

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

AGENDA REGULAR MEETING #13-2017 SEPTEMBER 21, 2017 – 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 4**
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Hurricane Irma Update **Page 12**
 - B. Loxahatchee River District Dashboard **Page 13**
5. Consent Agenda (see next page) **Page 14**
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Sterling Assessment Review **Page 52**
 - C. Health Insurance for Board Members **Page 53**
 - D. Final Budget-Fiscal Year 2018 **Page 58**
 - E. Busch Wildlife Sanctuary Update **Page 84**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 117**
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: September 6, 2017

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
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. Imperial Woods Notice of Intent to Assess (Resolution 2017-20) **Page 15**
- B. Turtle Creek Subsystem 4 Preliminary Assessment (Resolution 2017-21) **Page 25**
- C. Fixed Asset Disposal – to approve disposal **Page 34**
- D. Merchant Services (credit card processing) – to award contract **Page 35**
- E. Turtle Creek Subsystem 1 – to award contract **Page 36**
- F. Waste Management FY 2017 – to increase purchase order **Page 40**
- G. Waste Management FY 2018 – to approve annual purchase order **Page 41**
- H. Solid Waste Authority – to approve annual purchase order **Page 42**
- I. Bill Processing (Arista) – to approve annual purchase order **Page 43**
- J. Landscaping (Terracon) Contract – to renew contract **Page 44**
- K. Personnel Policies and Procedures – to approve update **Page 45**
- L. Change Orders to Current Contracts – to approve modifications **Page 50**

7. REPORTS

- A. Neighborhood Sewering **Page 85**
- B. Legal Counsel's Report **Page 88**
- C. Engineer's Report **Page 89**
- D. Busch Wildlife Sanctuary **Page 96**
- E. Friends of the Loxahatchee River **Page 97**
- F. Director's Report **Page 103**

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

AGENDA
PUBLIC HEARINGS #12-2017
SEPTEMBER 21, 2017 - 6:55 P.M. AT DISTRICT OFFICES
ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. To receive public comments pertaining to the Fiscal Year 2018 Budget.
4. Comments from the Board
5. 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."

A handwritten signature in blue ink, appearing to be "D. Albrey Arrington".

Submitted by:
Date: September 6, 2017

data:\admin\board\agendaPH

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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: Recording Secretary

DATE: September 6, 2017

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Public Hearings and Regular Meeting of August 17, 2017. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the August 17, 2017 Public Hearings and Regular Meeting as submitted.”

J:\BOARD\MinutesSamples\MinutesMemo.docx

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

Ref. 09-2017

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
AUGUST 17, 2017

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Silverman called the Public Hearing of August 17, 2017 to order at 6:57 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Mr. Boggie
Mr. Silverman
Mr. Snyder

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO RULES CHAPTER 31-3.

No comments were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Silverman adjourned the Public Hearing at 6:58 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref. 10-2017

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
AUGUST 17, 2017

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Silverman called the Public Hearing of August 17, 2017 to order at 6:59 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock
Mr. Silverman
Mr. Snyder

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL ASSESSMENT ROLL FOR HIBISCUS AVE.

No comments were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Silverman adjourned the Public Hearing at 7:00 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref: #11-2017

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
AUGUST 17, 2017

1. CALL TO ORDER

Chairman Silverman called the Regular Meeting of August 17, 2017 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Mr. Silverman
Mr. Snyder
Dr. Rostock
Mr. Rockoff arrived at 7:22 pm
Mr. Boggie

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

Consultants in attendance were Mr. Stanley and Mr. Bomarito from Hazen and Sawyer, Ms. Wood and Ms. Miranda from Holtz Consulting, Mr. Pugsley from Mathews, and Mr. Shenkman with Smith, Gaskill & Shenkman.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearing and Regular Meeting of June 15, 2017 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the June 15, 2017 Public Hearing and Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Items 5B and 5E were moved from the Consent Agenda to the Regular Agenda.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard discussed water quality issues in Jones Creek and will follow up on two homes in the Sims Creek watershed area that are still on septic systems.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of August 17, 2017 with Items 5B and 5E removed.”

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

A. Final Assessment-Hibiscus Ave. (Resolution 2017-19)

“THAT THE GOVERNING BOARD approve Resolution 2017-19 adopting the Hibiscus Ave. Final Assessment Roll and Exhibits.”

C. Administrative Credit for FAU – to approve credit to quarterly sewer charge

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to apply an administrative credit on Florida Atlantic University’s account #3203900 totaling \$23,078.02 to correct billing errors on Quarterly Sewer Services bills for Q4-2016, Q1-2017 and Q2-2017.”

D. Sludge Hauling (H&H) – to renew contract

“THAT THE DISTRICT GOVERNING BOARD authorize execution of the third of three contract extensions with H&H Liquid Sludge Disposal, Inc. for Residuals Hauling in the amount of \$13.24/ton, and in an amount not to exceed \$180,000.00 for the October, 2017- September 30, 2018 period.”

F. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property including fixed asset numbers PE23-1 and OE0263-1. These assets have no book value.”

G. Low Pressure Pumps – to approve purchase

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

THE DISTRICT GOVERNING BOARD authorizes purchase of 75 low pressure pumping units for Turtle Creek Subsystems #1 and #4 from Southeastern Pump in the amount of \$243,625.00, in accordance with their 2013 pricing.”

H. Bella Villaggio Assessment Amendment – to approve amendment

“That the Governing Board APPROVE the AMENDED Transfer of Lien to Non Ad Valorem Tax Bill & Final Assessment Roll for BELLA VILLAGIO ASSESSMENT AREA (formerly known as County Line Road-PBC Assessment Area) as presented.”

I. Change Orders to Current Contracts – to approve modifications

No action was required.

6. REGULAR AGENDA

A. Consent Agenda Items Pulled for Discussion.

5B. Merchant Services (Suntrust) – to amend purchase order

Mr. Howard discussed the situations that caused the additional fees charged by Suntrust.

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

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to increase the not to exceed purchase order #16-1158 with Suntrust Bank by \$22,000 to \$97,000 for the remainder of FY 2016-2017.”

5E. Laboratory Services (Pace) – to approve purchase order

Mr. Howard reviewed his memo.

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

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to execute the second 2-year extension of our contract with Pace Analytical Services, Inc., and authorize a 2-year purchase order with an annual expenditure not to exceed \$44,000 for FY’s 2017-2018 and 2018-2019, all in accordance with their contract agreement executed October 18, 2012.”

B. Chapter 31-3, Regulations for Sewer Systems

Dr. Arrington reviewed the proposed changes to the Chapter 31-3 Rules.

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

“THAT THE DISTRICT GOVERNING BOARD approve the amended Chapter 31-3 Rule as presented and effective immediately.”

C. Turtle Creek Subsystems 2 and 3 Award of Contract

Mr. Yerkes reviewed the Contract Award memo.

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

“THAT THE DISTRICT GOVERNING BOARD authorize award of Turtle Creek Subsystem 2 and 3 Gravity Sewer contract to Giannetti Contracting Corp., in the amount of \$667,182.00 based upon unit prices.

and

THAT THE DISTRICT GOVERNING BOARD authorize a contingency amount of \$13,300.00.”

D. Draft Budget -Fiscal Year 2018

Dr. Arrington reviewed the Draft Budget for the upcoming fiscal year. Mr. Silverman noted the revenue anomalies due to Jupiter Inlet Colony sewerage and Jupiter Farms Elementary sewerage and noted that revenues will return to normal in FY 2019.

No action was taken.

7. REPORTS

Item 7B was pulled for discussion.

B. LEGAL COUNSEL’S REPORT

Mr. Shenkman informed the Board that Attorney General Pam Bondi’s opinion determined that the Board may elect to extend the District’s Group Health Insurance benefits to include the Governing Board. This item will be added to the September, 2017 Governing Board meeting agenda.

The following reports stood as written:

A. NEIGHBORHOOD SEWERING

C. ENGINEER’S REPORTS

D. BUSCH WILDLIFE SANCTUARY

E. FRIENDS OF THE LOXAHATCHEE RIVER

F. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Dr. Arrington discussed the need for an Ethics Training Course for the Governing Board and scheduled such training for October 19, 2017 from 1 - 5 pm.

9. COMMENTS FROM THE BOARD

Mr. Boggie gave an update on Busch Wildlife Sanctuary and stated that the Executive Director meeting had been rescheduled for Tuesday at 10:00 am.

Mr. Boggie also suggested a closer alliance with, and interest in, the Busch Board.

10. ADJOURNMENT

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

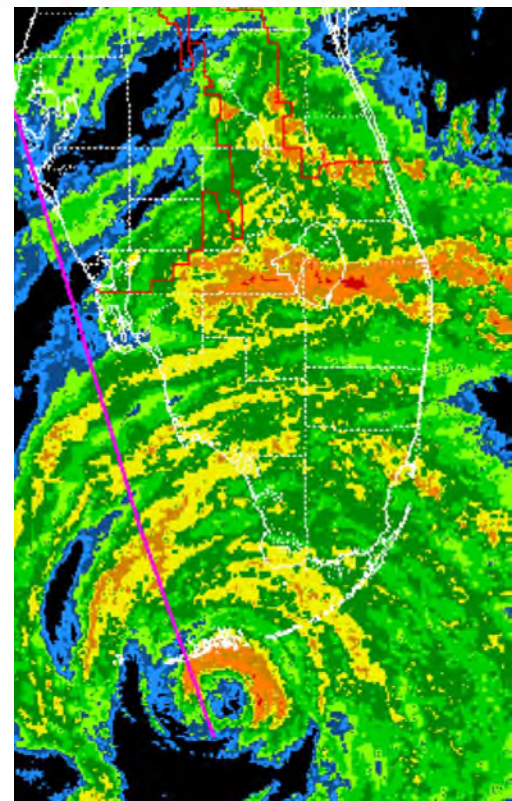
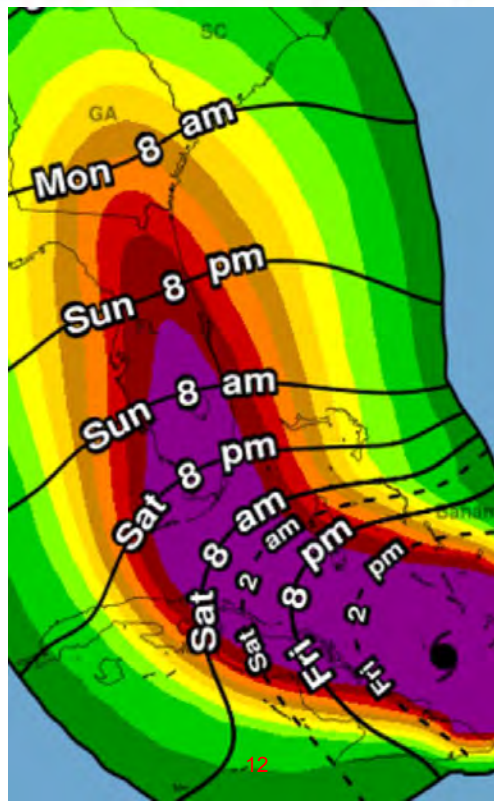
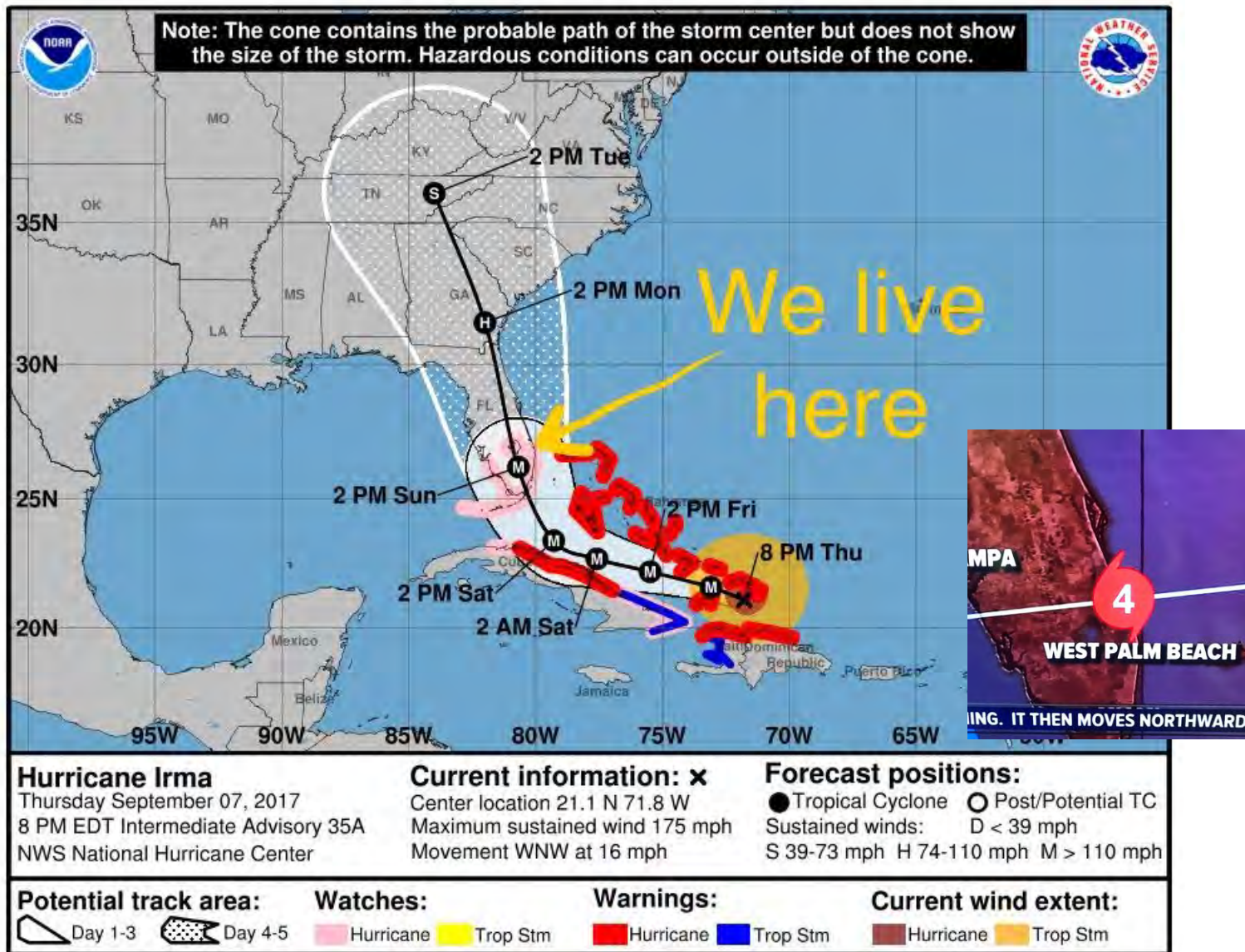
“That the Regular Meeting of August 17, 2017 adjourn at 8:28.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Hurricane Irma – status update and discussion of our response



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		% of Target	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)
Green Level		≥ 90%	< 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
Yellow		≥ 75%	< 8.8	≤ 2	1	≥ 1	≥ 1	≤1875	≤ 25	< \$9,894,657	≥ 90%	≥ 80%	≥ 60%	≥ 60%	-	mean ≥ 35	min ≥ 10 ‰	2 or more sites >200 but ≤ 400
Red		<75%	≥ 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
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
2016 Baseline		2,169	6.7	0	0	1	0	1,063	12	33,223,653	96%	90%	100%	85%	0	104	18	1 > 200
2016	Aug	110%	6.1	0	0	0	0	1177	10	\$ 33,614,905	96%	89%	100%	75%	0	86	22.5	3 > 200
	Sept	78%	6.1	0	0	0	0	1130	14	\$ 31,704,142	96%	90%	100%	75%	0	144	19.3	1 > 200; 2 > 400
	Oct	97%	6.4	0	0	2	0	1130	12	\$ 32,240,265	92%	66%	100%	100%	0	150	14.7	0 > 200
	Nov	107%	6.4	1	0	2	0	1080	14	\$ 33,915,704	92%	74%	100%	100%	0	24	25.0	0 > 200
	Dec	115%	6.6	0	0	1	0	1037	12	\$ 32,385,357	93%	82%	100%	100%	0	24	30.6	1 > 200
	Jan	98%	6.8	1	0	1	0	1117	8	\$ 32,818,515	93%	84%	100%	100%	0	28	31.0	0 > 200
	Feb	109%	7.0	0	0	0	0	1094	13	\$ 33,194,315	93%	84%	100%	92%	0	25	32.3	0 > 200
	Mar	106%	7.0	0	0	0	0	1049	9	\$ 31,721,673	94%	87%	100%	86%	1	28	31.3	0 > 200
2017	Apr	98%	7.0	2	0	1	0	1077	18	\$ 30,421,690	94%	89%	100%	79%	0	8	28.4	0 > 200
	May	89%	6.3	0	0	2	0	964	8	\$ 31,466,437	95%	89%	100%	79%	0	15	31.5	0 > 200
	June	123%	6.7	0	0	0	0	1039	0	\$ 28,992,848	94%	89%	100%	79%	0	18	15.9	0 > 200
	July	111%	6.2	0	1	1	0	1011	4	\$ 29,834,468	95%	88%	100%	79%	0	26	27.0	1 > 200
	Aug	78%	6.0	0	0	3	0	1056	15	\$ 30,208,664	95%	88%	100%	79%	0	73	23.4	0 > 200
	Consecutive Months at Green	0	99	4	1	0	49	84	4	99	65	6	24	0	5	1	2	10
	Metric Owner	O'Neill	Cruz	Dean	Dean	Dean	Cruz	Cruz	Dean	Peterson	Peterson	Peterson	Yerkes	Yerkes	Cruz	Howard	Howard	Howard

Metric	Explanation
Public Education	The River Center was closed to accomplish some much needed maintenance and facility repairs following our very busy summer season. The lower than expected participation was due to the planned closure.
Sewer Overflow	A directional bore contractor cased a sewer overflow when he damaged our gravity sewer and reclaimed water force main at Fredrick Small and Greenway in Abacoa; and we had a blocked gravity main on Philadelphia that caused a minor sewer overflow. Reclaimed water was released through a failed air release valve on reuse force main along Central Boulevard, while this is not a sewage overflow it is reported as one to DEP.
Capital Projects	Loxahatchee River Road wastewater force main and IQ force main replacements were significantly delayed in the permitting process, but we have permits now! Lift Station 114 rehab is significantly behind schedule, but it is out to bid now. Master Lift Station rehab continues to be behind schedule, though the engineering design is nearing

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: D. Albrey Arrington, Executive Director
DATE: September 12, 2017
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. Imperial Woods Notice of Intent to Assess (Resolution 2017-20)
- B. Turtle Creek Subsystem 4 Preliminary Assessment (Resolution 2017-21)
- C. Fixed Asset Disposal – to approve disposal
- D. Merchant Services (credit card processing) – to award contract
- E. Turtle Creek Subsystem 1 – to award contract
- F. Waste Management FY 2017 – to increase purchase order
- G. Waste Management FY 2018 – to approve annual purchase order
- H. Solid Waste Authority – to approve annual purchase order
- I. Bill Processing (Arista) – to approve annual purchase order
- J. Landscaping (Terracon) Contract – to renew contract
- K. Personnel Policies and Procedures – to approve update
- L. 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 September 21, 2017 as presented."

