



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF SUPERVISORS OF
LAKE WORTH DRAINAGE DISTRICT
HELD AT THE DELRAY BEACH OFFICE ON
October 11, 2023 AT 8:30 A.M.**

Board Members Present:

John I. Whitworth, III Stephen Bedner
Carrie P. Hill James M. Alderman (via phone)

Board Members Absent:

Jeffrey P. Phipps

1. Call to Order

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

2. Pledge of Allegiance

Mr. Whitworth led the Pledge of Allegiance.

3. Agenda Revisions – Tommy Strowd, Executive Director

There were no agenda revisions.

4. Abstentions by Board Members from Items on the Agenda

There were no abstentions by board members.

5. General Public Comment (limited to 5 minutes)

There was no general public comment.

6. Board comment or request to pull items on the Agenda

There was no board comment or request to pull items on the agenda.

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

A motion was made by Supervisor Whitworth to approve the check register and financial statements for the previous month, seconded by Vice President Hill and approved unanimously.

DISCUSSION

8. Approval to enter into contracts with top-ranked firms, WGI, Inc. and Bowman Consulting Group, Ltd. for annual surveying services (RFP #23-9584L.08) – Ibrahin Nuñez, Surveyor

Ms. Walker introduced representatives from the awarded firms – Mr. Kelsy Smith from WGI, Inc. and Rick Barnes from Bowman Consulting Group, Ltd.

Mr. Nuñez shared an overview of the solicitation timeline with the Board and stated the initial contract term is for three (3) years with annual renewal options; extensions beyond five (5) years are contingent on board approval. As work is identified, staff will issue work orders for services as needed based on the negotiated rate schedule. A budget of \$100,000 is allocated for Fiscal Year 2024, ensuring financial support for these services.

Staff recommended approval to enter into an Annual Surveying Services Contracts with WGI, Inc. and Bowman Consulting Group, Ltd.

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

9. Approval of list of qualified contractors to provide Aquatic Vegetation Control Services for Fiscal Year 2024 (RFQ #23-10352L.15) – Megan Hoffman, Vegetation Management Section Leader

Ms. Hoffman stated to effectively treat and control aquatic vegetation while actively maintaining the low maintenance rights-of-way, LWDD may request contractor assistance to supplement District staff and spot treat designated areas, as needed.

Ms. Hoffman stated the Request for Qualifications (RFQ) is intended to prequalify contractors for supplemental services on an as-needed basis, with no guaranteed work. Once a project identified and scope of services is defined, staff will solicit quotes from the list of qualified contractors, and award will be made to the lowest bidder.

Ms. Hoffman provided a list of qualified contractors that submitted responses to the Request for Qualifications

- Aquatic Vegetation Control, Inc.
- Kerner Environmental
- Wetlands Management SF, LLC

Staff recommended approval of the list of qualified contractors to perform Aquatic Vegetation Control Services, as needed, during a one-year period for Fiscal Year 2024, from October 2023 to September 2024

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

10. Approval to enter into contract with top-ranked firm, Gray Matter Systems, LLC, for SCADA process control maintenance services (RFP #23-9381L.04) – Tommy Strowd, Executive Director

Mr. Strowd stated that the District solicited a Request for Proposals (RFP) to qualified firms to provide specialized SCADA support services, including the District's Factory Talk software. Services include but are not limited to repair/replacement of failed system components, providing emergency support and maintenance services, offering consultation on the design and implementation of control systems, as well as delivering integration services for modifications and additions to the existing SCADA system. This comprehensive range of services ensures efficient operation, immediate assistance in case of issues, expert guidance in system design, and seamless integration of modifications, making it a valuable partnership for maintaining a robust and adaptable SCADA system.

Mr. Strowd provided an overview of the RFP timeline and stated the evaluation criteria for the services contract included: responsiveness of submittal; technical expertise and experience, particularly in SCADA systems and software and proficiency in water management processes; past performance and references; and overall value offered, considering cost-effectiveness and benefits.

