

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)



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

## AGENDA REGULAR MEETING #6-2016 APRIL 21, 2016 – 7:00 PM AT DISTRICT OFFICES ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order & Pledge of Allegiance
2. Administrative Matters
  - A. Roll Call
  - B. Previous Meeting Minutes **Page 3**
  - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
  - A. Loxahatchee River Watershed **Page 10**
  - B. Loxahatchee River District Dashboard **Page 11**
5. Consent Agenda (see next page) **Page 12**
6. Regular Agenda
  - A. Consent Agenda Items Pulled for Discussion
  - B. Reuse Week Proclamation **Page 67**
  - C. Procurement Policy **Page 70**
  - D. Amendment of IQ Agreements **Page 71**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 122**
9. Board Comments
10. Adjournment

“...if a person decides to appeal any decision made by the Board, with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.”

Submitted by:  
Date: February 8, 2016

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

## **5. CONSENT AGENDA**

All items listed in this portion of the agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member or citizen; in which event, the item will be removed and considered under the regular agenda.

- A. Notice of Intent to Assess – Lenmore Drive (Resolution 2016-16) [Page 13](#)
- B. Preliminary Assessment – Riverside Dr Ph 3 (Resolution 2016-17) [Page 21](#)
- C. Preliminary Assessment – Clark Ln Ph II (Resolution 2016-18) [Page 28](#)
- D. Auditing Services (Rampell) – 1-year contract renewal [Page 35](#)
- E. Data Flow Central Tower Unit – to approve purchase [Page 36](#)
- F. Polymer Contract piggyback renewal – to authorize renewal [Page 40](#)
- G. Disposal of Fixed Assets – to approve disposal [Page 41](#)
- H. Alternate A1A 16” Force Main Bridge Crossing – to award off-site engineering contract [Page 42](#)
- I. Maplewood Dr Force Main Extension – to award contract [Page 54](#)
- J. Turtle Creek Subsystem 3 Engineering – to award contract [Page 57](#)
- K. Change Orders to Current Contracts – to approve modifications [Page 65](#)

## **7. REPORTS**

- A. Neighborhood Sewering [Page 74](#)
- B. Legal Counsel’s Report [Page 77](#)
- C. Engineer’s Report [Page 81](#)
- D. Busch Wildlife Sanctuary [Page 86](#)
- E. Friends of the Loxahatchee River [Page 87](#)
- F. Director’s Report [Page 99](#)

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



## MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: April 12, 2016

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Public Hearing and Regular Meeting of March 17, 2016. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the March 17, 2016 Public Hearing and Regular Meeting as submitted.”

J:\BOARD\MinutesSamples\MinutesMemo.docx

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. 4-2016

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
PUBLIC HEARING – MINUTES  
MARCH 17, 2016

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of February 18, 2016 to order at 6:55 P.M.

2. ROLL CALL

The roll was called and the following Board Members were in attendance:

Dr. Rostock  
Mr. Boggie  
Mr. Silverman  
Mr. Snyder

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO CHAPTER 31-10, RATES, FEES AND CHARGES.

No comments were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 6:56 P.M.

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BOARD CHAIRMAN

---

BOARD SECRETARY

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RECORDING SECRETARY

Ref: #5-2016

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
REGULAR MEETING - MINUTES  
MARCH 17, 2016

1. CALL TO ORDER

Chairman Boggie called the Regular Meeting of March 17, 2016 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Dr. Rostock  
Mr. Boggie  
Mr. Silverman  
Mr. Snyder  
Mr. Rockoff arrived at 7:03

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, Ms. Diaz from Rampell & Rampell, Ms. Marshall and Mr. Pugsley from Mathews, and Mr. Shenkman with DeSantis, Gaskill.

Mr. Hitzig from Busch Wildlife was also in attendance.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearing and Regular Meeting of February 18, 2016 were presented for approval and the following motion was made.

MOTION: Made by Mr. Silverman, Seconded by Mr. Snyder,  
Passed Unanimously.

“THAT THE GOVERNING BOARD approve the minutes of the February 18, 2016 Public Hearing and Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 5F was deleted.

### 3. COMMENTS FROM THE PUBLIC

No comments were received.

### 4. STATUS UPDATES

#### A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard reviewed the actions of the U.S. Army Corps of Engineers and the South Florida Water Management District to manage the recent record setting rainfall amounts and resulting issues and challenges.

#### B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

### 5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of March 17, 2016 as amended deleting Item 5F and pulling Item 5L for discussion.”

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

#### A. Notice of Intent to Assess – Riverside Drive Phase 3 (Resolution 2016-13)

“THAT THE GOVERNING BOARD approve Resolution 2016-13, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the Riverside Drive Phase 3 Assessment Area.”

#### B. Notice of Intent to Assess – Hibiscus Ave. (Resolution 2016-14)

“THAT THE GOVERNING BOARD approve Resolution 2016-14, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the Hibiscus Ave. Assessment Area.”

#### C. Notice of Intent to Assess –Ocean Drive (Resolution 2016-15)

“THAT THE GOVERNING BOARD approve Resolution 2016-15, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the Ocean Drive Assessment Area.”

D. Jupiter Plantation Force Main Replacement – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize award of contract to B&B Underground Construction, Inc. for the Jupiter Plantation Force Main Replacement Contract #16-002-JUPLAN, including the Alternate bid item, in the amount of \$92,700.00, and

THAT THE DISTRICT GOVERNING BOARD authorize a contract contingency of \$9,000.00.”

E. Palm Beach County Interlocal Agreement (Open Cuts of County Roads)

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the Interlocal Agreement with Palm Beach County for Open Cuts Under County Thoroughfare Roads.”

G. Disposal of Fixed Assets – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the property listed on the attached schedule. The fixed assets have no book value.”

H. Chlorine (Allied Universal) contract – to renew contract

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggy-back” of the City of Pt. St. Lucie contract and execute a District Purchase Order in the amount of \$130,227.82, for the purchase of bulk chlorine from Allied Universal Corporation for the period beginning March 11, 2016.”

I. Alternate A1A 16” Sewer Bridge Crossing – to award on-site engineering contract

“THAT THE DISTRICT GOVERNING BOARD authorize award of contract to Hazen & Sawyer for Task Order No. 26, Damon Bridge 16” Sewer Pipeline, in the amount of \$47,900.00, in accordance with their proposal dated March 4, 2016.”

J. Alternate A1A 16” Sewer Bridge Crossing – to award off-site engineering contract

No action required.

K. Whispering Trails Preliminary Engineering – to award contract

No action required.

M. Change Orders to Current Contracts – to approve modifications

No change orders were submitted.

6. REGULAR AGENDA

A. Consent Agenda Items Pulled for Discussion.

5L. LRD-Busch Restated License Agreement – to renew agreement

The Board discussed clarifying the renewal language in the Agreement and addressing the upcoming renewals earlier.

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

“THAT THE DISTRICT GOVERNING BOARD acknowledge and confirm the first five year renewal through March 22, 2021 of the LRD-BWS Restated License Agreement is in effect.”

B. Final Audit Fiscal Years 2015 and 2014

Ms. Diaz reviewed the final audit.

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

“THAT THE GOVERNING BOARD receive the Annual Financial Report for the fiscal years ended September 30, 2015 and 2014 as prepared and submitted by Rampell & Rampell, P.A.”

C. Chapter 31-10, Rates, Fees and Charges

Dr. Arrington reviewed the proposed changes to Chapter 31-10, and the implementation of Customer Service Lien Procedures.

MOTION: Made by Mr. Snyder, Seconded by Mr. Rockoff,  
Passed 4 – 1, with Dr. Rostock opposed.

“THAT THE DISTRICT GOVERNING BOARD approve the revised Rule Chapter 31-10, including a 0% rate increase for Plant Connection Charges, Regional Transmission System Line Charges, Administrative Charges, and Quarterly Service Charges for Sewer Service effective April 1, 2016 followed by annual rate increases of 2% from 2017 through 2020.”

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

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to implement the Customer Service Lien Procedure with an effective date of April 1, 2016.”



D. PBC Interlocal Agreement – Non Ad Valorem Tax Collection

Dr. Arrington reviewed the memo on the county interlocal agreement.

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

“THAT THE GOVERNING BOARD authorize the Executive Director to execute the Interlocal Agreement with Palm Beach County Information System Services Department for Assignment of Property Data and Development of Annual Assessments.”

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. FRIENDS OF THE LOXAHATCHEE RIVER
- F. DIRECTOR’S REPORT

8. FUTURE BUSINESS

The Future Business report stood as written.

9. COMMENTS FROM THE BOARD

Mr. Boggie discussed the highlights of the Busch Wildlife Sanctuary Board meeting.

10. ADJOURNMENT

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

“That the Regular Meeting of March 17, 2016 adjourn at 8:30.”

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BOARD CHAIRMAN

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BOARD SECRETARY

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RECORDING SECRETARY



## Loxahatchee River Watershed Status Water Reuse Benefitting the Loxahatchee River and Florida

The Loxahatchee River District is a significant contributor to helping Florida be the Nation's leader in water reuse. As we celebrate Water Reuse Week beginning May 15, and at our meeting, we will reflect on some of our accomplishments and highlight the importance of reuse to Florida and the Loxahatchee River watershed.



# LOXAHATCHEE RIVER DISTRICT'S EXECUTIVE DASHBOARD



Stewardship	Wastewater							Engineering	General Business					EHS	River Health		
	# People educated at RC	Mean Daily Incoming Flow	Delivery of Reclaimed Water	Customer Service	Sewer Overflow	Permit exceedance	NANO Blend to Reuse (@ 511)	Grease Interceptor Inspections	Cash Available	Revenue (non-assessment)	Operating Expenses	Capital Projects		Employee Safety	Lainhart Dam Daily Flow	Salinity @ NB seagrass beds	River Water Quality
Benchmark / Customer Expectation	# people	million gallons/day	# days demand not met	# blockages with damage in home	# occurrences	# occurrences	Max Specific Conductance (umhos/cm)	% requiring pump out	\$	% of Budget	% of Budget	% within budget	% on time	# of OSHA recordable injuries	Flow (cfs)	‰	Fecal Coliform Bacteria (cfu/100ml)
<b>Green Level</b>	≥ 1,500	< 7.7	Zero	Zero	Zero	Zero	<1542	≤ 15	≥ \$9,894,657	≥ 95%	≥ 85% but ≤ 105%	≥ 80%	≥ 80%	Zero	mean ≥ 69	min ≥ 20 ‰	90% of sites ≤ 200
<b>Yellow</b>	≤ 1,500	< 8.8	≥ 2	1	≤ 2	1	≤ 1875	≤ 25	< \$9,894,657	≥ 90%	≥ 80%	≥ 60%	≥ 60%	-	mean ≥ 35	min ≥ 10 ‰	2 or more sites >200 but ≤ 400
<b>Red</b>	≤ 1,250	≥ 8.8	≥ 9	≥ 2	> 2	≥ 2	> 1875	> 25	< \$5,557,057	< 90%	< 80% or > 105%	< 60%	< 60%	≥ 1	min < 35	min < 10 ‰	≥ 2 sites > 400
2012 Baseline	1,691	6.7	0	0	1	1	1,162		\$ 21,205,340	101%	86%	95%	87%	0	108	22	1 > 200
2013 Baseline	2,118	6.8	1	0	1	0	1,029		\$ 25,550,033	105%	91%	88%	52%	0	132	20.0	1 > 200
2014 Baseline	2,120	6.8	0	0	1	0	978	11	\$ 27,415,251	102%	104%	95%	86%	0	140	21.9	1 > 200
2015 Baseline	2,139	6.8	0	0	1	0	1,093	14	30,199,659	104%	111%	92%	78%	0	78	24.8	0 > 200
2015 Mar	2,188	7.4	0	0	2	0	1084	10	\$ 27,700,987	105%	128%	100%	83%	1	120	13.8	0 > 200
2015 Apr	1,994	7.1	0	0	1	0	1047	15	\$ 29,021,808	107%	123%	100%	75%	0	18	31.3	0 > 200
2015 May	1,679	6.5	0	0	1	0	1088	20	\$ 30,492,614	107%	120%	84%	75%	0	9	31.3	0 > 200
2015 June	3,241	6.2	0	0	0	0	1135	15	\$ 29,691,353	106%	116%	84%	75%	0	28	29.8	0 > 200
2015 July	3,276	6.2	0	1	0	0	1208	14	\$ 30,937,341	107%	113%	75%	75%	0	53	29.9	0 > 200
2015 Aug	1,849	6.4	0	0	0	0	1128	6	\$ 30,471,102	109%	111%	75%	67%	0	78	23.8	Incomplete
2015 Sept	1,359	6.8	1	0	1	0	1097	5	\$ 31,672,070	108%	110%	84%	50%	1	223	9.5	0 > 200
2015 Oct	1,604	6.4	0	0	1	0	978	18	\$ 31,318,759	96%	70%	100%	89%	0	83	25.3	0 > 200
2015 Nov	1,276	6.5	0	0	4	0	1026	15	\$ 32,678,126	94%	78%	100%	82%	0	58	30.1	0 > 200
2015 Dec	1,405	7.2	0	0	0	0	1023	20	\$ 32,536,481	94%	82%	100%	82%	0	196	13.9	2 > 200
2016 Jan	1,689	7.6	0	0	1	0	962	14	\$ 33,243,678	94%	82%	100%	82%	0	160	11.0	0 > 200
2016 Feb	2,811	7.6	0	0	3	0	903	15	\$ 34,527,506	95%	83%	100%	82%	0	193	8.6	0 > 200
2016 Mar	2,934	7.4	0	0	2	0	1042	14	\$ 33,770,240	96%	86%	100%	82%	0	115	12.4	1 > 200
Consecutive Months at Green	3	82	33	8	0	32	67	3	82	48	1	7	6	6	4	0	3
Metric Owner	O'Neill	Vaughn	Vaughn	Vaughn	Vaughn	Vaughn	Vaughn	Dean	Peterson	Peterson	Peterson	Yerkes	Yerkes	Vaughn	Howard	Howard	Howard

Metric  
Sewer Overflow  
River Salinity

**Explanation**

We had 2 sewer overflows in March: (1) construction equipment ran over a low pressure sewer valve box and broke our 2" low pressure force main; (2) an air release valve on the Ocean Cove force main failed. This ARV also failed last month and caused a SSO. We are This abnormally wet dry season has resulted in higher than normal freshwater flows to the river and lower salinity in the downstream reaches. The freshwater floodplain is happy - the estuary is not happy.

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)



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

## MEMORANDUM

**TO:** Governing Board  
**FROM:** D. Albrey Arrington, Executive Director  
**DATE:** April 12, 2016  
**SUBJECT:** Consent Agenda

All items listed below are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member or citizen, in which event, the item will be removed and considered under the regular agenda.

This month's consent agenda consists of the following items:

- A. Notice of Intent to Assess – Lenmore Drive (Resolution 2016-16)
- B. Preliminary Assessment – Riverside Dr Ph 3 (Resolution 2016-17)
- C. Preliminary Assessment – Clark Ln Ph II (Resolution 2016-18)
- D. Auditing Services (Rampell) – 1-year contract renewal
- E. Data Flow Central Tower Unit – to approve purchase
- F. Polymer Contract piggyback renewal – to authorize renewal
- G. Disposal of Fixed Assets – to approve disposal
- H. Alternate A1A 16" Force Main Bridge Crossing – to award off-site engineering contract
- I. Maplewood Dr Force Main Extension – to award contract
- J. Turtle Creek Subsystem 3 Engineering – to award contract
- K. Change Orders to Current Contracts – to approve modifications

Should you have any questions in regard to these items, I would be pleased to discuss them further with you.

The following motion is provided for Board consideration:

**"THAT THE GOVERNING BOARD approve the Consent Agenda of April 21, 2016 as presented."**

Signed,

D. Albrey Arrington  
Executive Director

L:/Board/Consent

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

**CONRAD J. DeSANTIS**  
*Business & Real Estate*  
Also Admitted in Pennsylvania



**LEGAL ASSISTANTS**  
**CIVIL TRIAL, PROBATE  
AND FAMILY LAW**  
KAREN M. BOYDEN-LOPATOSKY  
MINDY VASSER  
**PERSONAL INJURY**  
ROBIN B. MODLIN, CP  
TERRI L. VLASSICK  
**REAL ESTATE**  
JUDY D. MONTEIRO  
DENISE B. PAOLUCCI

**TIMOTHY W. GASKILL**  
*Business, Probate  
Family Litigation*

**DeSANTIS, GASKILL, SMITH & SHENKMAN, P.A.**

**ATTORNEYS & COUNSELORS AT LAW**

ESTABLISHED 1973

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**DONALD R. SMITH**  
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Commercial Litigation*

**CURTIS L. SHENKMAN**  
*Board Certified  
Real Estate Attorney*

**BROOKE GROGAN**  
*Attorney*

April 14, 2016

Sent by email

D. Albery Arrington, PhD., Executive Director  
Clint Yerkes, Deputy Executive Director  
Loxahatchee River Environmental Control District  
2500 Jupiter Drive  
Jupiter, Florida 33458-8964

Re: Initial Resolution for **LENMORE DRIVE** Assessment Area

Dear Dr. Arrington and Mr. Yerkes:

Per your request, please attach to this letter the Pending Lien Notice, Notice of Intent to Assess, Resolution 2016-16, the PROPOSED "Exhibit B Description of Improvements", "Exhibit B Map of the Assessment Area", and preliminary List of Property Owners.

A **SUGGESTED MOTION** for the Board to consider is:

"THAT THE GOVERNING BOARD approve Resolution 2016-16 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the **LENMORE DRIVE** Assessment Area."

I will bring the originals to be signed at the Governing Board meeting. Thereafter the District will record in the Public Records.

Sincerely,

*Curtis L. Shenkman*

Curtis L. Shenkman

RETURN TO: WC-53  
Curtis L. Shenkman, Esquire  
DeSantis, Gaskill, Smith & Shenkman, P.A.  
11891 U.S. Highway One  
North Palm Beach, Florida 33408

PENDING LIEN NOTICE  
**LENMORE DRIVE ASSESSMENT AREA**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, created in 1971 and existing pursuant to Chapter 2002-358, Laws of Florida (hereinafter referred to as the "District", hereby clarifies the lien status of the "Notice of Intent to Assess" attached hereto and made a part hereof (referred to as the "Pending Lien").

**The Pending Lien shall not be considered certified, confirmed or ratified until such time as the passage of the Final Assessment Roll Resolution of the District.**

**The intention of the District in publishing this Pending Lien Notice is to assist the property owners who may be selling or refinancing their property and parties who may be placing a mortgage on their property to do so knowing that the District is not seeking the payment of any funds on the Pending Lien until the non-ad valorem tax bill is issued for the property on the date set forth in the Final Assessment Roll Resolution of the District.**

Any inquiries as to the Pending Lien and the timing for the Final Assessment Roll Resolution and payment of said special assessments should be directed to:

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
2500 Jupiter Park Drive  
Jupiter, Florida 33458  
Phone: (561) 747-5700

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, herein certifies that on this 21<sup>st</sup> day of APRIL, 2016, the information contained herein is true and accurate.

WITNESSES:

LOXAHATCHEE RIVER ENVIRONMENTAL  
CONTROL DISTRICT

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
D. Albrey Arrington, Ph.D.  
EXECUTIVE DIRECTOR

STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 21<sup>st</sup> day of April, 2016, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, personally known to me.

(NOTARY SEAL)

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA  
Special/Assessment/PendingLienNotice

RETURN TO: WC-53  
Curtis L. Shenkman, Esquire  
DeSantis, Gaskill, Smith & Shenkman, P.A.  
11891 U.S. Highway One  
North Palm Beach, Florida 33408

**NOTICE OF INTENT TO ASSESS  
LENMORE DRIVE ASSESSMENT AREA**

**THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**, a special district of the State of Florida (the “District”) **created in 1971 and existing pursuant to Chapter 2002-358, Laws of Florida**, (the “Act”), hereby gives public notice that the District’s Governing Board on the 21<sup>st</sup> day of April, 2016, passed Resolution **2016-16**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2016-16**, which is attached hereto as Exhibit “A”. It is the intent of the District to assess the owners of property specially benefited by such sewer improvements, which property is further described on the attached **Exhibit “B”**, and to apportion the District’s costs for the total expenses related to the design and construction of said improvements, based upon each owner’s proportionate share of said costs determined upon a square footage basis, or by other methods as the Governing Board may deem fair and equitable, pursuant to the Act and Rules of the District, as same may be amended from time to time hereafter.

Any inquiries to the District’s progress in completing certification of said assessments should be directed to:

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
2500 Jupiter Park Drive  
Jupiter, Florida 33458

**IN WITNESS WHEREOF**, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on this 21<sup>st</sup> day of APRIL, 2016, that the information contained herein is true and accurate.

WITNESSES:

\_\_\_\_\_  
  
\_\_\_\_\_

\_\_\_\_\_  
D. Albrey Arrington  
Executive Director

STATE OF FLORIDA  
COUNTY OF PALM BEACH

SWORN TO and subscribed before me this 21<sup>st</sup> day of April, 2016, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, who is personally known to me.

(NOTARY SEAL)

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

Special/Assessment/NoticeIntentToAssess

**RESOLUTION 2016-16**

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO **LENMORE DRIVE** ASSESSMENT AREA IMPROVEMENTS IN ACCORDANCE WITH DISTRICT RULE 31-11; STATING THE NATURE OF THE PROPOSED IMPROVEMENTS; DESIGNATING THE STREETS TO BE IMPROVED; DESIGNATING THAT PLANS, SPECIFICATIONS, AND A TENTATIVE APPORTIONMENT BE PREPARED; PROVIDING FOR THE AVAILABILITY OF PLANS AND SPECIFICATIONS AND FOR THE PREPARATION OF THE PRELIMINARY SPECIAL ASSESSMENT ROLL; PROVIDING FOR DECLARING LINE AVAILABLE FOR CONNECTION; PROVIDING FOR CONSISTENCY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District”) has considered the need for improvements to the **LENMORE DRIVE** Assessment Area (the “Area”) in Palm Beach County, Florida;

WHEREAS the District shall construct and declare available sewerage collection lines and related appurtenances comprising a localized District sewer system in the Area as an Established Residential Neighborhood based upon the Governing Board’s determination of any of the following:

- (1) n/a; or
- (2) that a reasonable alternative to the septic tanks exists for the treatment of the sewerage, taking into consideration factors such as cost; or
- (3) the discharge from the septic tanks is adversely affecting the health of the user or the public, or the groundwater or surface water is degraded; or
- (4) to enhance the environmental and scenic value of surface waters.

WHEREAS, the Governing Board has considered the facts, evidence, and presentations of the District Engineer, District staff and consultants as to the need for sanitary sewers in the Area and considered such recommendations to be in accordance with the above referenced Criteria of the “Ellis Rule” as well as in the best interests of the citizens of the District and the citizens of this Area.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DISTRICT, THAT:

Section 1.      Title:

This Resolution shall be known as the Resolution Authorizing the Project known as “**LENMORE DRIVE** Assessment Area Improvements”.

Section 2.      Nature of Improvements:

The project improvements shall consist of the construction of a waste water and sewage system within lands under the jurisdiction of the District. The proposed improvements performed shall generally consist of those set forth on Composite Exhibit “B”.

Section 3.      Designation of Streets to be Improved:

The streets included within the **LENMORE DRIVE** Assessment Area Improvements are set forth on Composite Exhibit “B”.

Section 4.      Plans, Specifications and Tentative Apportionment:

Upon adoption of this Resolution, The District Engineers and staff shall prepare plans, specifications and estimated total costs of such proposed improvements, together with a tentative apportionment of such costs between the District and individual parcels of property receiving special benefits pursuant to the improvements.

Section 5.      Public Inspection:

The Plans, Specifications and tentative apportionments for the **LENMORE DRIVE** Assessment Area Improvements shall be available for inspection in the Office of the Executive Director, Loxahatchee



River Environmental Control District, 2500 Jupiter Park Drive, Jupiter, Florida 33458. The District's Engineer shall make available said plans and specifications prepared incident thereto, for inspection in the Office of the District's Engineer.

Section 6. Assessment Roll:

The District Clerk is directed to prepare a Preliminary Assessment Roll based upon this Resolution, District Rule 31-11, and the District Engineer's tentative apportionment, and to make publication of notice in newspapers in Martin and Palm Beach Counties, together with notice mailed to those interested parties and affected property owners requesting such in writing, in accordance with the requirements of District Rule 31-11.

Section 7. Availability for Connection and Required Connection:

The waste water and sewerage system shall be "Available" for connection in accordance with District Rule 31-3.003(3) and Florida Statutes 381.0065(2)(a) when the Florida Department of Health releases the system for service, which is the date of actual "Availability". In accordance with Florida Statutes 381.00655, the affected property owners shall be required to connect to the sewerage system within one (1) year of the actual Availability.

Section 8. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 9. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herefrom and shall not affect the validity of the remaining portions of this Resolution.

Section 10. This Resolution shall become effective upon its passage and adoption.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 21<sup>st</sup> DAY OF APRIL, 2016.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
VOTE

\_\_\_\_\_  
GORDON M. BOGGIE, Chairman

\_\_\_\_\_  
STEPHEN ROCKOFF

\_\_\_\_\_  
HARVEY M. SILVERMAN

\_\_\_\_\_  
JAMES D. SNYDER

\_\_\_\_\_  
DR. MATT H. ROSTOCK

# EXHIBIT "B"

## LENMORE DRIVE LOW PRESSURE SEWER SYSTEM ASSESSMENT AREA



- NOT IN ASSESSMENT AREA
- EXISTING MANHOLE
- EXISTING GRAVITY MAIN
- PROPOSED 2" FORCE MAIN
- PROPOSED LP SEWER SERVICE

**PALM BEACH GARDENS,**  
**FLORIDA**

## EXHIBIT “B”

### PROPOSED SEWER SERVICE ASSESSMENT AREA

### LENMORE DR LPSS NEIGHBORHOOD ASSESSMENT AREA

The properties to be provided sewer service are located within Section 17, Township 41 South, Range 43 East, Unincorporated Palm Beach County, Florida and lies within the following general boundaries:

On the North by Admiral’s Cove subdivision;  
On the South by Frederick Small Road;  
On the East by the Intracoastal Waterway; and  
On the West by Palmwood Road.

The approximate quantity of materials required to complete the project are:

450	Lineal Feet of Low Pressure Force Main
6	Services
6	Low Pressure Pumping Units

Mr. & Mrs. Brian Johnson  
re: 1991 Lenmore Dr  
1991 Lenmore Dr  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0010

Mr. & Mrs. Lawrence Newton  
re: 1965 Lenmore Dr  
1965 Lenmore Dr  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0020

Mr. & Mrs. William Little  
re: 1941 Lenmore Dr  
1941 Lenmore Dr  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0030

Mr. Gerald Turiello  
re: 15380 Palmwood Rd  
15380 Palmwood Rd  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0040

Ms. Karen Gomer  
re: 1944 Lenmore Dr  
1944 Lenmore Dr  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0050

Ms. Rita Miskin  
re: 1926 Lenmore Dr  
1926 Lenmore Dr  
Palm Bch Grdns FL 33410  
00-43-41-17-01-000-0060

CONRAD J. DeSANTIS  
*Business & Real Estate*  
Also Admitted in Pennsylvania

TIMOTHY W. GASKILL  
*Business, Probate*  
*Family Litigation*

DONALD R. SMITH  
*Personal Injury & Wrongful Death*  
*Commercial Litigation*

CURTIS L. SHENKMAN  
*Board Certified*  
*Real Estate Attorney*

BROOKE A. GROGAN



**DESANTIS, GASKILL, SMITH & SHENKMAN, P.A.**

**ATTORNEYS & COUNSELORS AT LAW**

ESTABLISHED 1973

11891 U.S. HIGHWAY ONE, SUITE 100  
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[Shenkman@LawPalmBeach.com](mailto:Shenkman@LawPalmBeach.com)

LEGAL ASSISTANTS  
**CIVIL TRIAL, PROBATE  
AND FAMILY LAW**  
KAREN M. BOYDEN-LOPATOSKY  
MINDY VASSER

PERSONAL INJURY  
ROBIN B. MODLIN, CP  
TERRI L. VLASSICK

REAL ESTATE  
JUDY D. MONTEIRO  
DENISE B. PAOLUCCI

April 15, 2016

D. Albrey Arrington, Ph.D., Executive Director  
Clint Yerkes, Deputy Executive Director  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Drive  
Jupiter, Florida 33458-8964

Re: **Resolution 2016-17 and Preliminary Assessment Roll for Riverside Dr Ph 3**

Dear Dr. Arrington and Mr. Yerkes:

Attached to this letter is Resolution 2016-17, Exhibit "A" Preliminary Assessment Roll, and the most recent Exhibit "B" list of property owners, as part of the Resolution.