Signed,

A handwritten signature in blue ink, appearing to read "D. Albrey Arrington".

D. Albrey Arrington
Executive Director

L:/Board/Consent

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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 GROGAN

Attorney

SMITH, GASKILL & SHENKMAN, P.A.

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

August 25, 2017

LEGAL ASSISTANTS

CIVIL TRIAL, PROBATE

AND FAMILY LAW

KAREN M. BOYDEN-LOPATOSKY
MINDY VASSER

PERSONAL INJURY

ROBIN B. MODLIN, CP
KEITH SWIFT

REAL ESTATE

JUDY D. MONTEIRO
DENISE B. PAOLUCCI
MELISSA KAJEEJIT

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 **IMPERIAL WOODS** 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 2017-20, 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 2017-20 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the **IMPERIAL WOODS** Assessment Area."

I will bring the originals to be signed at the Governing Board meeting, and leave them for the District to electronically 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
IMPERIAL WOODS 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 21st day of September, 2017, 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 21st day of September, 2017, 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
IMPERIAL WOODS 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 21st day of September, 2017, passed Resolution **2017-20**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2017-20**, 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 21st day of September, 2017, that the information contained herein is true and accurate.

WITNESSES:

D. Albrey Arrington, Ph.D.
Executive Director

STATE OF FLORIDA
COUNTY OF PALM BEACH

SWORN TO and subscribed before me this 21st day of September, 2017, 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 2017-20

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO **IMPERIAL WOODS** 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 **IMPERIAL WOODS** 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 “**IMPERIAL WOODS** 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 **IMPERIAL WOODS** 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 **IMPERIAL WOODS** 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 21st DAY OF SEPTEMBER, 2017.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
VOTE

HARVEY M. SILVERMAN, Chairman

STEPHEN ROCKOFF

GORDON M. BOGGIE

JAMES D. SNYDER

DR. MATT H. ROSTOCK

N.T.S.



- PALM BEACH COUNTY , FLORIDA**

EXHIBIT “B”

PROPOSED SEWER SERVICE ASSESSMENT AREA

IMPERIAL WOODS ASSESSMENT AREA

The properties to be provided sewer service are located within Section 27, Township 40 South, Range 42 East, Unincorporated Palm Beach County and lies within the following general boundaries:

On the North by The Islands of Jupiter (Martin County);
On the South by Fox Run Subdivision;
On the East by Loxahatchee River Road; and
On the West by North Fork Subdivision.

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

6,220	Lineal Feet of Low Pressure Force Main
47	Services
47	Low Pressure Pumping Units

Mr. & Mrs. Robert Burgess
19800 Castlewood Dr
Jupiter FL 33458
re: 19800 Castlewood Dr
00-42-40-27-04-000-0020

Mr. & Mrs. William Shaddix
19780 Castlewood Dr
Jupiter FL 33458
re: 19780 Castlewood Dr
00-42-40-27-04-000-0030

Mr. & Mrs. Glenn Davis
19760 Castlewood Dr
Jupiter FL 33458
re: 19760 Castlewood Dr
00-42-40-27-04-000-0040

Mr. & Mrs. Barry Webster
19765 Castlewood Dr
Jupiter FL 33458
re: 19765 Castlewood Dr
00-42-40-27-04-000-0050

Mr. & Mrs. Nicholas Green
19785 Castlewood Dr
Jupiter FL 33458
re: 19785 Castlewood Dr
00-42-40-27-04-000-0060

Mr. & Mrs. David Summers
19805 Castlewood Dr
Jupiter FL 33458
re: 19805 Castlewood Dr
00-42-40-27-04-000-0070

Mr. & Mrs. Lajos Horvath
19840 Queenswood Dr
Jupiter FL 33458
re: 19840 Queenswood Dr
00-42-40-27-04-000-0080

Ms. Mary Livadas
19810 Queenswood Dr
Jupiter FL 33458
re: 19810 Queenswood Dr
00-42-40-27-04-000-0090

Ms. Marilyn Henderson
19780 Queenswood Dr
Jupiter FL 33458
re: 19780 Queenswood Dr
00-42-40-27-04-000-0100

Mr. Michael Clementi
19775 Queenswood Dr
Jupiter FL 33458
re: 19775 Queenswood Dr
00-42-40-27-04-000-0110

Mr. & Mrs. Guy Casaceli
19805 Queenswood Dr
Jupiter FL 33458
re: 19805 Queenswood Dr
00-42-40-27-04-000-0120

Mr. & Mrs. John Aranda
6650 Imperial Woods Rd
Jupiter FL 33458
re: 6650 Imperial Woods Rd
00-42-40-27-04-000-0130

Mr. Harold Miller
6700 Imperial Woods Rd
Jupiter FL 33458
re: 6700 Imperial Woods Rd
00-42-40-27-04-000-0140

Mr. & Mrs. Joseph Flusser
19800 Princewood Dr
Jupiter FL 33458
re: 19800 Princewood Dr
00-42-40-27-04-000-0150

Mr. John Krusbe Jr
19780 Princewood Dr
Jupiter FL 33458
re: 19780 Princewood Dr
00-42-40-27-04-000-0160

Mr. & Mrs. Joseph Mc Key
19775 Princewood Dr
Jupiter FL 33458
re: 19775 Princewood Dr
00-42-40-27-04-000-0170

Mr. & Mrs. Joseph Stonecipher
19805 Princewood Dr
Jupiter FL 33458
re: 19805 Princewood Dr
00-42-40-27-04-000-0180

Ms. Edith Sellars
6750 Imperial Woods Rd
Jupiter FL 33458
re: 6750 Imperial Woods Rd
00-42-40-27-04-000-0190

Mr. & Mrs. Francis Fitzgerald
6800 Imperial Woods Rd
Jupiter FL 33458
re: 6800 Imperial Woods Rd
00-42-40-27-04-000-0200

Mr. & Mrs. Nicholas Kukla
19810 Earlwood Dr
Jupiter FL 33458
re: 19810 Earlwood Dr
00-42-40-27-04-000-0210

Mr. Martha Young
339 Pageant Pk Dr
Barton VT 05822
re: 19780 Earlwood Dr
00-42-40-27-04-000-0220

Mr. & Mrs. Andrew Lourie
19775 Earlwood Dr
Jupiter FL 33458
re: 19775 Earlwood Dr
00-42-40-27-04-000-0230

Mr. & Mrs. Jeff Kosberg
19805 Earlwood Dr
Jupiter FL 33458
re: 19805 Earlwood Dr
00-42-40-27-04-000-0240

Mr. & Mrs. James Reisigl
6850 Imperial Woods Rd
Jupiter FL 33458
re: 6850 Imperial Woods Rd
00-42-40-27-04-000-0250

Mr. & Mrs. Jack Sobel
19865 Earlwood Dr
Jupiter FL 33458
re: 19865 Earlwood Dr
00-42-40-27-04-000-0260

Mr. & Mrs. James Perkins
19895 Earlwood Dr
Jupiter FL 33458
re: 19895 Earlwood Dr
00-42-40-27-04-000-0270

M Gibbs/K Kruckel
19925 Earlwood Dr
Jupiter FL 33458
re: 19925 Earlwood Dr
00-42-40-27-04-000-0280

Mr. & Mrs. Jorge Caro
19955 Earlwood Dr
Jupiter FL 33458
re: 19955 Earlwood Dr
00-42-40-27-04-000-0290

Mr. & Mrs. Terry Stevens
19985 Earlwood Dr
Jupiter FL 33458
re: 19985 Earlwood Dr
00-42-40-27-04-000-0300

Mr. & Mrs. Wayne Marov
19990 Earlwood Dr
Jupiter FL 33458
re: 19990 Earlwood Dr
00-42-40-27-04-000-0310

Mr. & Mrs. Eric Meng
19960 Earlwood Dr
Jupiter FL 33458
re: 19960 Earlwood Dr
00-42-40-27-04-000-0320

Mr. & Mrs. Donald Glass
19930 Earlwood Dr
Jupiter FL 33458
re: 19930 Earlwood Dr
00-42-40-27-04-000-0330

Mr. & Mrs. William Powers
19900 Earlwood Dr
Jupiter FL 33458
re: 19900 Earlwood Dr
00-42-40-27-04-000-0340

Mr. & Mrs. Edward Ras
36 Steeple Chase Rd
Millstone Twp NJ 08535
re: 6799 Imperial Woods Rd
00-42-40-27-04-000-0350

Mr. Daniel Turk Tr
6749 Imperial Woods Rd
Jupiter FL 33458
re: 6749 Imperial Woods Rd
00-42-40-27-04-000-0360

Mr. & Mrs. Daniel Johnson
19895 Princewood Dr
Jupiter FL 33458
re: 19895 Princewood Dr
00-42-40-27-04-000-0370

Mr. L Vogt/M Oades
19925 Princewood Dr
Jupiter FL 33458
re: 19925 Princewood Dr
00-42-40-27-04-000-0380

Mr. & Mrs. John Hudson
19955 Princewood Dr
Jupiter FL 33458
re: 19955 Princewood Dr
00-42-40-27-04-000-0390

Mr. & Mrs. G R Maihack III
19985 Princewood Dr
Jupiter FL 33458
re: 19985 Princewood Dr
00-42-40-27-04-000-0400

Mr. & Mrs. Joseph Mastracchio
19990 Princewood Dr
Jupiter FL 33458
re: 19990 Princewood Dr
00-42-40-27-04-000-0410

Mr. & Mrs. Brian Terry
19960 Princewood Dr
Jupiter FL 33458
re: 19960 Princewood Dr
00-42-40-27-04-000-0420

Mr. & Mrs. Howard Kuhns
19930 Princewood Dr
Jupiter FL 33458
re: 19930 Princewood Dr
00-42-40-27-04-000-0430

Mr. & Mrs. Lars Stubbendorff
19900 Princewood Dr
Jupiter FL 33458
re: 19900 Princewood Dr
00-42-40-27-04-000-0440

Mr. Jeffrey Manning Tr
6699 Imperial Woods Rd
Jupiter FL 33458
re: 6699 Imperial Woods Rd
00-42-40-27-04-000-0450

Mr. & Mrs. James Sherlock III
19925 Castlewood Dr
Jupiter FL 33458
re: 19925 Castlewood Dr
00-42-40-27-04-000-0460

Mr. & Mrs. Robert Harkness
19980 Castlewood Dr
Jupiter FL 33458
re: 19980 Castlewood Dr
00-42-40-27-04-000-0470

Mr. & Mrs. Thomas Bates
19940 Castlewood Dr
Jupiter FL 33458
re: 19940 Castlewood Dr
00-42-40-27-04-000-0480

TIMOTHY W. GASKILL

*Business, Probate
Family Litigation*

DONALD R. SMITH

*Personal Injury & Wrongful Death
Commercial Litigation*

CURTIS L. SHENKMAN

*Board Certified Real Estate
Attorney*

BROOKEGROGAN

Attorney

SMITH, GASKILL & SHENKMAN, P.A.

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

Shenkman@LawPalmBeach.com

September 1, 2017

LEGAL ASSISTANTS

CIVIL TRIAL, PROBATE

AND FAMILY LAW

KAREN M. BOYDEN-LOPATOSKY
MINDY VASSER

PERSONAL INJURY

ROBIN B. MODLIN, CP

REAL ESTATE

JUDY D. MONTEIRO
DENISE B. PAOLUCCI

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

Clint Yerkes, Deputy Executive Director

Loxahatchee River Environmental Control District

2500 Jupiter Drive

Jupiter, Florida 33458-8964

Re: Resolution 2017-21 and Preliminary Assessment Roll for TURTLE CREEK SUBSYSTEM 4

Dear Albrey & Clint:

Please attach to this letter Resolution 2017-21, Exhibit "A" Preliminary Assessment Roll, Map & most recent Exhibit "B" list of property owners as part of the Resolution.

In the Resolution, Sections 2 and 7, the "Board of Adjustment" public hearing and "Governing Board" meeting to confirm the "final" assessment roll is proposed for SEPTEMBER 21, 2017. Preparation is necessary of the Notice to be published and mailed out by Friday, SEPTEMBER 8, 2017.

A SUGGESTED MOTION for the Board at the SEPTEMBER 21, 2017 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution 2017-21 adopting the TURTLE CREEK SUBSYSTEM 4 Preliminary Assessment Roll."

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

LRECD RESOLUTION NO. 2017-21

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **TURTLE CREEK SUBSYSTEM 4** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE PRELIMINARY ASSESSMENT ROLL FOR **TURTLE CREEK SUBSYSTEM 4** 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. **2016-12** 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 **TURTLE CREEK SUBSYSTEM 4** Assessment Area in **MARTIN** 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 **TURTLE CREEK SUBSYSTEM 4** Assessment Area.

WHEREAS, the District’s previous Resolution **2016-12** 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 2017-21
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 October, 2017** 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. **2016-12 and 2017-21** 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 **October 19, 2017** 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 2017-21
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 **September, 2017.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

HARVEY SILVERMAN, Chairman

STEPHEN ROCKOFF

GORDON M. BOGGIE

JAMES D. SNYDER

DR. MATT H. ROSTOCK

Cip/Proj/PrelimAsmt/Resolution

EXHIBIT "A"
PRELIMINARY ASSESSMENT ROLL
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
TURTLE CREEK SUBSYSTEM 4 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 **TURTLE CREEK SUBSYSTEM 4** Assessment Area shall be **\$8,273.96** per parcel of property in the **TURTLE CREEK SUBSYSTEM 4** 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.

PAYMENT OF ASSESSMENT. As to Parcels of **TURTLE CREEK SUBSYSTEM 4** Assessment Area Property in EXHIBIT "B", the **\$7,446.56** assessment may be paid, interest free, at the office of the District on or before May 1, 2018.

Owners who do not pay the \$7,446.56 assessment on or before May 1, 2019 shall have the \$7,446.56 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2018, at six and seven eights percent (6.875%) per annum, to be collected in twenty (20) equal annual installments of \$696.09, commencing with the November 1, 2019 Real Estate Tax Bill.

