waste Site Permit. As a result, some sampling has been eliminated and DEP has permitted mulching of the material. The District will evaluate options for mulching and selling of material.

Mr. Martin recognized Deborah Harris and stated she was instrumental in obtaining the Horticultural Waste Site Permit.

Mr. Martin mentioned that the parking lot paving is underway and moving forward as scheduled.

Director of Finance

Ms. Hoyt had nothing to report.

District Counsel

Mr. Perry stated there is a meeting scheduled on June 18, 2015 with Mayor Shelley Vana to discuss the TDR issue. Mr. Whitworth and Mr. Brown will be in attendance.

19. Board Comment

President Raucher thanked staff for a great celebration. He also thanked Mr. Whitworth for contributing the commemorative coins to mark the occasion.

20. Adjourn

There being no further business, the meeting adjourned at 12:20 P.M.

President – Harry Raucher

Recording Secretary – Joann M. Aylor