In Resolution 2016-17, Sections 2 and 7, the "Board of Adjustment" public hearing and "Governing Board" meeting to confirm the "final" assessment roll is proposed for **May 19, 2016**. We need to coordinate preparation of the Notice to be published and mailed out by **May 6, 2016**.

A **SUGGESTED MOTION** for the Board at the April 21, 2016 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution **2016-17** adopting the **Riverside Dr Ph 3** Preliminary Assessment Roll and Exhibits."

Sincerely,

*Curtis L. Shenkman*

Curtis L. Shenkman

**LRECD RESOLUTION NO. 2016-17**

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **RIVERSIDE DRIVE PHASE 3** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE PRELIMINARY ASSESSMENT ROLL FOR **RIVERSIDE DRIVE PHASE 3** ASSESSMENT AREA IMPROVEMENTS AS PREPARED BY THE DISTRICT CLERK AND ATTACHED HERETO AS EXHIBITS “A” AND “B”; AUTHORIZING THE DISTRICT GOVERNING BOARD TO ACT AS THE BOARD OF ADJUSTMENT; PROVIDING FOR THE FURNISHING OF TEN DAYS’ WRITTEN NOTICE TO ALL PROPERTY OWNERS AFFECTED; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION AND OF THE WRITTEN NOTICE; MAKING REFERENCE TO RESOLUTION NO. **2016-13** PROVIDING FOR THE PUBLICATION OF THE NOTICE OF THE MEETING TO CONSIDER CONFIRMATION OF THE PRELIMINARY ASSESSMENT ROLL; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION; PROVIDING FOR CONSISTENCY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District” has authorized the sewer improvements to the **RIVERSIDE DRIVE PHASE 3** Assessment Area in **PALM BEACH** County, Florida.

WHEREAS, the Governing Board has considered the presentation of the District Engineer and considered such recommendations to be in accordance with the requests and the best interests of the citizens of the District.

WHEREAS, the Governing Board has considered the improvements to be in accordance with the best interests of the citizens of the **RIVERSIDE DRIVE PHASE 3** Assessment Area.

WHEREAS, the District’s previous Resolution **2016-13** was approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the District Clerk has prepared the Preliminary Assessment Roll attached hereto as Exhibits “A” and “B”.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DISTRICT, THAT:

Section 1. The District adopts the Preliminary Assessment Roll in the form as attached hereto as Exhibits “A” and “B”.

RESOLUTION 2016-17 OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 2. The District Clerk is directed to publish a Notice stating that the District's Governing Board shall act as the **Board of Adjustment** at a hearing to be held on the **19th day of May, 2016** at the District's Governing Board meeting chambers, Jupiter, Florida. Such Notice shall be published at least ten (10) days in advance of such hearing, once in a newspaper published in Martin County and once in a newspaper published in Palm Beach County. Such Notice shall state that at the hearing, the Governing Board will hear objections of all interested persons to the confirmation of such resolution. Such Notice shall state in brief and general terms a description of the improvements with the location thereof and shall also state that plans, specifications, estimates, and the tentative apportionment of cost thereof are on file in the office of the District. The District Clerk is directed to mail a copy of such Notice to each of the affected property owners at least ten (10) days in advance of the hearing.

Section 3. During the Board of Adjustment hearing, such affected property owner may present information to the Governing Board in relation to his Special Assessment and the project, provided that such property owners must submit in writing to the District either prior to or at the time of said meeting of the Board of Adjustment their objections to the Special Assessment.

Section 4. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Hearing of the Governing Board as the Board of Adjustment as set forth herein.

Section 5. The District Clerk shall file Proof of Publication and Proof of Written Notice to the affected property owners at the Board of Adjustment hearing.

Section 6. Resolutions No. **2016-13 and 2016-17** of the District shall be a part of the record to be considered by the Governing Board at the aforescribed hearing when the Governing Board sits as the Board of Adjustment.

Section 7. The District Clerk is directed to publish a Notice stating that at the meeting of the Governing Board to be held on **May 19, 2016** at the District Governing Board meeting chambers, Jupiter, Florida, all interested persons may appear and file written objections to the confirmation of the Final Assessment Roll. Such Notice shall be published at least twelve (12) days in advance of such meeting, once in a newspaper published in Martin County and once in a newspaper published in Palm Beach County. Such Notice shall state the class of the improvement and the location thereof by terminal points and route. Such Notice shall also be mailed to those interested parties requesting such in writing.

Section 8. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Meeting of the Governing Board to confirm the Final Assessment Roll.

Section 9. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

RESOLUTION 2016-17  
OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 10. In the event that any portion of this Resolution is found to be unconstitutional or illegal, it shall be severed herefrom without affecting the validity or enforceability of the remaining portions of this Resolution.

Section 11. This Resolution shall become effective upon its passage and adoption.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS **21st** DAY OF **APRIL, 2016.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

\_\_\_\_\_  
GORDON M. BOGGIE, Chairman

\_\_\_\_\_  
STEPHEN ROCKOFF

\_\_\_\_\_  
HARVEY SILVERMAN

\_\_\_\_\_  
JAMES D. SNYDER

\_\_\_\_\_  
DR. MATT H. ROSTOCK

Cip/Proj/PrelimAsmt/Resolution



EXHIBIT "A"  
PRELIMINARY ASSESSMENT ROLL  
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
**RIVERSIDE DRIVE PHASE 3 ASSESSMENT AREA**

TOTAL COSTS AND EXPENSES RELATED TO THE IMPROVEMENTS. The District shall consider the **total** costs and expenses related to the improvements in the **RIVERSIDE DRIVE PHASE 3** Assessment Area shall be **\$5,737.08** per parcel of property in the **RIVERSIDE DRIVE PHASE 3** Area.

APPORTIONMENT OF COSTS BETWEEN THE DISTRICT AND THE PROPERTY OWNERS. The District shall pay from the District's general funds ten percent (10%) of the total cost to the District of construction, reconstruction, labor, materials, acquisition, or property rights, surveys, design, engineering, and legal fees, administration expenses, and all other expenses necessary or incidental to completion of the specially assessed improvement and each lot or parcel of land subject to this special assessment shall be responsible for ninety percent (90%) of the total cost.

ASSESSMENT BASED ON PARCEL OF PROPERTY. Each Parcel of Property in the **RIVERSIDE DRIVE PHASE 3** Assessment Area identified on EXHIBIT "B" shall be currently assessed in the amount of **\$5,163.37**.

PAYMENT OF ASSESSMENT. As to Parcels of **RIVERSIDE DRIVE PHASE 3** Assessment Area Property in EXHIBIT "B", the **\$5,163.37** assessment may be paid, interest free, at the office of the District on or before May 1, 2017.

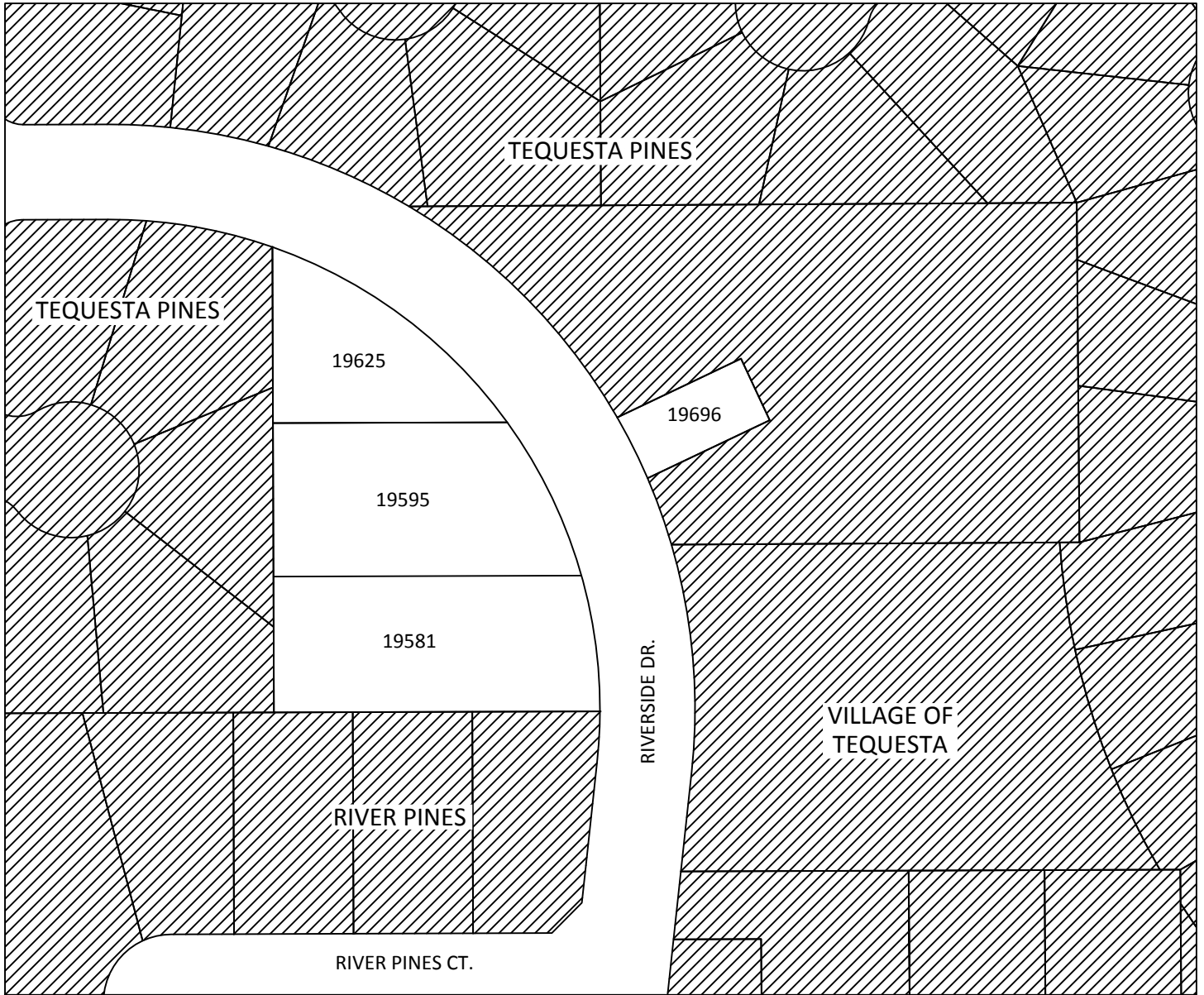
**Owners who do not pay the \$5,163.37 assessment on or before May 1, 2017 shall have the \$5,163.37 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2016, at six and seven eights percent (6.875%) per annum, to be collected in twenty (20) equal annual installments of \$482.66, commencing with the November 1, 2017 Real Estate Tax Bill.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: \_\_\_\_\_  
D. Albrey Arrington, District Clerk, Executive Director

# EXHIBIT "B"

## RIVERSIDE DRIVE - PHASE III LOW PRESSURE SEWER SYSTEM



### LEGEND

 NOT IN ASSESSMENT AREA

TEQUESTA, FLORIDA

Ms. Betty Williams  
re: 19625 Riverside Dr  
19625 Riverside Dr  
Jupiter FL 33469  
00-42-40-25-00-000-1200

Ms. Marva Stone  
re: 19595 Riverside Dr  
19595 Riverside Dr  
Jupiter FL 33469  
00-42-40-25-00-000-1210

Mr. Shaheed Stone  
re: 19595 Riverside Dr  
19581 Riverside Dr  
Jupiter FL 33469  
00-42-40-25-00-000-1220

Mr. Andres Miller  
re: 19696 Riverside Dr  
PO Box 10241  
W Palm Bch FL 33419  
00-42-40-25-00-000-1270

CONRAD J. DESANTIS  
*Business & Real Estate*  
Also Admitted in Pennsylvania

TIMOTHY W. GASKILL  
*Business, Probate*  
*Family Litigation*

DONALD R. SMITH  
*Personal Injury & Wrongful Death*  
*Commercial Litigation*

CURTIS L. SHENKMAN  
*Board Certified*  
*Real Estate Attorney*

BROOKE A. GROGAN



**DESANTIS, GASKILL, SMITH & SHENKMAN, P.A.**

**ATTORNEYS & COUNSELORS AT LAW**

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11891 U.S. HIGHWAY ONE, SUITE 100  
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[Shenkman@LawPalmBeach.com](mailto:Shenkman@LawPalmBeach.com)

LEGAL ASSISTANTS

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**PERSONAL INJURY**  
ROBIN B. MODLIN, CP  
TERRI L. VLASSICK

**REAL ESTATE**  
JUDY D. MONTEIRO  
DENISE B. PAOLUCCI

April 15, 2016

D. Albrey Arrington, Ph.D., Executive Director  
Clint Yerkes, Deputy Executive Director  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Drive  
Jupiter, Florida 33458-8964

Re: **Resolution 2016-18 and Preliminary Assessment Roll for Clark Lane Ph II**

Dear Dr. Arrington and Mr. Yerkes:

Attached to this letter is Resolution 2016-18, Exhibit "A" Preliminary Assessment Roll, and the most recent Exhibit "B" list of property owners, as part of the Resolution.

In Resolution 2016-18, Sections 2 and 7, the "Board of Adjustment" public hearing and "Governing Board" meeting to confirm the "final" assessment roll is proposed for **May 19, 2016**. We need to coordinate preparation of the Notice to be published and mailed out by **May 6, 2016**.

A **SUGGESTED MOTION** for the Board at the April 21, 2016 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution **2016-17** adopting the **Clark Lane Ph II** Preliminary Assessment Roll and Exhibits."

Sincerely,

*Curtis L. Shenkman*

Curtis L. Shenkman

**LRECD RESOLUTION NO. 2016-18**

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **CLARK LANE PH II** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE PRELIMINARY ASSESSMENT ROLL FOR **CLARK LANE PH II** ASSESSMENT AREA IMPROVEMENTS AS PREPARED BY THE DISTRICT CLERK AND ATTACHED HERETO AS EXHIBITS “A” AND “B”; AUTHORIZING THE DISTRICT GOVERNING BOARD TO ACT AS THE BOARD OF ADJUSTMENT; PROVIDING FOR THE FURNISHING OF TEN DAYS’ WRITTEN NOTICE TO ALL PROPERTY OWNERS AFFECTED; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION AND OF THE WRITTEN NOTICE; MAKING REFERENCE TO RESOLUTION NO. **2016-13** PROVIDING FOR THE PUBLICATION OF THE NOTICE OF THE MEETING TO CONSIDER CONFIRMATION OF THE PRELIMINARY ASSESSMENT ROLL; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION; PROVIDING FOR CONSISTENCY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District” has authorized the sewer improvements to the **CLARK LANE PH II** Assessment Area in **PALM BEACH** County, Florida.

WHEREAS, the Governing Board has considered the presentation of the District Engineer and considered such recommendations to be in accordance with the requests and the best interests of the citizens of the District.

WHEREAS, the Governing Board has considered the improvements to be in accordance with the best interests of the citizens of the **CLARK LANE PH II** Assessment Area.

WHEREAS, the District’s previous Resolution **2015-21** was approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the District Clerk has prepared the Preliminary Assessment Roll attached hereto as Exhibits “A” and “B”.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DISTRICT, THAT:

Section 1. The District adopts the Preliminary Assessment Roll in the form as attached hereto as Exhibits “A” and “B”.

RESOLUTION 2016-18 OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 2. The District Clerk is directed to publish a Notice stating that the District's Governing Board shall act as the **Board of Adjustment** at a hearing to be held on the **19th day of May, 2016** at the District's Governing Board meeting chambers, Jupiter, Florida. Such Notice shall be published at least ten (10) days in advance of such hearing, once in a newspaper published in Martin County and once in a newspaper published in Palm Beach County. Such Notice shall state that at the hearing, the Governing Board will hear objections of all interested persons to the confirmation of such resolution. Such Notice shall state in brief and general terms a description of the improvements with the location thereof and shall also state that plans, specifications, estimates, and the tentative apportionment of cost thereof are on file in the office of the District. The District Clerk is directed to mail a copy of such Notice to each of the affected property owners at least ten (10) days in advance of the hearing.

Section 3. During the Board of Adjustment hearing, such affected property owner may present information to the Governing Board in relation to his Special Assessment and the project, provided that such property owners must submit in writing to the District either prior to or at the time of said meeting of the Board of Adjustment their objections to the Special Assessment.

Section 4. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Hearing of the Governing Board as the Board of Adjustment as set forth herein.

Section 5. The District Clerk shall file Proof of Publication and Proof of Written Notice to the affected property owners at the Board of Adjustment hearing.

Section 6. Resolutions No. **2015-21 and 2016-18** of the District shall be a part of the record to be considered by the Governing Board at the aforescribed hearing when the Governing Board sits as the Board of Adjustment.

Section 7. The District Clerk is directed to publish a Notice stating that at the meeting of the Governing Board to be held on **May 19, 2016** at the District Governing Board meeting chambers, Jupiter, Florida, all interested persons may appear and file written objections to the confirmation of the Final Assessment Roll. Such Notice shall be published at least twelve (12) days in advance of such meeting, once in a newspaper published in Martin County and once in a newspaper published in Palm Beach County. Such Notice shall state the class of the improvement and the location thereof by terminal points and route. Such Notice shall also be mailed to those interested parties requesting such in writing.

Section 8. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Meeting of the Governing Board to confirm the Final Assessment Roll.

Section 9. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

RESOLUTION 2016-18  
OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 10. In the event that any portion of this Resolution is found to be unconstitutional or illegal, it shall be severed herefrom without affecting the validity or enforceability of the remaining portions of this Resolution.

Section 11. This Resolution shall become effective upon its passage and adoption.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS **21st** DAY OF **APRIL, 2016.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

\_\_\_\_\_  
GORDON M. BOGGIE, Chairman

\_\_\_\_\_  
STEPHEN ROCKOFF

\_\_\_\_\_  
HARVEY SILVERMAN

\_\_\_\_\_  
JAMES D. SNYDER

\_\_\_\_\_  
DR. MATT H. ROSTOCK

Cip/Proj/PrelimAsmt/Resolution

EXHIBIT "A"  
PRELIMINARY ASSESSMENT ROLL  
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
CLARK LANE PH II ASSESSMENT AREA

TOTAL COSTS AND EXPENSES RELATED TO THE IMPROVEMENTS. The District shall consider the **total** costs and expenses related to the improvements in the **CLARK LANE PH II** Assessment Area shall be **\$6,643.79** per parcel of property in the **CLARK LANE PH II** Area.

APPORTIONMENT OF COSTS BETWEEN THE DISTRICT AND THE PROPERTY OWNERS. The District shall pay from the District's general funds ten percent (10%) of the total cost to the District of construction, reconstruction, labor, materials, acquisition, or property rights, surveys, design, engineering, and legal fees, administration expenses, and all other expenses necessary or incidental to completion of the specially assessed improvement and each lot or parcel of land subject to this special assessment shall be responsible for ninety percent (90%) of the total cost.

ASSESSMENT BASED ON PARCEL OF PROPERTY. Each Parcel of Property in the **CLARK LANE PH II** Assessment Area identified on EXHIBIT "B" shall be currently assessed in the amount of **\$5,979.41**.

PAYMENT OF ASSESSMENT. As to Parcels of **CLARK LANE PH II** Assessment Area Property in EXHIBIT "B", the **\$5,979.41** assessment may be paid, interest free, at the office of the District on or before May 1, 2017.

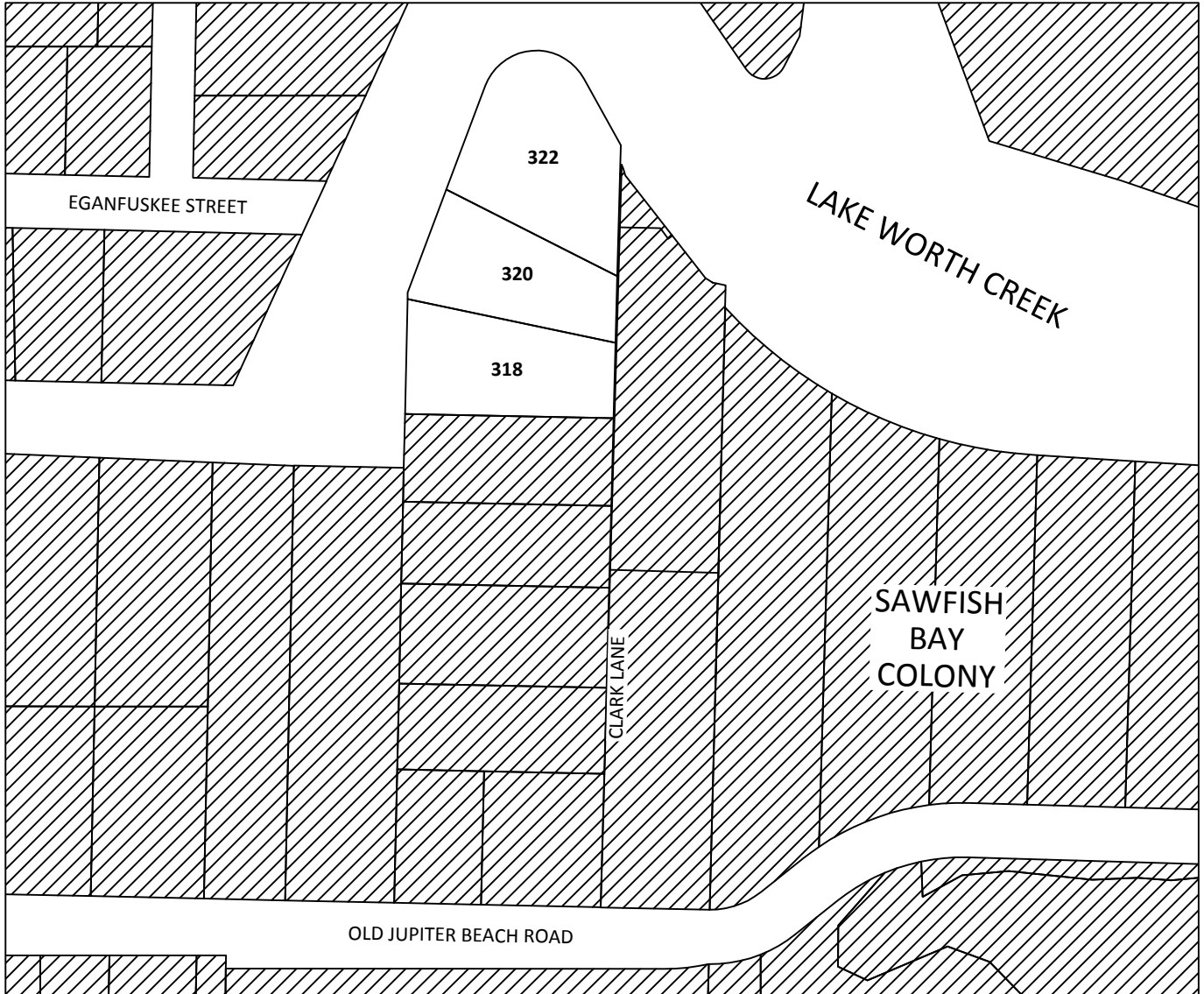
**Owners who do not pay the \$5,979.41 assessment on or before May 1, 2017 shall have the \$5,979.41 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2016, at six and seven eights percent (6.875%) per annum, to be collected in twenty (20) equal annual installments of \$558.94, commencing with the November 1, 2017 Real Estate Tax Bill.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: \_\_\_\_\_  
D. Albrey Arrington, District Clerk, Executive Director



# EXHIBIT "B" CLARK LANE - PHASE II LOW PRESSURE SEWER SYSTEM ASSESSMENT AREA



## LEGEND

 NOT IN ASSESSMENT AREA

JUPITER, FLORIDA

Mr. Charles Hastie  
re: 322 Clark Ln  
322 Clark Ln  
Jupiter FL 33477  
30-43-41-06-00-002-0031

Mr. Richard Ekholm  
re: 320 Clark Ln  
320 Clark Ln  
Jupiter FL 33477  
30-43-41-06-00-002-0070

Ms. Louise Daniels  
re: 318 Clark Ln  
318 Clark Ln  
Jupiter FL 33477  
30-43-41-06-00-002-0090

The Auditing Services contract renewal will be presented at the  
May meeting.

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • www.loxahatcheeriver.org



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

## MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.  
Executive Director

FROM: CLINTON R. YERKES *CR*  
Deputy Executive Director

DATE: April 12, 2016

SUBJECT: LIFT STATION TELEMETRY – CENTRAL TOWER UNIT  
Award of Contract

---

This is a budgeted capital item in the current budget in the amount of \$75,000.00.

The current telemetry system is provided by Data Flow and this will work in conjunction with the current equipment to provide more reliable and frequent polling of critical lift stations throughout the system.

A memo has been provided by Hazen & Sawyer engineers, approved by the Director of Operations and the Purchasing Agent documenting that Data Flow is a sole source provider for the specified equipment

The following motion is suggested for approval of this item:

**"The District Governing Board has received documentation from the Purchasing Agent 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 bidding requirements; therefore**

**"THAT THE DISTRICT GOVERNING BOARD authorizes award of contract to Data Flow Systems, Inc., for a "Second Polling Loop for Priority Sites" in accordance with their Quote No. 160122-01-DW dated March 15, 2016 in the amount of \$73,746.00."**

V://cip/proj/misc equip/telemetry/Polling Loop Board Awrd

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



*Data Flow Systems*

March 15, 2016

Quote No. 160122-01-DW

Mr. Kevin Skellenger  
 Loxahatchee River Environmental Control District  
 Email: kevin.skellenger@loxahatcheeriver.org

Re: 2<sup>nd</sup> Polling Loop for Priority Sites

Dear Mr. Skellenger:

This proposal offers the hardware and services to provide a 2<sup>nd</sup> polling loop for high-speed communications. The TIM007-34 product is discounted 20% and the remaining work is offered at our cost. Under this scope DFS will secure a new 217-220 MHz frequency for the new loop, and the new radios will be configured for a data rate @ 17 kb/s. The new DFS protocol "DFP" will be utilized as well. The new loop will contain the twenty-five (25) priority sites with poll scan currently set for 90 seconds or less (see attached, sites highlighted). DFS will provide a new CTU and CTU Antenna. The new CTU Antenna will be mounted on the existing concrete pole at approximately 50' above ground. DFS will provide a new TIM007-34, RTA209 Antenna, and coaxial cable at each of the 25 RTU locations.

Should you have any questions or require additional information, please contact me at 321-259-5009.

Sincerely,  
 Data Flow Systems, Inc.