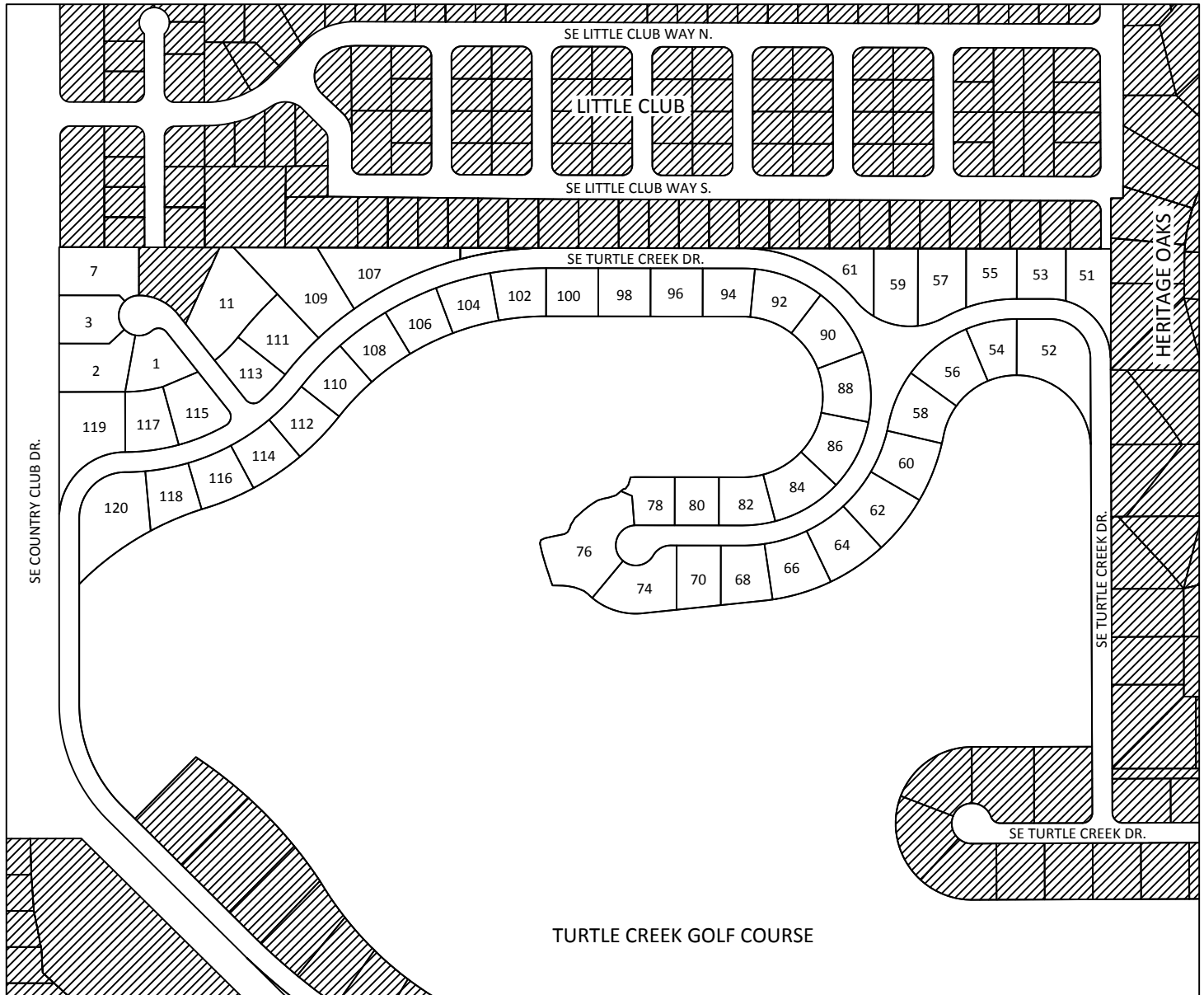
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington, District Clerk, Executive Director

EXHIBIT "B"

TURTLE CREEK - SUBSYSTEM 4

SEWER SYSTEM ASSESSMENT AREA



LEGEND

 NOT IN ASSESSMENT AREA

MARTIN COUNTY, FLORIDA

11-30-2016

SUB 4

Mr. & Mrs. Larry Viens
re: 52 SE Turtle Creek Dr
PO Box 7359
Jupiter FL 33468
22-40-42-015-001-00010-1

Mr. & Mrs. Arthur Lahr
re: 54 SE Turtle Creek Dr
54 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00020-9

Mr. & Mrs. Richard Tessaro
re: 56 SE Turtle Creek Dr
56 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00030-7

Mr. & Mrs. William Hawkins
re: 58 SE Turtle Creek Dr
58 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00040-5

Ms. Carole Fambrini
re: 60 SE Turtle Creek Dr
60 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00050-2

Mr. & Mrs. William Mc Nealy
re: 62 SE Turtle Creek Dr
62 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00060-0

Mr. & Mrs. Stephen Wilgar
re: 64 SE Turtle Creek Dr
64 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00070-8

Mr. & Mrs. Clement Springer
re: 66 SE Turtle Creek Dr
66 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00080-6

Mr. & Mrs. Dennis Coffey
re: 68 SE Turtle Creek Dr
68 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00090-4

D Greene/S Johnson
re: 70 SE Turtle Creek Dr
70 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00100-2

Mr. & Mrs. Edwin Frost
re: 74 SE Turtle Creek Dr
74 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00110-0

Ms. Mary Larizza
re: 76 SE Turtle Creek Dr
76 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00120-8

Mr. & Mrs. Fred Ash
re: 78 SE Turtle Creek Dr
78 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00140-4

Mr. & Mrs. David Wales
re: 80 SE Turtle Creek Dr
80 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00150-1

Mr. Lew Rumsmoke
re: 82 SE Turtle Creek Dr
82 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00160-9

Mr. & Mrs. Anton Greateon
re: 84 SE Turtle Creek Dr
84 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00170-7

Mr. & Mrs. John Maentanis
re: 86 SE Turtle Creek Dr
5337 Fairview
Skokie IL 60077
22-40-42-015-001-00180-5

B Vankat/V Goger
re: 88 SE Turtle Creek Dr
305 Baltimore Ave
Pt Pleasant Bch NJ 08742
22-40-42-015-001-00190-3

Mr. & Mrs. Ronald Harrison
re: 90 SE Turtle Creek Dr
PO Box 221
Orleans MA 02643
22-40-42-015-001-00200-1

Mr. & Mrs. John Andersen
re: 92 SE Turtle Creek Dr
92 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00210-9

Mr. & Mrs. Lawrence Magar
re: 94 SE Turtle Creek
94 SE Turtle Creek
Tequesta FL 33469
22-40-42-015-001-00220-7

Mr. & Mrs. Douglas Knowles
re: 96 SE Turtle Creek Dr
13 Saddleback Rd
Tequesta FL 33469
22-40-42-015-001-00230-5

Mr. & Mrs. Arthur Hanoian
re: 98 SE Turtle Creek Dr
98 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00240-3

Mr. Mark Sedelnik
re: 100 SE Turtle Creek Dr
100 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00250-0

Ms. Dorothy Koteski
re: 102 SE Turtle Creek Dr
27 Cooper Run Dr
Cherry Hill NJ 08003
22-40-42-015-001-00260-8

Mr. & Mrs. Frank Horgan
re: 104 SE Turtle Creek Dr
180 Park Ave
Centerville MA 02632
22-40-42-015-001-00270-6

Mr. & Mrs. Christopher Housen
re: 106 SE Turtle Creek Dr
403 1/2 Osprey Pt Dr
Brielle NJ 08730
22-40-42-015-001-00280-4

Mr. & Mrs. Robert Hendrickson
re: 108 SE Turtle Creek Dr
108 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00290-2

Mr. & Mrs. James Scott
re: 110 SE Turtle Creek Dr
110 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00300-0

Mr. & Mrs. Arthur Fritz
re: 112 SE Turtle Creek Dr
112 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00310-8

Mr. & Mrs. John Sullivan
re: 114 SE Turtle Creek Dr
114 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00320-6

Ms. Adelor Warren
re: 116 SE Turtle Creek Dr
116 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00330-4

Mr. & Mrs. Richard Greisch
re: 118 SE Turtle Creek Dr
402 Reserve Trl
Chagrin Falls OH 44022
22-40-42-015-001-00340-2

Mr. & Mrs. Peter Holcomb
re: 120 SE Turtle Creek Dr
120 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-001-00350-9

Mr. & Mrs. Janis Partlow
re: 51 SE Turtle Creek Dr
112 E Coral Fish Ln
Jupiter FL 33477
22-40-42-015-002-00010-9

Mr. Patrick Cicalese
re: 53 SE Turtle Creek Dr
53 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-002-00020-7

Mr. Roger Buckwalter
re: 55 SE Turtle Creek Dr
48 Wingo St
Tequesta FL 33469
22-40-42-015-002-00030-5

Mr. & Mrs. Harry Fry Jr
re: 57 SE Turtle Creek Dr
57 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-002-00040-3

Ms. Patricia Millman
re: 59 SE Turtle Creek Dr
59 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-002-00050-0

F Latimer/C Colitz
re: 61 SE Turtle Creek Dr
61 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-002-00060-8

Ms. Tania Rosello
re: 107 SE Turtle Creek Dr
107 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00010-7

Mr. & Mrs. Sam Van Sickle
re: 109 SE Turtle Creek Dr
109 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00020-5

Ms. Pauline Brociner
re: 111 SE Turtle Creek Dr
111 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00030-3

Mr. & Mrs. Ronald Johnson
re: 113 SE Turtle Creek Dr
113 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00040-1

Mr. & Mrs. Jerold Miller
re: 115 SE Turtle Creek Dr
115 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00050-8

Ms. Geraldine Gardner
re: 117 SE Turtle Creek Dr
117 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00060-6

Mr. & Mrs. Anthony Interdonato
re: 119 SE Turtle Creek Dr
119 SE Turtle Creek Dr
Tequesta FL 33469
22-40-42-015-003-00070-4

Mr. & Mrs. Forest Padon
re: 1 SE Loggerhead Ln
1 SE Loggerhead Ln
Tequesta FL 33469
22-40-42-015-003-00080-2

Mr. & Mrs. John Rice
re: 2 SE Loggerhead Ln
2 SE Loggerhead Ln
Tequesta FL 33469
22-40-42-015-003-00090-0

Mr. & Mrs. John Bachman
re: 3 SE Loggerhead Ln
3 SE Loggerhead Ln
Tequesta FL 33469
22-40-42-015-003-00100-8

Ms. Kathleen Jennings
re: 7 SE Loggerhead Ln
7 SE Loggerhead Ln
Tequesta FL 33469
22-40-42-015-003-00110-6

Ms. Catherine Von Paul
re: 11 SE Loggerhead Ln
11 SE Loggerhead Ln
Tequesta FL 33469
22-40-42-015-003-00130-2

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, Director of Finance and Administration
Date: September 15, 2017
Subject: Disposal of Fixed Assets

Whenever the District disposes of tangible personal property of a non-consumable nature 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:

Tag #	F/A #	Description	Date Recorded	Acquired Value	Book Value
2698	N/A	Dell Latitude E6530 Laptop	09/30/12	\$ 900	
2750	N/A	Dell Latitude E6530 Laptop	09/30/13	900	-
2791	N/A	GoPro Hero 3+	09/30/15	400	
Total Assets to be Disposed				\$ 2,200	\$ -

These items are no longer of use to the District and will be sold or scrapped.

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 tangible personal property including tag numbers 2698, 2750, and 2791. These assets have no book value.”

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

DATE: September 15, 2017

DEPARTMENT: Customer Service
Bud Howard, Director of Information Services

BUDGET: Payment Processing services budgeted item of \$75,000 for FY2017-2018.
Account #: 40-42-5340

DESCRIPTION:

The District strives to provide convenient and secure payment methods for our customers to pay their quarterly sewer service charges and connection charges. Each year we process over 42,000 credit card and direct debit payments totaling over \$6.7M. There are significant transaction charges associated with processing these forms of payments - presently nearly \$87,000/year.

We recently advertised a Request for Proposals (RFP) for Payment Processing Services to ensure competitive payment processing costs, compliance with digital security standards, and our strong desire to simplify our back-office processing and offer additional payment options to our customers such as electronic check via web and phone, pay by text, etc.

Our solicitation was successful and we received seven proposals. We have carefully reviewed each of the proposals and identified a highly experienced and qualified vendor that offers an excellent suite of systems and services for our staff and customers.

First Billing Services lead the group of proposals in experience (over 400 current contracts), diversity of services, user-friendliness, sophistication, and integration with our customer information system. While this vendor is not the lowest priced vendor, we believe that the marginally higher costs (~\$2,300/yr) are offset by the rich benefits described. Overall, annual payment processing cost estimates based on our Q1-2017 transactions indicates a cost savings of 27% (~\$23,500) over our current provider.

Therefore, we offer the following suggested motion:

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to enter into an agreement with First Billing Services according to the terms of their proposal dated August 23, 2017 and authorize a not to exceed purchase order in the amount of \$75,000 for FY2017-2018.”

L:\Admin\Merchant Services\BoardMemo_FirstBilling_9-2017.docx

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Harvey M. Silverman
Chairman

Dr. Matt H. Rostock
Board Member

James D. Snyder
Board Member

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
Deputy Executive Director

DATE: SEPTEMBER 13, 2017

SUBJECT: AWARD OF CONTRACT
Turtle Creek Subsystem 1 Low Pressure Force Main Contract

The Turtle Creek Subsystem 1 project is located on the south side of the Turtle Creek Community.

This is the last of 4 phases of sewerage in the community and was determined to be the most economically feasible manner to provide sanitary sewer system to these properties.

Design has been completed, permits obtained, and bids have been received. We are ready to proceed with the Award of a Contract for construction.

The attached letter from Holtz Consulting Engineers, Inc. provides a summary of the bids and a recommendation for award to the low bidder who was determined to be responsive and qualified to perform this work. As you may recall The Lazarus Group, Inc., the low bidder, has constructed a prior phase of this project in a timely manner with several resident and HOA member compliments.

The following motion is suggested for approval of this item.

“THAT THE DISTRICT GOVERNING BOARD authorize award of the Turtle Creek Subsystem 1 Low Pressure Force Main contract to The Lazarus Group, Inc., in the amount of \$94,777.00, based upon unit prices.

And

THAT THE DISTRICT GOVERNING BOARD authorize a contingency amount of \$4,000.00”

Should you have any questions please contact me or Christine Miranda at Holtz Engineering.

V://cip/proj/turtlecrk/Subsys1/Bid/Board Award Memo

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member



HOLTZ CONSULTING ENGINEERS, INC.

September 13, 2017

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

**Subject: Turtle Creek Subsystem 1 Low Pressure Force Main
Recommendation of Award to The Lazarus Group, Inc.**

Dear Mr. Yerkes,

On September 7, 2017 at 2:00 p.m. bids were opened for the referenced project. There were (2) two bids accepted for the project as follows:

Bidder	Total Bid Amount	Acknowledged Addenda?	Included Bid Security?	Attended Pre-Bid Meeting?
The Lazarus Group, Inc.	\$94,777.00	Y	Y	Y
Johnson-Davis, Inc.	\$116,500.00	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 The Lazarus Group with a Total Bid Amount of \$94,777.00. 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 The Lazarus Group to be responsive. The Lazarus Group, Inc. has successfully completed several low-pressure force main projects for the Loxahatchee River District including two in which we, Holtz Consulting Engineers, Inc., have been the engineer-of-record. Based upon their recent history with the District we consider them to be responsible as well.

Based on the above information, Holtz Consulting Engineers, Inc. considers The Lazarus Group to be the low responsive and responsible bidder and recommends that they be awarded the contract for the Turtle Creek Subsystem 1 Low Pressure Force Main project in the Total Bid Amount of \$94,777.00.

Sincerely,
HOLTZ CONSULTING ENGINEERS, INC.

Christine Miranda, PE
Principal Engineer

Turtle Creek Subsystem 1 Low Pressure Force Main System

Bid Tabulation

September 7, 2017


ITEM NO.	ITEM	QUANTITY	UNIT	The Lazarus Group, Inc		Johnson-Davis, Inc.		Engineer's Estimate	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	MOBILIZATION/DEMobilIZATION	1	LS	\$7,915.00	\$7,915.00	\$7,000.00	\$7,000.00	\$16,505.00	\$ 16,505.00
2	MAINTENANCE OF TRAFFIC	1	LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$1,288.60	\$ 1,288.60
3	RECORD DRAWINGS	1	LS	\$6,000.00	\$6,000.00	\$8,000.00	\$8,000.00	\$3,603.60	\$ 3,603.60
4	PRECONSTRUCTION VIDEO	1	LS	\$2,072.00	\$2,072.00	\$500.00	\$500.00	\$1,184.40	\$ 1,184.40
5	NPDES PERMIT/EROSION MEASURES	1	LS	\$300.00	\$300.00	\$500.00	\$500.00	\$642.60	\$ 642.60
6	2-INCH PVC FORCE MAIN & FITTINGS	1,890	LF	\$11.00	\$20,790.00	\$20.00	\$37,800.00	\$11.00	\$ 20,790.00
7	1.5-INCH SINGLE SERVICE (LONG) - (DIRECTIONAL DRILLED)	23	EA	\$1,600.00	\$36,800.00	\$1,700.00	\$39,100.00	\$1,600.00	\$ 36,800.00
8	2-INCH SDR-11 HDPE FORCE MAIN - (DIRECTIONALLY DRILLED)	630	EA	\$20.00	\$12,600.00	\$20.00	\$12,600.00	\$27.50	\$ 17,325.00
9	TERMINAL FLUSHING PORT	1	EA	\$900.00	\$900.00	\$2,000.00	\$2,000.00	\$900.00	\$ 900.00
10	AIR RELEASE VALVE	1	EA	\$2,700.00	\$2,700.00	\$3,000.00	\$3,000.00	\$2,700.00	\$ 2,700.00
11	CONNECT 2-INCH PVC FM TO EXISTING MANHOLE - (DIRECTIONALLY DRILLED)	1	EA	\$1,700.00	\$1,700.00	\$5,000.00	\$5,000.00	\$3,250.00	\$ 3,250.00
TOTAL BASE BIDS ITEMS 1-11				\$94,777.00		\$116,500.00		\$ 104,989.20	

*Cost of pipe includes restoration.

