

Ref: #09-2023

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
JUNE 15, 2023

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of June 15, 2023 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock
Mr. Rockoff
Mr. Boggie
Mr. Yerkes
Mr. Baker

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Ms. Fraraccio, Mr. Pugsley, and Ms. Jones.

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman.

B. PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting of May 18, 2023 were presented for approval and the following motion was made:

“THAT THE GOVERNING BOARD approve the minutes of the Regular Meeting of May 18, 2023 as submitted.”

MOTION: Made by Mr. Rockoff, Seconded by Mr. Boggie
Passed Unanimously.

C. ADDITIONS & DELETIONS TO THE AGENDA

Pull Item 5B and 5D for discussion

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Lennart Lindahl, P.E., MacVicar Consulting, Inc. presented on GL Homes' proposed water project (i.e., \$150 million water reservoir in The Acreage [west of Mecca and associated with the planned CERP Flow-way 2]) and the potential benefits to the Loxahatchee River.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

"THAT THE GOVERNING BOARD approve the Consent Agenda of June 15, 2023 with the exception of items 5B and 5D being pulled and the acknowledgement that there was a minor modification of 5E."

MOTION: Made by Mr. Boggie, Seconded by Mr. Baker
Passed unanimously.

The following motions were approved as a result of the Board's adoption of the Consent Agenda:

A. Billing Printing & Mailing Services – to approve extension

"THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$20,000 extension to Purchase Order 23-0223 to Arista Information Systems, for a revised not to exceed amount of \$85,000 for FY2023."

C. Pump Purchase – to approve purchase

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to purchase five NP3127 10 HP pumps as detailed in Xylem Water Solutions Inc. quote dated May 8, 2023 in the amount of \$73,804.50."

- E. Manual of Minimum Construction Standards and Technical Specifications
- to approve revisions

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s “Manual of Minimum Construction Standards and Technical Specifications”, as of June 15, 2023, and authorize the Director of Engineering and Executive Director to update the Construction Standards and Technical Specifications from time to time, and periodically present it to the Governing Board for ratification and approval.”

- F. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property asset numbers TDE0241-1, TDE0241-2, OE0301-1, and CTLS0371-1, and the items from aggregated assets listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

- G. Change Order to Current Contract - 18-005-LSGENCONSTR – Removal of Grass Paver Driveway Section – to approve additional services

“THAT THE DISTRICT GOVERNING BOARD approve removal of Bid Item #26 – Grass Paver Driveway Section (>20 SY / site) from general services contract 18-005-LS-GENCONSTR.”

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5B Billing Payment Processing Services – to approve extension. Mr. Howard discussed the status of the implementation of our new billing services provider (we are behind schedule) and the need to extend the services of our existing billing service provider.

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$35,000 extension to Purchase Order 23-0117 to First Billing Services, for a revised not to exceed amount of \$110,000 for FY2023.”

MOTION: Made by Mr. Baker, Seconded by Mr. Rockoff,
Passed unanimously.

5D Partial Abandonment of Easement - 430 University Boulevard, Jupiter - to approve easement. Mr. Dean discussed the proposed partial abandonment of easement for 430 University Boulevard. The Board engaged with various questions and requested staff draft a policy addressing abandonment of easements for Board consideration. The proposed partial abandonment of easement will be reconsidered in light of a new, documented easement abandonment policy (at a future Board meeting). No motion was made.

B. Auditor Selection

Ms. Fraraccio discussed the auditor selection process as defined in state statute and as followed by LRD in the recent effort. Ms. Fraraccio thanked the audit committee members, which included Gordon Boggie (Committee Chair), Steve Rockoff, Daniela Russell (Chief Financial Officer, Seacoast Utility Authority), and Matthew Pazanski (Finance Director of the Town of Juno Beach). The Audit Committee established factors to use for the evaluation of audit services, publicly announced the request for proposals for audit services, provided request for proposals to interested audit firms, evaluated proposals submitted by qualified firms, and ranked in the order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services based on the factors provided in the request for proposals. A total of five (5) firms submitted Financial Audit Services proposals. Based on a careful and thoughtful review of the proposals, the Audit Committee found the following three firms to be the most highly qualified to perform the required services (in rank order): (1) Marcum Accountants & Advisors; (2) Moore, Stephens, Lovelace, P.A.; and (3) Mauldin & Jenkins, LLC.

“THAT THE GOVERNING BOARD authorize the Executive Director to negotiate and execute an Audit Services Agreement with the top ranked firm, Marcum Accountants & Advisors.”

MOTION: Made by Mr. Rockoff, Seconded by Mr. Yerkes,
Passed unanimously.

7. REPORTS

The following reports stood as written.

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL’S REPORT

C. ENGINEER’S REPORTS

D. BUSCH WILDLIFE SANCTUARY

E. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Dr. Arrington reviewed Future Business.

9. COMMENTS FROM THE BOARD

Mr. Boggie addressed a recent communication he had received from Busch Wildlife Sanctuary regarding a desire to maintain their flight cages in operation potentially through January 1, 2024, and suggested considering this request should be added to the July Board agenda.

10. ADJOURNMENT

MOTION: Made by Mr. Rockoff Seconded by Mr. Baker,
Passed Unanimously.

“That the regular meeting of June 15, 2023 adjourns at 8:23 PM.”


BOARD CHAIRMAN


BOARD SECRETARY


RECORDING SECRETARY

Kara Francisco