David Walker  
 Director of Sales

**BILL OF MATERIAL & SERVICES:**

- 1. (27) TIM007-34, 216-220 MHz @ \$1,778.00 EACH (DISCOUNTED 20%) .....\$ 48,006.00**
  - TIM007-34 Upgrade for 25 sites plus 2 spares on new 217-220 MHz frequency
  - 217-220 MHz, 25 kHz, Data Rate @ 17 kb/s, DFP Protocol
  
- 2. (1) NEW HIGH-SPEED CTU: (DISCOUNTED TO DFS COST) ..... \$ 4,246.00**
  - (1) CTU202 Assembly (Non-Metallic Enclosure)
  - (1) Telemetry Interface Module/radio (217-220 MHz, 25 kHz, Data Rate @ 17 kb/s)
  - (2) Network Interface Module (one installed in HSS)
  - (1) Power Supply Module
  - (1) CTA209 Dipole Antenna (mounted 50' on existing concrete pole)
  - (1) Coaxial Cable w/Connectors
  - (1) DFS Onsite Installation Services (estimated at 1 day / 8 hours onsite)

- 3. **(1) 25 RTU MODIFICATIONS: (DISCOUNTED TO DFS COST) .....\$ 12,702.00**
  - (25) RTA209 Yagi Antenna (mounted on existing tower structure)
  - (25) Coaxial Cables w/Connectors
  - (250) Bandit SS Cable Ties
  - (1) DFS Onsite Installation Services (estimated at 2 weeks / 75 hours onsite)
- 4. **(1) REQUIRED 3<sup>RD</sup> PARTY ITEMS: (@ DFS COST) ..... \$ 7,232.00**
  - (1) Man-Lift Rental for 2 weeks (for antenna replacement work) @ \$2,232.00
  - (1) CTU Dipole Antenna Install & Mounting Hardware (Quality Tower Erectors) @ \$5,000.00
- 5. **(26) FCC LICENSING: (@ DFS COST)..... \$ 1,560.00**
  - FCC Licensing Services for new 217-220 MHz frequency

**WORK TO BE PERFORMED BY DFS:**

DFS will secure a new 217-220 MHz frequency for a new and separate polling loop. DFS will install the new CTU inside the building next to the existing CTU at the central site. The CTU Antenna will be mounted on the existing concrete pole at approximately 50' above ground. DFS will subcontract installation of the new CTU Antenna to Quality Tower Erectors (QTE). Any conduit provided by DFS will be PVC rigid and/or flexible and is limited to 30 feet. Trenching under or cutting/patching of sidewalks, parking lots, streets, etc. is not provided by this scope. DFS will install the new TIM007-34, new RTA209 Antenna, and new coaxial cable at each RTU location (25 locations total). All removed items will be turned over to the utility. DFS will transfer the RTU configurations to the new high-speed radio driver in the Hyper SCADA Server. Any historical data residing on the existing HSS for the 25 sites will be moved to the new driver.

**WORK TO BE PERFORMED BY THE UTILITY:**

The utility will need to make sites available to DFS when work is scheduled (40 hours per week, 2 consecutive weeks), and have personnel available to operate system as needed while DFS work is performed. The utility will be responsible for all work, configurations, etc. associated with the VT-SCADA Software.

**PRICING & TERMS:**

**This quotation totals \$73,746.00, plus any applicable taxes.** Please review the Quotation Notes listed below. Lead time is approximately 8 weeks after receipt of order. DFS payment terms are NET 30. This quotation will be honored for 90 days.

**QUOTATION NOTES:**

1. Only those items and services specifically listed above are included in this quotation.
2. DFS employees will not enter "Confined Spaces" and/or "Permit-Required Confined Spaces" as defined by OSHA. Any such requirement will be performed by others.
3. All electrical equipment to be accessed by DFS employees must be temporarily removed from service during the performance of our scope of work.
4. This quotation does not include any required permitting and associate fees.
5. This quotation stipulates that DFS existing insurance provider(s) and policy coverage are acceptable. In the event that you require a change to insurance provider(s), additional coverage, and/or amending the terms of our existing policies, we reserve the right to void and withdraw this quote and replace it with an amended quote which contemplates and provides for the recovery of the cost associated with analyzing and complying with different insurance requirements. Policy information can be found at <http://www.dataflowsys.com/company/documents/insurance-coverage.pdf>



Hazen and Sawyer  
2101 NW Corporate Blvd., Suite 301  
Boca Raton, FL 33062 • 561-997-8070

March 16, 2016

*Transmitted Electronically*

Hazel M. Figueroa, Purchasing Agent  
**Loxahatchee River Environmental Control District**  
2500 Jupiter Park Drive  
Jupiter, Florida 33458-8964

**Re: LRD PO 16-0346 - Lift Station Telemetry/Communication Polling Loop Hardware/Services**

Dear Ms. Figueroa:

It is the desire of Loxahatchee River District (District) staff to purchase hardware and services for a second polling loop to be added to the District's existing lift station telemetry system.

It is proposed that the hardware and services for the polling loop be provided by Data Flow Systems, Inc. Data Flow Systems, Inc. is the manufacturer and sole provider of the telemetry system for the District's existing wastewater collection system network. We believe the new polling loop requires compatibility with the existing telemetry system. As the new polling loop is only available from the existing telemetry system equipment manufacturer (Data Flow Systems, Inc.), we recommend that the products and services associated with the installation of the additional polling loop for the lift station telemetry system be provided by Data Flow Systems, Inc.

We appreciate the opportunity to assist you in this effort. Please contact us if you require any additional information.

Very truly yours,

John C. Koroshec, P.E.  
Senior Associate

c: File 42009-025-3.1.2

The Polymer Contract renewal will be presented at the May meeting.



# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • www.loxahatcheeriver.org



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

## MEMORANDUM

TO: GOVERNING BOARD

FROM: KARA PETERSON

DATE: APRIL 15, 2016

SUBJECT: DISPOSAL OF FIXED ASSETS

Whenever the District disposes of furniture, equipment or other fixed assets which are worn out or no longer of use, we are required by Florida Statutes to bring the matter to the attention of the governing body. Therefore, consistent with our procedures, I request your authorization to dispose of the items listed below:

<u>Tag #</u>	<u>F/A #</u>	<u>Description</u>	<u>Date Recorded</u>	<u>Acquired Value</u>	<u>Book Value</u>
	TE75	Unit #92 - 2004 Ford F250	09/30/04	\$ 32,022.01	\$ -
02401	ME337	Band Saw	09/30/04	1,376.00	-
	TE85	Unit #01 - 2005 Ford Escape	09/30/05	20,064.08	-
	TE90	Unit #07 - 2008 Ford F250	09/30/07	32,580.14	-
<b>Total Assets to be Disposed</b>				<b>\$ 86,042.23</b>	<b>\$ -</b>

If you have any questions, please feel free to contact me.

I offer the following motion for your consideration:

**“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the property listed in the schedule above. The fixed assets have no book value.”**

fiscal\audit\FA disposal\disposal 3-16-2

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

# Loxahatchee River District

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

## MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.  
Executive Director

FROM: CLINTON R. YERKES *CR*  
Deputy Executive Director

DATE: APRIL 12, 2016

SUBJECT: ALT. A1A 16" F.M. EXTENSION  
Award of Engineering Services Contract

---

Last month staff presented and the Board approved an Engineering Services contract for Hazen & Sawyer to design, permit, bid and provide construction services for the replacement force main that will hang on the Alt. A1A Bridge along with the Jupiter water main.

Mathews Consulting had recently completed a preliminary design report evaluating several alternatives for replacing and providing emergency backup to the 24" ductile iron force main, constructed in the mid-1970's, under the Loxahatchee River, west of the FEC railroad tracks. Attaching to the bridge was a highly ranked alternative, and was also considered for an emergency backup, if the line was not replaced in the near future.

This month we are requesting approval of a contract with Mathews Consulting, Inc. for engineering services for the portion of line that is off of the bridge at each end and ties back into the existing force main, which is on the east side of the FEC railroad tracks. Mathews had performed some of the preliminary investigation work during preparation of the above mentioned report.

This is a budgeted item for the current fiscal year and will carry over to FY 2017.

A copy of the proposal to provide engineering services for this project in accordance with the Continuing Contract for services is attached for your review.

The following motion is suggested for approval:

**"THAT THE DISTRICT GOVERNING BOARD authorize award of contract to Mathews Consulting, Inc, for the Alt. A1A 16" Force Main Extension, in accordance with their proposal dated April 12, 2016, in the amount of \$125,429.00.**

**and**

**The Board authorizes a Contingency Amount of \$6,250.00."**

Thank you for your consideration of this matter and should you have any questions please contact me.

V:/cip/proj/Alt A1A FM Xtn/Contract/Board Awrd memo

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

**AGREEMENT BETWEEN LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
AND MATHEWS CONSULTING, INC.  
FOR PROFESSIONAL ENGINEERING SERVICES**

**“ALTERNATE A1A 16-INCH FORCE MAIN EXTENSION”**

DATE: April 12, 2016

**BACKGROUND**

This Agreement is for the performance of engineering services by Mathews Consulting, Inc. (MC) pursuant to the Continuing Contract for Professional Engineering Services between Loxahatchee River District (District) and MC dated February 3, 2015, hereafter referred to as the Contract. The District has the right to stop work at any time being only responsible for costs incurred up to that time.

The Loxahatchee River Environmental Control District (District) provides wastewater service to Jupiter, Tequesta, portions of Juno Beach, unincorporated northern Palm Beach County and unincorporated southern Martin County. The wastewater flow from the northeast service area is collected and pumped to an existing 24" subaqueous force main that crosses the Loxahatchee River and directs the flow south and ultimately flows west to the District's WWTP. The 24" subaqueous force main (approx. 1,200 LF) was constructed in 1977 and the material is DIP Ball & Socket. Based on past studies, it appears that the existing 24" subaqueous force main is oversized to handle the current and projected wastewater flows from this area. Also, downstream of the existing river crossing, the District has already replaced the old 24" DIP force main with a smaller 16" PVC force main.

The District previously engaged Mathews Consulting (MC) to prepare a Preliminary Design Report (PDR) that investigated the following alternatives for rehabilitation/replacement of the existing 24" subaqueous force main:

- *Alternative 1* – use the existing 24" DIP subaqueous force main as a casing pipe for a new smaller 18" HDPE piping that would need to be pulled (sliplined) thru the existing piping.
- *Alternative 2* – construct a new smaller (18" HDPE) force main (on either the east or west side) of the existing A1A bridge by directional drilling methods.
- *Alternative 3* – install a cured-in-place liner in the existing 24" DIP subaqueous force main.
- *Alternative 4* – construct a new smaller force main (18" HDPE) by directional drilling methods and also install a cured-in-place liner in the existing 24" DIP subaqueous force main for redundancy.
- *Alternative 5* – install a new 16" DIP force main on the existing A1A bridge (on the west side).

Based on our review of each of the Alternatives, MC recommended that Alternative 5 would provide the District with the most cost effective option, improved constructability, and long term reliability. This Alternative 5 also provides the District with the ability to still utilize the existing subaqueous force main as a redundant back up system.

The District has entered into an Interlocal Agreement with the Town of Jupiter to have the Town's Engineer (Hazen and Sawyer) design, permit and bid the 16" force main aerial bridge crossing. MC will design, permit, bid and provide construction administration and part-time inspection services for the 16" force main piping once it goes underground on both sides of the bridge and MC will tie the new 16" force main into the District's existing force main system. Refer to **Exhibit A** for the Project Location Map for the areas included in this Agreement between the District and MC.

The design elements are assumed to include the following:

- Approximately 1,700 LF of 16" PVC C-905 force main that is assumed to be designed under the existing sidewalk in FDOT ROW or a few feet from the edge of the sidewalk in FEC Railway ROW.
- One (1) Jack & Bore on the south side of the Bridge. Approximately 150 LF of 16" DIP force main (carrier pipe) and 24" Steel (casing pipe).
- One (1) Jack & Bore on the north side of the Bridge. Approximately 100 LF of 16" DIP force main (carrier pipe) and 24" Steel (casing pipe).
- Two (2) Jack & Bore Entry and Exit Pits.
- Connection to existing 24" force main on south side of the Bridge and connection to existing 16" force main on the north side of the bridge.
- Connection to the proposed 16" force main on each side of the Aerial Bridge crossing.

Final pipeline routing may decrease or increase the pipeline length estimates accordingly.

### SCOPE OF WORK

The District has requested comprehensive engineering services from MC to provide data collection, engineering design, permitting, bidding assistance, construction administration, and part-time construction inspection services related to the Alternate A1A Force Main Extension Project. The project is assumed to be bid as a Single Bid Package. Specific project elements include the following:

- Task 1 – Data Collection
- Task 2 – Design Services
- Task 3 – Permitting Services
- Task 4 – Bidding Assistance
- Task 5 – Construction Administration Services
- Task 6 – Resident Project Representative

#### **TASK 1 – DATA COLLECTION**

##### **Subtask 1.1 – Survey**

Consultant shall furnish the services of a professional surveyor to provide survey services consisting of field topography and horizontal locations referenced by baseline stationing. All existing facilities and utilities within the established project limits will be referenced by baseline station with an offset distance (left or right) from baseline for the project and will include the following:

1. Topography survey at 100-foot intervals (except in FEC ROW for the Jack & Bore crossings the interval shall be 25-ft) and at major ground elevation changes to depict existing ground profile at proposed project area. This shall be accomplished by creating a baseline in the field to collect pertinent data which shall include the following:
  - a. Location of all visible fixed improvements within the project limits, including physical objects, roadway pavement, railway tracks (top & bottom rails), railway swales, canals, driveways, sidewalks, curb, trees, signs, fences, power poles, buildings, and other encumbrances, including

- point of curvature and point of tangency. This also includes the horizontal location of the front two corners of the building on each lot and finished floor elevations.
- b. Location of all known above and below ground existing utilities: FP&L, BellSouth, Cable TV, Natural Gas, Potable Water (pipe diameter, valves, fire hydrants, and meters), Force Mains (pipe diameter, TOP, and valves), Reclaimed Water Mains (pipe diameter, TOP, and valves), Sanitary Sewer (pipe diameter, manhole inverts and direction, rim elevations, laterals, and clean-outs), Storm Sewers (pipe diameter, manhole inverts and direction, catch basins, and rim/grate elevations), and all other accessible structures.
  - c. Identify platted rights-of-way (including bearing and distances for centerline), lot numbers, house address, ownership lines, block numbers and dedicated easements.
  - d. Elevations along road right-of-way or easements shall be indicated every 100 feet, at a minimum, to indicate centerline grades, edge of pavement grades, and shoulder grades, low points, and all right-of-way or easement lines. Intermediate grades shall be indicated at all grade breaks, driveways, sidewalks and 10 feet beyond R-O-W/Easement lines.
  - e. Provide and reference benchmarks at **maximum 600-foot intervals**. Elevations to be referenced to an existing established City or County Benchmark.
  - f. The above topographical survey data will be prepared in AutoCAD (Version 2014) format at a scale of 1"=20', as one continuous file. Mathews Consulting standard layering system shall be used.

### **Subtask 1.2 – Utility Coordination**

Coordination with utility agencies (electric, phone, gas, CATV, and water) shall be performed to collect record information. MC shall forward copies of the survey information to the Utility Companies and ask them to "red-line" their known utilities onto the survey drawings. The information will be incorporated by MC into the design drawings. If coordination with any Utility Company proves to be problematic, the District will be notified. This Subtask includes reconciling apparent discrepancies between record information and existing photographic and field-verification information.

### **Subtask 1.3 – Subsurface Investigations**

MC shall furnish the services of a professional geotechnical firm to provide a geotechnical evaluation of the project area, and have 5 soil borings (4 borings to an average depth of 20-ft., 1 boring to an average depth of 10-ft.) done for soil strata identification and to determine the ground water level as part of the project.

## **TASK 2 – DESIGN SERVICES**

Design shall consist of preparation of Contract Specifications, Contract Drawings (plan/profile), and Construction Cost Opinion.

### **Subtask 2.1 Construction Documents**

Preparation of construction documents shall include contract drawings and technical specifications. Contract drawings shall include: cover sheet, general notes, plan/profile drawings, jack & bore drawings, and miscellaneous detail sheets. A preliminary drawing list is included in Exhibit B. The drawing scale shall be 1-inch equals 20 feet for pipeline plan and 1-inch equals 2 feet for pipeline profile. MC shall prepare the engineering design elements on topographic survey information in an AutoCAD release 2014 format. Contract documents shall include: "front-end" documents and technical specifications and shall

conform to the District Standards. The jack & bore design shall conform to FEC Railway standards. Any force main located in FDOT ROW shall conform to FDOT Standards.

Drawings and specifications (three copies) shall be submitted for District review at 50% (plan view only), 75% (plan/profile) and 100% (plan/profile) stages. MC shall meet with the District to discuss comments, and incorporate comments into final documents. MC shall also furnish a pdf of the drawings with each submittal.

Also included in this subtask, is coordination with Hazen and Sawyer regarding the locations of the tie-ins on each side of the Aerial Bridge crossing.

#### **Subtask 2.2 Construction Cost Opinion**

Preparation of construction cost opinion at 50%, 75% and 100% design stages. The construction cost opinion shall reflect changes in general scope, extent or character of design requirements incorporated during the various design review stages.

#### **Subtask 2.3 Design Meetings**

MC shall attend "kick-off" meeting and three (3) design review meetings (50%, 75% and 100%) with the District and provide a written summary of the issues discussed.

#### **Subtask 2.4 Quality Assurance**

MC shall provide internal QA/QC reviews on the 50%, 75% and 100% Design Documents (e.g. drawings, specifications, and cost estimates).

### **TASK 3 – PERMITTING PHASE**

During the Design Phase, MC shall meet with the potential permitting and other interested agencies to determine all potential permitting requirements. Agencies anticipated having interest in project include: Palm Beach County Health Department (PBCHD) and Palm Beach County.

Permit applications shall be completed as required for PBCHD (Task 3.1):

- Notification/Application for Constructing a Domestic Wastewater Collection/Transmission System.

Permit applications shall be completed as required for FEC Railway (Task 3.2):

- Utility Crossing License Application(s) for each jack & bore in project area.

Permit applications shall be completed as required for Town of Jupiter (Task 3.3):

- Engineering Permit.

Permit applications shall be completed as required for FDOT (Task 3.4):

- Utility ROW Permit.

Associated permit application fees shall be determined by MC and paid by District.

In addition to preparing the permit applications for appropriate regulatory agencies, MC shall assist the District in consultations with the appropriate authorities. Consultation services shall include the following:

- Attend up to one (1) pre-application meeting and/or telephone meeting with the staff of each of the agencies.
- Attend up to one (1) meeting and/or telephone meeting with each of the agencies during review of the final permit applications.
- Respond to request(s) for additional information from each agency.

## **TASK 4 – BIDDING ASSISTANCE**

### **Subtask 4.1 Bid Advertisement**

MC shall assist District in advertising for and obtaining bids or negotiating proposals for construction (including materials, equipment and labor). It is anticipated that work shall be awarded under a single construction contract. MC shall provide up to 10 pdf sets of bid documents on DVD's. District shall receive and process deposits for bidding documents and shall maintain a record of prospective bidders to whom bidding documents have been issued.

### **Subtask 4.2 Pre-Bid Conference**

MC shall conduct pre-bid conference in conjunction with District staff and provide a written summary of issues discussed.

### **Subtask 4.3 Bid Clarification/Addenda**

MC shall assist District in issuing addenda and shall provide supplemental information or clarification, as appropriate, to interpret, clarify, or expand the bidding documents to all prospective bidders during the bid period. District shall issue any addenda's to prospective bidders.

### **Subtask 4.4 Contract Award**

MC shall conduct the bid opening and prepare bid tabulation. MC shall assist District in evaluating bids and proposals, including reference checks. MC shall submit to District written recommendation concerning contract award to the lowest responsive responsible bidder.

### **Subtask 4.5 Conformed Contract Documents**

Prepare conformed Contract Documents for use by the Contractor and District during construction.

## **TASK 5 – CONSTRUCTION ADMINISTRATION SERVICES**

The general administration services during construction of the Alternate A1A 16" Force Main Extension project shall include the following tasks:

### **Subtask 5.1 Preconstruction Conference**

MC shall attend a preconstruction conference with representatives of District, contractors and major subcontractors for the construction contract. MC shall prepare, in writing, minutes of conference.

#### **Subtask 5.2 Submittal Review**

MC shall review and process shop drawings, samples, schedules, certifications and any other data which the construction contractor is required to submit. The review will be for general conformance with the design intent and compliance with the construction contract documents. Review of up to 30 submittals (which includes submittals and re-submittals, if required) is included in the budget for this subtask. Consultant will submit reviewed shop drawings/submittals to District for their records.

#### **Subtask 5.3 Pay Estimate/Schedule Review**

Based on onsite observations as an experienced and qualified design professional and on review of Contractor applications for payment and accompanying data and schedules, determine the amounts owing to the Contractor and recommend, in writing, payments to Contractor in such amounts. Review of stored materials, items and invoices as required. This also includes monitoring the construction schedule monthly (for 5 months) and reporting to the District conditions which may cause delays in completion.

#### **Subtask 5.4 Construction Clarifications**

Respond in writing to Contractor's Request for Information (RFI) regarding design documents during the 5-month construction period. MC shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the Contractor. Those interpretations will be rendered and a response prepared and submitted to the Contractor within 3 to 5 working days.

#### **Subtask 5.5 Review Change Orders**

Provide services in connection with preparing change orders to reflect changes to the construction project, limited to minor changes requested by Contractor. Analysis of major design modifications, including the preparation of significant Drawing revisions, are not included, and may require additional authorization.

#### **Subtask 5.6 Progress Meetings**

MC shall conduct monthly construction progress meetings (estimated 4 meetings) to be held District offices and provide a written summary of the issues discussed.

#### **Subtask 5.7 General Administration**

MC shall provide general project administration for the duration of the 5-month construction project. Two (2) hours a week for a total of 20 weeks is assumed in budgeting this task. Items shall include coordination with District, Contractor, Town of Jupiter, Hazen and Sawyer, FEC Railway, FDOT; visiting project site; and reviewing as-builts.

#### **Subtask 5.8 Certification of Construction Completion**

MC shall certify to the Florida Department of Environmental Protection, FEC Railway, FDOT, and Town of Jupiter based on the visible project features, MC's part-time inspections, and review of the testing reports, that the project was constructed in accordance with the plans and specifications submitted in the permit applications.



## Subtask 5.9 Substantial and Final Inspections

MC shall conduct a substantial and final inspection with the District and Contractor to determine if the project has been completed in accordance with the contract documents and if the construction contractor has fulfilled his obligations thereunder. A punch-list will be prepared for each inspection (substantial and final) for the project. MC shall recommend, in writing, final acceptance of the work to the District. The District may, at District's option proceed to make final payment to the construction contractor.

## TASK 6 – RESIDENT PROJECT REPRESENTATIVE SERVICES

The Construction Inspections phase services to be provided by the Consultant include the following:

1. Provide a Part-time Construction Inspector (20 hours/week) during the construction of the work in a total period of not-to-exceed 88 working days (for a total of 352 hours) for the construction contract. MC will provide inspections on Monday thru Friday (4 hrs each day). Activities performed under this task consist of furnishing a Construction Inspector during the construction of the project, to observe the quality of the work by the Contractor, who will:
  - Serve as Consultant's liaison with construction contractor, working principally through the contractor's construction manager and assist him in understanding the intent of the contract documents.
  - Conduct on-site observations of the work in progress to assist in determining if the work is proceeding in accordance with the contract documents and that completed work conforms to the contract documents. Report, in writing, whenever Consultant believes that work is unsatisfactory, faulty or defective, or does not conform to the contract documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
  - Accompany visiting inspectors representing public or regulatory agencies having jurisdiction over the project. Record, in writing, the outcome of these inspections and report same to District.
  - Consider and evaluate construction contractor's suggestions for modifications in drawings or specifications and report them to District, in writing. MC shall make recommendation for action by the District.
  - Observe all flushing and testing of the pipe.
  - Inspect the work for the tie-in locations on each side of the Aerial Bridge crossing.

### *LIMITATIONS OF AUTHORITY*

Except upon written instructions of Engineer, Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or approve any substitute materials or equipment.
2. Shall not exceed limitations on Engineer's authority as set forth in the Contract Documents.
3. Shall not undertake any of the responsibilities of Contractor, Subcontractors or Construction Manager, or expedite the Work.
4. Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.

5. Shall not advise on or issue directions as to safety precautions and programs in connection with the Work.
6. Shall not participate in specialized field or laboratory tests.

#### **ALLOWANCE – Soft Digs & Utility Sweeps**

MC shall furnish the services of a professional underground services company to provide underground field locations (e.g. soft-digs) of affected utilities in the project area. The work shall consist of measuring and recording the approximate horizontal location of up to twenty (20) utility locations. Each soft-dig costs \$330.00 (so 20 soft-digs = \$6,600). The professional underground services company shall also provide subsurface utility targeting in the project area (if required). The work shall consist of conducting a thorough electronic search for buried utility systems. The investigation will be accomplished using active and passive type utility detection gear that detects induced or naturally occurring energy fields present on conductive utilities. Field sheets will be generated that show the location, trend and configuration of utilities detected (the price for this work is \$2,750). The total allowance is \$9,350.

#### **ADDITIONAL SERVICES**

MC shall provide additional engineering as requested by the District for engineering services that are not covered under this Scope of Work. Services shall be reimbursed in accordance with Mathews Consulting's fee schedule included in Exhibit D. Services performed under this task will be on as-directed basis in accordance with a written Notice-to-Proceed from District. The Notice-to-Proceed issued shall contain the following information and requirements.

- A detailed description of the work to be undertaken.
- A budget establishing the amount of the fee to be paid in accordance with the Agreement.
- A time established for completion of the work.

#### **ASSUMPTIONS**

Work described herein is based upon the assumptions listed below. If conditions differ from those assumed in a manner that will affect schedule or Scope of Work, MC shall advise District in writing of the magnitude of the required adjustments. Changes in completion schedule or compensation to MC will be negotiated with District. Services to be provided by the District and other related key assumptions include:

1. MC assumes that all existing and proposed infrastructure pipeline alignments are within the District's, Town of Jupiter, FDOT and FEC Railway rights-of-way.
2. District will be responsible for acquisition of easements (including temporary construction easements), if required. Surveying and legal work necessary to prepare document for and to secure easements (temporary and permanent) required for installation of the piping and improvements is the responsibility of the District.
3. District will provide MC record drawings of all available existing facilities in the project area.
4. District will locate District facilities and provide available record information as necessary.
5. MC assumes construction duration of 5 months, with actual construction activities at site of 4 months.

6. Contractor shall be responsible for preparing Record Drawings.
7. A single bidding effort is assumed. Re-bidding of the project is considered an Additional Services item not currently included in this Scope of Work.
8. The design is to be based on the federal, state and local codes and standards in effect at the beginning of the project. Revisions required for compliance with any subsequent changes to those regulations is considered an Additional Services Item not currently included in this Scope of Work.
9. MC assumes that there are no contaminated soils or groundwater in the project area.
10. MC assumes the project area is not on Sovereign Submerged Land.
11. District is responsible for all permitting fees, including costs of public notification in local newspapers.
12. Assisting the District in the settlement of construction contract claims is an Additional Services and is not included in this Scope of Services.

**GENERAL CONDITIONS**

1. MC will invoice the District on a monthly basis for services completed to date. Payment of all applicable costs will be made by District to MC within 30 days of receipt of invoice.
2. MC shall purchase and maintain insurance for coverage's listed below:
 

a.	Workers Compensation State Employer's Liability	Statutory \$100,000 / \$500,000
b.	Comprehensive General Liability Bodily Injury and Property Damage, Combined Single Limit	\$1,000,000
c.	Automobile Liability: Bodily Injury and Property Damage, Combined Single Limit	\$1,000,000
d.	Professional Liability: Errors and Omissions	\$1,000,000

**CONTRACT PERFORMANCE**

**COMPLETION DATES**

The duration of major work tasks (calendar days) are as indicated on the Project Schedule shown in Exhibit C.