Turtle Creek Subsystem 1

Write a description for your map.

Legend

 Turtle Creek Club

Subject Area

SE Turtle Creek Dr

SE Country Club Dr

River Dr



600 ft

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

DATE: August 23, 2017

DEPARTMENT: Operations
Waldo J. Cruz, Director of Operations

BUDGET: Waste removal utility charges for budgeted item of \$110,000 for FY2016-2017.
Account #: 50-50-5430

PURCHASE AMT.: Increase not to exceed Purchase Order (#16-1155) with Waste Management from \$110,000 to \$130,000 for the remainder of FY2016-2017.

DESCRIPTION:

The District utilizes the services provided by Waste Management to haul away and dispose of the rags and grit at headworks. Waste Management is also used for hauling waste from the VacCon dumping site and the waste collected at the District's four (4) ten (10) yard dumpsters. We have experienced an increase in the need for waste disposal over the course of the year due to various upgrade and rehabilitation projects taking place on the plant site. These include the cleaning of the EQ tanks and the Sludge Holding tank which took place in December of 2016 through January 2017 when we saw our highest invoices for the fiscal year. Field work and high concentrations of rags and grit entering at headworks have also contributed to the increased volume of waste removal that has been needed. Consequently, we request an increase in the not to exceed purchase order with our merchant services provider, Waste Management.

Therefore, we provide the following suggested motion:

"THE DISTRICT GOVERNING BOARD authorizes the Executive Director to increase the not to exceed purchase order #16-1155 with Waste Management by \$20,000 to \$130,000 for the remainder of FY2016-2017."

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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
Deputy Executive Director

WALDO CRUZ
Director of Operations

DATE: SEPTEMBER 13, 2017

SUBJECT: AUTHORIZE ANNUAL PURCHASE
WASTE MANAGEMENT of MARTIN COUNTY

This is a budgeted item in the FY 2018 budget in the amount of \$130,000.00.

The District obtains dumpster and rag disposal through Waste Management of Martin County (WM) as designated by the Palm Beach County Solid Waste Authority.

WM has provided satisfactory service and suitable equipment, and proper disposal for the District operations, particularly the Headworks rag disposal facility. Actual costs are determined by the volume of material hauled and disposed of at the SWA of Palm Beach County and set by SWA.

The following motion is suggested for approval of this continued service:

“THAT THE DISTRICT GOVERNING BOARD authorize the annual purchase of dumpsters and rag disposal from Waste Management of Martin County, in an annual amount not to exceed \$130,000.00.”

Should you have any questions regarding this contract please feel free to contact Waldo Cruz or me.

V:\SPECL\Annual Contracts 2018\SW-Rag Disposal\Board Memo a.docx

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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
Deputy Executive Director

WALDO CRUZ
Director of Operations

DATE: SEPTEMBER 13, 2017

SUBJECT: AUTHORIZE ANNUAL ALLOCATION
SOLID WASTE AUTHORITY of PALM BEACH COUNTY

This is a budgeted item in the FY 2018 budget in the amount of \$700,000.00.

In accordance with the contract executed with the Solid Waste Authority (SWA) for the disposal of District bio-solids there are annual operating costs for the operation and maintenance of the pelletization facility.

The SWA facility is the District's primary method for disposal of treatment plant solid residuals (sludge).

The following motion is suggested:

“THAT THE DISTRICT GOVERNING BOARD authorize the annual purchase of Bio-Solids Disposal from the Solid Waste Authority of Palm Beach County, in accordance with Contract dated June 7, 2005 as amended, and in an annual amount not to exceed \$700,000.00.”

Should you have any questions regarding this contract please feel free to contact Waldo Cruz or me.

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

DATE: September 6, 2017

DEPARTMENT: Information Services
Bud Howard, Director of Information Services

PURCHASE AMT.: Not to exceed \$80,000

BUDGET: Postage: \$62,000 from 40-42-5420
Printing: \$18,000 from 40-42-5340

ACTION REQUEST: Authorization of an annual purchase order for bill printing and mailing services not to exceed \$80,000.

DESCRIPTION:

Each quarter we mail approximately 29,000 print bills and 3,500 past due notices, for a total of approximately 132,000 bills each year. Printing and handling costs are 10.5 cents each, and postage is typically 44 cents each, depending on destination. We also receive a digital copy of each bill for archival purposes for 1 cent each. We regularly encourage our customers to receive their bill by email (eBill) to help contain these costs and we are seeing clear increasing trend in the number of eBill recipients.

Postage comprises the bulk (80%) of this purchase and is a fixed cost based on current US Postal Service rates and is exempt for our procurement process. However, in an abundance of transparency we bring this purchase order to the Board for consideration.

In December 2015 we re-negotiated our contract with our printing company and surveyed the market to ensure a competitive pricing. Over the past year Arista has provided excellent service. Therefore, we offer the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a purchase order to Arista Information Systems, Inc. in the amount not-to-exceed \$80,000 for printing, postage and digital archives of the District’s sewer bills for Fiscal Year 2017-2018 according our agreement dated December 22, 2015.

L:\Billing Reports\Bill Messages\Paper\BoardMemoAristaPO_FY18.docx

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Harvey M. Silverman
Chairman

Dr. Matt H. Rostock
Board Member

James D. Snyder
Board Member

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
DEPUTY EXECUTIVE DIRECTOR

DATE: SEPTEMBER 13, 2017

SUBJECT: AWARD of CONTRACT EXTENSION
ANNUAL LAWN / LANDSCAPE MAINTENANCE SERVICES

In October, 2014 bids were received and contract awarded to Terracon Services for the provision of landscape services.

This contract provides services for the plant site, numerous lift station sites, and District easements throughout the service area. Services include mowing, edging, shrub pruning, weed control, mulch, and exotic vegetation control.

This contract was awarded for a term of 24 months, with the possibility of 3-12 month extensions.

The contractor has provided good service and it is recommended that the District extend the contract for the 2nd of 3 possible extensions.

The following motion is suggested for Board approval:

“THAT THE DISTRICT GOVERNING BOARD authorize the 2nd of 3 possible 12 month contract extensions to Terracon Services, Inc., in the amount of \$56,000.00 annually, in accordance with the contract document.”

V:/spec/annul contracts 2018/landscapeMaint/BoardMemo 2018

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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: D. ALBREY ARRINGTON, Ph.D.
DATE: SEPTEMBER 15, 2017
SUBJECT: PERSONNEL POLICIES & PROCEDURES UPDATE

The District's employees are among our most valuable resources. As such, it is important to communicate the rules that govern the employer/employee relationship. The District's Personnel Policies & Procedures manual is a summary of the policies, procedures, and practices that are binding upon Loxahatchee River District and District personnel. Importantly, this document clearly establishes the expectations between employer and employee.

District staff recently completed a review our Personnel Policies & Procedures, and have the following recommendations:

- 1.6E Anti-Harassment Training – this is a new section that spells out our anti-harassment training.
- 3.7 On-Call – this policy has been revised and expanded to provide clarity and uniformity among departments.
- 3.8 Night Shift Differential Pay – this is a new section that provides a \$0.50 hourly rate increase to wastewater treatment plant operators that work the night shift.
- 4.2 Sick Leave Benefits – this section was expanded to provide clarity on in-house procedures that are in place but not documented in our policy document.

Following this memo, I have attached the marked up sections that are suggested for revision.

I request your approval of the following motion:

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s “Personnel Policies & Procedures” incorporating the suggested revisions to sections 1.6E, 3.7, 3.8, and 4.2 as of September 21, 2017, and authorize the District’s Executive Director to update the Personnel Policies & Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

F:\Albrey\Board Memos\2017-Sept_Personnel-Policies.docx

1.6.E Anti-Harassment Training

The District is committed to providing a work environment that is free of unlawful harassment of any kind. In furtherance of this commitment, the District provides Anti-harassment training to all District staff. This training is designed to assist employees in understanding the company's Anti-Harassment Policy, and their obligations under that policy. The following are the District's anti-harassment training guidelines:

1. All new hires will be required to take the training within the first week of hire.
2. All District staff will be required to take the training biennially per position:
 - Supervisors will be required to take the two-hour training course. A supervisor is defined as having the authority to hire, transfer, suspend, lay off, recall, promote, discharge, assign, rewards, or discipline other employees, or the responsibility to direct them or recommend any of the listed actions.
 - All other employees will be required to take a thirty-minute training course.
3. The biennially training will open in the beginning of January and close at the end February of every odd year
4. The training must be completed during the employee's normal work hours.
5. The training may be administered through an E-Learning portal or other methods determined by HR.
6. If the employee refuses or does not complete the training within the allotted timeframe, unless on leave of absence, progressive discipline may be used until the training has been completed.
7. Training will be managed by Human Resources and all records of completion and certificates will go into the District employee's file.

- Current Policy:

- ~~“3.7 Clarification of ‘On Call’ Pay~~

- ~~‘On Call’ time for the Collection Crew is made up of eight hours per week. For the purpose of overtime pay, the “On Call” hours are broken into 1.14 hours per day. ‘On Call’ time for Plant Operators and Lab personnel is made up of one hour per day on call. All scheduled on-call time will be paid at time and a half to the employee who worked the call.”~~

Revised Policy:

3.7 On-Call Policy

- The District may designate employees periodically or rotationally to on-call assignments during weekends, evenings, holidays, and other off-duty hours. The District defines “on-call” as “waiting to be engaged”, per Fair Labor Standards Act regulations.
- On-call means employees can use their off time effectively for personal purposes. The employee must be within thirty minutes of their work environment and must be available for contact by telephone and/or pager. Scheduled on-call personnel shall be available for work due to the likelihood for an emergency to include nights, weekends, and holidays.

3.7.A On-Call Pay

- The scheduled on-call personnel will be paid two (2) additional hours at straight time per day that they are on-call.
- The additional on-call time will only be paid to the employee who is scheduled for on-call duty. The employee scheduled for on-call duty shall receive the full on-call additional pay. If another employee is called in addition to the on-call employee, they will be paid at time and one half and not paid the additional scheduled on-call pay.
- The additional two (2) hours of on-call pay is not considered as time worked in the calculation of overtime pay.
- The additional on-call pay will be forfeited if the scheduled personnel cannot be located or does not respond within one (1) hour from the initial call. This lack of response may result in disciplinary action that would be determined by the Department Supervisor.

3.7.B Area of Responsibility

- Collection Field Foreman and/or Superintendent will schedule and set the on-call rotation for the field Collection/Transmission/Reuse positions and set the areas of responsibility of the District field operating system.
- The Chief Plant Operator will schedule and set the on-call rotation for the Plant Operators and set the areas of responsibility for the Plant.
- The Lab Manager will schedule and set the on-call rotation for the Lab Technicians and set the areas of responsibility for the Lab.

3.7.C Exempt Employees

- Exempt employees are ineligible for on call pay.

3.8 Night Shift Differential Pay

Night Shift Differential refers to the extra compensation a District employee received for hours worked outside the hours of 7:30 a.m. to 7:00 p.m., Monday through Sunday.

3.8.A Eligibility

Exempt employees are ineligible for Night Shift Differential Pay. Only non-exempt employees with a job title of Wastewater Treatment Plant Operator are eligible to receive Night Shift Differential Pay. To be eligible for Night Shift Differential pay, the following criteria must be met:

- Job Title is a Waste Water Treatment Plant Operator,
- Four or more hours were worked between the hours of 7:00 pm through 7:30 am., and
- The Wastewater Treatment Plan Operator was regularly scheduled to work the hours between 7:00 pm and 7:30 am.

Scheduled/Unscheduled emergency shutdowns do not qualify for Night Shift Differential.

3.8.B Night Shift Differential Pay

Non-exempt employees meeting the above criteria, from Section 3.8.A, will receive the night shift differential of \$0.50/hr. (Regular rate plus the Night Shift Differential).

3.8.C Designation of Night Shift Differential Pay

The Night Shift Differential is to be paid on top of the wastewater treatment plant Operator's regular rate of pay. In cases where the wastewater treatment plant Operator is receiving the maximum amount under the pay scale, as long as the wastewater treatment plant Operator meets the criteria listed above, they will still receive the Night Shift Differential.

3.8.D Night Shift Differential Overtime Pay

The Night Shift Differential is to be paid on top of the Wastewater Treatment Plant Operator's regular rate of pay. In cases where the Wastewater Treatment Plant Operator is receiving the maximum amount under the pay scale, as long as, the Wastewater Treatment Plant Operator meets the criteria listed above, they will still receive the Night Shift Differential.

3.8.E Night Shift Differential Leaves of Absence

Time not actually worked during a work period, such as various types of leave (i.e., vacation, sick, holiday, etc.), is not eligible for Night Shift Differential pay and will be paid at the base rate of pay.

3.8.F Night Shift Differential Holiday Pay

Time not actually worked during a work period, when an employee is not on duty, is not eligible for Night Shift Differential pay and will be paid at the base rate of pay.

4.2.A Maximum Sick Accrual

Unused sick leave benefits will be allowed to accumulate until the employee has accrued a total of 150 calendar days of sick leave benefits. If the employee's benefits reach this maximum, further accrual of sick leave benefits will be suspended until the employee has reduced their sick leave balance below the limit.

4.2.B Annual Unused Sick Bonus

Employees that use less than one day of sick time between December 1 and November 30 will receive a net check of \$200.00. Employees that use three or less days of sick time between December 1 and November 30 will receive a net check of \$50.00.

4.2.C Sick Payout Conversion

Upon resignation, retirement, permanent disability, **or death**, employees who have a minimum of three (3) years of continuous full-time employment with the District shall be paid for the total accrued, unused sick time balance as follows:

With 3 – 8 years of service	25% conversion, but not greater than 16 days
With 8 – 15 years of service	35% conversion, but not greater than 40 days
With 15 or more years of service	50% conversion, but not greater than 75 days

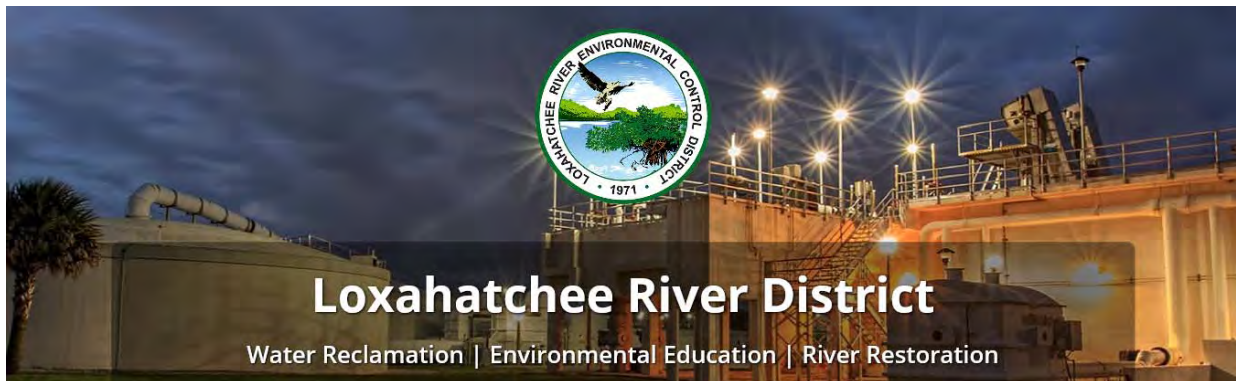
Change Orders

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

THIS
PAGE
INTENTIONALLY
LEFT
BLANK

Jack Steele, from Steele Executive Consulting, LLC, will present an executive overview of his findings from the Sterling Assessment of the Loxahatchee River District that he led. This has been a valuable and informative process, and your management team look forward to executing the Opportunities For Improvement that have been identified.

