



**MINUTES OF A REGULAR MEETING OF
THE BOARD OF SUPERVISORS OF
LAKE WORTH DRAINAGE DISTRICT
HELD AT THE DELRAY BEACH OFFICE ON
August 14, 2024 AT 8:30 A.M.**

Board Members Present:

John I. Whitworth, III
Carrie Hill
Stephen Bedner

Board Member Absent:

James Alderman

Board Member Present On the Phone:

Jeffrey Phipps, Sr.

1. Call to Order

President Bedner called the meeting to order at 8:30 A.M. and confirmed the quorum.

2. Pledge of Allegiance

Supervisor Whitworth led the Pledge of Allegiance.

3. Agenda Revisions – Reagan Walker, Assistant Executive Director

There were no agenda revisions.

4. Abstentions by Board Members from Items on the Agenda

There were no abstentions.

5. General Public Comment (limited to 5 minutes)

There was no general public comment.

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

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

PUBLIC HEARING

7. Preliminary Operating Budget for the Fiscal Year Ending September 30, 2025 – Karen Hoyt, Director of Finance & Administration

President Bedner opened the Public Hearing.

Ms. Hoyt stated that the Fiscal Year 2025 Preliminary Budget and public hearing was advertised on July 29, 2024. The preliminary budget totaled \$17,349,000 and included a non-ad valorem assessment of \$48.50.

Ms. Hoyt highlighted the total budget of \$17,349.00 reflects a \$855,000 increase compared to last year's budget. She explained this increase is primarily due to an increase in workforce as well as an increase in capital expenditures related to campus improvements and dump truck fleet. She highlighted the \$1 decrease to the assessment rate from \$49.50 to \$48.50 compared to last year.

Ms. Hoyt asked if there were any public comments. There were no public comments.

President Bedner closed the Public Hearing.

DISCUSSION

8. Resolution 2024-02 - Approval of Final Operating Budget for the Fiscal Year ending September 30, 2025 - Karen Hoyt, Director of Finance & Administration

Ms. Hoyt presented the final phase of the District's 2025 budget process in accordance with the District's budget procedures and timeline. The 2025 operating budget has been approved at \$17,349,000, with an assessment rate of \$48.50.

During the preliminary budget presentation, the renewal quote for property and casualty insurance had not yet been received. Since then, the District has received the quote, which shows an 8% increase, primarily due to a rise in workers' compensation coverage, totaling approximately \$30,000. Additionally, the District has increased its budget for insurance claims and settlements by \$25,000, bringing the total budget to \$50,000 to cover unknown outstanding claims.

Moreover, the O&M department received bids for the mowing contract, and the lowest bid has allowed for a reduction in this budget item from \$450,000 to \$325,000. The budget for wildlife control has also been increased by \$75,000, from \$25,000 to \$100,000.

Ms. Hoyt highlighted that these three changes have a net effect of zero. Therefore, staff recommended approval of the 2025 operating budget of \$17,349,000, with a non-ad valorem assessment rate of \$48.50.

Additionally, due to the completion of Control 9 as well as the multi-year contracted tree clearing projects, the District will allocate the remaining committed funds from those two efforts to the District's surplus funds and utilize as carryforward for future expenditures.

A copy of the final budget worksheet and Resolution 24-02 are attached hereto as part of the meeting record.

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

9. Approval of employee health benefit renewals for FY2025 – Melissa Skora, Human Resources Administrator

Ms. Skora stated that over the years, the District has successfully mitigated healthcare costs through the District's broker's efforts in securing responses from multiple carriers for all lines of coverage. Additionally, the District conducts regular dependent eligibility audits, annually reviews plan designs, and educates employees to encourage smart health choices. The District continues to implement a surcharge for tobacco users and dependents and offer wellness incentives to employees, all of which contribute to keeping healthcare costs down.

Ms. Skora noted that this year, the District received a flat renewal from Cigna. Although competitive and comparable offers were received from other carriers, it was decided that remaining with the current coverage was the best option. The District is also set to receive up to \$4,500 for their healthcare improvement fund, which can be allocated towards the wellness incentive program.

Regarding ancillary plans, including dental, vision, life, and disability, Ms. Skora highlighted that Guardian provided a flat renewal quote. However, due to some administrative challenges with Guardian, staff recommended to switch carriers to Standard. Standard also offered a flat renewal with comparable plan designs and provided a 24% decrease in life insurance premiums, resulting in approximately \$2,700 in savings, along with a minimum two-year rate guarantee, excluding the dental plan.

Staff recommended approval for the continuation of medical insurance with Cigna and a switch to Standard for vision, dental, life, and disability coverage.

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

10. Approval to award bid and enter into a contract with the lowest responsive and responsible bidder for annual flat and slope mowing services for portions of canal rights-of-way (RFB #24-9886P.14) – Michelle Sinclair, O&M Specialist/Procurement Coordinator

Ms. Sinclair stated that the District had recently initiated a request for bids for annual contracted mowing services, covering both flat and sloped banks. She provided background, explaining that the District previously managed two separate contracts for these services. The new Request for Proposal (RFP) consolidates these services into one contract, increasing the frequency of flat mowing cycles and maintaining regular slope mowing.

Ms. Sinclair presented the RFP schedule and outlined that the contract term being sought is for one year, with the option for two additional one-year renewals at the District's discretion. Qualifications for contractors include a specified level of experience and references from previous clients.

Ms. Sinclair reported that multiple contractors responded to the RFP, with Toler Enterprises submitting the lowest bid. She recommended awarding the contract to Toler Enterprises and proceeding with a one-year term, with potential renewals.

Staff recommended approval to award the bid for annual mowing services to Toler Enterprises in the amount of \$308,010, and to authorize entering into a one-year contract, with the option for two one-year renewals at the District's discretion.

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

STAFF REPORTS

11. Executive Director's Report

Mr. Tilles took the opportunity to introduce new hire Laurie Harari, Permit Coordinator.

Mr. Las Casas took the opportunity to introduce new hire Claudia Diaz Romeo, Associate Engineer.

Ms. Hoyt presented the quarterly investment report from PFM, highlighting a few key points. She mentioned that the District remains well-positioned despite market uncertainties and that our financial performance has been strong. Ms. Hoyt also stated that she is available to discuss any questions from board members.

Ms. Walker announced that the September Workshop has been canceled.

12. District Counsel's Report

No additional items to report.

13. Board Reports & Comment

No additional reports or comments.

14. Adjourn

There being no further business, the meeting adjourned at 9:02 A.M.



President – Stephen Bedner



Recording Secretary – Sandra Acosta