**SUMMARY OF PROPOSED FEES**

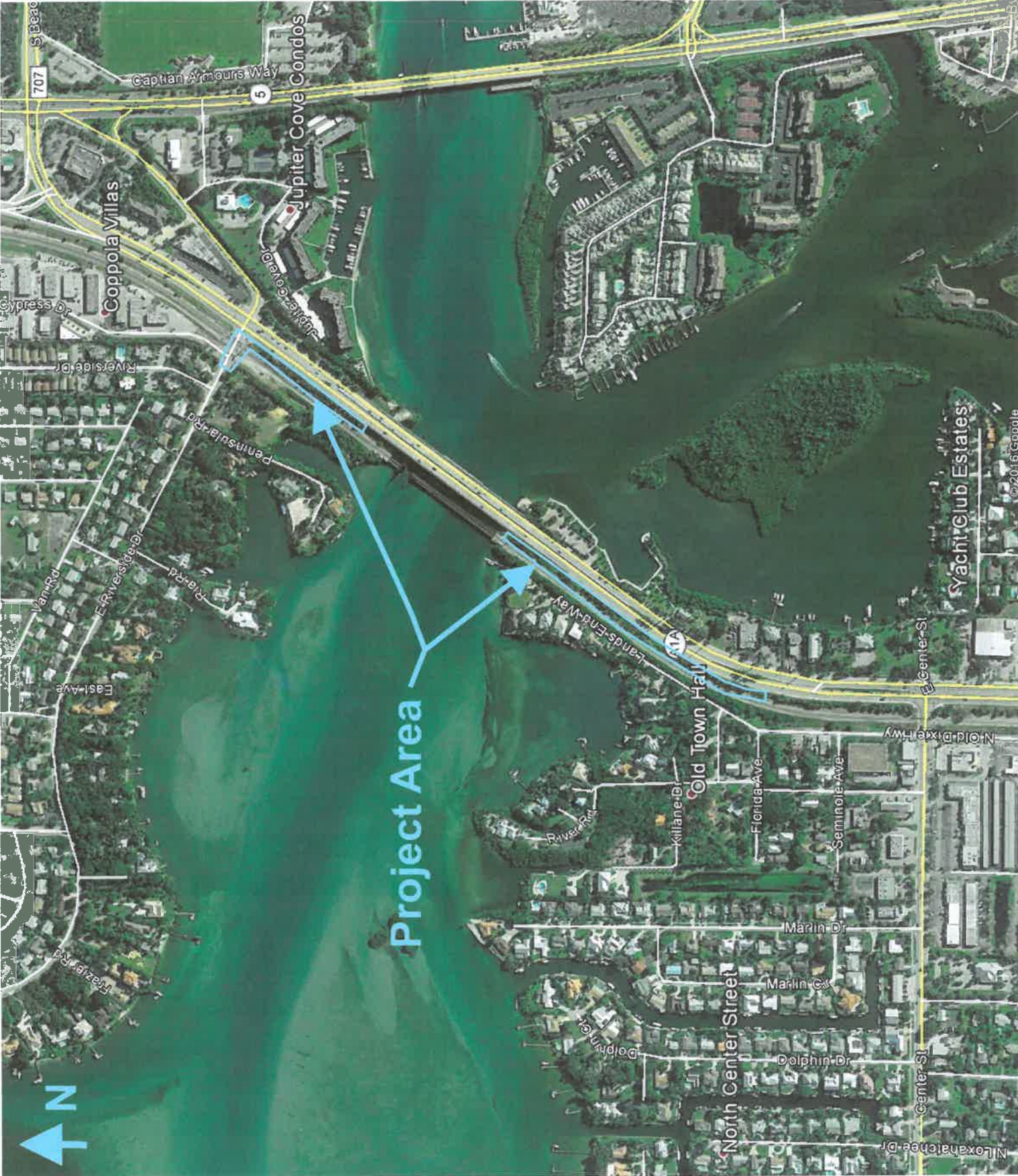
Proposed labor costs and associated expenses for engineering services (Not-to-Exceed) are tabulated below and detailed in Exhibit D.

<b><u>ENGINEERING SERVICES</u></b>	<b><u>ENGINEERING FEE</u></b>
Task 1 – Data Collection	\$16,091 (NTE)
Task 2 – Design Services	\$32,645 (NTE)
Task 3 – Permitting Services	\$6,625 (NTE)
Task 4 – Bidding Assistance	\$4,943 (NTE)
Task 5 – Construction Administration Services	\$20,095 (NTE)
Task 8 – Construction Inspections	\$31,680 (NTE)
Allowance (soft-digs & utility targeting)	\$9,350 (TE)
Reimbursables	\$4,000 (NTE)
<b>TOTAL ENGINEERING SERVICES</b>	<b><u>\$ 125,429.00</u></b>

**DELIVERABLES**

TASKS	DELIVERABLES	QUANTITY
1. Construction Document Production	50% Drawings & Specs	3 – Sets (22" x 34")
	75% Drawings & Specs	3 – Sets (22" x 34")
	100% Drawings & Specs	3 – Sets (22" x 34")
	Cost Estimate @ 50%, 75% & 100%	3 – Sets
2. Bidding Services	Bidding Sets	10- DVD (pdf)
	Addenda if required	As required
3. Permitting Services	Permit Applications(PBCHD, TOJ, FDOT & FEC)	4 – Sets each Permit
4. Construction Services	District Sets	3 – Sets (22" x 34")
	Contractor Sets	4 – Sets (22" x 34")

**Exhibit A**  
**Project Location Map**



# Loxahatchee River District



Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)

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

## MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.  
Executive Director

FROM: CLINTON R. YERKES  
Deputy Executive Director

DATE: APRIL 11, 2016

SUBJECT: MAPLEWOOD DR. FORCE MAIN EXTENSION  
Award of Construction Contract

---

Last June Holtz Consulting Engineers, Inc. was awarded a contract for Engineering Services for the survey, design, permitting, bidding and construction services for the Maplewood Force Main Extension. This line will extend from Pinetree Trail to the south side of Indian Creek Parkway. This line will provide an alternate route to take flow off from the Master Lift Station from stations in Maplewood.

This is a budgeted item for construction this year.

Permits have been received for the project and bids were solicited over the past month. Holtz engineers have provided the attached summary of bids along with a recommendation to award the contract to the lowest responsible and responsive bidder.

The following motion is suggested for approval:

**“THAT THE DISTRICT GOVERNING BOARD authorize award of contract to Felix Associates of S. Florida, Inc, for the Maplewood Drive Force Main Extension, in accordance with their bid dated April 7, 2016, in the amount of \$149,401.00.  
and  
The Board authorizes a Contingency Amount of \$7,500.00.”**

Thank you for your consideration of this matter and should you have any questions please contact me.

V:/cip/proj/Maplwd FM/Contract/Board Awrd memo

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



HOLTZ CONSULTING ENGINEERS, INC

April 11, 2016

Mr. Clint Yerkes  
Deputy Executive Director  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Drive  
Jupiter, FL 33458

**Subject: Maplewood Drive Force Main Extension  
Recommendation of Award to Felix Associates of Florida**

Dear Mr. Yerkes,

On April 7, 2016 at 3:00 p.m. bids were opened for the referenced project. There were (4) four bids accepted for the project as follows:

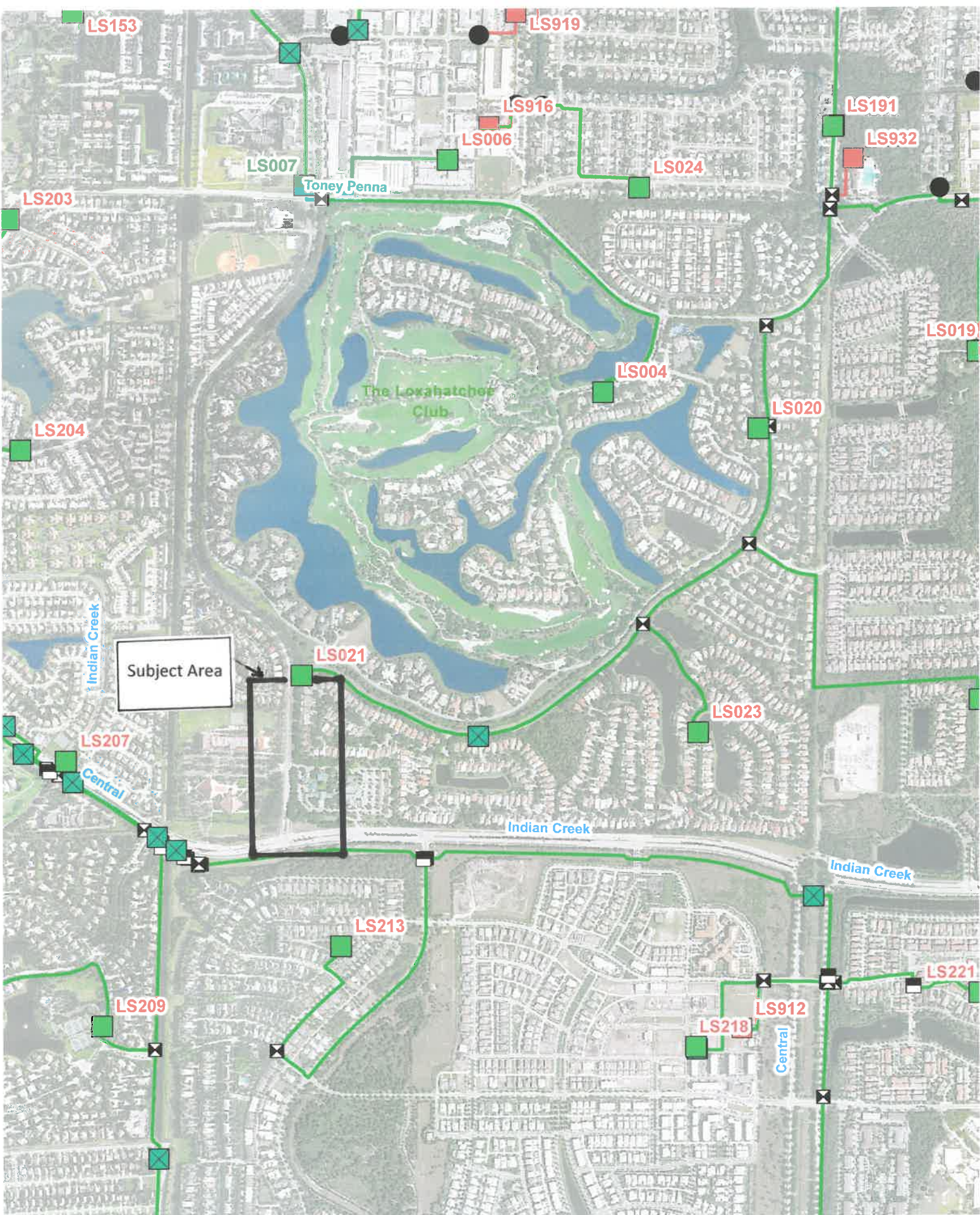
Bidder	Total Bid Amount	Acknowledged Addenda?	Included Bid Security?	Attended Pre-Bid Meeting?
Felix Associates of Florida	\$149,401.00	Y	Y	Y
Johnson-Davis, Inc.	\$194,200.00	Y	Y	Y
Eastern Pipeline Construction, Inc.	\$196,482.25	Y	N	Y
Hinterland Group, Inc.	\$214,750.00	Y	Y	Y

The bids were reviewed by Holtz Consulting Engineers, Inc. (HCE) to evaluate whether the bids were responsive to the bid submittal requirements. The apparent low bidder was Felix Associates of Florida with a Total Bid Amount of \$149,401.00. Their bid was reviewed and included the required bid bond in the amount of ten percent of their bid from an acceptable surety company according to the US Department of Treasury. They acknowledged receipt of the addenda in the bid form. The other forms and information required to be submitted with their bid appear to be in order. They also attended the mandatory pre-bid meeting. We therefore consider the bid submitted by Felix Associates of Florida. to be responsive.

Based on the above information, Holtz Consulting Engineers, Inc. considers Felix Associates of Florida to be the low responsive and responsible bidder and recommends that they be awarded the contract for the Maplewood Drive Force Main Extension project in the Total Bid Amount of \$149,401.00.

Sincerely,  
HOLTZ CONSULTING ENGINEERS, INC.

Christine Miranda, PE  
Principal Engineer





# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)



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

## MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.  
Executive Director

FROM: CLINTON R. YERKES  
Deputy Executive Director

DATE: APRIL 11, 2016

SUBJECT: TURTLE CREEK-NORTH END- SUBSYSTEM 3  
Engineering Services for Low Pressure System

---

Holtz Consulting Engineers recently completed a preliminary engineering report for the remaining areas of Turtle Creek that have not been sewered. The report provided review of feasibility and probable cost estimates for use of low pressure vs. gravity systems, maximizing the use of gravity and minimizing costs.

Accordingly, it is clear from the report that low pressure is the preferred method of service for this area, with an estimated assessment cost in the area of \$10,000.00.

The attached Work Authorization will provide services for survey, detailed design, permitting, bidding, and part time construction services.

Martin County Engineering Dept. has indicated a desire to have this work completed as soon as possible, to perform road work throughout the development. We are working closely to coordinate our mutual activities.

The following motion is suggested for approval:

**“THAT THE DISTRICT GOVERNING BOARD authorize approval of the Agreement with Holtz Consulting Engineers, Inc., for the Turtle Creek-North End-Subsystem 3 Low Pressure Force Main System, in accordance with their proposal dated March 28, 2016, and in the amount of \$74,409.00.**

**And**

**The Board authorizes a Contingency Amount of \$4,000.00.”**

Thank you for your consideration of this matter and should you have any questions please contact me.

V:/cip/proj/turtle crk/Subsyst 3/Eng/Board Awrd memo

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

**AGREEMENT BETWEEN  
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT AND  
HOLTZ CONSULTING ENGINEERS, INC.  
FOR PROFESSIONAL ENGINEERING SERVICES  
TURTLE CREEK – NORTH END – SUBSYSTEM 3  
LOW PRESSURE FORCE MAIN SYSTEM  
WORK AUTHORIZATION: 2015-06**

**BACKGROUND**

This Agreement is for the performance of engineering services by Holtz Consulting Engineers, Inc. (HCE) pursuant to the Continuing Contract for Professional Engineering Services between Loxahatchee River District (District) and HCE dated February 4, 2015, hereafter referred to as the Contract.

This project includes the installation of a low-pressure wastewater collection system for fifty-two (52) existing residences along S.E. Turtle Creek Drive and Loggerhead Lane (Lots 1-3, 7, 11, 51-62, 64, 66, 68, 70, 74, 76, 78, 80, 82, 84, 86, 88, 90, 92, 94, 96, 98, 100, 102, 104, and 106 -120). The proposed low-pressure force main will be connected to an existing force main located on the east side of S.E. Country Club Drive. After construction is complete, homeowners will individually connect to the proposed low-pressure force main system, install the grinder pump station and control panel, and properly abandon their existing septic tank.

The design elements are assumed to include the following:

- Approximately 4,400 linear feet of 2-inch PVC low-pressure force main with service connections, cleanouts, valves and other appurtenances per District standards to be installed via open-cut methods along S.E. Turtle Creek Drive and Loggerhead Lane. The new force main will generally be installed on the opposite side of the road as any existing water mains. Final pipeline lengths may increase or decrease due to field conditions. It is proposed that all driveways will be crossed utilizing moling methods and any roadway crossings will be installed via horizontal directional drill.
- Connection of the proposed 2-inch low-pressure force main to the existing force main located on the east side of S.E. Loggerhead Lane.
- Restoration of all affected areas to existing conditions or better.

**SCOPE OF WORK**

The District has requested comprehensive engineering services from HCE to provide surveying, engineering design, permitting, bidding assistance, and services during construction related to the Rolling Green Road low-pressure force main system project. Specific tasks include the following:

1. Task 1 – Surveying Services
2. Task 2 – Engineering Design Services
3. Task 3 – Permitting Services
4. Task 4 – Bidding Services
5. Task 5 – Engineering Services during Construction
6. Task 6 – Utility Locates Allowance

## **TASK 1 – SURVEYING SERVICES**

HCE shall furnish the services of Lidberg Land Surveying, Inc. to provide survey services consisting of field topography and horizontal locations referenced by baseline stationing. Lidberg Land Surveying will prepare a route survey for the proposed low-pressure force main along S.E. Turtle Creek Drive and Loggerhead Lane fronting Lots 1-35, Block 1; Lots 1-6, Block 2 and Lots 1-13, Block 3, all as shown on the plat of Turtle Creek Village recorded in Plat Book 4, page 93, Public Records of Martin County, Florida. The survey will be in State Plane Coordinates, North American Datum of 1983 and will be based on the recorded deeds for each parcel. Each parcel will show the owners name and address. The survey will depict the location of pavement, driveways, sidewalks, curbs, walls, visible above-ground utilities, and large specimen trees. Cross sections will be obtained at 50-foot intervals, with additional elevations at any intermediate changes in grade and will extend 10 feet into the parcels adjacent to the right-of-way, and will be referenced to National Geodetic Vertical Datum of 1929 (NGVD 29). The survey will include the top and invert elevations for any storm drainage and sanitary sewer structure, along with the respective pipe sizes and materials. Permanent benchmarks will be established at 600-foot intervals and a survey baseline will be established for this project.

## **TASK 2 – DESIGN SERVICES**

HCE shall prepare detailed drawings and specifications depicting the installation of the proposed 2-inch PVC low-pressure force main system and service connections to be installed via open-cut methods and the connection to the existing force main on the east side of S.E. Loggerhead Lane. Work will include a preliminary hydraulic evaluation to confirm the size of the low-pressure force main, and the preparation of drawings and specifications for the construction of the work. HCE will coordinate a kick-off meeting, make site visits, and attend meetings as required. HCE shall prepare engineer's opinion of probable cost of construction at the 30% submittal and at the completion of the design.

Approximately ten (10) design drawings will be provided for this project. The preliminary drawing list is as follows:

- G-1 Cover and Index
- G-2 Legend and General Notes
- G-3 Key Sheet

- P-1 Low Pressure Force Main Plan View 1
- P-2 Low Pressure Force Main Plan View 2
- P-3 Low Pressure Force Main Plan View 3
- P-4 Low Pressure Force Main Plan View 4
- P-5 Low Pressure Force Main Plan View 5
- D-1 Details Sheet 1
- D-2 Details Sheet 2

Engineer shall prepare the following submittals:

- 30% site plan and pipe layout and hydraulic evaluation for approval by LRD staff.
- 90% plans and specifications incorporating LRD's comments on the 30% submittal.
- 100% plans and specifications incorporating LRD's comments on the 90% submittal for public bidding.
- Engineer's opinion of probable construction cost with the 30% submittal and with the 100% submittal based on the final bidding documents.

### **TASK 3 – PERMITTING SERVICES**

HCE shall prepare permit applications for construction of the low-pressure force main for submittal to the following agencies at the same time as the 90% design submittal, after incorporating comments on the 30% submittal. Permit fees will be paid by LRD. HCE will respond to requests for information (RFIs) from the permitting agencies:

- Florida Department of Environmental Protection (FDEP) – Notification / Application for Constructing a Domestic Wastewater Collection / Transmission System

HCE will coordinate with the FDEP during the review process on a regular basis in an effort to keep the project on schedule and respond to their review comments.

HCE will also coordinate with the Contractor and Martin County Engineering and provide documents as needed to assist the Contractor in procuring a Martin County Right-of-Way Use Permit.

### **TASK 4 – BIDDING SERVICES**

HCE will perform, as required by LRD, the following services during the bidding or negotiating phase of the Project:

1. Prepare bid documents.
2. Conduct a pre-bid meeting and site visit and issue meeting minutes to all plan holders.

3. Respond to questions bidders may have concerning the bid documents and issue addenda as necessary to clarify the bid documents.
4. Attend the bid opening and prepare the bid tabulation form.
5. Evaluate bids and prepare a recommendation of award

## **TASK 5 – ENGINEERING SERVICES DURING CONSTRUCTION**

During the construction phase of the Project, HCE will provide the following services:

1. Conduct the pre-construction meeting with the Contractor, and other interested parties, and issue meeting minutes.
2. Review and comment on submittals submitted by the Contractor. Assumed a total of 14 submittals by the Contractor (Preconstruction video, SCH 40 PVC low-pressure force main pipe, PVC fittings, curb stops/isolation valves, valve boxes, ball valves, check valves, EMS markers, brass ball valves, CDR box, air release valve, brass fittings, tapping saddle, and schedule of values).
3. Provide the Contractor with clarifications concerning questions about the Contract Documents and respond to requests for information.
4. Review quantities and payment application after review and approval by the field inspector and make the recommendations necessary for the approval or rejection of the Contractor's monthly payment applications. A total of four requests are assumed.
5. Review contractor's claims and prepare change orders as necessary.
6. Review and comment on the Record Drawings submitted by the Contractor.
7. Provide periodic visits to the project site to determine that the project is being constructed in substantial conformance with the permitted drawings to certify completion of construction to the FDEP and evaluate the Contractor's compliance with the Contract Documents (approximately 8 weeks of actual construction and an average of 15 hours per week of site visits by the Construction Inspector and 3 hours per week by the Engineer to monitor compliance with the design intent, permit, and contract requirements).
8. Verify that the work has progressed to the substantial completion point in accordance with the Contract Documents. The Engineer will inspect the completed work in a project walk-through and prepare a punch list of items remaining to be completed which will be attached to the certificate of substantial completion.
9. Verify that the work items identified on the punch list prepared under Item 8 above and all other Work identified as being incomplete have been completed in accordance with the Contract Documents. The Engineer will ensure all final punch lists are satisfactorily completed prior to approval of the Contractor's Final Payment Request.
10. Submit the required information for the closing out of the permits.

## TASK 6 – UTILITY LOCATES ALLOWANCE

Lidberg Land Surveying will contract with Ground Hound Detection Services for the existing buried utilities marked and flagged.

### DELIVERABLES

TASK	DELIVERABLE	QUANTITY
Task 2 – Engineering Design Services	30% Plans and Hydraulic Evaluation	2 Sets of each (24" x 36" Plans)
	90% Plans & Specifications	2 Sets (24" x 36" Plans)
	100% Plans & Specifications	2 Sets (24" x 36" Plans)
	Construction Cost Estimates	2 Copies
Task 3 – Permitting Services	Permit Application (FDEP)	2 Sets of the Permit Application
Task 4 – Bidding Services	Bidding Documents	2 Sets (24" x 36" Plans) and Full Size PDF. Word and PDF of Contract Documents As Required
	Addendum	
Task 5 – Engineering Services during Construction	Contract Documents	2 Sets (24" x 36" Plans) and PDF for LRD
		3 Sets (24" x 36" Plans) and PDF for the Contractor

### TIME OF COMPLETION

HCE shall complete the project as outlined below in the project schedule.

- Task 1 – Surveying Services – 10 weeks from Notice to Proceed (NTP)
- Task 2 – Engineering Design Services
  - 30% plans – 4 weeks from receipt of Survey.
  - 90% plans and specifications – 10 weeks from receipt of comments from LRD staff on the 30% submittal.
  - 100% plans and specifications – 4 weeks from receipt of comments from LRD staff on the 90% submittal.
- Task 3 – Permitting Services – 10 weeks from receipt of comments from LRD staff on the 30% submittal. Signed and sealed plans of the 90% plans will be provided as required to the permitting agencies.
- Task 4 – Bidding Services – 2 months from advertisement.
- Task 5 – 20 weeks from Contractor’s NTP.

**SCHEDULE OF FEES**

Proposed labor costs for engineering services (Lump Sum (LS) & Time Expense (T&E)) are tabulated below and detailed in Attachment A.

<b>TASK</b>	<b>ENGINEERING FEE</b>
Task 1 – Surveying Services	\$15,541 (LS)
Task 2 – Engineering Design Services	\$27,220 (LS)
Task 3 – Permitting Services	\$1,800 (LS)
Task 4 – Bidding Services	\$2,233 (LS)
Task 5 – Engineering Services during Construction	\$23,935 (T&E)
Task 6 – Utility Locates Allowance	\$3,680 (T&E)
<b>TOTAL</b>	<b>\$74,409</b>

**ASSUMPTIONS**

1. All permit fees will be paid for by LRD.
2. Construction compaction and materials testing shall be the responsibility of the Contractor.


This Authorization is accepted, subject to the terms, conditions and obligations of the aforementioned Contract.

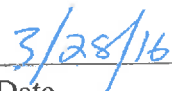
**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**

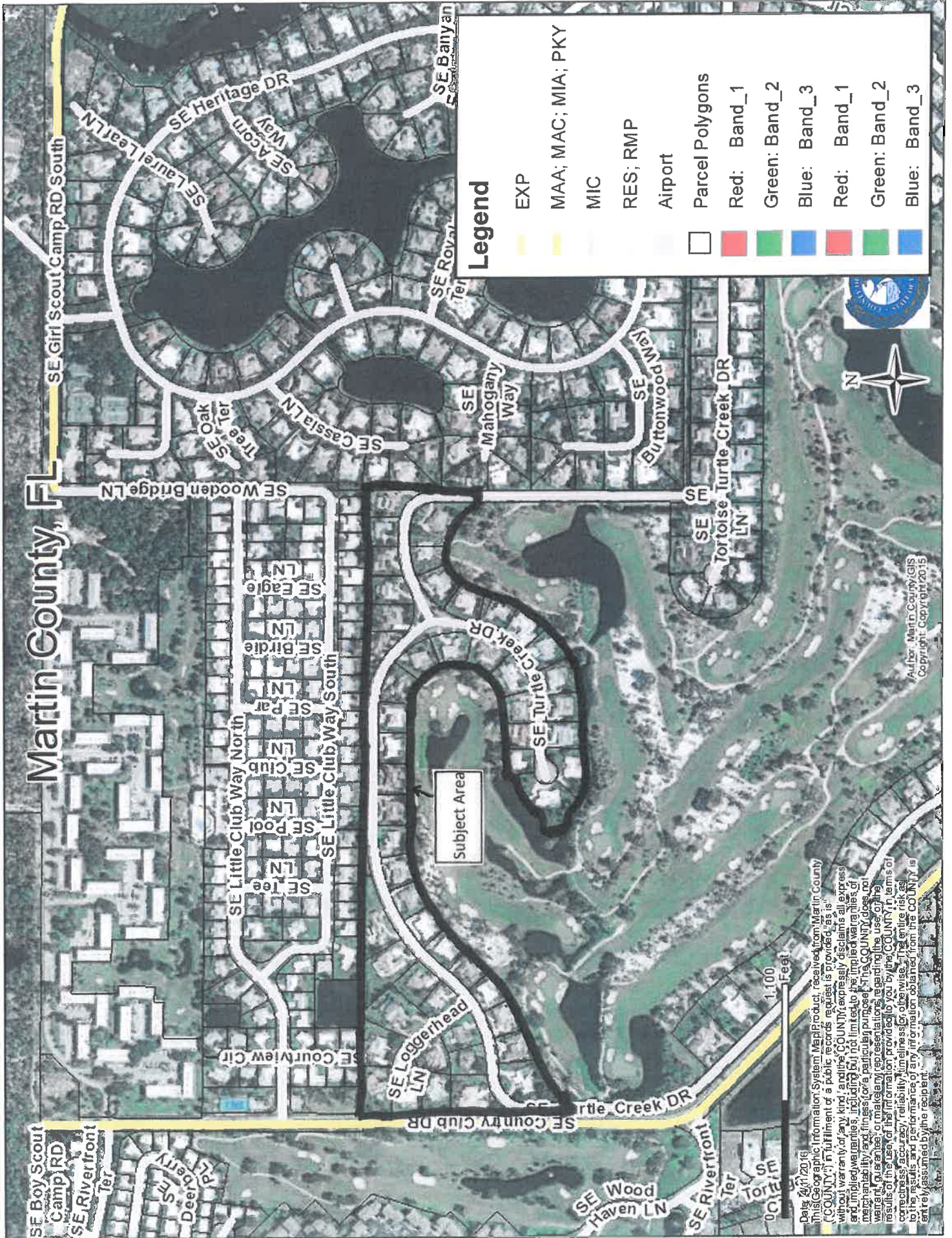
By: \_\_\_\_\_  
D. Albrey Arrington, Ph.D., Executive Director

\_\_\_\_\_  
Date

**HOLTZ CONSULTING ENGINEERS, INC.**

By:  \_\_\_\_\_  
Andrea Holtz, PE, President

  
Date



**Legend**

- EXP
- MAA; MAC; MIA; PKY
- MIC
- RES; RMP
- Airport
- Parcel Polygons
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3

Date: 2/11/2016  
 This Geographic Information System (Map) Product, received from Martin County ("COUNTY") in fulfillment of a public records request is provided "as is" without warranty of any kind, and the COUNTY expressly disclaims all express and implied warranties, including but not limited to the implied warranties of merchantability, fitness for a particular purpose, and non-infringement. The COUNTY does not warrant, guarantee, or make any representation regarding the use of the results of the use of the information provided to you by the COUNTY, in terms of correctness, accuracy, reliability, timeliness or otherwise. The entire risk as to the results and performance of any information obtained from the COUNTY is entirely assumed by the recipient.