Assessment Report for Loxahatchee River District



Steele Executive Consulting, LLC
August, 2017



STATE OF FLORIDA

PAM BONDI
ATTORNEY GENERAL

August 9, 2017

17-04

Mr. Curtis L. Shenkman
Attorney for Loxahatchee River District
11891 U.S. Highway One, Suite 100
North Palm Beach, Florida 33408

Dear Mr. Shenkman:

You have requested an opinion addressing these matters:

1. Whether the Loxahatchee River Environmental Control District ("District") is authorized by section 112.08(2)(a), Florida Statutes (pertaining to group insurance for public officers, employees, and certain volunteers), or Chapter 2002-358, Laws of Florida (the enabling legislation for the District), to use District funds to pay for all or a portion of the cost for District board members to participate in the District's group health insurance program, in addition to the board member compensation which is provided as authorized by section 4(1) of Chapter 2002-358; and
2. Whether all or a portion of the compensation paid to board members under section 4(1) of Chapter 2002-358, Laws of Florida, or the private funds of the District board members may be used to pay for the board members' participation in the District's group health insurance program?

In sum:

1. The District is authorized by section 112.08(2)(a), Florida Statutes, to use District funds to pay for all or a portion of the cost for District board members to participate in the District's group health insurance program, in addition to the board member compensation which is provided as authorized by section 4(1) of Chapter 2002-358.
2. Neither section 112.08(2)(a), Florida Statutes, nor Chapter 2002-358, Laws of Florida, appears to preclude use, at the board member's direction, of all or a portion of the compensation paid to District board members

(under section 4(1) of Chapter 2002-358), or use of the board members' private funds, to pay for the members' participation in the District's group health insurance program.

The charter for the Loxahatchee River Environmental Control District is codified at Chapter 2002-358, Laws of Florida. The District—whose geographical boundaries comprise portions of Palm Beach and Martin Counties, including the Town of Jupiter, Jupiter Inlet Colony, Juno Beach, and the Village of Tequesta (generally defined as the Loxahatchee River Basin)—is established as a multicounty independent special district of the state,¹ and is thus a local agency of government.² “The purpose of the District is to effectively achieve water quality and water quantity management within the Loxahatchee River Basin through the management of water supply, wastewater, and storm water drainage.”³ In implementing this purpose, the District is governed by a five-member board.⁴ The District board members, who are elected by the registered voters of the District,⁵ act as officers of the District.⁶ The District's operation and projects may be financed through issuance of bonds and collection of assessments and ad valorem taxes.⁷

As a general rule, special districts possess only the power and authority granted to them by their enabling legislation (whether expressly granted or necessarily implied to carry out expressly-granted powers).⁸ Therefore, absent an additional, independent source of statutory authority, the District may only exercise the powers granted by its enabling legislation, either expressly or by necessary implication.

¹ See § 1, Ch. 2002-358, Laws of Fla.

² See § 189.012(6), Fla. Stat. (2017) (“‘Special district’ means a unit of local government created for a special purpose...which has jurisdiction to operate within a limited geographic boundary and is created by general law, special act, local ordinance, or by rule of the Governor and Cabinet...”); see also § 112.08(1), Fla. Stat. (defining “local governmental unit” to mean, in pertinent part, “any...special district”).

³ Fla. Admin. Code R. 31-1.001(1); see generally § 6, Ch. 2002-358, Laws of Fla.

⁴ See § 4, Ch. 2002-358, Laws of Fla.

⁵ See *id.*

⁶ See Fla. Admin. Code R. 31-1.002 (1) (“The Agency Head”) (“The Agency Head is collectively the five (5) member Governing Board. Among themselves, the Governing Board selects a Chairman, Vice-Chairman, Secretary, Treasurer and Assistant Secretary/Treasurer annually.”).

⁷ See § 6, Ch. 2002-358, Laws of Fla.

⁸ See *Forbes Pioneer Boat Line v. Board of Commissioners of Everglades Drainage District*, 82 So. 346, 351 (Fla. 1919); *Op. Att’y Gen. Fla. 89-34* (1989).

Question One

The charter for the Loxahatchee River Environmental Control District provides that members of the board “shall serve with compensation in the amount of \$100 per month per member, and shall be entitled to per diem and travel expenses as provided by section 112.061, Florida Statutes.”⁹ The charter does not address whether insurance can be provided for officers of the District (including board members). But section 112.08(2)(a), Florida Statutes—to which the District is also subject—does address this issue. Moreover, it specifies that its provisions apply “[n]otwithstanding any general law or special act to the contrary[.]”¹⁰

Section 112.08(2)(a), Florida Statutes, specifically authorizes a “local governmental unit” to “provide and pay out of its available funds for all or part of the premium for... health ... insurance, or all or any kinds of such insurance, for the officers and employees of the local governmental unit and for health...insurance for the dependents of such officers and employees upon a group insurance plan....”¹¹ Section 112.08(1), in turn, defines the term “local governmental unit,” as used in that section, to include special districts.¹² Section 112.08, Florida Statutes, also authorizes the District to enter into contracts with insurance companies or professional administrators to provide such insurance; to self-insure to provide any plan for health, accident, and hospitalization coverage; or to enter into a risk management consortium to provide such coverage.¹³ Based on the statute’s applicability notwithstanding “any general law or special act to the contrary,”¹⁴ the independent statutory authority granted by section 112.08 may be invoked even where, as here, a district’s enabling legislation does not address the matters comprised by section 112.08.

Neither Chapter 2002-358, Laws of Florida, nor section 112.08, Florida Statutes, requires that the District board member compensation be used to make insurance payments for the members’ insurance coverage, as described in section 112.08. Instead, section 112.08(2)(a) appears to grant the District the independent power to provide, and pay for, such insurance for its officers (including board members).

⁹ § 4(10), Ch. 2002-358, Laws of Fla.

¹⁰ § 112.08(2)(a), Fla. Stat. (2017).

¹¹ § 112.08(2)(a), Fla. Stat. (2017).

¹² § 112.08(1), Fla. Stat. (2017).

¹³ § 112.08(2)(a), Fla. Stat. (2017).

¹⁴ *Id.*

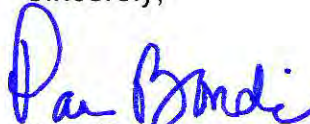
Mr. Curtis L. Shenkman
Page Four

Therefore, assuming that the District's group health insurance program otherwise complies with the requirements of section 112.08, Florida Statutes,¹⁵ the Loxahatchee River Environmental Control District is authorized by section 112.08(2)(a), Florida Statutes, to use District funds to pay for all or a portion of the cost for District board members to participate in the District's group health insurance program. Payment of such cost may be in addition to the board member compensation authorized by Chapter 2002-358, Laws of Florida.¹⁶

Question Two

You ask whether the authorized board member compensation, itself, may be used to pay the cost of all or a portion of the premiums for such insurance, and whether the board members may make such payments from their personal funds. I am aware of no provision of the charter for the Loxahatchee River Environmental Control District which would preclude the use, at a board member's direction, of a board member's compensation to pay for insurance provided by the District.¹⁷ Nor am I aware of any limitation on the use of the board members' personal funds for such purposes.¹⁸

Sincerely,



Pam Bondi
Attorney General

PB/ttlm

¹⁵ Because your letter does not provide details regarding the District's group health insurance program, any comment regarding the program's compliance with the requirements of § 112.08, Fla. Stat., is beyond the scope of this opinion.

¹⁶ See Op. Att'y Gen. Fla. 04-08 (2004).

¹⁷ See § 112.11, Fla. Stat. (2017).

¹⁸ See Op. Att'y Gen. Fla. 04-08 (2004).

Mr. Curtis L. Shenkman
Page Five

RE: MULTICOUNTY INDEPENDENT SPECIAL DISTRICT – SECTION
112.08 — use of district funds, board member compensation, or board
member personal funds to pay for District board members' participation in
the District's group health insurance program.

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

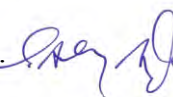
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: SEPTEMBER 15, 2017
SUBJECT: FISCAL YEAR 2018 – BUDGET APPROVAL

This month we seek your approval of our proposed (Final Draft) Fiscal Year 2018 Budget, which is provided following this memo.

We will hold a Public Hearing at 6:55 pm on September 21, 2017 (prior to the regularly scheduled Board Meeting) during which members of the public may provide comment on the proposed budget. During the regularly scheduled Board Meeting, immediately following the Public Hearing, you will vote on Resolution Number 2017-23, which is attached following this page and included within the proposed FY2018 Budget. Approval of Resolution No. 2017-23 will result in adoption of the FY2018 Budget.

The proposed Budget includes the following [% increase from FY2017]:

\$15,609,825	Operating Expenses	[1.9% increase]
\$10,197,500	Capital Improvements	[21.0% increase]
\$ 5,513,500	Renewal & Replacement	[41.3% decrease]
\$31,320,825	Total	[5.8% decrease]

The proposed FY2018 budget represents a cumulative decrease of \$1,922,920 (5.8%) from our FY2017 budget. Most of the decrease is driven by the anticipated completion of the deep bed filter project under Renewal & Replacement. Nonetheless, the following major projects are planned: completion of Jupiter Inlet Colony, construction of gravity sewers in Turtle Creek and Whispering Trails, Jupiter Farms Elementary force main, Alternate A-1-A bridge force main, Loxahatchee River Road force mains (wastewater and IQ), and significant improvements to our Master Lift Station.

I believe this is a sound budget that balances fiscal conservatism with systematic, proactive efforts to maintenance, rehabilitate, and upgrade our critical infrastructure. Therefore, I offer the following motion for your consideration:

"THAT THE GOVERNING BOARD approve Resolution 2017-23 adopting the Loxahatchee River Environmental Control District's annual budget for the 2018 Fiscal Year."

We are proud to serve our customers, and we are proud of the positive effect we have on the health of our community and the National Wild and Scenic Loxahatchee River.

F:\Albrey\Board Memos\2017-Sept_Budget_Memo.docx

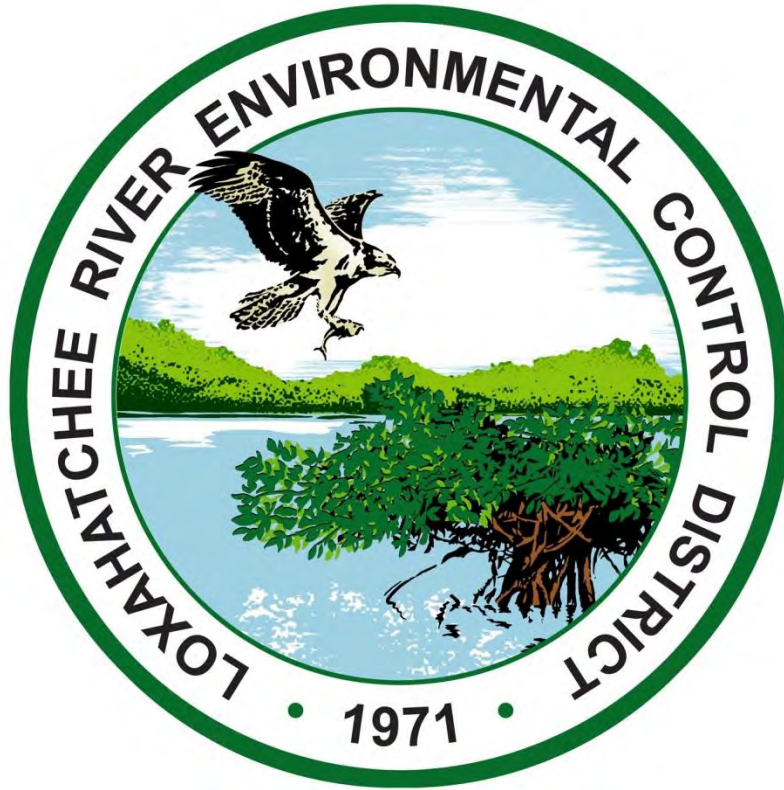
Gordon M. Boggie
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Stephen B. Rockoff
Board Member

James D. Snyder
Board Member



Loxahatchee River Environmental Control District

Annual Budget **For the Fiscal Year Ending September 30, 2018**

Governing Board

Harvey M. Silverman
James D. Snyder
Dr. Matt H. Rostock
Stephen B. Rockoff
Gordon M. Boggie

Chairman
Vice Chairman
Treasurer
Secretary
Asst. Secretary/Treasurer



Executive Director

D. Albrey Arrington, Ph.D.

Deputy Executive Director

Clinton R. Yerkes

Resolution No. 2017-23

WHEREAS, under the provisions of Section 189.016, Florida Statutes, the proposed annual budget for the Loxahatchee River Environmental Control District has been submitted this 21st day of September, 2017.

WHEREAS, under the provisions of Section 189.015, Florida Statutes, a public hearing on the proposed budget has been held and notice thereof having been published in one issue of the Palm Beach Post, a newspaper of general circulation in the District, more than five days before such hearing; and

WHEREAS, all necessary changes have been made as to revenue estimates and expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Loxahatchee River Environmental Control District that the budget for fiscal year ending September 30, 2018, a copy of which is hereto attached and made a part of this resolution as fully as if set forth verbatim herein, is hereby approved and adopted:

REVENUES

Operating Revenue	\$ 20,342,419
Capital Revenue	7,543,590
Nonoperating Revenue	834,800
Carryforward of Surplus from Prior Years	2,600,016
TOTAL REVENUES	<u>\$ 31,320,825</u>

EXPENSES

Operating Expenses	\$ 15,609,825
Capital Improvements	10,197,500
Renewal and Replacement	5,513,500
TOTAL EXPENSES	<u>\$ 31,320,825</u>

This Resolution adopted by the Governing Board of the Loxahatchee River Environmental Control District on this 21st day of September, 2017.

