

Ref: #02-2025

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
REGULAR MEETING - MINUTES  
FEBRUARY 20, 2025

1. CALL TO ORDER

Chairman Rockoff called the Regular Meeting of February 20, 2025 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

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

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Mr. Pugsley, Ms. Fraraccio, and Ms. Jones (via Goto Webinar). Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman with Shenkman & Shenkman, P.A. and Scott Montgomery with CBIZ CPAs, P.C,

B. PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting of January 16, 2025 were presented for approval and the following motion was made:

“THAT THE GOVERNING BOARD approve the minutes of the Regular Meeting of January 16, 2025 as submitted.”

MOTION: Made by Mr. Rockoff, Seconded by Dr. Rostock  
Passed Unanimously.

C. ADDITIONS & DELETIONS TO THE AGENDA

Pulled 5A 2966 Jamaica Drive - Preliminary Assessment

3. COMMENTS FROM THE PUBLIC

No public comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented a brief overview of the Loxahatchee River Pollution Reduction Plan; the need for the plan and some of the water quality improvement projects completed and scheduled. This plan provides the background and information for implementing a voluntary pollutant reduction plan to restore water quality impairments in the Loxahatchee River.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of February 20, 2025 with item 5a being pulled.”

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

B. 31-10: Jamaica Drive Phase 2 - Subregional Line Charge

**No Board Action** is requested at this time.

C. 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 February 20, 2025, 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.”

D. Water Leak Credit Policy - to review and approve

**"THAT THE DISTRICT GOVERNING BOARD** approves the attached, revised Water Leak Credit for Non-Residential Customers Policy with an effective date of February 20, 2025."

E. Easement Abandonment - PCN # 00-42-40-33-08-015-0010

**"THAT THE DISTRICT GOVERNING BOARD** approve the Application to Abandon / Terminate Easement for 18455 Limestone Creek Road (PCN 00-42-40-33-08-015-001 0)."

F. Portable Generator - to approve purchase

**"THAT THE DISTRICT GOVERNING BOARD** authorize the piggy-back of the Sourcewell Contract #092222-GNR with Genset Services, Inc for 4-150KVA and 1-250KVA mobile diesel engine-driven generators in accordance with their quotes dated February 5, 2025 in the amount of \$486,991.28"

G. Fixed Asset Disposal – to approve disposal

<u>Description</u>	<u>Serial Number</u>	<u>Condition</u>	<u>Estimated Value</u>
2 HP Barnes Pump	C818249-0801	Beyond Repair	\$50
2 HP Barnes Pump	C818250-0301	Beyond Repair	\$50
2 HP Barnes Pump	Z100406-0418	Beyond Repair	\$50
5 HP Flygt Pump	3102.180-8481015	Beyond Repair	\$100
5 HP Flygt Pump	3102.180-8481023	Beyond Repair	\$100

**"THAT THE GOVERNING BOARD** authorize the Executive Director to dispose of the items listed in the schedule above in accordance with the District's Disposal of Surplus Tangible Personal Property Policy."

H. Change Orders to Current Contracts - to approve modifications

No Change Orders were presented for Board consideration this month.

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5A. 2966 Jamaica Drive - Preliminary Assessment

**"THAT THE GOVERNING BOARD** approve Resolution 2025-02 adopting the 2966 JAMAICA DRIVE Preliminary Assessment Roll."

MOTION: Made by Mr. Baker, Seconded by Dr. Rostock  
Passed unanimously.

- B. Consultants Competitive Negotiation Act Acceptance of Qualified Firms –  
RFQ 25-002-00141/2500 Jupiter Park Drive Site Improvements – Phase 1

**“THAT THE DISTRICT GOVERNING BOARD** approve RFQ 25-002-00141 Final Qualification as follows:

Carty Architecture, LLC  
CPZ Architects, Inc. .”

MOTION: Made by Mr. Baker, Seconded by Dr. Rostock  
Passed Unanimously.

- C. Audit for Fiscal Year 2024

**"THAT THE GOVERNING BOARD** receive the Annual Financial Report for the fiscal year ended September 30, 2024 as prepared and submitted by CBIZ CPAs P.C."

MOTION: Made by Dr. Rostock, Seconded by Mr. Rockoff  
Passed Unanimously.

- D. Rule 31-10 Rates, Fees, & Charges – Rate Study

Dr. Arrington presented and discussed his Rate Study memo and outlined the general financial conditions of the District. In general, the proposed rate increases are acceptable for maintaining the District’s sound financial condition. One aspect that warrants closer scrutiny moving into the future is the ongoing pattern of capital charges exceeding capital revenues.

**No Board Action** is requested at this time.

## 7. REPORTS

- A. NEIGHBORHOOD SEWERING
- B. LEGAL COUNSEL’S REPORT
- C. DIRECTOR’S REPORT

## 8. FUTURE BUSINESSs

Future Business stood as written.

## 9. COMMENTS FROM THE BOARD

No comments from the Board

10. ADJOURNMENT

“That the regular meeting of February 20, 2025 adjourns at 8:11 PM.”

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

  
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BOARD CHAIRMAN

  
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BOARD SECRETARY

  
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RECORDING SECRETARY