Author: Martin County GIS  
 Copyright: Copyright 2015



# Change Orders

*No Change Orders are presented for Board consideration this month.*

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# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration


2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)



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

## MEMORANDUM

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.   
DATE: APRIL 12, 2016  
SUBJECT: REUSE WEEK PROCLAMATION

And now for some great news. On March 31, 2016 the Florida Water Environment Association selected the Loxahatchee River Environmental Control District to receive the 2016 Reuse System of the Year Award in the 5 to 15 MGD category.

In recognition of the importance of water reuse and the terrific accomplishment of our team being designated, once again, the best in the state of Florida, I request your approval of the following motion and attached proclamation:

**“THAT THE GOVERNING BOARD authorize Chairman Boggie to execute the attached Proclamation Declaring May 15 - 21, 2016 as Water Reuse Week.”**

F:\Albrey\Board Memos\2016-Apr\_Water-Reuse-Proclamation.docx

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



**PRESIDENT**  
Raynetta Curry Marshall, P.E.  
JEA  
(904) 665-7613  
[marsrc@jea.com](mailto:marsrc@jea.com)

**PRESIDENT ELECT**  
Lisa Prieto, P.E.  
Brown and Caldwell  
(407) 661-3207  
[LPrieto@brwncauld.com](mailto:LPrieto@brwncauld.com)

**VICE PRESIDENT**  
Tim Harley, P.E.  
St. Johns County Utility  
(904) 209-2626  
[tharley@sjcfl.us](mailto:tharley@sjcfl.us)

**SECRETARY/TREASURER**  
Amber Batson, P.E.  
(561) 601-2456  
[fwea.batson@gmail.com](mailto:fwea.batson@gmail.com)

**PAST PRESIDENT**  
Greg Chomic  
Heyward, Inc.  
(407) 628-1880  
[gchomic@heywardfl.com](mailto:gchomic@heywardfl.com)

**WEF DELEGATES**  
John A. Giachino  
PC Construction Company  
(407) 473-3628  
[jgiachino@pcconstruction.com](mailto:jgiachino@pcconstruction.com)

Paul Pinault, P.E.  
CDM Smith  
(239) 938-9600  
[PinaultP@cdmsmith.com](mailto:PinaultP@cdmsmith.com)

**UTILITY COUNCIL PRESIDENT**  
Brian Wheeler, P.E.  
Toho Water Authority  
(407) 518-2251  
[bwheeler@tohowater.com](mailto:bwheeler@tohowater.com)

**DIRECTORS-AT-LARGE**  
Ronald Cavaliere, P.E., BCEE, PMP  
AECOM Technical Services, Inc.  
(239) 278-7996  
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Kristiana Dragash, P.E.  
Carollo Engineers, Inc.  
(941) 371-9832  
[kdragash@carollo.com](mailto:kdragash@carollo.com)

Greg Kolb, P.E.  
CH2M  
(407) 423-0030  
[gkolb@ch2m.com](mailto:gkolb@ch2m.com)

Sondra W. Lee, P.E.  
City of Tallahassee  
(850) 891-1237  
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Michael Sweeney, Ph.D.  
Toho Water Authority  
(407) 944-5129  
[msweeney@tohowater.com](mailto:msweeney@tohowater.com)

James J. Wallace, P.E.  
Jacobs Engineering Group  
(904) 442-2286  
[Jamey.Wallace@jacobs.com](mailto:Jamey.Wallace@jacobs.com)

**OPERATIONS COUNCIL REPRESENTATIVE**  
Bradley Hayes  
City of Tavares  
(321) 742-6485  
[bhayes@tavares.org](mailto:bhayes@tavares.org)

**EXECUTIVE DIRECTOR**  
Kartik Vaith, P.E.  
The Constantine Group  
(904) 562-2185  
[kvaith@tcgeng.com](mailto:kvaith@tcgeng.com)

**EXECUTIVE MANAGER**  
Karen Wallace  
[Admin@fwea.org](mailto:Admin@fwea.org)

March 31, 2016

Thomas Vaughn  
Director of Operations  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Dr.  
Jupiter, FL 33458

Dear Mr. Vaughn:

It is my pleasure to announce the Loxahatchee River Environmental Control District (LRECD) was nominated for a Florida Water Environment Association (FWEA) David W. York Water Reuse Award. The FWEA Water Reuse Awards Committee reviewed your nomination package and has selected LRECD to receive the 2016 Reuse System of the Year Award in the 5 to 15 MGD category.

We are hoping that you, or if you are not available, another representative of your Utility can join us at the Florida Water Environment Association (FWEA) Awards Luncheon on Tuesday, April 26, 2016, at noon to receive your award. The Luncheon will be held in conjunction with the Florida Water Resources Conference (FWRC) being held at the Gaylord Palms Convention Center & Resort located Orlando, FL. Attendance to the awards lunch is part of the registration fee for the FWRC. To register for the FWRC or to get more information, please go to [www.fwrc.org](http://www.fwrc.org).

Congratulations on being recognized as a leader in water reuse. We look forward presenting this award to you at the luncheon. Please let me know if you will be in attendance to receive your Award.

Sincerely,

Shanin Speas-Frost, P.E.  
FWEA Water Resources, Reuse & Resiliency Committee Awards Chair  
(850) 245-2991  
[Shanin.SpeasFrost@dep.state.fl.us](mailto:Shanin.SpeasFrost@dep.state.fl.us)

cc: Nicole Quinby, FWEA Awards Committee Chair

Declaring May 15 - 21, 2016 as  
**WATER REUSE WEEK**

WHEREAS, safe, clean, and sustainable water resources are essential to Florida's environment, economy, citizens and visitors; and

WHEREAS, Florida's water supplies are finite, while our population and our need for water continues to increase; and

WHEREAS, May, typically a dry month with high water demands, is a good time to help citizens understand that water reuse provides an important means for conserving and augmenting Florida's precious water resources; and

WHEREAS, the Loxahatchee River District has risen to be a leader among Florida's reuse providers, which cumulatively reuse 727 million gallons of reclaimed water per day to conserve freshwater supplies and recharge freshwater resources; and

WHEREAS, the Loxahatchee River District's permitted reuse capacity equals 11 million gallons per day; and

WHEREAS, the Loxahatchee River District has operated our award-winning IQ (Irrigation Quality) Water program since 1986; and

WHEREAS, The Florida Water Environment Association has awarded the 2016 Reuse System of the Year Award in the 5 to 15 MGD category to the Loxahatchee River District!

NOW, THEREFORE, THE LOXAHATCHEE RIVER DISTRICT does proclaim May 15 - 21, 2016 as *Water Reuse Week*.

IN WITNESS WHEREOF, I have hereunto set my hand this 21<sup>th</sup> day of April, 2016.

---

**Gordon M. Boggie**  
**Chairman of the Board**



# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration


2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

Telephone (561) 747-5700 • Fax (561) 747-9929 • [www.loxahatcheeriver.org](http://www.loxahatcheeriver.org)



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

## MEMORANDUM

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.   
DATE: APRIL 12, 2016  
SUBJECT: PROCUREMENT POLICY

District staff relies on our Purchasing Policy for guidance and direction when purchasing goods, supplies, and services. Recently, your staff has been evaluating options to improve the process by which we approve change orders. Staff have reviewed a large selection of change order policies from numerous agencies, and below we offer a proposed policy revision designed to improve our process.

### **Existing Policy:**

1. Purchase Order and/or contract executed for  $\leq$  \$35,000.
  - a. If proposed change order cost plus original cost is  $\leq$  \$35,000, then the Executive Director has the authority to authorize the change order.
  - b. If proposed change order cost plus original cost is  $>$  \$35,000, then Board approval is necessary to authorize the change order. *Board approval is often obtained after the fact due to critical timing issue and/or cost implications of delaying the work.*
2. Purchase Order and/or contract executed for  $>$  \$35,000.
  - a. If proposed change order cost is  $\leq$  Board approved contingency amount, then the Executive Director has the authority to authorize the change order.
  - b. If proposed change order cost is  $>$  Board approved contingency amount, then Board approval is necessary to authorize the change order. *Board approval is often obtained after the fact due to critical timing issue and/or cost implications of delaying the work.*

### **Proposed Policy Change:**

For time-sensitive change orders requiring Board approval, District staff proposes revising our Procurement Policy to include the following:

1. The proposed Change Order and supporting documentation will be emailed to individual Board members at the earliest reasonable opportunity.
2. Board members will individually review the proposed Change Order.
  - a. If any Board member believes the Change Order needs public discussion prior to approval and/or believes the Change Order should not be executed as presented, then that Board member will inform the Executive Director as such via email. The Change Order will not be executed until it is presented for consideration by the Board at their next regularly scheduled public meeting. If the Change Order is an urgent matter, a Special Meeting may be called.
  - b. If no Board member indicates the Change Order needs public discussion and/or believes the Change Order should not be executed as presented, then the Executive Director will execute the Change Order, and present the Change Order and supporting documentation to the Board on the consent agenda at their next regularly scheduled public meeting.

No action is needed at this time. However, I would appreciate constructive feedback regarding the proposed revision and/or alternatives. These changes will be formally considered at your May meeting.

F:\Albrey\Board Memos\2016-Apr\_Procurement-Policy.docx

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

# Loxahatchee River District

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

## MEMORANDUM

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.   
DATE: APRIL 15, 2016  
SUBJECT: AMENDMENT OF IQ AGREEMENTS

During the rate study we discussed the Royalty Agreement between the LRD and the MacArthur Foundation by which we receive 1.5 MGD (million gallons per day) of reclaimed water from Seacoast Utilities. In particular, we noted that the existing Royalty Agreement is scheduled to expire on April 6, 2020. Prior to entering into this Royalty Agreement, engineers had calculated that the reclaimed water provided by contract from Seacoast Utilities would no longer be needed, because buildout of Abacoa would be complete and the ‘new’ wastewater generated throughout Abacoa would be sufficient to offset the 1.5 MGD of reclaimed water provided by Seacoast. Due to improvements in water use efficiency, this likely will not be entirely true, i.e., we may periodically need some supplemental water.

As the District began our IQ Water program in 1986 we executed 20 year Irrigation Quality Water Agreements with customers using our IQ Water to meet their landscape irrigation needs. Those early agreements were renewed in 2006 with a ten year term so that they would expire before expiration of our Royalty Agreement with MacArthur Foundation.

At this time, it is necessary to begin amending or renewing those IQ Agreements with 2016 expiration dates. They are: Admiral’s Cove; Golf Club of Jupiter (fka Indian Creek); Jonathan’s Landing I & II; Jupiter Hills Country Club; Loxahatchee Club & HOA; Riverbend Country Club; Tequesta Country Club, and Turtle Creek Country Club. I believe the most prudent course of action at this time is to simply extend the term of these expiring agreements through April 6, 2020 (the expiration date of the Royalty Agreement with the MacArthur Foundation). This will provide almost four additional years to evaluate the need to replace the ‘lost’ reclaimed water from Seacoast, and explore suitable options.

On the following pages you can see the form of the Renewal Irrigation Quality Water Agreement – 2016 Amendment. I am seeking Board approval of the form of this agreement, so that we can use this form when amending Irrigation Quality Water Agreements. Furthermore, I am seeking your approval to execute this amendment with all IQ Customers whose existing agreement has an expiration date before April 6, 2020.

Therefore, I request your approval of the following motion:

**“THAT THE GOVERNING BOARD approve the form of the Renewal Irrigation Quality Water Agreement – 2016 Amendment, and authorize the Executive Director to execute such amendment with all IQ customers with an Irrigation Quality Water Agreement expiration date prior to April 6, 2020.”**

Return to:  
Clinton R. Yerkes  
Loxahatchee River District  
2500 Jupiter Park Drive  
Jupiter, FL 33458  
(561)747-5700

**RENEWAL IRRIGATION QUALITY WATER AGREEMENT - 2016 Amendment**

THIS AGREEMENT MADE AND ENTERED INTO this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, herein referred to as the "District", and \_\_\_\_\_, authorized to do business in the State of Florida, its successors and assigns, herein referred to as "Owner", with regard to the property described in Exhibit "A" attached hereto and made a part hereof, (the "Property"). This agreement is an amendment to the previous Renewal Irrigation Quality Water Agreement between the parties, dated \_\_\_\_\_, which will expire or has expired.

IN CONSIDERATION of the covenants and agreements herein set forth, the receipt and sufficiency of such consideration being hereby acknowledged as adequate, the parties agree as follows:

TERM: The term of this agreement shall commence on the date of execution by both parties and shall run until April 6, 2020.

All other aspects of the agreement shall remain in full force and effect as previously agreed.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.



Signed, Sealed and Delivered  
in the presence of:

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: \_\_\_\_\_

WITNESS: \_\_\_\_\_

D. ALBREY ARRINGTON, PhD,  
EXECUTIVE DIRECTOR

Print Name \_\_\_\_\_

WITNESS

(DISTRICT SEAL)

Print Name \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_, by D. ALBREY ARRINGTON, PhD, Executive Director, on behalf of the Loxahatchee River  
Environmental Control District. He is personally known to me or produced \_\_\_\_\_  
\_\_\_\_\_ as identification.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

(notary seal)

Print Name \_\_\_\_\_

My Commission Expires:

Signed, Sealed and Delivered  
in the presence of:

OWNER: \_\_\_\_\_

By: \_\_\_\_\_

WITNESS: \_\_\_\_\_

TITLE: \_\_\_\_\_

Print Name \_\_\_\_\_

WITNESS: \_\_\_\_\_

Print Name \_\_\_\_\_

(CORPORATE SEAL)

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_ by \_\_\_\_\_, as \_\_\_\_\_.  
He/She/They are personally known to me or produced \_\_\_\_\_  
as identification.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

(notary seal)

Print Name \_\_\_\_\_

My Commission Expires:

# LOXAHATCHEE RIVER DISTRICT

## Neighborhood Sewering Schedule



Rank *	Area Description	# Lots	Activity	Target Date
6	Jupiter Inlet Colony	240	Notified Owners – August, 2010 Notice of Intent – February, 2013 Interlocal Agreement Complete - April, 2014 Notice to Proceed – April 4, 2016	2013
9	Little Oaks/River Oaks	73	Notified Owners – September, 2011 Notice of Intent to Assess – April, 2014 Notified to Connect – March, 2016	2015
10	Turtle Creek Phase I	29	Notified Owners – September 2012 Engineering Study Complete – May, 2015 Notice of Intent – February, 2016 60% Design Complete – March, 2016	2016
10	Turtle Creek Subsystem 3	52	Notified Owners – September 2012 Notice of Intent – February, 2016 Detailed Design Contract – April, 2016	2016
10	Turtle Creek Subsystem 2	TBD balance 56 lots	Notified Owners – September 2012 Preliminary Design Complete – March, 2016	2016
10	Turtle Creek Subsystem 1	TBD balance 56 lots	Notified Owners – September 2012 Preliminary Design Complete – March, 2016	2016
11	Jupiter Farms (East)	708		TBD
11	PB Country Estates	1547		TBD
14	Whispering Trails	181	Notified Owners – January 2013 Preliminary Eng. Contract – March, 2016	2017
16	Limestone Creek Road-West	82	Notified Owners – January 2013	2018
19	US Coast Guard Station Offices <i>(institutional)</i> PX Commercial <i>(commercial)</i>	2 ECs 2 ECs	US Government - private roads Albrey- mtg. w/BLM & Historical 3-2011 Prelim design prepared In House 4-2011	2019
20	New Palm Beach Heights	34	Notified Owners – January, 2016	2019
22	Bridgewater	70		2019
	<b>UN-RANKED (not in priority order)</b>			
	Jupiter Farms <i>(commercial)</i> <i>RV Park</i>	72.5 ECs	By Agreement Developer Project Permitted–February, 2015	2011
	PBC Riverbend Park <i>(institutional)</i>	12 ECs	Construction complete Notified of sewer availability Costs paid, plans reviewed	2011

\* Rank based upon “2010 Septic System Inventory & Assessment”

## Remnant Areas

Rank	Area Description	Lots	Activity	Target
A	North A-1-A	3	Postponed -Town Activities in area	2012
C	FDOT Turnpike Station <i>(institutional)</i>	3 ECs	Owner notified FDOT budget request submittal April, 2011 All Easements obtained Notified to Connect – February, 2016	2012
D	Loggerhead Park <i>(institutional)</i>	6 ECs	Obtaining Easements from Town of Jupiter	2014
F	815 S. US 1 (Yum Yum Tree)	9 ECs	Notified Owners – November, 2014	2016
G	Hibiscus Ave, Juno	10	Notified Owners – June, 2013 Notice of Intent – March, 2016 Design Complete – March, 2016	2016
G	Olympus Dr., Juno (LP)	3	Notified Owners – June, 2013	2016
G	Ocean Dr., Juno (LP)	5	Notified Owners – June, 2013 Notice of Intent – March, 2016 Design in Process – March, 2016	2016
G	Riverside Dr. Phase 3	4	Notified Owners – February, 2014 Notice of Intent – March, 2016 Notified to Connect – March, 2016 Preliminary Assessment – April, 2016	2016
G	3831 Beacon Hill Rd	1	Notified Owner – January, 2015 Notice of Intent – January, 2016 Construction started, April, 2016	2016
G	10828 Whispering Pines Trl-MC	1	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
G	Hyland Terr Properties Services-MC	9	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
G	SE Linden St-MC	8	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
G	SE Pine Grove St-MC	8	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
G	SE Harken Terr Ph I-MC	7	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
G	SE Harken Terr Services-MC	2	Notified Owners – October 2012 Notice of Intent – January, 2016 Permits Received – April, 2016	2016
H	SE Harken Terr Ph II-MC	2	Notified Owners – December 2015	2017
H	Lenmore Drive LP	6	Notified Owners – October, 2014 Notice of Intent to Assess – April, 2016	2017
H	US 1, Juno Beach <i>(commercial)</i>	2	Notified Owners – January, 2014	2017
H	Shay Place, Tequesta	11	Notified Owners – July, 2013	2017
H	County Line Road - Martin Co.	3	Notified Owners – July, 2013	2017
H	Tequesta Dr E	2	Notified Owners-March, 2015	2017
H	14100 US Hwy 1, Juno Beach	1	Notified Owner-March, 2015	2017
H	96 Pine Hill Trl E	1	Notified Owner – February, 2015	2018
I	8 <sup>th</sup> Street	3	Notified Owners – January, 2014	2018
I	Chippewa Street	6	Notified Owners – January, 2014	2018

\* Rank based upon “2010 Septic System Inventory & Assessment”

\*\* Revised Date

TBD = To be determined

Private Road Areas

Rank *	Area Description	# Lots	Activity	Target Date
AA	Peninsular Road	5	*Private Road Notice of Intent – February, 2010 Partial construction complete - June, 2013 Soliciting easements for remainder of project	2010
BB	Rivers Edge Road (Martin Co)	35	Notified Owners – August, 2010 Private Road - Design started Notice of Intent – February, 2014 Easements Solicited – May, 2014 Project Delayed	2013
CC	Clark Lane Phase II	3	*Private Road Owners notified June, 2012 Notice of Intent to Assess – June, 2015 Notified to Connect – April, 2016 Preliminary Assessment – April, 2016	2014
CC	171 <sup>st</sup> Street Martin Co.	7	*Private Road In House Design Owners notified October, 2012 Possible Coord. w/Water Co.	2014
CC	Jamaica Dr	11	*Private Road Owners notified Oct, 2012 In House Design started	2014
CC	197 <sup>th</sup> Place, 66 <sup>th</sup> Terrace, 66 <sup>th</sup> Way	21	Notified Owners – Aug, 2010 *Private Roads Notice of Intent to Assess – February, 2015	2014
DD	Taylor Road	38	Notified Owners – September, 2011 *Private Roads	2015
EE	Imperial Woods	47	Notified Owners – October, 2010 Withdrew Notification – Feb, 2011 Private HOA	2016
EE	Hyland Terr Ph II/E of River Ridge • Hobart St • Seminole Terr	18	Notified Owners – October 2012 Private Roads	2016
FF	Rolling Hills	51	Notified Owners – January 2013 Private HOA	2017
FF	Gardiner Lane	2	Notified Owners – July, 2013 Private Road	2017
HH	Harbor Rd. S. LPSS	6	Notified Owners – January 2014 Private Road	2017
GG	Rockinghorse (north of Roebuck Road)	10	Notified Owners – January 2013	2018
GG	Island Country Estates	47	Notified Owners – January 2013 Private HOA	2018
HH	SE Indian Hills	12	Notified Owners – January, 2016 Easement for Road & Utilities, No Dedication	2019

\* Rank based upon "2010 Septic System Inventory & Assessment"

\*\* Revised Date

TBD = To be determined



**DESANTIS, GASKILL, SMITH & SHENKMAN, P.A.**

**CONRAD J. DESANTIS**  
*Business & Real Estate*  
Also Admitted in Pennsylvania

**TIMOTHY W. GASKILL**  
*Business, Probate*  
*Family Litigation*

**DONALD R. SMITH**  
*Personal Injury & Wrongful Death*  
*Commercial Litigation*

**CURTIS L. SHENKMAN**  
*Board Certified*  
*Real Estate Attorney*

**BROOKE A. GROGAN**  
*Personal Injury & Litigation*

**ATTORNEYS & COUNSELORS AT LAW**  
ESTABLISHED 1973  
11891 U.S. HIGHWAY ONE, SUITE 100  
NORTH PALM BEACH, FLORIDA 33408  
TELEPHONE (561) 622-2700 FACSIMILE (561) 622-2841  
[www.LawPalmBeach.com](http://www.LawPalmBeach.com)

APRIL 8, 2016

**LEGAL ASSISTANTS**  
**CIVIL TRIAL, PROBATE**  
**AND FAMILY LAW**  
KAREN M. B. LOPATOSKY  
SENIOR PARALEGAL  
MINDY VASSER, SECRETARY

**PERSONAL INJURY**  
ROBIN B. MODLIN, CP  
TERRI L. VLASSICK

**REAL ESTATE**

JUDY D. MONTEIRO  
DENISE B. PAOLUCCI

**ADMINISTRATOR**

CURTIS L. SHENKMAN

Loxahatchee River Environmental Control District  
D. Albrey Arrington, Exec. Dir. and Board Members  
2500 Jupiter Park Drive  
Jupiter, FL 33458

**RE: PENDING LITIGATION STATUS REPORTS**

Dear Board Members:

We are enclosing herewith a brief status report relating to all litigation in which the Loxahatchee River Environmental Control District is presently involved. This status report updates the last monthly status report previously submitted and consists of a summary of the record proceedings which have occurred in each of the pending cases since last month.

There are no analyses of the pending cases included, as the inclusion of such items might constitute a waiver of any attorney/client privilege that exists between our firm and the District. Therefore, if you would like to discuss the particulars of any specific case in more detail or would like to obtain more information concerning the strategy, status, or settlement posture of any of the individual cases, please feel free to contact me.

As always, we are available at any time to discuss any of these lawsuits with each individual Board Member by telephone or by conference, if there are any questions.

Respectfully submitted,

*/s/ Timothy W. Gaskill*

TIMOTHY W. GASKILL

/kmb

Attachments

cc: Curtis L. Shenkman, Esquire

**OTHER LITIGATION**

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**ACTION:** In Re Estate of Israel Marquez et al ...Loxahatchee River Envir Control District  
**Owner: Estate of Israel Marquez** **Property: 911 Hawie St.**  
**Case No. 50-2010-CP-004006XXXXSBIY**

**TYPE OF ACTION:** **Mortgage** Foreclosure by Lender, Encon named for its (possible) lien interest –  
**COMMENCEMENT:** Service of Summons/Petition  
**COMMENTS:** Action foreclosing mortgage– Encon named for lien interest  
**STATUS:** **Pending**

11/24/14	District served with Petition re Homestead and Real Property as Estate Asset; Filed Answer and Affirmative Defenses; Hearing to be held
12/10/14-1/6/15	No change in status
2/3/15	No change in status
3/6/15-5/11/15	No change in status; monitoring probate action; monitoring for activity;
6/8/15-7/9/15	No change in status
8/7/15 – 10/12/15	No change in status, continuing to monitor probate
11/10/15	There is a pending Motion to sell real estate set for hearing in December, continue to monitor
12/7/15	No change in status
1/18/16 – 4/8/16	No change in status

**LIEN FORECLOSURES**

---

**NONE**

**MORTGAGE FORECLOSURES / ENCON CROSSCLAIMS**

**ACTION:** Habitat for Humanity of Palm Beach County Inc et al ...Loxahatchee River Envir Control District  
**Owner: CONOLIUS SHIVERS** **Property: 6868 Church Street**  
**Case No. 50-2015-CA-010595 XXXXMBAW**

**TYPE OF ACTION:** **Mortgage** Foreclosure by Lender, Encon named for its (possible) lien interest –

**COMMENCEMENT:** Service of Summons/Complaint upon District

**COMMENTS:** Action foreclosing mortgage– Encon named for lien interest

**STATUS:** **Pending**

11/10/15	Mortgage foreclosure action; District served with Complaint; Notice of Appearance; Notice of E-Mail Designation and service address filed; Improper Summons; Filed Answer, Affirmative Defenses and Counterclaim/Crossclaim
12/7/15	LRD's claims were paid in full as part of settlement of foreclosure action by Lender/Plaintiff; Satisfactions to be prepared and recorded for outstanding liens.
1/18/16	Paid in full for outstanding liens in settlement and Satisfactions and Voluntary Dismissal/Release of Lis Pendens to be filed upon receipt of Plaintiff's Notice of Dropping Party Defendant LRECD.
2/5/16	File to be closed upon receipt of Notice Dropping Party.
3/4/16	No change in status
4/8/16	Settled – Liens Satisfied; Filed N/Voluntary Dismissal of LRD's Counterclaim/Crossclaim; Plaintiff filed its Notice Dropping LRD as party defendant. File to be closed

**ACTION:** West Coast Servicing Inc. v Guy-Wilson et al ...Loxahatchee River Envir Control District  
**Owner: JOHANNA GUY-WILSON** **Property: 6359-6 Riverwalk Ln**  
**Case No. 50-2015-CA-014203 XXXXMBAW**

**TYPE OF ACTION:** **Mortgage** Foreclosure by Lender, Encon named for its (possible) lien interest –

**COMMENCEMENT:** Service of Summons/Complaint upon District

**COMMENTS:** Action foreclosing mortgage– Encon named for lien interest

**STATUS:** **Pending**

2/5/16	Mortgage foreclosure action; District served with Complaint; Notice of Appearance; Notice of E-Mail Designation and service address filed; Answer, Affirmative Defenses and Counterclaim/Crossclaim/ filed; in process of serving defendants
3/4/16	Case in discovery stages; to forward settlement offer to Plaintiff re LRD Liens and Counterclaim
4/8/16	Service of Process being made upon defendants; Plaintiff filed Notices of Dropping uninterested party defendants;

**MORTGAGE FORECLOSURES / ENCON CROSSCLAIMS (continued)**

**ACTION:** Mortgage Solutions of Colorado, LLC v Osborne et al ...Loxahatchee River Envir Control District  
**Owner:** JAMES CLAYTON OSBORNE, JR. **Property:** 6334 Ungerer St.  
**Case No.** 50-2015-CA-014396 XXXXMBAW

**TYPE OF ACTION:** Mortgage Foreclosure by Lender, Encon named for its (possible) lien interest –  
**COMMENCEMENT:** Service of Summons/Complaint upon District 1/19/16  
**COMMENTS:** Action foreclosing mortgage– Encon named for lien interest  
**STATUS:** Pending

2/5/16	Mortgage foreclosure action; District served with Complaint; Notice of Appearance; Notice of E-Mail Designation and service address filed; To file Answer/Counterclaim/Crossclaim
3/4/16	Settlement offer sent to Plaintiff's counsel; waiting for response; case in discovery stage
4/8/16	Settled – Liens Satisfied; Filed N/Voluntary Dismissal of LRD's Counterclaim/Crossclaim; Plaintiff filed its Notice Dropping LRD as party defendant.