Harvey Silverman, Chairman

James Snyder, Vice Chairman

Vote: _____

Vote: _____

Dr. Matt Rostock, Treasurer

Stephen Rockoff, Secretary

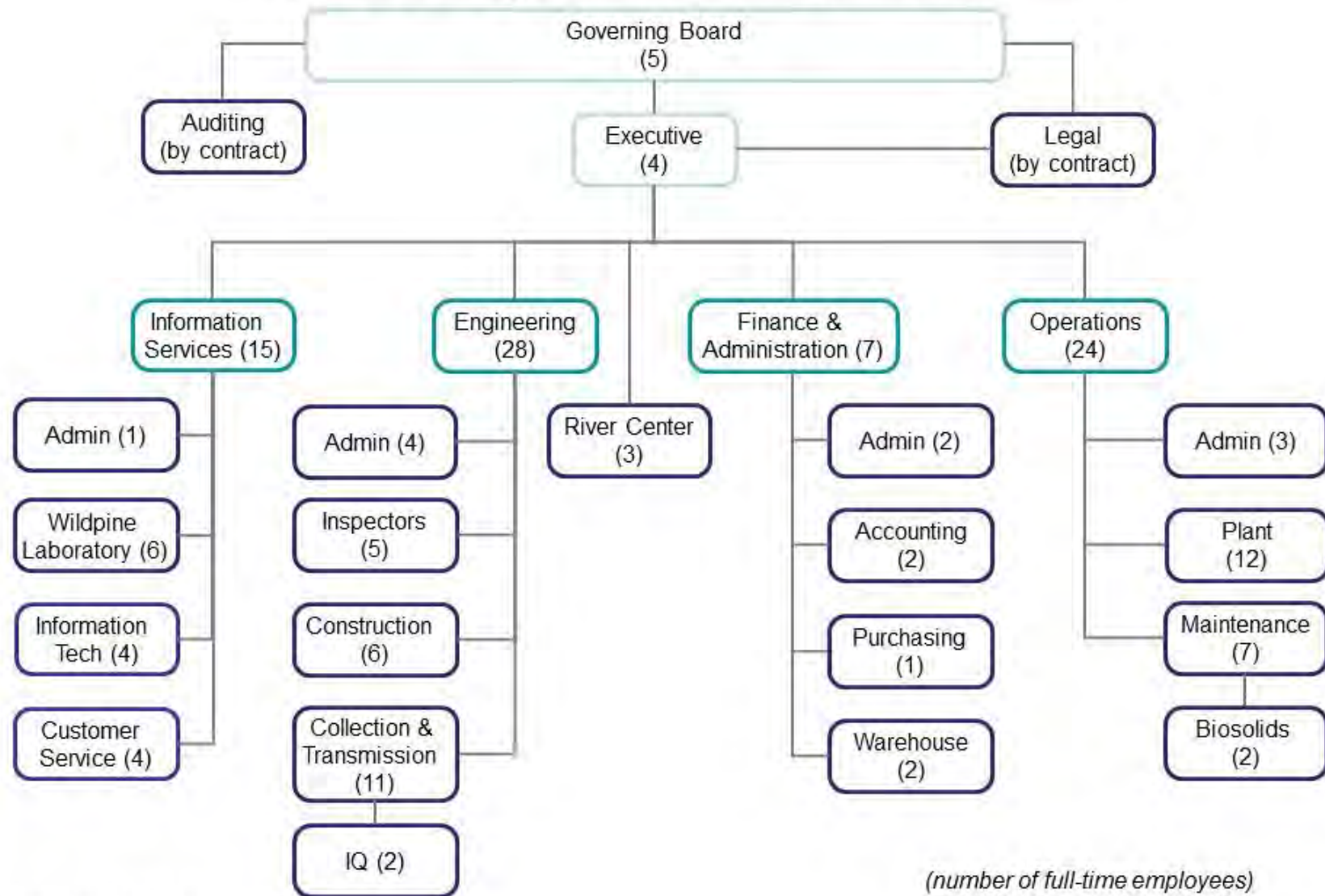
Vote: _____

Vote: _____

Gordon Boggie, Assistant Secretary/Treasurer

Vote: _____

LRD Organizational Chart



Effective 10-01-2017

(number of full-time employees)
Total full-time employees = 81

Budget Summary

	FY 2017 Budget	FY 2018 Budget	Percent Change
Revenues			
<i>Operating Revenues</i>			
Regional Sewer Service	\$ 16,445,746	\$ 16,909,884	3%
Standby Sewer Service	259,267	189,216	-27%
IQ Water Charges	2,157,200	2,200,544	2%
Administration and Engineering Fees	55,075	55,775	1%
Other Revenue	788,000	987,000	25%
<i>Subtotal Operating Revenues</i>	19,705,288	20,342,419	3%
<i>Capital Revenues</i>			
Line Charges	262,000	260,800	0%
Assessments	750,307	4,743,000	532%
Plant Charges	1,713,490	1,536,790	-10%
Capital Contributions		1,003,000	100%
<i>Subtotal Capital Revenues</i>	2,725,797	7,543,590	177%
<i>Other Revenues</i>			
Interest Income	701,000	834,800	19%
Carryforward of Surplus from Prior Years	10,010,310	2,600,016	-74%
Total Revenues	\$ 33,142,395	\$ 31,320,825	-5%
Expenses			
<i>Operating Expenses (by category)</i>			
Salaries and Wages	\$ 5,236,110	\$ 5,466,500	4%
Payroll Taxes	396,300	404,000	2%
Retirement Contributions	703,950	714,500	1%
Employee Health Insurance	1,203,750	1,263,500	5%
Workers' Compensation Insurance	92,428	103,600	12%
General Insurance	355,250	346,272	-3%
Supplies and Expenses	950,388	1,082,685	14%
Utilities	1,540,911	1,519,980	-1%
Chemicals	649,009	635,770	-2%
Repairs and Maintenance	2,309,547	2,076,148	-10%
Outside Services	1,658,752	1,771,870	7%
Contingency	225,000	225,000	0%
<i>Subtotal Operating Expenses</i>	15,321,395	15,609,825	2%
<i>Capital</i>			
Capital Improvements	8,425,000	10,197,500	21%
Renewal and Replacement	9,396,000	5,513,500	-41%
<i>Subtotal Capital</i>	17,821,000	15,711,000	-12%
Total Expenses	\$ 33,142,395	\$ 31,320,825	-5%
Excess Revenues Over (Under) Expenses	\$ -	\$ -	

Executive Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5110 Special Pay - Governing Board	\$ 6,500
5120 Salaries and Wages	435,000
5140 Overtime	1,000
5210 Payroll Taxes	29,500
5220 Retirement Contributions	59,500
5230 Life, Health, and Dental Insurance	67,000
5240 Workers Compensation Insurance	1,300
<i>Subtotal</i>	\$ 599,800
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 9,700
5400 Travel and Per Diem	13,800
5410 Communications	37,850
5420 Freight and Postage	3,500
5430 Utility Services	500
5450 Insurance	21,622
5460 Repair and Maintenance - General	66,345
5461 Repair and Maintenance - Vehicles	750
5510 Office Supplies	2,500
5520 Operating Supplies	34,720
5522 Fuel, Diesel, Oil	3,250
5540 Books, Publications, Memberships, and Subscriptions	21,355
5550 Training and Education	7,495
<i>Subtotal</i>	\$ 223,387
Total	\$ 823,187

Personnel Schedule	FY 2018 FTE
Executive Director	1.0
Deputy Executive Director	1.0
Executive Secretary	1.0
Human Resource Generalist	1.0
Total	4.0

Professional Services Department

Account	Description	FY 2018 Budget
<i>Operating Expenses</i>		
5310	Professional Services	\$ 2,500
5311	Engineering	20,000
5312	Engineering Support Services	25,000
5313	Legal Expense - Non-Litigation	45,000
5314	Legal Expense - Litigation	60,000
5315	Legal Expense - Collections	5,000
5316	Pension Advisor	10,000
5317	Human Resource Law	13,800
5321	Audit Services	32,800
<i>Subtotal</i>		\$ 214,100
Total		\$ 214,100
		FY 2018
Personnel Schedule		FTE

Finance Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 481,000
5140 Overtime	5,000
5210 Payroll Taxes	36,000
5220 Retirement Contributions	67,000
5230 Life, Health, and Dental Insurance	114,000
5240 Workers Compensation Insurance	1,300
<i>Subtotal</i>	\$ 704,300
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 33,500
5461 Repair and Maintenance - Vehicles	3,500
5495 Tax Collector Fees and Discount	62,000
5510 Office Supplies	5,000
5520 Operating Supplies	41,480
5522 Fuel, Diesel, Oil	1,500
5540 Books, Publications, Subscriptions, and Memberships	1,500
5550 Training and Education	3,940
<i>Subtotal</i>	\$ 152,420
Total	\$ 856,720

Personnel Schedule	FY 2018 FTE
Director of Finance and Administration	1.0
Accountant II	1.0
Accountant I	1.0
Projects Coordinator	1.0
Purchasing Agent	1.0
Warehouse Coordinator	1.0
Warehouse Assistant	1.0
Total	7.0

Public Education Department

Account	Description	FY 2018 Budget
<i>Personal Services</i>		
5120	Salaries and Wages	\$ 152,000
5130	Other Salaries and Wages	18,000
5140	Overtime	10,000
5210	Payroll Taxes	13,500
5220	Retirement Contributions	23,000
5230	Life, Health, and Dental Insurance	39,500
5240	Workers Compensation Insurance	400
<i>Subtotal</i>		\$ 256,400
<i>Operating Expenses</i>		
5310	Professional Services	\$ 8,000
5340	Other Contractual Services	5,450
5430	Utility Services	29,100
5450	Insurance	4,450
5460	Repair and Maintenance - General	69,505
5461	Repair and Maintenance - Vehicles	250
5470	Printing and Publications	8,950
5520	Operating Supplies	70,210
5522	Fuel, Diesel, Oil	750
5525	Gift Shop	12,000
5550	Training and Education	8,860
<i>Subtotal</i>		\$ 217,525
Total		\$ 473,925

Personnel Schedule	FY 2018 FTE
Environmental Education Manager	1.0
Environmental Education Coordinator	1.0
Community Outreach Coordinator	1.0
Total	3.0

WildPine Lab Department

Account	Description	FY 2018 Budget
<i>Personal Services</i>		
5120	Salaries and Wages	\$ 477,500
5130	Other Salaries and Wages	10,000
5140	Overtime	10,000
5210	Payroll Taxes	37,500
5220	Retirement Contributions	55,500
5230	Life, Health, and Dental Insurance	93,000
5240	Workers Compensation Insurance	10,700
<i>Subtotal</i>		<u>\$ 694,200</u>
<i>Operating Expenses</i>		
5310	Professional Services	\$ 65,000
5340	Other Contractual Services	3,000
5450	Insurance	3,200
5460	Repair and Maintenance - General	1,000
5461	Repair and Maintenance - Vehicles	6,200
5462	Repair and Maintenance - Equipment	20,150
5520	Operating Supplies	71,750
5522	Fuel, Diesel, Oil	5,000
<i>Subtotal</i>		<u>\$ 175,300</u>
Total		<u>\$ 869,500</u>

	FY 2018 FTE
Personnel Schedule	
Director of Information Services	1.0
Lab Manager	1.0
Senior Scientist	1.0
Lab Technician II	2.0
Lab Technician I	2.0
Total	<u>7.0</u>

Customer Service Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 174,500
5140 Overtime	2,500
5210 Payroll Taxes	13,000
5220 Retirement Contributions	25,000
5230 Life, Health, and Dental Insurance	50,000
5240 Workers Compensation Insurance	400
<i>Subtotal</i>	\$ 265,400
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 105,000
5420 Freight and Postage	65,000
5460 Repairs and Maintenance - General	23,000
5520 Operating Supplies	11,950
<i>Subtotal</i>	\$ 204,950
Total	\$ 470,350

Personnel Schedule	FY 2018 FTE
Customer Service Coordinator	1.0
Customer Service Rep II	2.0
Customer Service Rep I	1.0
Total	4.0

Information Technology Department

Account	Description	FY 2018 Budget
<i>Personal Services</i>		
5120	Salaries and Wages	\$ 280,500
5140	Overtime	500
5210	Payroll Taxes	21,000
5220	Retirement Contributions	39,000
5230	Life, Health, and Dental Insurance	89,500
5240	Workers Compensation Insurance	4,600
<i>Subtotal</i>		\$ 435,100
<i>Operating Expenses</i>		
5310	Professional Services	\$ 80,000
5340	Other Contractual Services	1,000
5460	Repair and Maintenance - General	6,000
5520	Operating Supplies	25,700
5540	Books, Publications, Memberships, and Subscriptions	16,000
5550	Training and Education	10,000
<i>Subtotal</i>		\$ 138,700
Total		\$ 573,800

Personnel Schedule	FY 2018 FTE
IT Manager	1.0
System Specialist II	2.0
IT Help Desk	1.0
Total	4.0

Engineering and Inspection Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 665,500
5140 Overtime	5,000
5210 Payroll Taxes	49,500
5220 Retirement Contributions	92,500
5230 Life, Health, and Dental Insurance	161,500
5240 Workers Compensation Insurance	12,700
<i>Subtotal</i>	\$ 986,700
<i>Operating Expenses</i>	
5400 Travel and Per Diem	\$ 3,000
5460 Repair and Maintenance - General	8,250
5461 Repair and Maintenance - Vehicles	11,600
5520 Operating Supplies	31,050
5522 Fuel, Diesel, Oil	12,250
5550 Training and Education	8,400
<i>Subtotal</i>	\$ 74,550
Total	\$ 1,061,250

Personnel Schedule	FY 2018 FTE
Director of Engineering Services	1.0
Chief Construction Inspector	1.0
Construction Coordinator	1.0
Construction Inspector	2.0
Utility Locate and Compliance Technician	2.0
Engineering/GIS Tech	1.0
Assistant to the Director of Engineering	1.0
Total	9.0

Construction Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 319,500
5140 Overtime	11,500
5210 Payroll Taxes	24,500
5220 Retirement Contributions	45,000
5230 Life, Health, and Dental Insurance	89,000
5240 Workers Compensation Insurance	9,300
<i>Subtotal</i>	\$ 498,800
<i>Operating Expenses</i>	
5430 Utility Services	\$ 16,000
5460 Repair and Maintenance - General	245,000
5461 Repair and Maintenance - Vehicles	50,000
5520 Operating Supplies	44,800
5522 Fuel, Diesel, Oil	14,250
5550 Training and Education	7,800
<i>Subtotal</i>	\$ 377,850
Total	\$ 876,650

Personnel Schedule	FY 2018 FTE
Construction System Foreman	2.0
Construction System Operator III	2.0
Construction System Operator II	1.0
Construction System Operator I	1.0
Total	6.0

Operations Administrative Department

Account Description		FY 2018 Budget
<i>Personal Services</i>		
5120	Salaries and Wages	\$ 221,500
5140	Overtime	12,000
5210	Payroll Taxes	17,500
5220	Retirement Contributions	32,500
5230	Life, Health, and Dental Insurance	63,500
5240	Workers Compensation Insurance	3,300
<i>Subtotal</i>		\$ 350,300
<i>Operating Expenses</i>		
5310	Professional Services	\$ 25,000
5340	Other Contractual Services	4,500
5400	Travel and Per Diem	6,000
5410	Communications	47,300
5420	Freight and Postage	2,000
5450	Insurance	317,000
5460	Repair and Maintenance - General	86,360
5462	Repair and Maintenance - Equipment	43,051
5510	Office Supplies	10,000
5520	Operating Supplies	46,550
5521	Operating Supplies - Safety	20,900
5522	Fuel, Diesel, Oil	9,000
5540	Books, Publications, Memberships, and Subscriptions	34,275
5550	Training and Education	16,950
<i>Subtotal</i>		\$ 668,886
Total		\$ 1,019,186

Personnel Schedule		FY 2018 FTE
Director of Operations		1.0
Safety and Compliance Officer		1.0
Administrative Assistant		1.0
Total		3.0

Collection and Transmission Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 646,000
5140 Overtime	85,000
5210 Payroll Taxes	54,500
5220 Retirement Contributions	88,000
5230 Life, Health, and Dental Insurance	170,500
5240 Workers Compensation Insurance	20,200
<i>Subtotal</i>	\$ 1,064,200
<i>Operating Expenses</i>	
5430 Utility Services	\$ 380,210
5440 Rentals and Leases	35,150
5460 Repair and Maintenance - General	55,500
5461 Repair and Maintenance - Vehicles	50,000
5462 Repair and Maintenance - Equipment	312,500
5463 Repair and Maintenance - Structures	30,000
5520 Operating Supplies	61,550
5521 Operating Supplies - Chemicals	450,000
5522 Fuel, Diesel, Oil	25,000
5550 Training and Education	3,800
<i>Subtotal</i>	\$ 1,403,710
Total	\$ 2,467,910

Personnel Schedule	FY 2018 FTE
Collections System Superintendent	1.0
Collection and Distribution Foreman	1.0
Collection and Distribution Operator III	1.0
Collection and Distribution Operator II	6.0
Collection and Distribution Operator II	2.0
Total	11.0

Treatment and Disposal Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 1,060,000
5130 Other Salaries and Wages	5,000
5140 Overtime	125,000
5210 Payroll Taxes	89,000
5220 Retirement Contributions	153,000
5230 Life, Health, and Dental Insurance	268,000
5240 Workers Compensation Insurance	32,500
<i>Subtotal</i>	\$ 1,732,500
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 1,270
5430 Utility Services	602,020
5440 Rentals and Leases	88,300
5461 Repair and Maintenance - Vehicles	2,157
5462 Repair and Maintenance - Equipment	320,900
5463 Repair and Maintenance - Structures and Grounds	156,000
5466 Repair and Maintenance - Outside Services	191,000
5520 Operating Supplies	261,750
5521 Operating Supplies - Chemicals	2,000
5522 Fuel, Diesel, Oil	18,900
5550 Training and Education	29,500
<i>Subtotal</i>	\$ 1,673,797
Total	\$ 3,406,297

Personnel Schedule	FY 2018 FTE
Plant Chief Operator	1.0
Plant Maintenance Foreman	1.0
Field Electrician	3.0
Process Operator A	2.0
Process Operator B	5.0
Process Operator C	2.0
Process Operator Tech	2.0
Maintenance Operator	3.0
Total	19.0

Reuse Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 114,500
5140 Overtime	7,500
5210 Payroll Taxes	9,000
5220 Retirement Contributions	17,000
5230 Life, Health, and Dental Insurance	32,000
5240 Workers Compensation Insurance	3,400
<i>Subtotal</i>	\$ 183,400
<i>Operating Expenses</i>	
5410 Communications	\$ 10,500
5430 Utility Services	326,000
5461 Repair and Maintenance - Vehicles	5,400
5462 Repair and Maintenance - Equipment	118,500
5463 Repair and Maintenance - Structures and Grounds	70,000
5490 Other Current Charges and Obligations	207,000
5520 Operating Supplies	12,100
5521 Operating Supplies - Chemicals	80,000
5522 Fuel, Diesel, Oil	4,100
5550 Training and Education	2,000
<i>Subtotal</i>	\$ 835,600
Total	\$ 1,019,000
	FY 2018
Personnel Schedule	FTE
Reuse System Operator A	2.0
Total	2.0

Bio-Solids Department

Account Description	FY 2018 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 113,500
5140 Overtime	11,000
5210 Payroll Taxes	9,500
5220 Retirement Contributions	17,500
5230 Life, Health, and Dental Insurance	26,000
5240 Workers Compensation Insurance	3,500
<i>Subtotal</i>	\$ 181,000
<i>Operating Expenses</i>	
5440 Rentals and Leases	\$ 23,900
5461 Repair and Maintenance - Vehicles	11,030
5462 Repair and Maintenance - Equipment	89,700
5463 Repair and Maintenance - Structures and Grounds	22,500
5490 Other Current Charges and Obligations	800,000
5520 Operating Supplies	7,900
5521 Operating Supplies - Chemicals	103,770
5522 Fuel, Diesel, Oil	7,500
5550 Training and Education	5,650
<i>Subtotal</i>	\$ 1,071,950
Total	\$ 1,252,950

Personnel Schedule	FY 2018 FTE
Process Operator A	1.0
Process Operator B	1.0
Total	2.0

Contingency

Account Description	FY 2018 Budget
<i>Contingency</i>	
5990 Contingency - Administrative	\$ 25,000
5990 Contingency - Operations	200,000
Total	\$ 225,000
Total Operating Budget	\$ 15,609,825

Capital Improvement Summary

Description	FY 2017 Budget	FY 2018 Budget	Change
Account			
Capital Equipment	\$ 515,000	\$ 453,500	\$ (61,500)
Water Resources - Structures and Equipment	15,000	310,000	295,000
Sub-Regional C&T System	5,040,000	6,305,000	1,265,000
Regional C&T System	2,278,000	2,650,000	372,000
Treatment System	311,000	195,000	(116,000)
Reclamation and Disposal System	115,000	176,000	61,000
Expansion	10,000	10,000	-
Contingency	141,000	98,000	(43,000)
Total	\$ 8,425,000	\$10,197,500	\$ 1,772,500

Renewal and Replacement Summary

Description	FY 2017 Budget	FY 2018 Budget	Change
Account			
Collection System	\$ 295,000	\$ 378,000	\$ 83,000
Transmission System	1,333,000	2,992,000	1,659,000
Treatment System	6,542,500	1,295,000	(5,247,500)
Reclamation and Disposal System	631,500	573,000	(58,500)
Vehicles and Equipment	365,000	139,500	(225,500)
Contingency	229,000	136,000	(93,000)
Total	\$ 9,396,000	\$ 5,513,500	\$ (3,882,500)

Capital Improvement Detail

Account	Job Number	Description	FY 2018 Budget
61-5640		Capital Equipment	
	10	Monitor and Control Equipment	\$ 40,000
	20	Major Tools and Equipment	280,500
	30	Communications	10,000
	40	Office Furniture and Equipment	10,000
	50	Computers	73,000
	60	Security System	40,000
		Subtotal	\$ 453,500
62-5640		Water Resources - Structures and Equipment	
	10	Lab Equipment	\$ 5,000
	20	River Center	305,000
		Subtotal	\$ 310,000
63-5630		Sub-Regional C&T System	
	10	Gravity Extensions and Services	\$ 85,000
	20	Lift Station Improvements	10,000
	30	Force Main Improvements	10,000
	31	Jupiter Farms Elementary Force Main	990,000
	04	Neighborhood Sewering	5,200,000
	06	Low Pressure Sewer System Pumps	10,000
		Subtotal	\$ 6,305,000
64-5630		Regional C&T System	
	10	Lift Station Telemetry/Communication	\$ 5,000
	20	Land and Land Rights	10,000
	30	LS #1 Improvements	10,000
	50	Whispering Trails Force Main 4"	350,000
	51	Alt A1A Bridge Force Main	1,970,000
	60	Prelim Engineering Reports	50,000
	80	Lift Station Improvements	170,000
	90	Force Main Improvements	10,000
	99	Spare Pumps	75,000
		Subtotal	\$ 2,650,000

Capital Improvement Detail (continued)

Account	Job Number	Description	FY 2018 Budget
65-5630		Treatment System	
	01	Plant Equipment	\$ 50,000
	03	Electrical Improvements	10,000
	04	Site Improvements	135,000
		Subtotal	\$ 195,000
66-5630		Reclamation and Disposal System	
	10	IQ Water Improvements	\$ 56,000
	20	Sludge System Improvements	100,000
	30	Deep Well	10,000
	40	Nano System	10,000
		Subtotal	\$ 176,000
67-5630		Expansion	
	01	Stormwater	\$ 10,000
		Subtotal	\$ 10,000
68-5630		Contingency	
	65	Contingency	\$ 98,000
		Subtotal	\$ 98,000
Total			\$ 10,197,500

Renewal and Replacement Detail

Account	Job Number	Description	FY 2018 Budget
73-5630		Collection System	
	10	Gravity Renewal and Replacement	\$ 178,000
	20	Manhole Renewal and Replacement	25,000
	40	Service Lateral Renewal or Replacement	175,000
		Subtotal	\$ 378,000
74-5630		Transmission System	
	10	Lift Station Conversions	\$ 20,000
	20	Lift Station Rehabs	250,000
	21	Lift Station #114 Rehab	400,000
	22	Lift Station #1 Rehab	1,695,000
	30	Lift Station Piping	10,000
	40	Equipment Renewal	20,000
	50	Force Main Renewal and Relocations	25,000
	51	JORC Force Main Replacement	250,000
	60	Telemetry	20,000
	70	Structures	25,000
	80	Electrical	62,000
	90	Pump Replacement	175,000
	99	Low Pressure Sewer System	40,000
		Subtotal	\$ 2,992,000
75-5630		Treatment System	
	01	Equipment Renewal	\$ 358,000
	02	Deep Bed Filters/Switchgear Part I	750,000
	03	Site and Building Rehab	157,000
	04	Structures	10,000
	05	Pump Renewal and Replacements	20,000
		Subtotal	\$ 1,295,000
76-5630		Reclamation and Disposal System	
	10	IQ System	\$ 106,000
	11	Loxahatchee River Road Creek Crossing	270,000
	20	Sludge Building	10,000
	30	Sludge System	52,000
	40	Deep Well	125,000
	50	Nano System	10,000
		Subtotal	\$ 573,000

Renewal and Replacement Detail (continued)

Account	Job Number	Description	FY 2018 Budget
77-5640		Vehicles and Equipment	
	01	Vehicles	\$ 45,000
	02	Portable Equipment	30,000
	03	Office Equipment	10,000
	04	River Center Equipment	25,000
	05	Miscellaneous Equipment	29,500
		<i>Subtotal</i>	<u>\$ 139,500</u>
68-5630		Contingency	
	75	Contingency	\$ 136,000
		<i>Subtotal</i>	<u>\$ 136,000</u>
Total			<u><u>\$ 5,513,500</u></u>

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: D. Albrey Arrington, Ph.D.

Date: September 15, 2017

Subject: Busch Wildlife Sanctuary Update

The Busch Wildlife Sanctuary Update was not available at notebook delivery time. It will be provided to the Board at the meeting.

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

LOXAHATCHEE RIVER DISTRICT

Neighborhood Sewering Schedule



Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Date
6	Jupiter Inlet Colony	240	Notified Owners – August, 2010 Notice of Intent – February, 2013 Interlocal Agreement Complete - April, 2014 Construction started – July 26, 2016 Sewer Line Completion – June, 2017	2013	2016
10	Turtle Creek Phase I (Gravity)	29	Notified Owners – September 2012 Notice of Intent – February, 2016 Notice to Connect – August, 2017	2016	2016
10	Turtle Creek Subsystem 4	52	Notified Owners – September 2012 Notice of Intent – February, 2016 Notified to Connect – July, 2017 Preliminary Assessment – September, 2017	2016	2017
10	Turtle Creek Subsystem 3	5	Notified Owners – September 2012 Notice of Intent – December 2016 Contract Award – August, 2017	2016	2017
10	Turtle Creek Subsystem 2	28	Notified Owners – September 2012 Notice of Intent – October, 2016 Contract Award – August, 2017	2016	2017
10	Turtle Creek Subsystem 1	23	Notified Owners – September 2012 Notice of Intent – November, 2016 Contract Award – September, 2017	2016	2017
14	Whispering Trails	181	Notified Owners – January 2013 Notice of Intent – November, 2016 50% Design Complete – June, 2017	2017	2017
16	Limestone Creek Road-West	82	Notified Owners – January 2013	2018	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	2018
20	New Palm Beach Heights	34	Notified Owners – January, 2016	2019	2019
22	Bridgewater	70		2019	2019
11	Jupiter Farms (East)	708		TBD	TBD
11	PB Country Estates	1547		TBD	TBD

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

TBD = To be determined

Remnant Areas - Page 2

Rank*	Area Description	Lots	Activity	Original Target Date	Revised Target Date
None	PBC Riverbend Park <i>(institutional)</i>	12ECs	Not. of availability-Costs pd, plans reviewed	2011	2016
D	Loggerhead Park <i>(institutional)</i>	6 ECs	Need Easements from Palm Beach County	2014	2017
H	SE Harken Terr Ph II-MC	2	Notified Owners – December 2015	2017	2016
C	FDOT Turnpike Station <i>(institutional)</i>	3 ECs	Notified to Connect – February, 2016 Variance requested – May, 2016	2012	2017
G	Hibiscus Ave, Juno	10	Notified Owners – June, 2013 Notice of Intent – March, 2016 Notified to Connect – March, 2017 Final Assessment – August, 2017	2016	2017
G	Ocean Dr., Juno (LP)	5	Notified Owners – June, 2013 Notice of Intent – March, 2016 Permit – June, 2017	2016	2017
H	Lenmore Drive LP	6	Notified Owners – October, 2014 Notice of Intent to Assess – April, 2016 Construction Start – August, 2017	2017	2017
I	Chippewa Street	6	Notified Owners-1/14, Petition Rec'd 4/16 Feasibility Letter LPSS/Gravity – July, 2016	2018	2017
	US 1, Juno Beach <i>(commercial)</i>	2	Notified Owners – January, 2014	2017	2018
	19087 SE County Line Rd	1	Notified Owner – January, 2017	2016	2018
H	18890 SE Country Club Dr	1	Notified Owner – April, 2017		2018
H	Shay Place, Tequesta	11	Notified Owners – July, 2013 Notice of Intent to Assess – August, 2016 Construction Started - August, 2017	2017	2018
H	County Line Road - Martin Co.	3	Notified Owners – July, 2013 Design started – August, 2017	2017	2018
F	North A-1-A	3	Postponed -Town Activities in area	2012	2018
G	815 S. US 1 (Yum Yum Tree)	9 ECs	Notified Owners – November, 2014	2016	2018
H	Olympus Dr, Juno (LP)	3	Notified Owners – June, 2013 Design started – August, 2017	2016	2018
I	96 Pine Hill Trl E	1	Notified Owner – February, 2015 Design started – August, 2017	2018	2018
	8 th Street	3	Notified Owners – January, 2014 Design started – August, 2017	2018	2018
	18890 SE Country Club Dr	1	Notified Owners – April, 2017 Design started – August, 2017	2018	2018
	19087 SE Country Club Dr	1	Notified Owners – January, 2017 Design started – August, 2017	2018	2018
	18870 SE Country Club Dr	1	Notified Owners – August, 2017	2019	2019
	US Highway 1 Residential	3	Notified Owners – August, 2017	2019	2019
	Thelma Ave. LPSS	4	Notified Owners – September, 2017	2020	2020

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

TBD = To be determined

Private Road Areas – Page 3

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised 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	AEO
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	AEO
CC	171 st Street (Martin Co.)	7	Private Road In House Design Owners notified October, 2012 Easement rec'd from Church – April, 2017 Grant received	2014	AEO
CC	Jamaica Dr	11	Private Road Owners notified Oct, 2012 In House Design started	2014	AEO
CC	197 th Place, 66 th Terrace, 66 th Way	21	Notified Owners – Aug, 2010 *Private Roads Notice of Intent to Assess – February, 2015	2014	AEO
DD	Taylor Road	38	Notified Owners – September, 2011 Private Roads	2015	AEO
EE	Imperial Woods LPSS	47	Notified Owners – October, 2010 Withdrew Notification – Feb, 2011 Easement Obtained – August, 2017 Notice of Intent to Assess – September, 2017	2016	2018
EE	Hobart St SE (Martin Co.)	13	Notified Owners – October 2012 Private Road	2016	AEO
FF	Rolling Hills	51	Notified Owners – January 2013 Private HOA	2017	AEO
FF	Gardiner Lane	2	Notified Owners – July, 2013 Private Road	2017	AEO
HH	Harbor Rd. S. LPSS	6	Notified Owners – January 2014 Private Road	2017	AEO
GG	Rockinghorse (<i>north of Roebuck Road</i>)	10	Notified Owners – January 2013	2018	AEO
GG	Island Country Estates	47	Notified Owners – January 2013 Private HOA	2018	AEO
HH	SE Indian Hills	12	Notified Owners – January, 2016 Easement for Road & Utilities, No Dedication	2019	AEO

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

TBD = To be determined

AEO = As easements are obtained

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: D. Albrey Arrington, Ph.D.

Date: September 14, 2017

Subject: Legal Counsel's Report

The Legal Counsel's Report was not available at notebook delivery time. It will be provided to the Board at the meeting.

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

MEMORANDUM

TO: Albrey Arrington, Ph.D. / Loxahatchee River District

COPY: Clint Yerkes / Loxahatchee River District
Waldo Cruz / Loxahatchee River District

FROM: Albert Muniz / Hazen and Sawyer

DATE: September 13, 2017

FILE: 42009-029.3.1.3

SUBJECT: Loxahatchee River District
Engineer's Monthly Status Report through August 2017

The following is a summary of work performed by Hazen and Sawyer (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.
- Hazen continues to provide assistance on an as needed basis.

Deep Bed Sand Filters – Final Design and Construction Management Services – The existing traveling



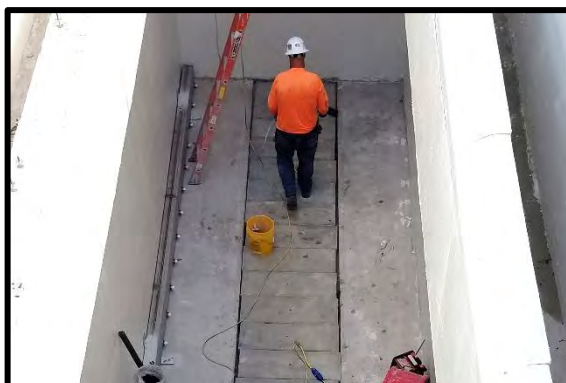
bridge filters and filter structure have served the LRD wastewater treatment facility for over 20 years. In lieu of repair, it is the LRD staff's desire to replace the filters with deep bed sand filters. Deep bed filters offer additional benefits over traveling bridge filters including de-nitrification capabilities as well as proven performance during plant upset conditions. Design of the project is complete and construction is ongoing.

Monthly Progress

- Kirlin was issued a Notice to Proceed on January 18, 2016. The substantial and final completion dates are currently November 28, 2017 and February 1, 2018, respectively.
- **Filter Electrical Building** - Installation of electrical equipment inside the building continues. The main electrical tie and the installation of the power transformers have been completed. Large feeder wire and small gauge wire installation continues within the building. Wiring of DBF and backwash air blower units continue. Installation of asphaltic roofing and lightning protection have been completed.
- **Deep Bed Filters** - Construction of filter walls and top deck have been completed, along with all hydrostatic testing. Interior coatings have been completed in all filter cells, and underdrain/media installation has been completed in the three eastern filter cells. The backwash air blowers and air piping are continuing to be installed. Conduit for the filter automatic valves and local filter panels is being installed. Installation of the Backwash Supply Pumps continues.
- **Parshall Flume Flow Meter** - The bottom slab and wall pours have been completed. The structure is being prepared for the installation of the fiberglass flume.
- **Filter Feed Pump Station No. 1** - Removal of the existing slide gate at Filter Feed Pump Station No. 1 and installation of the new overflow weir has been previously completed. Portions of the structural repairs have begun.



Wiring of DBF Local Panels



Installing Filter Underdrain Panels



Installation of DBF Cell Weir Blocks

- **Process Piping** - Installation of the all underground Phase II piping is completed, including the tie-in to the Injection Well Pump Station, to the Chlorine Contact Basin piping, and to the existing Backwash Recovery Basin. Installation of above ground piping is completed on the north side of the deep bed filters. Currently, contractor is working on the 16" Backwash Waste piping on the south side of the filters.
- **Site work** - Installation of site underground electrical duct bank is nearly complete. Grading around the structures and general site cleanup continues.



Alternate A1A/Damon Bridge Water Transmission Main Replacement and Force Main Installation – Hazen was authorized to design a new 16-inch force main pipeline in parallel with a Town of Jupiter water main replacement on the Alternate A1A Bridge in Jupiter. Below is a summary of activities performed to date:

- Design and permitting were completed by end of March 2017
- The following permits have been issued with assistance from Hazen:
 - ✓ Town of Jupiter Engineering/Utility Permit
 - ✓ FDEP/DOH Wastewater Permit
 - ✓ ACOE General Permit
 - ✓ FDEP ERP Exemption Request
 - ✓ FDOT Utility Permit
- Murray Logan Construction, Inc. was the successful low responsive bidder and was awarded the contract. Contract dates revised per Change Order No. 1 approved on August 3, 2017 are as follow:

Notice-to-Proceed	March 31, 2017
Substantial Completion	March 31, 2018 (Original date was October 27, 2017)
Final Completion	April 30, 2018 (Original date was November 26, 2017)
- A pre-construction meeting was held on March 31, 2017
- A pre-work meeting was held on July 12, 2017.
- Murray Logan began mobilization in mid-July. So far only the installation of Town of Jupiter's new water valves has occurred.
- Due to the long lead time of the aerial steel pipe, Murray Logan believes no work on the bridge will occur prior to December 2017.