Mr. Strowd stated the ranked firms are as follows:

1. Gray Matter Systems
2. Star Control
3. CEC Controls
4. CC Controls (current vendor)

Mr. Strowd stated the initial contract term is three (3) years with annual renewal options; contract extensions beyond five (5) years are contingent on board approval. Work orders will be issued for services based on the negotiated rate schedule. A budget of \$50,000 has been allocated for Fiscal Year 2024 to cover anticipated expenses related to these services.

Staff recommended approval to enter into a contract with the top-ranked firm, Gray Matter Systems for SCADA support services.

Vice President Hill requested clarification regarding the emergency hourly rates on the proposed rate schedule. Mr. Strowd stated emergency rates would be applied for work requested outside of normal business hours.

Supervisor Whitworth praised the effectiveness of the SCADA system but emphasized the need for field staff to continually observe physical conditions.

Mr. Strowd explained the role of the District's on-call water route staff to ensure redundancy with the SCADA system.

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

STAFF REPORTS

11. Canal Rehabilitation Program Update – Megan Hoffman, Vegetation Management Section Leader

Ms. Hoffman provided an update on the progress of the Canal Rehabilitation Program. Since October 2015, the District has cleared more than 170.1 miles of vegetation on its canal rights-of-way: LWDD – 84.4 miles; contractor – 80.3 miles; developer – 6.0 miles. There are 2.4 miles remaining of 174.7 miles; 9.0 miles have been completed within the past 12 months. The project is 99% complete.

12. Executive Director's Report

Mr. Strowd provided a brief demonstration of the District's new eRis Water Management Dashboard. The Dashboard provides staff with a comprehensive view of data from SCADA, SmartCover, SFWMD, USACE, and multiple weather applications. He stated staff will continue to improve upon the Dashboard to improve water management.

Mr. Strowd reported the water level of Lake Okeechobee is currently at 16.13' and is continuing to increase.

Mr. LasCasas reported staff are preparing for dry season and will be working on replacement of the radial gates on Control Structure 9 and Control Structure 6.

President Bedner inquired on the status of work on Delray Lakes Estates.

Mr. LasCasas stated he recently walked the project with the Delray Lakes Estates attorney and HOA president and work is on schedule.

Mr. Tilles introduced a new employee, Gary Robeson, Field Representative. Mr. Robeson will be covering the southern portion of the District from L-37 to L-50.

Ms. Walker provided the proposed 2024 meeting dates and requested that the Board members review dates and notify her of any conflicts or proposed changes before it is finalized and advertised at the end of next month.

13. District Counsel's Report

No additional items to report.

There was a recess called at 9:04 a.m. The meeting was reconvened at 9:15 a.m.

14. Board Reports & Comment

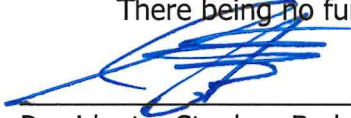
• **Executive Director's Annual Performance Evaluation**

President Bender announced that an annual evaluation is conducted for all employees including Mr. Strowd. He requested input from the Board members on Mr. Strowd's performance. The board members agreed that Mr. Strowd's performance has been highly effective in all categories. It was recommended that he receive a 10% overall salary increase - 5% merit increase, with an additional 5% equity adjustment based on review of similar local government positions, expertise and years of experience.

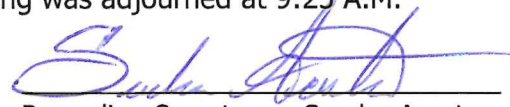
A motion was made by Sr. Vice President Alderman to approve the recommendation, seconded by Supervisor Whitworth and approved unanimously.

15. Adjourn

There being no further business, the meeting was adjourned at 9:25 A.M.



President – Stephen Bedner



Recording Secretary – Sandra Acosta