**ACTION:** FNMA v James Fils-Aime et al ...Loxahatchee River Envir Control District  
**Owner:** JAMES FILS-AIME AND MARIE R ALEXIS **Property:** 6895 1<sup>st</sup> St., Jupiter  
**Acct #**2146900 **Case No.** 50-2016-CA-002502 XXXXMBAW

**TYPE OF ACTION:** Mortgage Foreclosure by Lender, Encon named for its (possible) lien interest –  
**COMMENCEMENT:** Service of Summons/Complaint upon District 3/24/16  
**COMMENTS:** Action foreclosing mortgage– Encon named for lien interest  
**STATUS:** Pending

3/24/16	Mortgage foreclosure action; District served with Complaint;
4/8/16	Prepared and filed Notice of Appearance; Notice of E-Mail Designation; Preparing Answer, Counterclaim and Crossclaim for filing;



## MEMORANDUM

**TO:** Albrej Arrington, Ph.D. / Loxahatchee River District

**COPY:** Clint Yerkes / Loxahatchee River District  
Tom Vaughn / Loxahatchee River District  
John Koroshec / Hazen and Sawyer  
Felipe Martinez / Hazen and Sawyer

**FROM:** Albert Muniz / Hazen and Sawyer

**DATE:** April 12, 2016

**FILE:** 42009-025.3.1.3

**SUBJECT:** Loxahatchee River District  
Engineer's Monthly Status Report through March 2016

The following is a summary of work performed by Hazen and Sawyer, P.C. (Hazen) on Loxahatchee River District (LRD) projects through the above referenced date.

**General Operational Assistance** – This project involves providing LRD with engineering assistance related to wastewater operations.

### *Monthly Progress*

- LRD staff and Hazen personnel continue to communicate to discuss plant operations on an as needed basis. The wastewater treatment process continues to perform well
- Visual observation of the center column sludge pipe on Clarifier No. 1 was performed during routine maintenance
- Hazen continues to provide assistance on an as needed basis

**Deep Bed Sand Filters – Final Design and Construction Management Services** – The existing traveling bridge filters and filter structure have served the LRD wastewater treatment facility for over 20 years and are in need of significant rehabilitation and repair. In lieu of repair and replacement, it is the LRD staff's desire to replace the filters with deep bed sand filters. Deep bed filters offer additional benefits over traveling bridge filters including de-nitrification capabilities as well as proven performance during plant upset conditions. Design of the project is complete and the project has entered the construction phase.

### *Monthly Progress*

- A pre-construction meeting was held on January 13, 2016 and Kirlin was issued a Notice to Proceed on January 18, 2016
- Kirlin has secured all building and trailer permits and has been mobilizing on-site
- Construction trailers are on-site with FPL electrical hook-ups anticipated for completion by April 15<sup>th</sup>.

- Progress meetings are being held bi-monthly
- A pre-concrete conference was held on March 18, 2016
- Shop drawings submittals from the contractor are progressing
- Geotechnical work (subsurface vibro-compaction) associated with the filter subgrade has been completed
- Installation of formwork and steel placement for the deep bed filters has commenced with the first concrete pour anticipated for April 14<sup>th</sup> or 15<sup>th</sup>

**Mechanical Integrity Testing for 2016** – Hazen was authorized to begin permitting for the 2016 standard 5-year Mechanical Integrity Test (MIT) as required by the injection well operating permit. Testing must be completed by May 31, 2016. Below is a summary of activities performed to date:

- Hazen submitted the MIT plan to FDEP on November 11, 2015
- FDEP reviewed the plan and approved it on November 13, 2015
- Hazen finalized design and assisted with negotiations of contract with All Webb's Enterprises to perform MIT work
- Project pre-construction meeting planned for April 6
- MIT work planned for week of April 11

As always, please feel free to contact us should you have any questions or need to discuss the progress of any of the above projects in more detail.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**ENGINEER'S MONTHLY STATUS REPORT THRU MARCH 31, 2016**

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**JUPITER INLET COLONY NEIGHBORHOOD REHABILITATION**

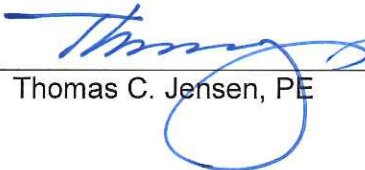
- The Pre Construction meeting was conducted at the LRD's office on March 22<sup>nd</sup> with Giannetti Contracting Corp.
- The Notice to Proceed was issued to the Contractor for April 4<sup>th</sup>, 2016.
- Shop drawing submittals and reviews are on-going.
- A meeting with the Contractor, LRD and Tequesta was held on March 15<sup>th</sup> to review staging/storage areas. It was concluded that the Village's plant site will be used by the Contractor.
- A meeting was held on site with FPL on March 15th to confirm that two (2) transformers are now required for the lift station and we confirmed their location with FPL, the District and the Colony.
- Revisions to construction plans to narrow the pavement width per JIC request is ongoing.
- Coordination with the Contractor on a construction schedule and sequence of work is ongoing.
- Coordination to utilize private properties onsite for storage/staging is ongoing.

ARCADIS, Inc.

Kimley-Horn and Associates, Inc.

---

Sira Prinyavivatkul, PE

  
Thomas C. Jensen, PE



**HOLTZ CONSULTING ENGINEERS, INC.**  
50 South U.S. Highway One, Suite 206, Jupiter, FL 33477 (561) 575 2005

**MEMORANDUM**

**To:** Clint Yerkes, Deputy Director, Loxahatchee River Environmental Control District

**From:** Christine Miranda, PE  
Holtz Consulting Engineers, Inc.

**Date:** April 14, 2016

**Subject:** **Loxahatchee River Environmental Control District Monthly Status Report**

---

The following is a summary of work performed by Holtz Consulting Engineers, Inc. (HCE) on Loxahatchee River District projects through April 14, 2016:

**Loxahatchee River Road Reclaimed Water Main Replacement**

- We are waiting for the Florida Department of Environmental Protection to issue the submerged land lease. This is the only outstanding permitting issue. A force main extension from Eagle's Nest will also be incorporated into this project. Upon receipt of the submerged land lease and incorporation of the force main design into the project the plans and specifications will be finalized and the project can be advertised for bidding.

**Jupiter Plantation Lift Station #13 Force Main Replacement**

- Copies of the contract documents have been provided to District staff for signature by the Contractor and the District. Upon execution of the documents, a preconstruction meeting will be scheduled for the project and a Notice to Proceed will be issued.

**Maplewood Lift Station #21 Force Main Extension**

- The bid opening was held on April 7, 2016. Four bids were accepted for the project. Upon review of the bids, recommendation was made to award the project to Felix Associates of Florida the low responsive and responsible bidder in the amount of \$149,401.

**Turtle Creek Phase I**

- On April 6, 2016 we received comments from staff on the 60% design submittal. The comments are currently being addressed. A 90% design submittal will be made to staff for review and comment by the end of the month.



*Loxahatchee River Environmental Control District  
Monthly Status Report  
April 13, 2016*

*Submitted To: Clinton Yerkes, Deputy Director*

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The following is a summary of work performed by Mathews Consulting, Inc. (MC) on District projects through April 13, 2016.

**Little Oaks / River Oaks Neighborhood Sewering**

The Construction Contract was awarded to Foster Marine Contractors in the amount of \$1,548,615. NTP was issued to the Contractor on 7-20-15. The Substantial Completion date was 2-19-16 and the final completion date is anticipated to be 4-24-16. MC reviewed shop drawings, coordinated construction activities with the District, Contractor and PBC, provided periodic inspection services, and worked on close-out documents.

**Alternate A1A Subaqueous Forcemain Study**

The Draft Temporary / Emergency Bypass Pumping Plan was submitted to the District for review on 1-13-16. The District provided MC comments on the Draft Temporary / Emergency Bypass Pumping Plan on 2-10-16. The final plan was submitted back to the District and approved.

MC has been coordinating with Hazen regarding their project with the Town of Jupiter for a new water main to be attached to the A.1.A. Bridge. A force main will also be added to Hazen's project that will be the selected alternative for the Alternate A.1.A. FM Study. MC submitted the draft Preliminary Design Report for the Alternate A1A Subaqueous Force Main Rehabilitation/ Replacement Study on 4-7-16. The District provided MC comments on the Preliminary Design Report on 4-12-16. MC is working on finalizing the report.

**Master Lift Station #1 Rehabilitation**

MC finalized and submitted the Draft Preliminary Design Report to the District on 3-14-16. The District provided comments to the Draft Report on 3/28/16. MC is currently preparing responses to the District's comments, where warranted, and finalizing the Preliminary Design Report.

Respectfully Submitted by:

**MATHEWS CONSULTING, INC.**

Rene L. Mathews, P.E.  
President



# Busch Wildlife Sanctuary

At Loxahatchee River District

## Quarterly Dashboard - 1st Qtr 2016



	Education			Animal Care			Financial Operations			Gift Shop	
	General Public Visitors	Visitors Attending Public Programs	In-reach / Out-reach Program Attendance	Education Net Income	Injured Animals Received / Treated	Animals Released	Average Donation per Animal Admitted	Membership Income	Grants/Major Donor Income	BWS Net Income	Net Income
Benchmark	# of People	# of People	# of People		#	%					
<b>Green</b>	> 9000	> 3500	> 5500	> \$24,000	< 100	>25%	≥ \$25.00/Animal	> \$25,000	> \$50,000	> \$100,000	> \$10,000
<b>Yellow</b>	≥ 6000	≥ 2000	≥ 4000	≥ \$15,000	≥ 100	<25%	< \$25.00/Animal	> \$10,000	> \$25,000	≥ \$0.00	≥ \$5,000
<b>Red</b>	< 6000	< 2000	< 4000	< \$15,000	>1000	<10%	< \$10.00/Animal	< \$10,000	< \$25,000	< \$0.00	< \$5,000
2015 Qtr Results											
1st Qtr	41,529	4,495	5,982		874		\$11.01				
2nd Qtr	27,679	4,020	4,939		1,632		\$10.95				
3rd Qtr	22,690	3,216	4,755		1,428		\$10.00				
4th Qtr	24,721	3,584	4,010		719		\$10.03				
2016 Qtr Results											
1st Qtr	45,506	4,790	6,194		1034		\$9.51				
2nd Qtr											
3rd Qtr											
4th Qtr											

**1st Quarter Items:**

- Projects Completed: Storage Building
- Projects In Progress: Mulching Pineland Nature Trail, Discovery Center Renovations, New Fox Exhibit
- Special Projects: Water Bird Exhibit Renovations, Flight Cage Renovations, Wildlife Hospital Recuperation Enclosures  
Outdoor Rehab and Recovery Enclosures, New Education Vehicle

**1st Quarter Special Events and Appearances:**

ABC, CBS, NBC, BWS Night Walks, BWS Morning Walks, 97.9 WRMF, Caracara Capture & Tracking with Trinity College, Yoga, Owl Encounter, British Car Show, Southeastern Wildlife Exposition, Camp Kenan

- Metric: Explanation
- Gift Shop: Majority of the purchasing for the giftshop is conducted during the 3rd and 4th Quarters of the year.
- Animal Care: 2nd Quarter is "Baby Season". Always have more animals than usual.
- Financial: Annual Fundraising occurs in December and many contributions are received in 1st Quarter of each year.



# Friends of the Loxahatchee River April 2016



## River Center Summary Statistics

Year Month	General Visitors	Program Visitors	Outreach	Gift Shop	Donations	Memberships	Sponsors	Education Programs	River Center Programs	Special Events	Volunteer Hours
2015-03	1695	219	274	\$1,451	\$1,003	\$365	\$3,500	\$100	\$5,390	\$9,647	358
2015-04	1326	518	150	\$1,600	\$1,023	\$250	\$1,400	\$1,818	\$6,770	\$1,561	130
2015-05	1138	358	183	\$944	\$643	\$210	\$2,950	\$49	\$5,179	\$1,599	81
2015-06	2078	1031	160	\$1,355	\$837	\$200	\$520	\$3,087	\$4,365	\$420	487
2015-07	1936	1294	46	\$1,985	\$524	\$50	\$650	\$5,073	\$1,490	\$377	645
2015-08	1544	305		\$1,432	\$691	\$75	\$1,460	\$732	\$215	\$892	404
2015-09	1047	278	34	\$771	\$491		\$520	\$60		\$160	116
2015-10	1055	549		\$872	\$636	\$25		\$128	\$128	\$626	139
2015-11	881	255	144	\$1,192	\$560	\$150	\$460		\$667	\$815	128
2015-12	1078	277	51	\$2,749	\$663	\$250	\$8,460	\$82	\$210	\$186	142
2016-01	1083	606	348	\$1,083	\$496	\$150	\$2,410	\$93	\$4,065	\$679	143
2016-02	1178	295	1338	\$1,237	\$501	\$250	\$5,060	\$41	\$4,655	\$963	114
2016-03	1928	478	528	\$1,428	\$1,167	\$360	\$6,200	\$677	\$7,271	\$3,375	158

### River Center

The River Center welcomed its newest resident: a juvenile pine snake from Busch Wildlife Sanctuary. Yet to be named, our new pine snake is adapting to his new environment on display at the River Center.

### Friends of the Loxahatchee River

No meeting on April 1, 2016 in preparation for our fundraiser, Night on the Loxahatchee: Shipwrecked in Paradise held April 2, 2016.

### Special Programs

#### Girl Scout EcoActionWorkshop - Naturalist

On Saturday, March 5th 53 Junior and Cadette Girl Scouts visited the River Center for a special Girl Scout Naturalist Workshop. The girls earned their Legacy Tree and Flower badges after participating in various activities throughout the morning. The girls



learned firsthand the inner workings of trees and flowers through a flower dissection and a hands-on tree building exercise. The girls also designed their own gardens, learned how plants help people and discussed important issues of land conservation. At the very end of the day the girl scouts came together to plant various flowers in the River Center garden. The River Center staff would like to thank all the partners and volunteers who participated in the workshop; especially the Society of Women Engineers and ERM Group Foundation Inc. for their continued support.





### **Limestone Creek Elementary Camp Fire**

After learning about the River Center’s successful camp fire events, the PTO of Limestone Creek Elementary approached the River Center with the “wild idea” to host the PTO’s annual Mother/Son fundraising event. Careful planning led to a hugely successful event on March 11th with a large crowd of over 350 parents and students. Guests enjoyed a festive occasion that featured a “Wild Wild West” theme, great food and music, photo booths, raffles, crafts, and even a petting zoo and pony rides around Burt Reynold’s Park. It was a wonderful

evening filled with a lot of fun.

### **Jupiter U Kayak Tour to Fullerton Island and Adult Environmental Education Class**

As part of the town’s “Jupiter U” program series, more than 40 Jupiter residents enjoyed a day of immersion into the Loxahatchee River at the River Center on Thursday, March 17th. Jupiter U provides the opportunity for residents to learn about life and government in Jupiter. Offered each spring, this free series of courses, including information sessions, gives residents an overview of their Town's government organization, supporting services, sister organizations, as well as information on the Town's history and heritage. In the morning River Center Naturalist led a kayak tour to Fullerton Island, the recent environmental restoration project by Palm Beach County’s Environmental Resource Management. River Center staff also provided an afternoon tour of the River Center teaching about the Loxahatchee River watershed and our new Shark Exploration program engaging participants about shark ecology, adaptations, and conservation efforts.



### **South Broward High School**

The River Center welcomed back the “Plastic Free Mermaids” as they traveled up to Jupiter for a day of estuary exploration at Coral Cove Park on Friday, March 18th. After leading students on a guided tour of the River Center exhibits and participation in our Oyster shake program, the group headed to the water to seine and dip net to find some critters. The group got an up close and personal look at conchs, sea urchins, and sea cucumbers. It was truly an informative day all about the sealife in our local estuaries.

### **Outreach Activities**

#### **hYPE: Northern Palm Beach Chamber of Commerce**

On Wednesday, March 9th, the River Center hosted an event for the Northern Palm Beach County Chamber of Commerce Young Professionals organization. This event was a great opportunity for a group of young professionals to experience all the informative exhibits the River Center has to offer and an opportunity for the River Center to reach a group that had never been to the center before. Food and beverages were provided by the Corner Café and the Tequesta Brewing Company for a group of over 28 people.

#### **Winding Waters Kayak Tour (PBC ERM)**

On Saturday, March 12th the River Center partnered with Palm Beach County Environmental Resource Management to lead a kayak tour through Winding Waters Natural Area. The “Adventure Awaits” event series was designed to get visitors and citizens of Palm Beach County into the natural areas. They have conducted trail runs, kayak tours, nature hikes, evening stargazing programs and photography workshops. This kayak tour led 22 guests through a restored freshwater wetland filled with fish, alligators, bald eagles, and roseate spoonbills. In April, we will partner up with PBC ERM for a kayak tour in the Lake Worth





Lagoon.

### **Naturscaping**

On Saturday, March 12th the River Center participated as an exhibitor at John D. MacArthur Beach State Park's 20th NatureScaping Outdoor Festival. With 1,900 visitors, NatureScaping promotes nature plants, native landscaping, and a joining together of nature lovers of all ages. This event was a free educational day of family fun, with native plant vendors, live animal show, speakers, fishing clinics, children's crafts, face painting, local environmental organizations, paddle boarding, kayaking, photography contest, live music and food!

### **League of Environmental Educators of Florida Conference**



River Center Environmental Education Coordinator attended the League of Environmental Educators of Florida (LEEF) conference in north Florida hosted by St. Marks National Wildlife Refuge and COAST Charter School the weekend of March 18-20. LEEF is a non-profit organization established in 1981 to promote environmental education in Florida at all levels and through a variety of methods and resources. In addition to being the Florida affiliate for North American Association of Environmental Education (NAAEE), LEEF enjoys collaborating with our neighboring states through the Southeast Environmental Education Alliance. LEEF is currently working with several partners in the state on the Florida Environmental Literacy Plan and is playing a key role in implementing the Professional Development of Teachers and Non-formal Educators section of the plan. The conference had 75 participants coming from all over the state of Florida and the River Center was represented both as participant as well as an exhibitor.

### **PGA National "Girls Night Out"**

On Thursday, March 17th the River Center participated in PGA National's "Girls Night Out" event at iBar in the PGA National Resort. This event was hosted by Sally Severeid of the "Moe and Sally Morning show" from KOOL 105.5. The River Center conducted a raffle of various goods from the other vendors at the event and all proceeds supported the River Center's planned "Jupiter Shark Exploration" exhibit.

**Volunteer of the Month:** The River Center would like to announce that March's Volunteer of the Month is awarded to Eric Gibson. Eric goes to Jupiter High School and is a member of the Jupiter Environmental Research and Field Studies Academy. Eric has volunteered at the River Center since November 2015. Even though he has only volunteered for four months he has earned 25 hours of community service. Eric is given this honor for his support on Saturday afternoons helping as a touch tank docent and animal care specialist, feeding critters and cleaning aquariums. He was especially helpful fishing with kids all afternoon at the SeaFest outreach at the Jupiter Lighthouse. Eric tied knots, baited hooks, helped with casting, and untangled rods. Eric has been a huge help to the River Center and we look forward to his continued support. Thank you for all that you do!

**Friends Membership** – 72 active members; 10 new/renewals; 36 current sponsors

**Annual Sponsors Recognition – Sharkey Family Foundation**

**Upcoming River Center Events** – RSVP at [rivercenter@lrecd.org](mailto:rivercenter@lrecd.org) or 561-743-7123.

April 23 – 8:30a-4:30p: About Boating Safely (**Course taught in Spanish**): While boating can be a fun and relaxing experience, operating a boat, especially for young people, can be dangerous. This issue was brought to light last summer when Austin Stephanos and his good friend were lost at sea. In hopes of preventing similar tragedies the River Center is collaborating with the US Coast Guard Auxiliary "Flotilla 52" to provide Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit founded in Austin's name and dedicated to raising awareness and

promoting educational programs to improve boater safety. Participating in effective boater safety training is the most significant thing boaters can do to decrease their risk of mishap while on the water. Potential boaters need to understand the dangers of boating in hazardous waters like the Jupiter Inlet. Although there is no cost for the class, a \$10.00 deposit per student is required to reserve a seat. This deposit will be refunded in full to all students who complete the class. Please bring a lunch. Pre-registration is required because space is limited. Registration will take place promptly at 8:00, the morning of class. Please register online now! [www.tiny.cc/boatsafe](http://www.tiny.cc/boatsafe).

April 30 – 8:30a-12:30p: Girl Scout Workshop (Bugs) for Daisies and Brownies: Brownies will earn their Legacy Bugs badge and Daisies will earn their Clover petal. This fun-filled event will help Brownies discover bugs and why they are important, while Daisies will discover the world around them alongside their Girl Scout sisters.

May 5 – 12p-1p: Friends of the Loxahatchee River Meeting: Join Beau Yeiser, Biological Scientist with Florida Fish and Wildlife Commission, to discuss "Monitoring the Fisheries of our Lagoons". He will review fisheries research in the Indian River Lagoon, mostly as it pertains to the Fisheries Independent Monitoring program and look at methods and results (spoiler: they catch lots of neat fish!). Data collected from this program has been used to aid management in recent years.

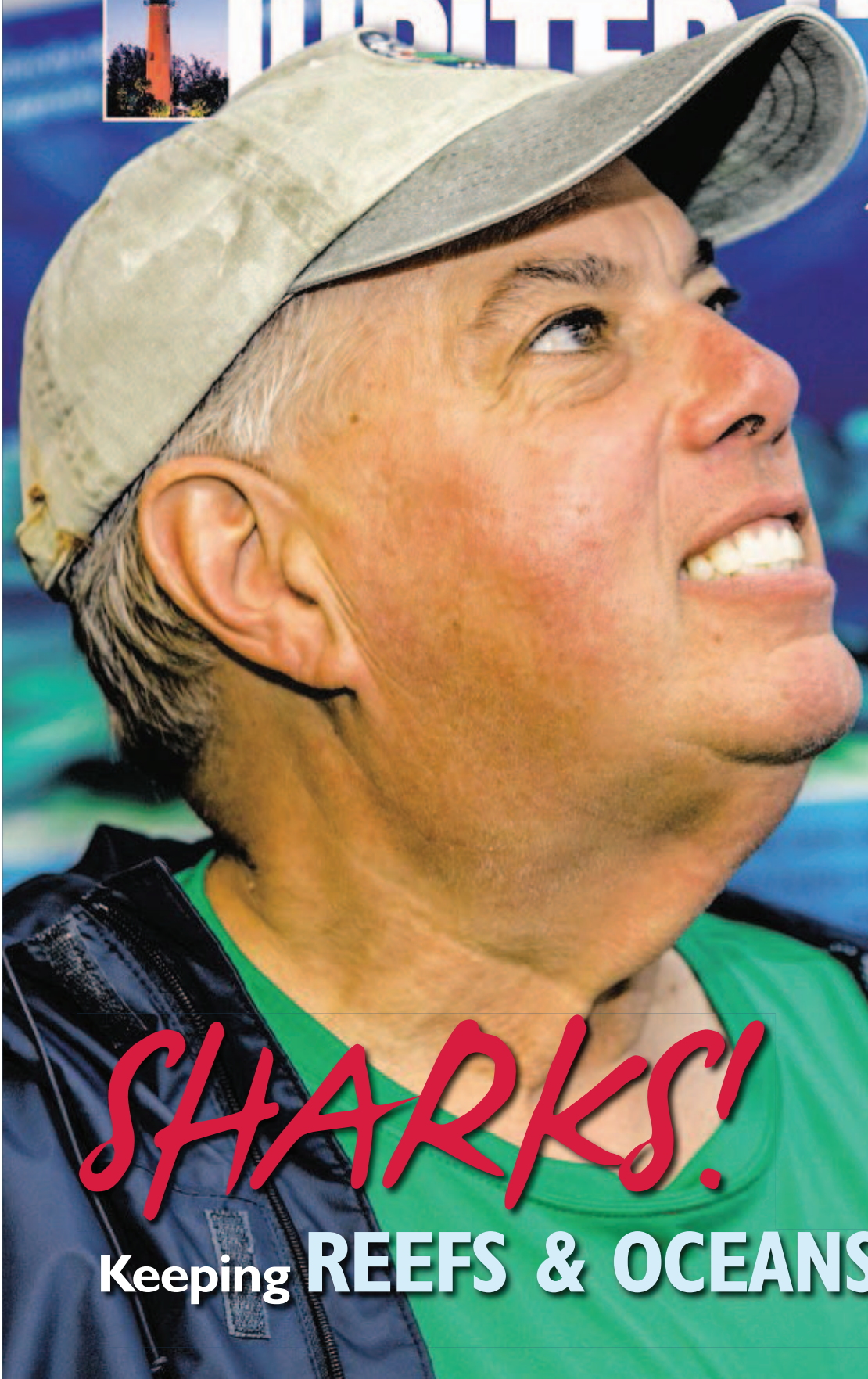
May 15 - 8:30a-4:30p: About Boating Safely: While boating can be a fun and relaxing experience, operating a boat, especially for young people, can be dangerous. This issue was brought to light last summer when Austin Stephanos and his good friend were lost at sea. In hopes of preventing similar tragedies the River Center is collaborating with the US Coast Guard Auxiliary "Flotilla 52" to provide Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit founded in Austin's name and dedicated to raising awareness and promoting educational programs to improve boater safety. Participating in effective boater safety training is the most significant thing boaters can do to decrease their risk of mishap while on the water. Potential boaters need to understand the dangers of boating in hazardous waters like the Jupiter Inlet. Although there is no cost for the class, a \$10.00 deposit per student is required to reserve a seat. This deposit will be refunded in full to all students who complete the class. Please bring a lunch. Pre-registration is required because space is limited. Registration will take place promptly at 8:00, the morning of class. Please register online now! [www.tiny.cc/boatsafe](http://www.tiny.cc/boatsafe).

May 17 – 31<sup>st</sup> Loxahatchee River Wild and Scenic Anniversary – Tentative River Center Kayak Tour to Riverbend Park.



# JUPITER COURIER

*Newsweekly*



**Those GLORY  
DAYS men** Page 29

**Els' GOLF  
CHALLENGE**  
'largest ... in history'  
Page 22

**SHARKS!**

Keeping **REEFS & OCEANS** healthy  
Page 10



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- 10th **More Abundantly**

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## ON THE COVER/INSIDE



LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY

### SHARKS! KEEPING REEFS AND OCEANS HEALTHY

The River Center is creating a dynamic exhibit to educate the public on Marine Fisheries and Marine Protected Areas. The center has enlisted the help of Randy Jordan, who has a wealth of hands-on experience with the local shark population. See Lori Griffith's Special Report on Page 10.



