

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

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D. Albrey Arrington, Ph.D., Executive Director



MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: July 12, 2016

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Regular Meeting of June 16, 2016. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the June 16, 2016 Regular Meeting as submitted.”

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Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Gordon M. Boggie
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member

Ref: #10-2016

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
JUNE 16, 2016

1. CALL TO ORDER

Vice Chairman Silverman called the Regular Meeting of June 16, 2016 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Dr. Rostock
Mr. Silverman
Mr. Snyder
Mr. Rockoff
Mr. Boggie (via speakerphone)

Staff Members in attendance were Dr. Arrington, Mr. Yerkes, Mr. Vaughn, Mr. Dean, Ms. Peterson and Mr. Howard.

Consultants in attendance were Mr. Muniz from Hazen and Sawyer, Ms. Miranda from Holtz, Mr. Pugsley from Mathews, Mr. Jensen from Kimley-Horn, Mr. Prinyavivatkul from Arcadis and Mr. Shenkman with DeSantis, Gaskill.

Mayor Comerford from Jupiter Inlet Colony was also in attendance.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearings and Regular Meeting of May 26, 2016 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the May 26, 2016 Public Hearings and Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 5B did not require action and was removed from the Consent Agenda. Item 5D was pulled for discussion.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard discussed the Dubois Lagoon Bacteria Project.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of June 16, 2016 as revised.”

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

A. Dewatering Controls Rehab – to award purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a Purchase Order to Process Control Consultants, Inc. in an amount not to exceed 1,248 hours or \$106,000 for the design, build, and installation of the Dewatering Control Rehabilitation project, in accordance with ITB 14-004-PCS and the Process Control Consultants, Inc. proposal dated June 9, 2016.”

B. A/C Replacement – to award contract

Deleted.

C. Credit Card and Online Payment Fees –to reauthorize purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the increase in Purchase Order #48125 to SunTrust for credit card and online payment fees in an amount not to exceed \$75,000 for Fiscal Year 2016.”

D. Procurement Policy

Pulled for discussion.

E. Hyland Terrace Pump Purchases – to approve purchase

“THE DISTRICT GOVERNING BOARD has received documentation from the Purchasing Principal that the following materials can only be obtained through a “sole source”, as described in the District Procurement Policy, and approves excepting this purchase from bid requirements; therefore

THE DISTRICT GOVERNING BOARD authorizes the purchase of 40 simplex grinder pump units, from Southeastern Pump in the total amount of \$129,400.00.”

F. Change Orders to Current Contracts – to approve modifications

No change orders were presented.

6. REGULAR AGENDA

A. Consent Agenda Items Pulled for Discussion.

5D. Procurement Policy

Dr. Arrington reviewed the proposed changes to the District’s Procurement Policy Section 2.10.

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

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River District’s Procurement Policy Section 2.10 as revised and with an effective date of June 16, 2016.”

B. Hibiscus Avenue Gravity Sewer System

Dr. Arrington reviewed the proposed bid recommendation.

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

“THAT THE DISTRICT GOVERNING BOARD reject all bids, and directs staff to review the design and revise contract requirements to obtain more bid participation and provide greater flexibility in the timing of the project completion, to draft new contract specifications and seek new bids that achieve installation of gravity sewers in a cost effective manner.”

C. Tequesta-US 1 Force Main Replacement

Dr. Arrington reviewed the Force Main replacement memo.

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

“THAT THE DISTRICT GOVERNING BOARD authorize Vice Chairman Silverman to execute Resolution 2016-21 requesting FDOT to include replacement of a sewer force main by the FDOT as they modify US Highway One through the Village of Tequesta;

and

THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to work with FDOT to accomplish this project and execute necessary documents, on behalf of the District, to perform the specified work.”

D. Budget Assumptions

Dr. Arrington reviewed the Budget Assumptions for the Fiscal Year 2016-2017. No Board action was taken.

E. Rules Chapter 31-1, Organization, Policies & Procedures

Dr. Arrington reviewed the proposed Rules Chapter 31-1 revisions. No Board action was taken.

7. REPORTS

B. ENGINEER’S REPORTS

Mr. Jensen discussed the status of the Jupiter Inlet Colony project. Mayor Comerford offered assistance in obtaining the CAD files necessary to move the project forward.

The following reports stood as written:

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL’S REPORT

D. BUSCH WILDLIFE SANCTUARY

E. FRIENDS OF THE LOXAHATCHEE RIVER

F. DIRECTOR’S REPORT

8. FUTURE BUSINESS

The Future Business Report stood as written.

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

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

“That the Regular Meeting of June 16, 2016 adjourn at 8:21.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY