


Surplus and Disposal


Governing Board Meeting
January 11, 2023
Agenda Item #11
Karen Hoyt, Director of Finance



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Surplus and Disposal

- Pursuant to Chapter 274, Florida Statutes, the District has the discretion to surplus property that is obsolete or the continued use of which is uneconomical, unsafe, inefficient, or which serves no useful function
- Staff has identified items that meets this criteria and requests that they be declared surplus, and disposed of through the recommended disposal method



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Listing of Items

Asset ID	Description	Original Cost	Acquisition Date	Recommended Disposal Method
Buildings & Improvements				
1	B68A Audio / Visual System - Monitors	18,890.00	4/30/2013	IT Asset Disposition Provider/Employee Sale/Recycling Program
2	B154C Security Camera System - NVR Hikvision 128 Channel	5,414.22	5/1/2018	IT Asset Disposition Provider/Employee Sale/Recycling Program
Machinery & Equipment				
3	07208 VORTEX TR W/BLOWER & STAND MOUNT	1,500.00	11/15/2002	Online Auction Website/Employee Sale/Recycling Program
4	07232 Outboard motor - Mercury, 40hp	4,312.08	9/29/2010	Online Auction Website/Employee Sale/Recycling Program
5	07390 Spill Containment Berns- Yellow	1,373.25	10/24/2013	Online Auction Website/Employee Sale/Recycling Program
6	07470 Pump - Diaphragm & gear box	1,181.28	5/27/2015	Online Auction Website/Employee Sale/Recycling Program
7	07667 2019 Outboard Motor - Mercury 40hp	9,365.00	12/16/2019	Online Auction Website/Employee Sale/Recycling Program
8	Boat 17 2007 CAROLINA SKIFF 16'	3,497.00	2/12/2007	Online Auction Website/Employee Sale/Recycling Program
9	T-104A BED & LIFT GATE	5,496.00	9/26/2011	Online Auction Website/Employee Sale/Recycling Program
10	T-104B Bumper & Winch	2,744.00	11/3/2015	Online Auction Website/Employee Sale/Recycling Program
11	T-111A Body & Equipment	23,897.00	4/30/2008	Online Auction Website/Employee Sale/Recycling Program
Office Furniture, Fixtures & Equipment				
12	07327 Cisco Small Business Switch	1,320.32	1/6/2014	IT Asset Disposition Provider/Employee Sale/Recycling Program
13	07332 Server - Dell PE R720	6,244.22	12/6/2013	IT Asset Disposition Provider/Employee Sale/Recycling Program
14	07404 TV - 50" LED Smart, Sharp	2,467.46	6/6/2014	IT Asset Disposition Provider/Employee Sale/Recycling Program
15	07557 Computer Laptop - Dell	2,061.23	12/22/2016	IT Asset Disposition Provider/Employee Sale/Recycling Program
		85,234.37		



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Staff Recommendation

Declare listed items surplus and authorize disposal of items through the recommended disposal method.



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Brokerage Services for Health Insurance and Employee Benefits and Property, Casualty Insurance

Governing Board Meeting
January 11, 2023
Agenda Item #12
Karen Hoyt, Director of Finance



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Background



- Staff recommends solicitation of a formal Request for Proposals to ensure open and fair competition
- Current broker, Brown & Brown (health insurance) and Preferred Risk Insurance Agency (property, casualty) will be notified and encouraged to submit a proposal

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Scope of Services

- Services will include:
 - Soliciting and negotiating annual renewals of insurance coverage
 - Ensuring District is in compliance with healthcare reform and pertinent legislative requirements
 - Providing informational materials to employees related to enrollment activities, explanation of benefits and wellness programs
 - Routinely evaluate risks and make recommendations for the appropriate mitigation of those risks in a cost-beneficial way
 - Providing information on workers' compensation issues, trends and proposed or new legislation
 - Coordinating notice of claims and/or losses to underwriters and act as a facilitator during the claim process

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Tentative Timeline - Health Insurance

<ul style="list-style-type: none"> ■ January 15 ■ January 17 ■ February 2 ■ February 9 ■ February 23 ■ March 1 ■ March 15 ■ May 1 	<p>Advertise RFP</p> <p>RFP package available</p> <p>Questions/clarifications due in writing from participating firms</p> <p>Addenda/clarifications issued</p> <p>Responses due</p> <p>Selection Committee review meeting</p> <p>Consideration/Award by District Board</p> <p>Contract Commencement</p>
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Tentative Timeline – Property, Casualty

▪ February 12	Advertise RFP
▪ February 14	RFP package available
▪ March 2	Questions/clarifications due in writing from participating firms
▪ March 9	Addenda/clarifications issued
▪ March 23	Responses due
▪ March 29	Selection Committee review meeting
▪ April 12	Consideration/Award by District Board
▪ June 1	Contract Commencement

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Evaluation/Selection Committee

- Karen Hoyt
- Melissa Skora
- Reagan Walker
- Board Representative (TBD)

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Staff Recommendation



- Approval to solicit Request for Proposals (RFP) for Brokerage Services
 - Health Insurance and Employee Benefits (January)
 - Property/Casualty Insurance (February)
- Appointment of Board Supervisor to serve on Evaluation/Selection Committee

**LAKE WORTH DRAINAGE DISTRICT
PROCLAMATION IN HONOR OF
TERRY E. LEWIS, ESQ.**

Whereas, the LAKE WORTH DRAINAGE DISTRICT is a public body and political subdivision of the State of Florida, which owns rights-of-way and manages over five hundred miles of drainage canals within its jurisdictional boundary; and

Whereas, Terry E. Lewis, Esq. has advised the LAKE WORTH DRAINAGE DISTRICT Board of Supervisors and staff for more than 36 years, and has faithfully represented the interests of the LAKE WORTH DRAINAGE DISTRICT and all Florida Special Districts; and

Whereas, Terry E. Lewis, Esq. during his tenure has demonstrated extraordinary knowledge of Special Districts and assisted the LAKE WORTH DRAINAGE DISTRICT with many significant issues including but not limited to:

- Codifying, reenacting and amending the Lake Worth Drainage District’s enabling act;
- Uniform Special Districts Accountability Act;
- Army Corps of Engineers modification to Water Conservation Area #1 regulation schedule;
- South Florida Water Management District v. Miccosukee Tribe of Indian Supreme Court Appeal;
- C-51 Water Resource Reservoir;
- Numerous legal opinions, representations and advice regarding legislative, lobbying and governmental affairs, land use and real estate law, administrative, civil and appellate litigation on behalf of the LAKE WORTH DRAINAGE District; and

Whereas, Terry E. Lewis, Esq. has retired from his law practice, Lewis Longman and Walker, P.A., on December 31, 2022 and the Lake Worth Drainage District Board of Supervisors and employees desire to honor, recognize and bestow upon Terry E. Lewis, Esq. the deserved appropriate recognition and accolades for his service.

Now, Therefore Be It Resolved that the Board of Supervisors of the Lake Worth Drainage District, does hereby bestow special recognition to Terry E. Lewis, Esq. for his exceptional leadership and service to the Lake Worth Drainage District and Florida’s Special Districts.

Unanimously approved this, the 11th day of January 2023.

Stephen Bedner, President