PROVIDED PHOTO/COKE COAKLEY

### THOSE GLORY DAYS MEN...

Jupiter Glory Days defeated the Tampa Blue Jays Dominican Republic team 8-1 in the finals of the 20-team "over-45" Sunshine Classic baseball tournament in Fort Myers. Like a fine wine ... "sometimes you just get smarter and better with age," says manager Joe DeSantis, pictured, of Stuart. Read the story, on Page 29.

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Arts Diary — Page 8  
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# SHARKS!... & the River Center Keeping REEFS AND OCEANS healthy

By **LORI GRIFFITH**  
Special to The Courier Newsweekly

**S**urviving more than 400 million years and several mass extinctions, the current worldwide shark hunting frenzy could quite possibly be responsible for the future extinction of the marine world's apex predator.

Contributing to the decimation of the shark population is the Asian demand for shark fin soup, served at celebratory functions and estimated to be responsible for 100 million sharks killed annually, according to *The Smithsonian*.

Forty years ago, Peter Benchley induced fear into an entire generation with the release of the film "Jaws."

The "jaws effect" kept beach-goers out of the water and spawned a hunting and killing frenzy among others.

In the film's aftermath, sharks along the Eastern Seaboard were nearly wiped out.

While shark phobia continues, the critical role they play in keeping our oceans alive and healthy is uppermost on the minds of scientists and environmentalists alike.



**special report**



LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY  
**Jocelyn O'Neill, River Center Environmental Education manager, says education is the key to survival of sharks in our world.**

**SPECIAL REPORT**

# Sharks: At the top of the food chain



LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY  
 “Djenni The Shark” is always a welcome sight when she makes her way back to Florida waters each year, O’Neill said. Sharks are named and recognized from the scars they bear and hooks lodged in their jaws.

At the top of the food chain, sharks keep food webs in balance.

Considered a keystone species, they tend to eat very efficiently – going after the old, sick or slower fish, thus keeping the reefs and oceans healthier.

By removing the sick and the weak, they prevent the spread of disease and outbreaks that could be devastating. Where sharks are eliminated, the marine ecosystem loses its balance.

Locally, the River Center in Jupiter aims to do its part to educate the public of the crucial nature they play by introducing a fully interactive exhibit, Jupiter Shark Exploration.

**JUPITER SHARK EXPLORATION**

With a grant from the Van Pelt Foundation, the River Center is creating a

dynamic exhibit whereby the public can be educated on Marine Fisheries and Marine Protected Areas.

Through several reiterations the River Center team decided to use the plight of sharks to portray their message.

Jocelyn O’Neill, River Center Environmental Education manager, said, “We needed something dynamic that would grab people’s attention similar to how turtles, dolphin and manatee do. People are very interested to learn more about sharks.”

She enlisted the assistance of Randy Jordan, a well-respected environmentalist and dive charter owner (Emerald Charters). Jordan has a wealth of hands on experience with the local shark population, in addition to stunning

See SHARKS, 12

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**SPECIALREPORT**

**SHARKS**  
from 16

source," she said.

The entire Florida Keys is a Marine Protected Area, and within that are a few untouchable areas where fishing isn't allowed - however people can dive and snorkel. People are encouraged to support the Marine Protected Area and observe healthy reefs and the abundance of marine life living among them, she added.

Reefs are generally healthier in Marine Protected Areas and tend to draw big fish and sharks due to the available food source.

"You know it's a healthy reef if you see sharks," O'Neill said, adding the main threats to reefs are environmental - poor water quality and pollution.

"Our oceans are warmer, which can cause coral bleaching. Once a coral bleaches it is unlikely that they will regain the zooxanthellae (a special symbiotic algae that lives in their tissues)," she said.

"When the water warms, the zooxanthellae leaves, causing the corals to lose their major food source and become more



LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY

Jocelyn O'Neill, River Center Environmental Education manager, noted "We needed something dynamic that would grab people's attention similar to how turtles, dolphin and manatee do. People are very interested to learn more about sharks."

See SHARKS, 16



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# Trunk Show

Thursday, March 17 - Stuart

Friday, March 18 - Tequesta



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## SPECIAL REPORT

### SHARKS from 15

susceptible to disease and death. Once the corals die, then fish will leave the reef unable to survive without the corals and the habitat they provide.

“No fish....no sharks.”

#### TEACHING A NEW GENERATION

Conservation begins with education. And the River Center aims to teach a new generation, along with their parents, the crucial purpose sharks have and hopefully put an end to the myth of sharks being fearsome man-eaters.

“We have the power to educate in a friendly atmosphere where kids will get hands-on education and when they leave, it’ll be “fins-up for sharks” and know that we shouldn’t be killing them.

“When they hear about someone killing sharks, the next generation will say ‘Mommy that’s a bad thing’ and hopefully the cycle ends,” Jordan said.

In his youth, Jordan and his friends

would catch sailfish, smoke them and eat them. Through education, people know now to catch and release.

#### MARINE PROTECTED AREA?

There is currently a movement under way to have NOAA declare the Jupiter reef system a Marine Protected Area. Being so close to the Gulfstream, Jupiter is like a “rest area off the main highway,” where a lot of sharks aggregate on their normal migration, Jordan indicated.

Commercial fishermen are allowed to kill them during this period but when presented with the science showing they aggregate, the commercial fishermen readily agreed ... “that it would be a bad idea to catch sharks at this time in this area.

“Twenty-eight thousand petition signatures later, the solution to this was simply to talk to the commercial guys. And they agreed to not fish in Jupiter, which ultimately is saving the Lemon, Bull, Tiger and Hammerhead population,” he said.

See SHARKS, 36



LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY

Jocelyn O’Neill, River Center Environmental education manager

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before 1:00 p.m.

**18 Holes with Cart \$35**  
after 1:00 p.m.

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**SPECIAL REPORT**

**SHARKS**  
from 16

LORI GRIFFITH/SPECIAL TO THE COURIER NEWSWEEKLY

The Jupiter Shark Exploration exhibition is scheduled to open later this month at the River Center in Jupiter.



**THE BIGGEST THREAT**

Over-fishing is the biggest threat to the shark population, according to O'Neill, noting, "Lemon sharks don't reach maturity until 12 years old; and then only have a few pups per year, as opposed to a Dolphin fish that can release thousands of fish and are totally sustainable."

"The shark is not like that, making them completely susceptible to over-fishing," she said.

"We believe once the public is educated to the plight of the sharks that change can be affected to save the apex predator from extinction."

O'Neill said she hopes the River Center will become a center for sharks, much like Loggerhead MarineLife Center in Juno Beach is for turtles.

"I want people to think of the River Center as a go-to for all shark related information."

**THE EXHIBIT**

The River Center invites everyone to visit their new exhibition opening later this month.

See SHARKS, 38

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COMMUNITY FEATURES

# 'Adventure Awaits'

## *Palm Beach County announces Spring series*



PROVIDED  
PHOTO/  
PALM BEACH  
COUNTY ERM

Local resident Kristen Studt explores Palm Beach County's North Jupiter Flatwoods Natural Area, as the sun sinks below the horizon.

By **NICOLE SCIANDRA**

Provided to The Courier Newsweekly

Palm Beach County's Department of Environmental Resources Management invites everyone to experience the wild beauty of the county's natural areas through its new event series titled "Adventure Awaits."

With 10 events having been scheduled from February to May, there are many opportunities to interact with ERM naturalists.

They are leading sunset hikes, cycling and paddling tours, and are teaching nature photography skills and explore the night sky.

### THROUGH OUR NATURAL AREAS

"This series offers guided adventures through our natural areas so that participants can feel comfortable returning to experience more of these places that make Palm Beach County so special," said Rob Robbins, director of ERM.

The "Adventure Awaits" event series seeks to introduce residents and visitors to the hidden eco-treasures in Palm Beach County's natural areas.

The public may participate in one experience - or multiple activities - in the new event series, which will be made available each season with a new list of offerings.

### SPACE LIMITED

Space is limited and advance registration is required for most of these free

events.

Adventures vary in level from "beginner" to more "advanced," and each is a different experience.

The complete Adventure Awaits schedule can be found online at <http://www.pbcgov.org/erm/pdf/AdventureAwaits.pdf>.

For more information on specific events or to reserve your spot, please call 561-233-2400 or visit [www.pbcgov.com/erm/](http://www.pbcgov.com/erm/). Follow us on Facebook and Instagram @PBCERM.

# Director's Report

- Admin. & Fiscal Report attach. #1
- Engineering Report attach. #2
- Operations Report attach. #3
- Information Services Report attach. #4
- Other Matters attach. #5

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

Telephone (561) 747-5700 • Fax (561) 747-9929 • www.loxahatcheeriver.org

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



## Memorandum

To: Governing Board

From: Kara Peterson, Director of Finance and Administration

Date: April 15, 2016

Subject: Monthly Financial Report

### Balances as of March 31, 2016

#### Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Amount
FL Community Bank	9 Months	10/12/16	0.50%	\$ 2,034,782
TD Bank	6 Months	07/18/16	0.56%	2,002,204
FL Community Bank	18 Months	02/28/17	0.75%	2,028,350
FL Community Bank	18 Months	02/28/17	0.75%	2,028,350
TD Bank	3 Years	06/02/17	0.92%	2,033,985
TD Bank	3 Years	08/04/17	1.19%	1,019,936
TD Bank	4 Years	08/19/17	1.40%	2,074,634
TD Bank	2.5 Years	03/02/18	1.11%	2,012,915
TD Bank	3 Years	05/22/18	1.14%	2,019,749
TD Bank	5 Years	08/19/18	1.87%	2,100,290
TD Bank	5 Years	04/29/19	1.88%	1,555,245
TD Bank	5 Years	09/22/19	2.09%	2,064,730
<b>Subtotal</b>				<b>\$ 22,975,170</b>
<b>Other:</b>				
FL Community Bank - Public Demand			0.86%	\$ 7,554,365
SunTrust-Business Account			0.35%	3,240,705
<b>Subtotal</b>				<b>\$ 10,795,070</b>
<b>Total</b>				<b>\$ 33,770,240</b>

Average weighted rate of return on investments is: 1.02%

As of 03/31/16:

3 month Short Term Bond: 0.21%

1 month Federal Fund Rate: 0.50%

Cash position for March 2015 was \$27,700,987. Current Cash position is **up** by \$6,069,253.

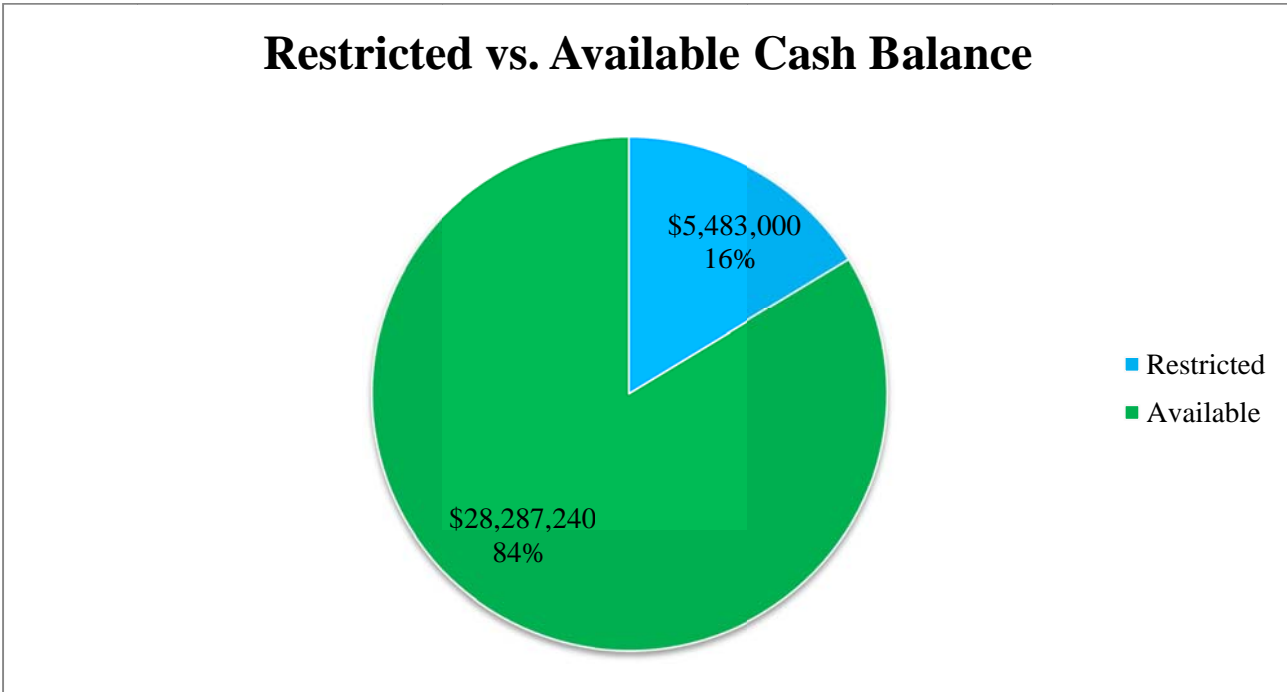
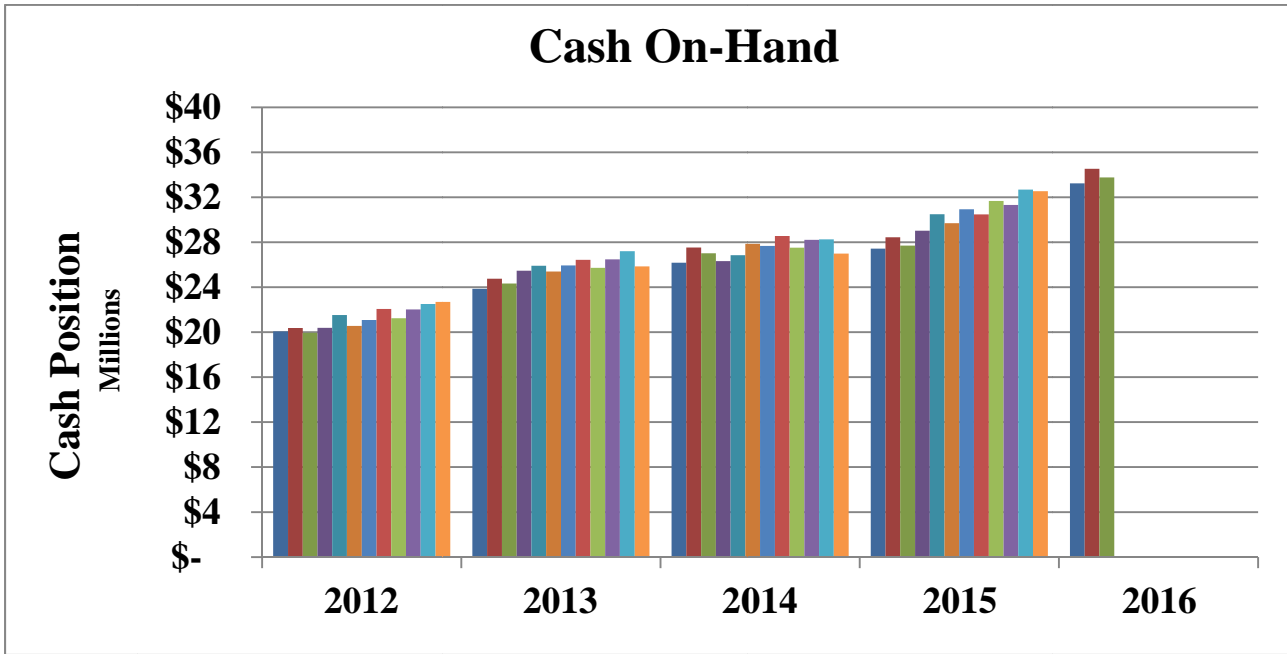
Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Board Member

Gordon M. Boggie  
Chairman

Harvey M. Silverman  
Board Member

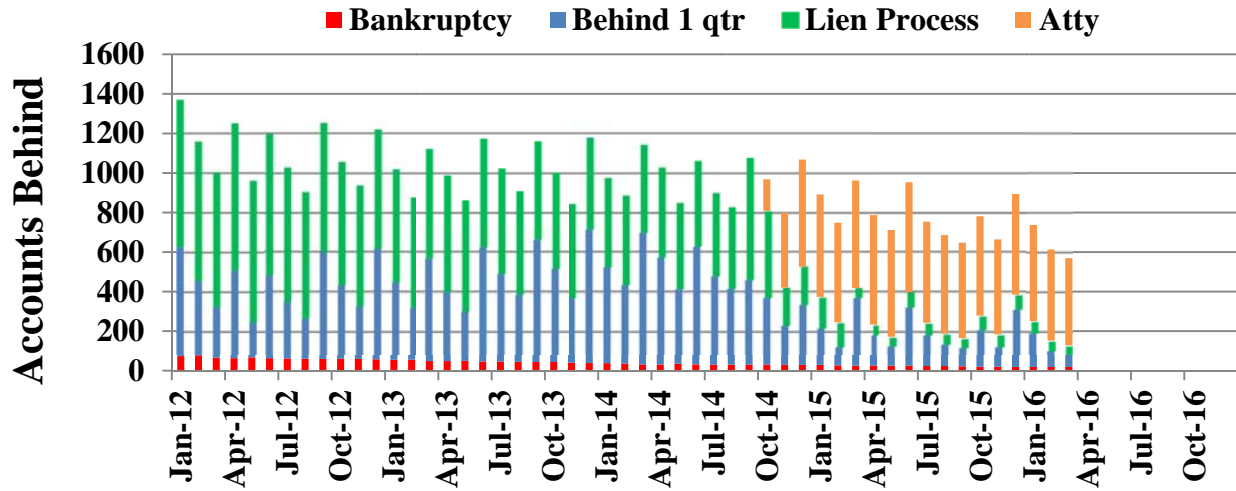
James D. Snyder  
Board Member



**Accounting:**

- Legal fees collected for the month of March were \$7,269. The fiscal year-to-date total is \$78,740.
- Septage billing for March was \$518. All septage dumping accounts are current.
- Developer’s Agreement – Jupiter Country Club entered into a new agreement for additional ECs.
- I.Q. Water Agreements – Town Center Phase I and Sophia are past due for March.
- Estoppels – For March is \$7,075. The fiscal year-to-date total is \$36,400.
- Accounts in Bankruptcy – 19; Accounts in ‘Prior to Lien Process’ – 66; Lien – 43 Accounts; Attorney – 441 Accounts; Mortgage Foreclosure (active) – approximately 4.

# LRD Accounts Falling Behind



# Loxahatchee River District

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

## MEMORANDUM

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

FROM: Kris Dean, P.E.  
Director of Engineering Services

DATE: April 14, 2016

SUBJECT: Director's Report - Engineering Division  
April 2016 Board Meeting

---

### Developer Projects

Staff were active on 12 Developer projects including the following activities.

Plan Review: Staff performed plan reviews for the following projects.

*Els Center of Excellence Phase 2:* The second phase of Els Center for Excellence, a school for children and adults with autism.

*Bella Villagio:* Residential development on County Line Rd just west of US 1. This project provides a gravity collection system to serve 16 townhomes.

Construction: Staff performed construction inspections, shop drawing review, RFI responses and/or attended preconstruction meetings for the following projects.

*Barcelona Commercial:* Commercial and retail development adjacent to Barcelona Residential south of Toney Penna Dr on Military Trail.

*Sonoma Isles Residential Phase 2:* This project provides a gravity collection system and lift station to serve approximately 275 residential units and club facilities. This project was formerly known as Lakewood and Parcel 19.

*Pennock Preserve PUD Phase 1:* This project connects Pennock Preserve to the existing Prada development and provides a gravity sewer system to 8 of the 16 residential lots.

*Innovation Way:* A right of way project in Abacoa on the west side of Institute for Healthy Living.

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Board Member

Gordon M. Boggie  
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Board Member

Final Completion: Staff performed final completion activities to include final inspections, record drawings review and punch lists.

*Jupiter Country Club Pod D (Phase 1):* This project provides the first phase of the gravity sewer system to serve 40 residential lots in Jupiter Country Club.

*Jupiter/Palm Beach Motor Coach Resort Onsite:* This project provides a private lift station and collection system to serve approximately 100 recreational vehicle hook-ups and community facilities. It will ultimately connect to the District via a 6" force main installed as part of a separate project.

*Sonoma Isles Residential Phase 1:* This project provides a gravity collection system and lift station to serve approximately 275 residential units and club facilities. This project was formerly known as Lakewood and Parcel 19.

One Year Inspections: Staff performed one year warranty inspections on the following project.

*Jupiter Medical Park Phase 2:* The second phase expansion of the Jupiter Medical Park.

*Els Center of Excellence Phase 1:* The first phase of Els Center for Excellence, a school for children and adults with autism.

*Limestone Cay:* This project provided a gravity collection system to serve 35 residential lots off of Limestone Creek Road.

## **Capital Projects**

Staff were active on 15 Capital projects including the following activities.

Design/Bid: Staff are currently in the design or bidding phase for the following projects.

*Lift Station Rehabilitations for 2016:* This project was awarded at last month's board meeting. The Notice To Proceed and preconstruction meeting are tentatively scheduled for later this month.

*Hylands Terrace (formerly reported as County Line Rd):* Staff have completed the design for low pressure sewer systems to serve various residences on Harken Terrace, Whispering Pines Trail, Linden Street, Pine Grove Street and County Line Rd as part of the Neighborhood Septic Tank Conversion to Sewering Program. The project is currently in permitting with the FDEP and Martin County.

*Hibiscus Avenue:* Staff are working on the gravity sewer design.

*Lift Station # 6 Rehabilitation:* Design is complete and the project is currently in permitting with the Town of Jupiter.



Construction: Staff provided construction inspection and engineering oversight for the following projects.

*Cleaning, TV Inspection and Lining Services:* The contractor is performing TV inspections of the gravity collection systems for Lift Stations 57, 58, 62, 65, 66, 68, 94 and 97 this month.

*Clark Lane Phase 2:* Construction of a low pressure sewer system to serve the final 4 lots on Clark Lane.

*N. Riverside Drive:* Construction of a low pressure sewer system to serve 4 lots on N. Riverside Drive.

Consultant Projects:

*Master Lift Station Rehabilitation Preliminary Engineering Report:* Staff coordinated with the consultant for flow analysis. This project looks at the final phase of rehabilitation for the Master Lift Station located just east of Pennock Ln and Indiantown Rd. The project will include pump replacement, electrical system evaluation, piping modifications, bypass facilities, isolation valves and coatings.

*Alternate A1A Subaqueous Crossing Preliminary Engineering Report:* The consultant submitted a draft bypass plan and met with staff to review options. This project looks at the replacement options and emergency bypass pumping plan for the 24" wastewater force main crossing the Loxahatchee River at Alternate A1A.

*Loxahatchee River Road IQ Main Replacement:* The consultant is working with ACOE for permitting. This project replaces the existing aerial crossing just north of the Eagles Nest development with a subaqueous directional drill.

*Jupiter Inlet Colony Neighborhood Rehabilitation:* This project provides a gravity collection system and lift station to serve the approximate 240 homes and town facilities located in Jupiter Inlet Colony. Construction is anticipated to begin in April 2016.

*Little Oaks/River Oaks Gravity Collection System:* Staff coordinated with the engineering consultant, attended progress meetings and provided periodic site inspections for progress, construction materials and dewatering sampling for this project that installs a gravity collection system and lift station to serve a combined 73 lots in the Little Oaks and River Oaks developments off of Roebuck Road.

*Maplewood Drive Force Main:* Staff performed plan, specification and permit reviews for this project that installs a new back up force main from LS 21 to the force main in Indian Creek Parkway. This project is currently out to bid.

*Jupiter Plantation Force Main Replacement:* Staff performed plan, specification and permit reviews for this project that replaces the existing force main from LS 13 in Jupiter Plantation to the gravity collection system in Center St. This project is currently in permitting with PBC Land Development

*Turtle Creek:* Staff performed preliminary plan reviews for this project that provides gravity sewers for Phase 1 of Turtle Creek Drive.

## **Other Utility Projects**

These projects include plan review, coordination and inspections associated with other utilities such as the Town of Jupiter, Village of Tequesta, Town of Juno Beach, Palm Beach County and Martin Co.

*Jupiter Park Drive (Beacon St. and surrounding area):* this is a Town of Jupiter right of way improvement project that installs sidewalks along portions of Jupiter Park Drive. Staff are coordinating with the Town to avoid existing force mains in the right of way.

*Donald Ross Rd Improvements:* A road way improvement project between I-95 and Military on Donald Ross.

*Pine Gardens South:* A Town of Jupiter project that provides storm system upgrades in the Pine Gardens South development.

*Jupiter River Estates:* A Town of Jupiter re-paving project in the Jupiter River Estates development.

## **Construction**

Staff were involved in various projects including the following activities.

*Nano Concentrate 12" Valve Actuator at the Injection Well:* Staff installed a new valve actuator on the nano concentrate line from the Town of Jupiter.



*Merritt Way Low Pressure Service Upgrades:* Staff began construction of upgrades to the Merritt Way low pressure system to be in compliance with current standards.



*Lift Stations 57, 58, 62, 65, 66, 68, 94 and 97:* Staff are systematically working in these areas to locate or install right of way clean outs in coordination with upcoming TV inspections.

Signed,

Kris Dean, P.E.  
Director of Engineering Services

/KD

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# Loxahatchee River District

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

## MEMORANDUM

TO: Albrey Arrington, Executive Director

FROM: Tom Vaughn, Director of Operations

DATE: April 12, 2016

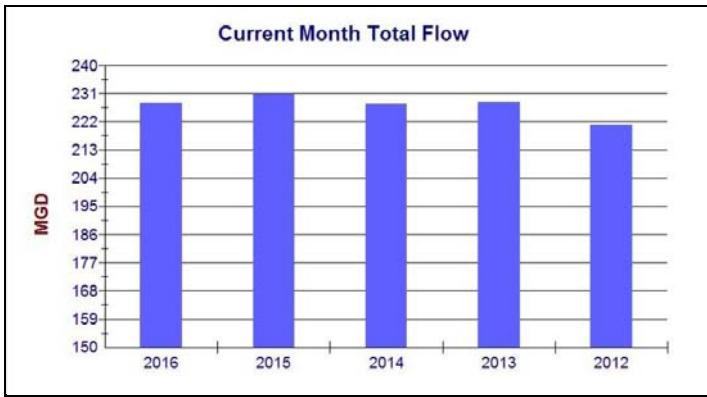
SUBJECT: Operations Department Monthly  
Report for March 2016

### Treatment Plant Division

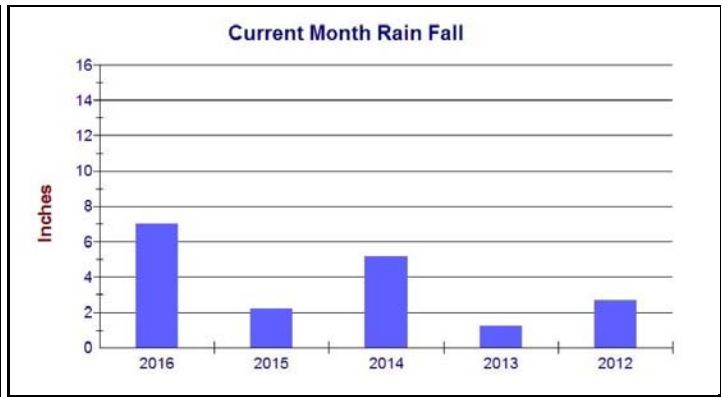
The month of March saw the start of budget planning and continued cross training between operators and the maintenance staff. Operators attended the FW&PCOA short school in March and all of our operators attended the American Heart Association's Heartsaver CPR AED training.



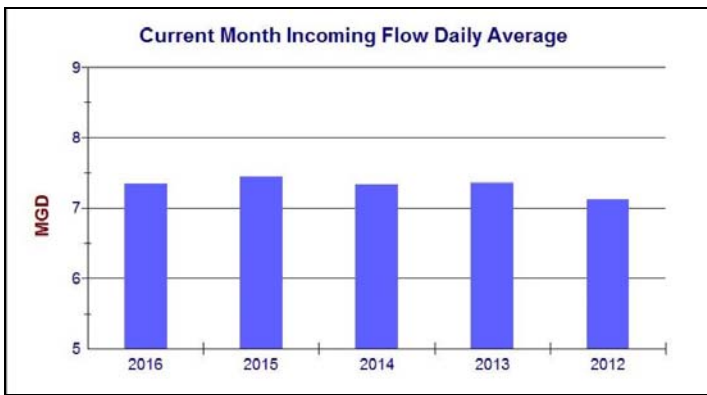
**We have had another great month of no Permit exceedances.**



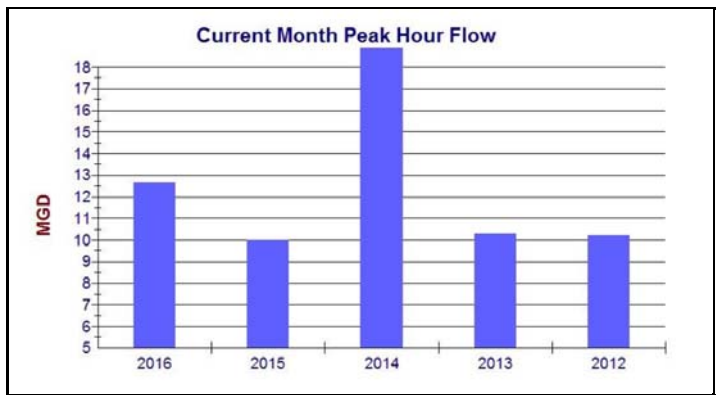
The plant total flow for the month of March was 227.95 million gallons.



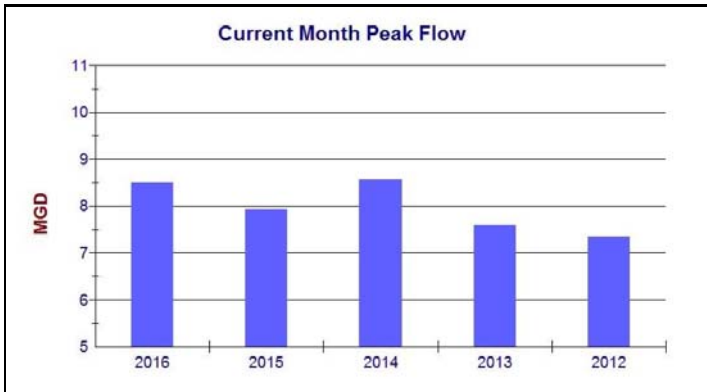
7.01 inches of rainfall were recorded at the plant site during the month of March.



The treatment plant incoming flow for the month of March averaged 7.35 MGD compared to 7.44 MGD one year ago for the same month.

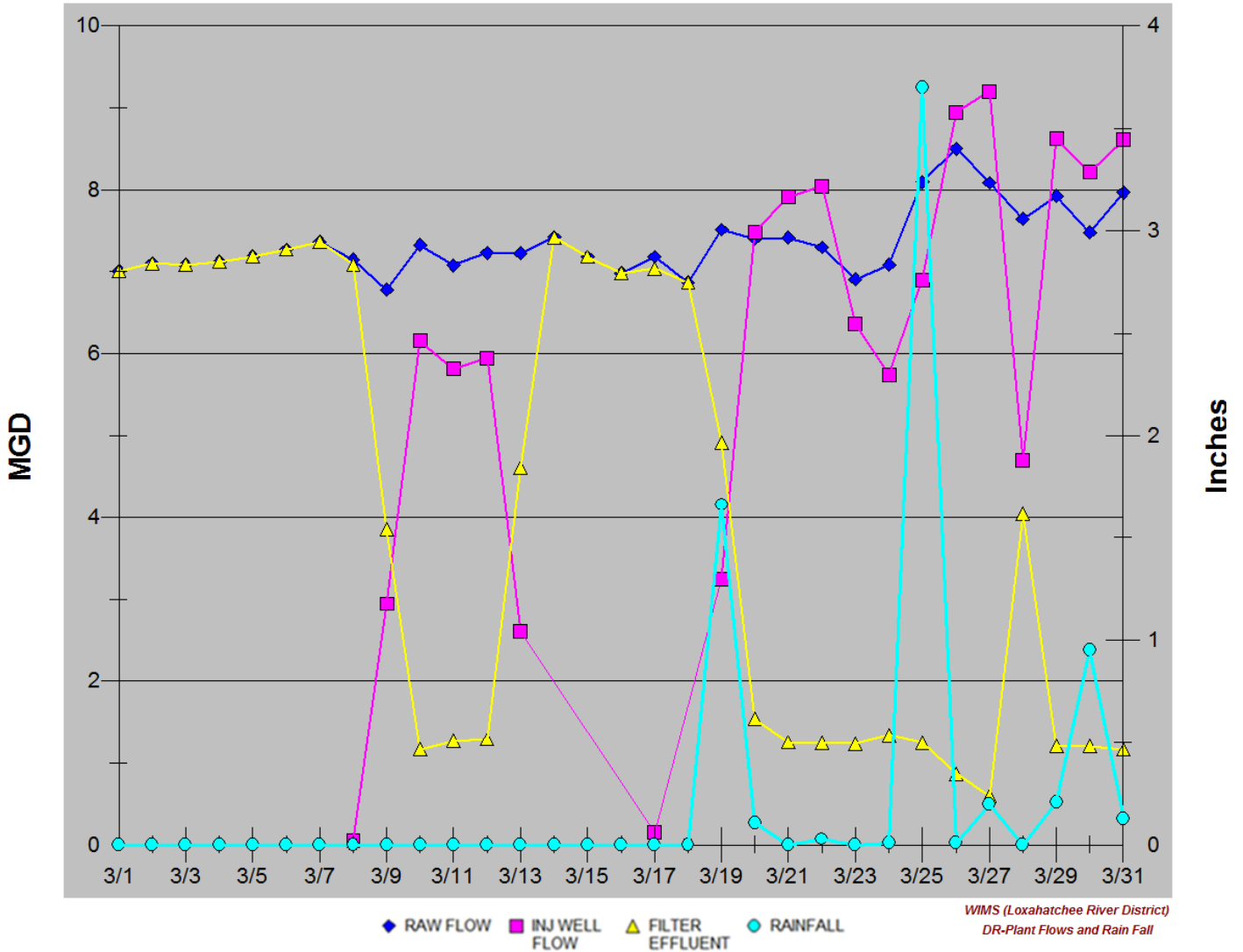


The peak hourly flow rate in March was 12.67 MGD.



The greatest single day average flow in March was 8.50 MGD.

The plant received 227.95 MG of influent flow of which 126.85 million gallons were sent to the IQ storage system where they were dispersed as needed to the various golf courses and the Abacoa development sites. Due to wet weather conditions and 7.01 inches of rain during the month, 117.69 million gallons of blended effluent was diverted to the Injection Well. Overall, 55.65% of incoming flows was recycled for IQ use and the plant delivered 135.35 million gallons of IQ water to the Reuse customers.



For the year 2016, the plant recycled 32.67% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 225.34 million gallons.

All required monthly reporting has been submitted on time.

## Safety / Compliance

**TRAINING.** Training for the month of March involved the understanding of Ergonomics.

Ergonomics is defined as the science of arranging things, and the people who use them, to interact as safely and efficiently as possible. Also called biotechnology or human engineering, understanding the principles of ergonomics allows employees to recognize known hazards and control their risk of injury. A few examples would be using proper lifting techniques to help avoid back injuries or using appropriate personal protective equipment, such as knee pads to avoid painful situations while kneeling during a required task. Ergonomics also addresses repetitive motions that may increase the risk of musculoskeletal disorders (MSDs) and how to mitigate these situations.



**D.E.P.** The District held DEP certification testing on the 10<sup>th</sup> and 11<sup>th</sup> of March in the Operations Education Room. An average of one hundred people visit our facility each month in the hopes of advancing their license status. Certification tests include drinking water, wastewater, collections and distribution. All of these certifications play a very important role to ensure that the people involved within Florida's water industry are as knowledgeable as they can possibly be.



The training and education involved and required, assure our communities that they are receiving the very best from their local facilities.

**CPR & AED.** CPR and AED certification training was completed by members of the Operations, Collections, Maintenance, Engineering and Construction departments. The training was performed by a certified instructor of the American Heart Association, and each employee received a training certificate valid for two years.

CPR (cardiopulmonary resuscitation) is a life-saving procedure which helps to keep blood flowing to the brain, by the use of chest compressions, in the event an incapacitated person is not breathing or their heart has stopped. These situations may be encountered by a person after receiving a severe electric shock, heart attack, or drowning. The proper use of an AED (automated external defibrillator) was also included in the training regimen. A portable AED is used to deliver a brief electroshock to an incapacitated person's heart, through electrodes placed directly on a person's chest.

The AEDs found in various locations here at the District, have the ability to analyze a patient's condition and determine if their heart is in a shockable condition. If the AED determines that a shock is warranted, it will give a command to

prepare, and to administer the electrical shock to the person in need. There are situations in which a person is deemed “not shockable” and the unit will advise the user that no shock shall be administered.

Statistics show that the use of an AED within the first five minutes of a person suffering from cardiac arrest can increase their chances of survival from less than 5% to as much as 70%. The tools and training provided by the District, offer invaluable life-saving technics and equipment, which are always ready at a moment’s notice.



**Jupiter U.** The District received a visit from “Jupiter U” on the 16<sup>th</sup> of March. Jupiter U is a program developed by the Town of Jupiter to offer residents an opportunity to learn about their local government and supporting services. Residents received an in depth tour of our facility and gained an education on how the District collects, recycles, and reuses over 7 million gallons every day from our community.

Topics discussed included, how being a “zero discharge” facility we are able to protect our local water ways from surface water discharges. The District’s mission to conserve precious drinking water by recycling reclaimed water for irrigation purposes.

Public education and laboratory testing, help our communities understand how our efforts protect and enhance the quality of life in our area. Many of the people I spoke with were very familiar with the Loxahatchee River District and very satisfied with our purpose and achievements.

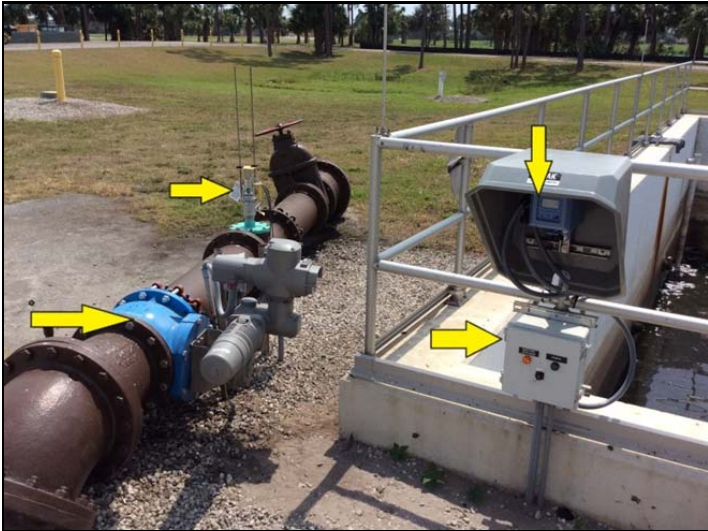


The District has no injuries to report for the month of March.



## Collections and Transmissions Division

**BELOW.** Work was performed on the Nano-concentrate main from the Town of Jupiter WTP and is part of directing concentrate flow to the District's lake storage or to the deep well injection station. The project included a new SCADA controlled electric actuator and valve as well as a new flow meter that is tied into SCADA for real time data trending. All work was performed by District reuse operators, the Construction crew, and PCC (Process Control Consultants). The start-up began with a visit by a flow meter vendor representative.



**BELOW.** A District route crew and Vendor technician worked on installing a spare actuator on the pump check plug valve. This work was performed at the Master pump station #1 on the pump #3 discharge check valve.



**RIGHT.** A factory refurbished water strainer was delivered to the District warehouse and checked into inventory. This was per budget R & R Reclamation & Disposal. The strainer is for the Abacoa Master Reclaimed pump station #518. It was a complete factory rebuild with new interior rubber lining.



**LIFT STATIONS.** For the reporting month, eleven (11) new low pressure systems came online in the low pressure pump station system.

The District's Vac Con Crew cleaned the following lift stations in March 2016; # 11-13-15-18-34-83-88-93-126-140-153-160-170-208-226-233.

The District's engineering one (1) year Bond inspections were:

- Limestone Cay; 6 manholes with 1,208 lineal feet of mainline
- Els Center of Excellence RI; 5 manholes with 932 lineal feet of mainline
- Jupiter Medical Center; 7 manholes with 655 lineal feet of mainline

**BELOW.** Cleaning of the influent line to clarifier # 1 was successful. Collections, Construction, Plant and Maintenance crews worked together on this project and all personnel involved did an excellent job of safely and efficiently clearing the blockage within the line.



## Maintenance

Once again, the District's Maintenance Crews performed excellent work fabricating components so that we can better maintain our infrastructure.

**BELOW.** Clarifier #1 has supporting straps welded to the upper and lower sections of the main structure of the piping that the rake assembly rides on.



The piping had a door cut into it for entry to allow inspections and maintenance to be performed. This will also permit operators to accomplish debris removal and will allow access for remote camera evaluation of the piping.



# Why You Need to Cross Train Your Staff



## 1 Ensure Long Term Success

When you have multiple employees that can handle various tasks within your office, they can help cover responsibilities, that way you won't have to spend extra money hiring a temp employee.

Allowing your employees to constantly learn new tasks and responsibilities is a great way to enhance their career development.



## 3 Improve Workflow

Cross training makes it easier for you to spot inefficiencies in your workflow.

As employees explain the processes behind their tasks and procedures in your practice, they will be forced to look deeply at the way they complete those tasks.

This allows for discoveries and suggestions for improvement.

## 2 Create an All-Star Team

When you have employees with expanded skill sets, you have the opportunity to promote within your practice if someone leaves, which will make both you and your employees happy.

Plus, you'll boost morale within your practice because your staff will feel valued as they see you investing in their personal skills.



## 4 Increase Teamwork

Cross training provides your staff with the ability and opportunity to collaborate across departments.

As they begin to understand how the various roles connect across your practice, you'll be able to eliminate the "that's not my job" mentality.



**See ya' at the Top – (That's near Cheese Station "N")**

**Tom Vaughn  
Director of Operations**

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

## MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director  
FROM: Bud Howard, Director of Information Services  
DATE: April 15, 2016  
SUBJECT: Monthly Governing Board Update for February 2016

---

## WildPine Ecological Laboratory

### Riverkeeper Project

In March, LRD and Town of Jupiter staff sampled 55 water quality monitoring sites. Seventy percent of the stations showed safe levels of microorganisms, up from 60% last month. Station 56 (Papaya Village Outfall in Martin County) was the only station that exceeded DEP/EPA's Numeric Nutrient Criteria (NNC) for nitrogen, phosphorus, and chlorophyll *a*. Based on the results downstream at Station 53 (JD Park Road Culvert) the nutrients are assimilated and water quality improves as the water flows through the park before it reaches the north fork of the Loxahatchee River.



Station 88, the newly reconfigured drainage for Sonoma Isles, was discharging to the Loxahatchee flood plain when we sampled on March 14. Efforts made to reduce nutrient loading to the river through the development of Sonoma Isles appear to be working. The phosphorus concentration was just over DEP/EPA's NNC of 0.120 mg/L at 0.125 mg/L. This result was greatly improved from historical values that were often 10 times higher. At left, lab staff is pictured sampling the new drainage structure, the first time we observed flow since its installation in December 2015.

Station 107 (Rivers Edge) had bacteria levels were below the DEP/EPA's NNC for fecal coliforms in fresh water, an observation we see less than 20% of the time, possibly a result of heavy rainfall and flushing to the system.

### RECOVER Science Meeting

Betsy and Jerry attended the Restoration Coordination and Verification (RECOVER) meeting, hosted by the South Florida Water Management District from March 1-2. The meeting provides a forum for the scientific community to discuss RECOVER restoration as it relates to the Comprehensive Everglades Restoration Plan (CERP) and discuss on-going research in Florida. One highlighted issue is the *Vallisneria americana* (Tape Grass) die-off that is occurring on the west coast. Scientists at the meeting

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Board Member

Gordon M. Boggie  
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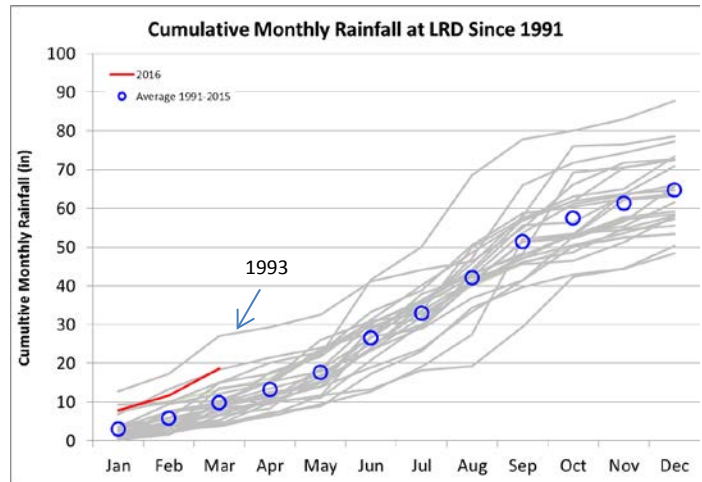
James D. Snyder  
Board Member

expressed interest in evaluating the healthy tape grass beds that have expanded throughout the Northwest Fork of the Loxahatchee River over the past several years.

### Hydrologic and Datasonde Monitoring

2016 continues to be an abnormally wet year with March rainfall at LRD totaling 7.0”, which is more than twice the typical March total of 3.0”. This brings the accumulated rainfall for the year to 18.6”. In the past twenty-five years of record, only 1993 had higher accumulated rainfall through March (see figure). More than half of the month’s total rainfall occurred on March 25 when rainfall measured at LRD totaled 3.7”.

The rainfall through March maintained increased flow into the river. Lainhart Dam had a mean daily flow of 115 cfs with a peak flow of 310 cfs occurring on March 25, the day of peak rainfall for the month. The S-46 flood control structure reported minimal to no flow with the exception of 342 cfs reported on March 31.



In March, salinity throughout the river was similar to historically observed levels. The most “extreme” deviations were at the Inlet with a 3ppt salinity drop below the historical monthly average. The rest of the sites were also slightly below average salinity. It is likely that the rainy days in the latter part of the month were not enough to significantly reduce monthly average salinity due to the lack of rain for the first 18 days of the month.

### Oyster Recruitment Monitoring

Oyster settlement monitoring for February 10 to March 9 showed that spring recruitment season has yet to commence. Oyster settlement within both river forks was minimal with an average of 3.2 spat/m<sup>2</sup> in the Northwest Fork and 3.2 spat/m<sup>2</sup> in the Southwest Fork. Daily average water temperatures were slightly warmer than last month with a mean range of between 21.2°C (70.2°F) and 22.1°C (71.8°F) and peak temperature ranges between 25°C (77°F) and 26°C (79°F), which historically corresponds with minimal to no oyster settlement activity. We generally see an increase in oyster spawning when the average water temperature reaches about 28.0°C (82.4°F). In addition to oyster spat settlement, we also are monitoring the temporal settlement patterns of various organisms (oysters, barnacles, bryozoans, etc.) on travertine tiles to better understand possible interactions with oysters.

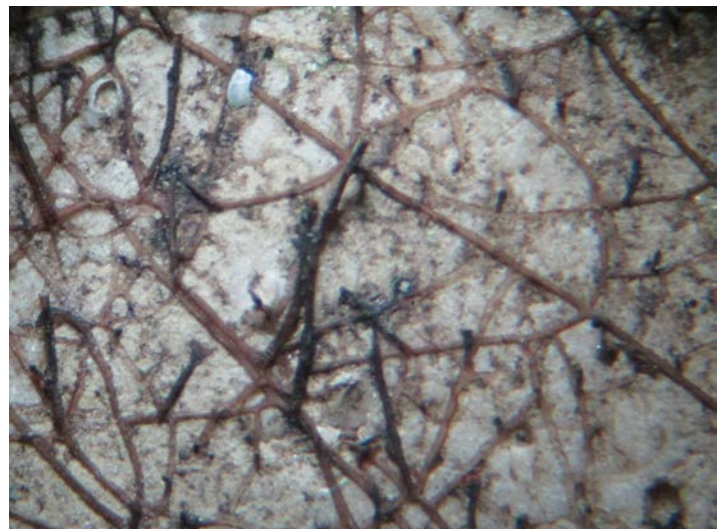


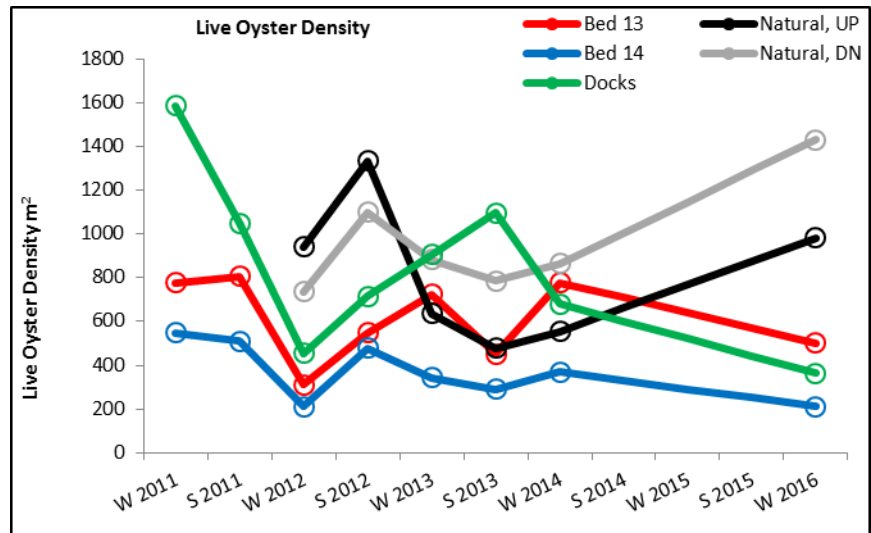
Image the creeping bryozoan *Aetea sica*, one of the several other organisms observed in abundance on the travertine tile.

### Oyster Bed Monitoring

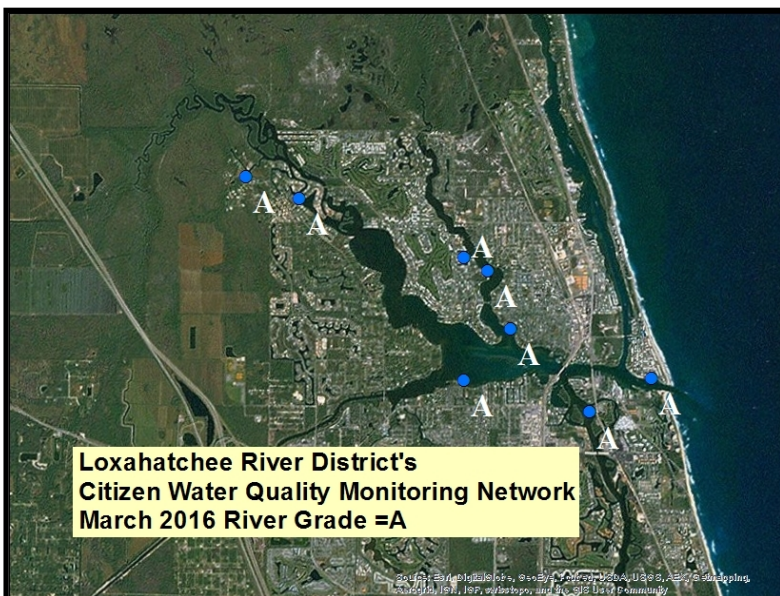
Staff completed the monitoring of both NOAA oyster restoration beds and restoration Dock beds in March. For reference, natural oyster beds were also monitored. Live oysters were observed at all sites. Bed 13 (west of “oyster island”) continues to have slightly higher oyster density than the larger restoration site Bed 14 (east of the island and west of the banyan tree). Several sample points within Bed 14 and the Dock sites had no (or very few oysters) and are covered in sand either from subsidence or accumulation of sand. Independent of the sand-covered sites, the natural oyster beds had considerably higher oyster density than any of the restoration beds.



Natural oyster beds (red) and oyster restoration sites (yellow) in the Northwest Fork.



Oyster density (m<sup>2</sup>) at all five monitoring sites. Oyster beds were not sampled during summer 2014 through all of 2015.



### Volunteer Water Quality Monitoring

The water quality in the Loxahatchee watershed improved substantially in March. The grade at each station was an “A”, which gave the entire watershed an “A” grade for the month. The rain did not contribute any excessive tannin stained freshwater into the system until later in the month. In general, all of the parameters scored in the “Good” to “Fair” ranges. Fifty percent of the water clarity readings were “Clear to Bottom”.

## Information Technology

### **Computer Deployment**

Joel configured and deployed nine new, replacement computers for staff in various departments as part of continuous life-cycle replacement program. We generally replace District computers every 5 years.

### **Computerized Maintenance Management System - CMMS**

Alan and Dave continue to work through software installation, configuration, and data conversion of our CMMS upgrade. Two installations of the software are complete – one for testing and one for production. They are now working through test imports of various data sets and beginning the extensive configuration of the system to suit our needs. The new program offers a wealth of features and capabilities that were not possible with our existing system.

## Customer Service

### **Payment Processing**

In March the Customer Service Team closed out the 1<sup>st</sup> Quarter Billing processing the last couple thousand late payments. Staff used the “quiet” time to perform important account research and maintenance. Second quarter bills were sent April 12<sup>th</sup> and 13<sup>th</sup> and included notification of the new policies approved by the Board last month and take effect in July.

### **Lien Account Data Migration and New Procedures Planning and Testing**

We have begun the research, planning and testing the migration of data for our lien accounts from our attorney’s office back into our customer management database, and the new procedures for managing delinquent accounts.

### **Account Information Cross-Referencing Project**

Staff also received training on a new mapping and database tool to cross reference our account information with the County property appraisers, Town of Jupiter, and Village of Tequesta. This long-term project will help to reconcile and verify all information in our customer service to improve how we monitor ownership, mailing address, and development status data against county and town records.



# 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: Administration Staff  
DATE: April 14, 2016  
SUBJECT: Consultant Payments

The following amounts have been reviewed, and approved for payment to our consultants for work performed during the prior month.

	<u>Prior Month</u>	<u>Fiscal YTD</u>
DeSantis, Gaskill, Smith & Shenkman	\$9,424.34	\$73,458.27
Arcadis	\$960.00	\$6,762.50
Hazen	\$6,224.36	\$58,322.33
Holtz	\$6,225.85	\$48,713.15
Mathews	\$35,878.50	\$187,402.75

Should you have any questions in regard to these items, please contact Kara Peterson concerning the attorney's invoice, and Clint Yerkes concerning the engineers' invoice.

L:/data/admin/board/consult.doc

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



# Future Business

## Neighborhood Sewering:

- Jupiter Inlet Colony construction meetings
- Turtle Creek Phase I-Construction contract award
- Hibiscus Ave-Construction contract award
- Riverside Dr Ph 3 Final Assessment
- Clark Lane Ph II Final Assessment

## Other:

- Procurement Policy
- Policy & Procedures
- Lift Station #6 Rehab Construction Contract
- Move May Board Meeting to Wed., May 18<sup>th</sup>