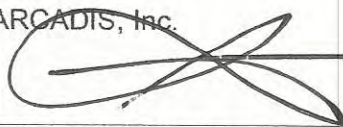
As always, please feel free to contact us should you have any questions or need to discuss the progress of any of the above projects in more detail.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
ENGINEER'S MONTHLY STATUS REPORT THRU AUGUST 31, 2017

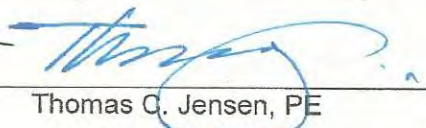
JUPITER INLET COLONY NEIGHBORHOOD REHABILITATION

- Commenced construction of the roadwork at the entrance of Jupiter Inlet Colony to the intersection of Ocean Drive and Colony Road, along with the turn lane on Beach Road/A1A.
- Installed lift station back-up generator.
- Continued restoration of driveways and cross walks throughout the Jupiter Inlet Colony.
- Continued cleaning of the gravity sanitary sewer.
- Installation of flow benches and mud work within sanitary sewer manholes.
- Mandrel and exfiltration testing of sanitary sewer system.
- Coordination with FPL for the installation of the transformers and electrical service for the lift station.

ARCADIS, Inc.


Sira Prinyavivatkul, PE

Kimley-Horn and Associates, Inc.


Thomas C. Jensen, PE



HOLTZ CONSULTING ENGINEERS, INC.
270 South Central Boulevard, Suite 207, Jupiter, FL 33458 (561) 575 2005

MEMORANDUM

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

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

Date: September 14, 2017

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 September 14, 2017:

Loxahatchee River Road Reclaimed Water Main Replacement and Force Main Extension

- All permits for the project have been received. The project has been advertised for bidding. The pre-bid meeting is scheduled for October 10, 2017 and the bid opening is October 26, 2017. It is anticipated that a recommendation of award will be made at the November board meeting.

Turtle Creek Phase I

- Final punch list items have been addressed. The Florida Department of Environmental Protection (FDEP) has issued the clearance to place the system into operation. We are currently working on the final pay request, final quantity adjustment change order, and other necessary paperwork to close out the project.

Turtle Creek –Subsystem 1 Low Pressure Force Main System

- The bid opening occurred on September 7, 2017. Bid were received from two bidders. Upon review of the bids accepted, a recommendation of award to the lowest responsive and responsible bidder, The Lazarus Group, Inc., was made in the amount of \$94,777.00.

Turtle Creek –Subsystem 2& 3 – Gravity Sewers

- Contracts for this project have been executed. A preconstruction meeting with the contractor is scheduled for September 20, 2017. Construction can be anticipated to commence in late October/early November.



***Loxahatchee River Environmental Control District
Monthly Status Report
September 14, 2017***

Submitted To: Clinton Yerkes, Deputy Director

The following is a summary of work performed by Mathews Consulting (MC), a Baxter and Woodman Company, on District projects through September 14, 2017.

Alternate A1A Bridge Force Main Extension Design

MC has received permits for the following agencies:

- Palm Beach County Health Department (PBCHD)
- Florida Department of Transportation R.O.W. Permit
- Florida Department of Environmental Protection – Environmental Resource Permitting

The following permits/licenses are still pending:

- Florida East Coast (FEC) Railway Parallel Infrastructure License
- Town of Jupiter (TOJ) Engineering Permit – Pending approval of FEC licenses

PBCHD previously advised that approval of the design modifications would be contingent upon approval of the reduced separation requested by TOJ who owns an existing water main which runs parallel to the proposed force main. MC is currently coordinating with TOJ in an effort to find a solution acceptable to all parties.

Master Lift Station No. 1 Rehabilitation

MC received the last remaining requested site data from the District on August 15, 2017. MC is currently finalizing the 100% Design documents to incorporate comments received from the District. Upon finalizing the design, MC will submit the required permit application documents to PBCHD. The 100% Design submittal is scheduled for submission to the District by September 29, 2017.



Whispering Trails Gravity Sewer System

MC submitted the 50% Design Submittal to the District on May 15, 2017. MC's Design Team and District staff participated in the 50% design review meeting on July 5, 2017. The utility locates (soft digs) and soil borings have been completed. MC is currently preparing the 75% Design Submittal. The 75% Design submittal is scheduled for submission to the District by September 22, 2017.

Jupiter Farms Elementary Sanitary Sewer System

The field survey work has been completed and the FINAL site survey was received on August 24, 2017. The project Base Drawings have been prepared and sent out to the utility companies (FPL, FPL Fibernet, AT&T, Comcast, PBC Traffic, Florida Gas Transmission, South Indian River Water Control District) for utility confirmation. MC is currently preparing the Lift Station Evaluation Report. The DRAFT Report is scheduled for submission to the District by September 22, 2017.

Respectfully Submitted by:

MATHEWS CONSULTING,
A BAXTER & WOODMAN COMPANY

A handwritten signature in blue ink, likely belonging to Jason A. Pugsley.

Jason A. Pugsley, P.E.
Water/Wastewater Department Manager



Busch Wildlife Sanctuary

The 3rd Quarter Report will be presented at the
October, 2017 Board Meeting.



Friends of the Loxahatchee River September 2017

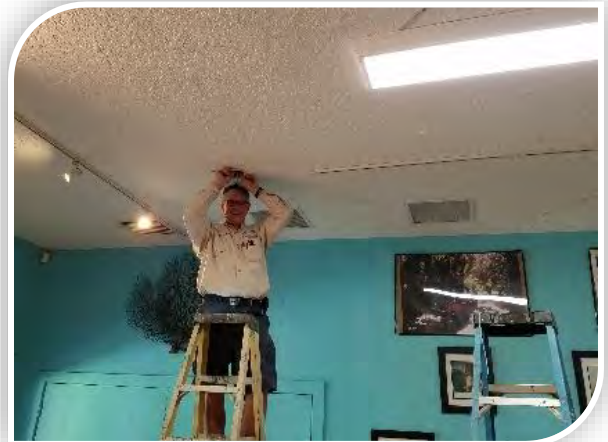
River Center Summary Statistics



Year	Month	Explore		Experience	Connect		
		Total Visitors	Field Trips	RC Programs	Outreach	Volunteer Hours	1st Time Visitors
2016	August	110%	106%	107%	287%	78%	63%
2016	September	78%	107%	105%	97%	62%	150%
2016	October	97%	100%	118%	346%	80%	70%
2016	November	107%	112%	166%	141%	80%	45%
2016	December	115%	120%	139%	0%	81%	93%
2017	January	98%	104%	113%	54%	234%	55%
2017	February	109%	122%	120%	113%	174%	83%
2017	March	106%	121%	102%	87%	86%	72%
2017	April	98%	101%	122%	83%	141%	80%
2017	May	89%	96%	92%	68%	122%	97%
2017	June	123%	104%	123%	85%	91%	248%
2017	July	111%	95%	120%	111%	96%	120%
2017	August	78%	43%	86%	78%	119%	83%

River Center General

During August, as kids head back to school, our visitation numbers usually slow down. We took this opportunity to do some work around the River Center. Living Color Aquariums came and buffed and polished a few of aquariums to make them shine again. Our LRD Electricians were here to update the lighting in our classroom to make it more functional for both events as well as lab activities. The siding on the south side and the north gable of the River Center was replaced. We look forward to the end of September when we start welcoming back students!



Friends of the Loxahatchee River

On September 1st the River Center welcomed Dr. Angela Tringali from the Archbold Biological Station for her presentation entitled "Exploring animal personalities in the Florida Scrub-Jay." In this presentation, Dr. Angela Tringali described how Florida Scrub-Jay personality is measured, shared anecdotes about notable scrub-jays personalities and discussed how the environmental variation that exists in the Florida scrub may be responsible for the variation we see in scrub-jay personality. This was a truly enjoyable presentation and we hope to have Dr. Tringali back in the future. We had over 50 participants for this presentation.



Special Programs

ERM Kayak Tour -

On Wednesday, August 9th, the River Center participated in a ERM kayak tour at Cypress Creek South Natural Area. This tour was part of the popular "Adventure Awaits" series provided by Palm Beach County's Environmental Resource Management. This series of events provides outdoor opportunities for the public to showcase our local natural areas. The River Center is proud to partner with ERM to get more people outdoors and enjoying nature. Over 25 people participated in this program.



Public Kayak Tour – US 1 Bridge

On Saturday, August 26th the River Center provided a public kayak tour to through the Intracoastal towards the U.S. 1 bridge. This tour was a new excursion for the River Center and participants enjoyed wonderful views of the Central Embayment and Jupiter Inlet. During our short break, we found a nine-arm sea star and a beautiful queen conch. We hope to incorporate this location again in our future tours and we look forward to sharing this beautiful spot. We had 12 participants for this excursion.

Youth Volunteer Appreciation Event

The River Center celebrated our youth volunteers with our annual Volunteer Appreciation Event on Thursday, August 8th for an evening of fun, laughs, and gratitude. We had 30 volunteers come out to enjoy tacos, desserts, and reminisced about funny stories. We also had a fun bungee run, mega Jenga and hula hooping contest. Volunteers were awarded with a photo presentation and certificates. This year's Best of the Best "BOB" Award was awarded to Morgan Siegal. We would like to thank all our volunteers for their hard work and dedication throughout the year. Without their energy, support, and time the River Center would not be where we are today.



Summer 2017 – What a Blast!



Summer Highlights

This summer at the River Center was a success, not only with our Aquatic Adventure Summer Camp, but with River Center's visitation and Summer FUN programs. The River Center hosted over 2,500 camp participants for our Summer FUN field trips and outreaches. The River Center's total summer visitation was 8,400 people stepping through our doors; 400 more than last year.



We hit another special milestone with our volunteer program. This summer we had 89 active volunteers that contributed 2,464 hours of community service for the three months of summer; more than 800 hours over last year. As an environmental education facility, we are so grateful that the community encourages children and families to create a connection to the natural world and instill an appreciation that will last a lifetime.

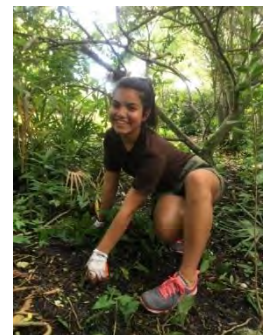


Aquatic Adventure Summer Camp



TEEN SERVICE CAMP VISITED MANY NATURAL AREAS AND HELPED TO MAINTAIN OR IMPROVE THEM.

The River Center completed eight weeks of Aquatic Adventure Summer Camp with 124 campers and 20 high school counselors participating in the program. There were three weeks of Nature Navigators (grade 1st-3rd), three weeks of River Trekkers (grade 4th-6th), one week of FWC Middle School Fishing Camp, and for the first time, one week of High School Community Service and Research Camp. This was an amazing and rewarding opportunity for teens ages 14-17 to give back to our community by volunteering their time and skills for local non-profit, county, and state agencies. Participants earned a combined total of 409 hours of community service toward high school graduation and college applications/scholarships. Hands-on work experience and job skills were also put into practice to help build resumes and



promote strong, self-motivated employees. The River Center would like to thank all our partners for their support, guidance, and participation allowing us to conduct our camps throughout the community.

- Jonathan Dickinson State Park
- MacArthur Beach State Park
- Palm Beach County Parks and Recreation
- Palm Beach County Env. Resources Management
- The Nature Conservancy at Blowing Rocks Preserve
- Hobe Sound Nature Center
- The Town of Jupiter Parks
- Aqua Adventures
- Busch Wildlife Sanctuary
- Blueline Surf and Paddle



David Porter instructing our Teen Service Camp on seagrass research.

Summer Family Program Wrap-up: Fishing Clinic, Seine & Dip Estuary Exploration, & Little Otters Family Fun

The River Center summer family programs have been a success this year with 283 children and adults participating in various events both at the River Center and throughout the community.

We held three fishing clinics inside Burt Reynolds Park with 83 participants attending. Kids learned fishing regulations, knot tying, fishing equipment, and fish identification. We discussed the importance of safety while fishing, practiced our casting and of course went fishing! Clinic goers had a great time learning how to fish and catching various fish species. Hopefully this will instill a passion that will carry on throughout their lifetime.



Families joined River Center environmental educators for our Seine and Dip Netting Estuary Exploration at The Nature Conservancy's Blowing Rocks Preserve on Jupiter Island. Participants got some relief from the heat while River Center educators helped guests use collecting equipment to discover critters in the mangroves and seagrass. Pufferfish, sea stars, conchs and seahorses are just a few of the animals that participants could experience up close and personal before returning them to the wild. Educators welcomed over 100 adults and children to these events!



Outreach – No Outreaches this month

This summer we brought back our popular Little Otters Family Fun program designed for children ages 3-6 years old. This fun experience was designed for parents with younger children that work during the week to get comfortable taking their children outside and in the water. The Little Otters Family Fun brought in 100 adults and children to the River Center to enjoy stories, touch tank demonstrations, nature scavenger hunts in the garden, and dip netting experiences along the mangroves.

Interns of the Month

The River Center would like to recognize our amazing Summer interns: Samantha Warwick, Samantha Matys and Amber Rutstein. Samantha Warwick is a returning education intern who attends Palm Beach State College and has an amazing passion for animals and environmental education. Samantha Matys, a Jupiter native and former River Center volunteer, attends the University of British Columbia and is interested in pursuing a degree in pharmacology. Amber Rutstein grew up on the Loxahatchee River and attends the University of Central Florida. All three ladies surpassed our expectations this summer and we are so grateful to have had them as a part of our team.



Sam Warwick – “Sam 1”

Amber Rutstein

Sam Matys – “Sam 2”

Friends Membership – 66 active members; 1 new/renewals; 38 current sponsors

Annual Sponsors Recognition – US Coast Guard Auxiliary, Laura Kerr



RC Staff at the Volunteer Party

Upcoming River Center Events

RSVP at rivercenter@lrecd.org or 561-743-7123

September 22, 6-8:30 p.m.: Chasing Coral (Netflix Documentary) Screening: You won't want to miss out on this inspiring film! Bring your camp chair and enjoy this wonderful film out on the south lawn of the River Center. Coral reefs around the world are vanishing at an unprecedented rate. A team of divers, photographers and scientists set out on a thrilling ocean adventure to discover why and to reveal the underwater mystery to the world. Film is approximately 1.5 hours. Families are welcome to attend.

September 23, 9am – 11 am: Archery 101 Program – perfect for anyone looking to learn about the history of archery and try it out for the first time. Recommended for ages 12+. Pre-registration is required – space is limited.

September 30, 10am-12pm: National Estuaries Day at Blowing Rocks – join River Center naturalists for an exciting estuaries discovery day at Blowing Rocks Nature Preserve on Jupiter Island. Find conchs, sea urchins, pufferfish, sea stars and more! Perfect for all ages. RSVP is required.

October 6, 12pm-1pm: Friends of the Loxahatchee River Meeting. Speaker – TBD.

October 7, 8am-12pm: Girl Scout Event for high school level scouts.

October 10, 1pm-3pm: Kayak Tour to Bird Island and Sand Bar. Pre-registration is required – space is limited.

October 14, 8 am – 4 pm: Boating Safely Class: About Boating Safely: Registration will take place promptly at 8:00, the morning of class. Please register online now! www.tiny.cc/boatsafe.

October 20, 6pm-9pm: Halloween Campfire at the River Center! Join the River Center staff and volunteers for an evening filled with Myths & Legends of the Deep! Ghosts and Ghouls can enjoy fun costumes, gooey s'mores, crafts, games, and a hayride! Suggested donation \$5/person or \$20/family. Pre-registration is requested.

October 28, 8am-3:30pm: Project WILD Training for Educators. Open to formal and informal teachers, scout leaders, homeschool parents, or anyone else that is interested in leading environmental education programs for children. This all day workshop will give educators the basics on how to use the curriculum as well as book chock full of programs to try! Pre-registration is required. Space is limited.

November 3, 12pm-1pm: Friends of the Loxahatchee River Meeting. Speaker – TBD.

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: September 15, 2017
Subject: Monthly Financial Report

Balances as of August 31, 2017

Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Amount
TD Bank	2.5 Years	03/02/18	1.11%	\$ 2,044,813
TD Bank	3 Years	05/22/18	1.14%	2,052,628
Bank United	1.5 Years	07/26/18	1.15%	2,025,394
TD Bank	5 Years	08/19/18	1.87%	2,156,647
TD Bank	5 Years	04/29/19	1.88%	1,597,203
TD Bank	5 Years	09/22/19	2.09%	2,126,743
Subtotal				\$ 12,003,428

Other:

FL Community Bank - Public Demand	0.90%	\$ 11,751,613
SunTrust-Business Account	0.35%	6,453,623
Subtotal		\$ 18,205,236
Total		\$ 30,208,664

Average weighted rate of return on investments is: 1.03%

As of 08/31/17:

3 month Short Term Bond: 1.01%

1 month Federal Fund Rate: 1.25%

Cash position for August 2016 was \$33,621,753. Current Cash position is **down** by \$3,413,089.

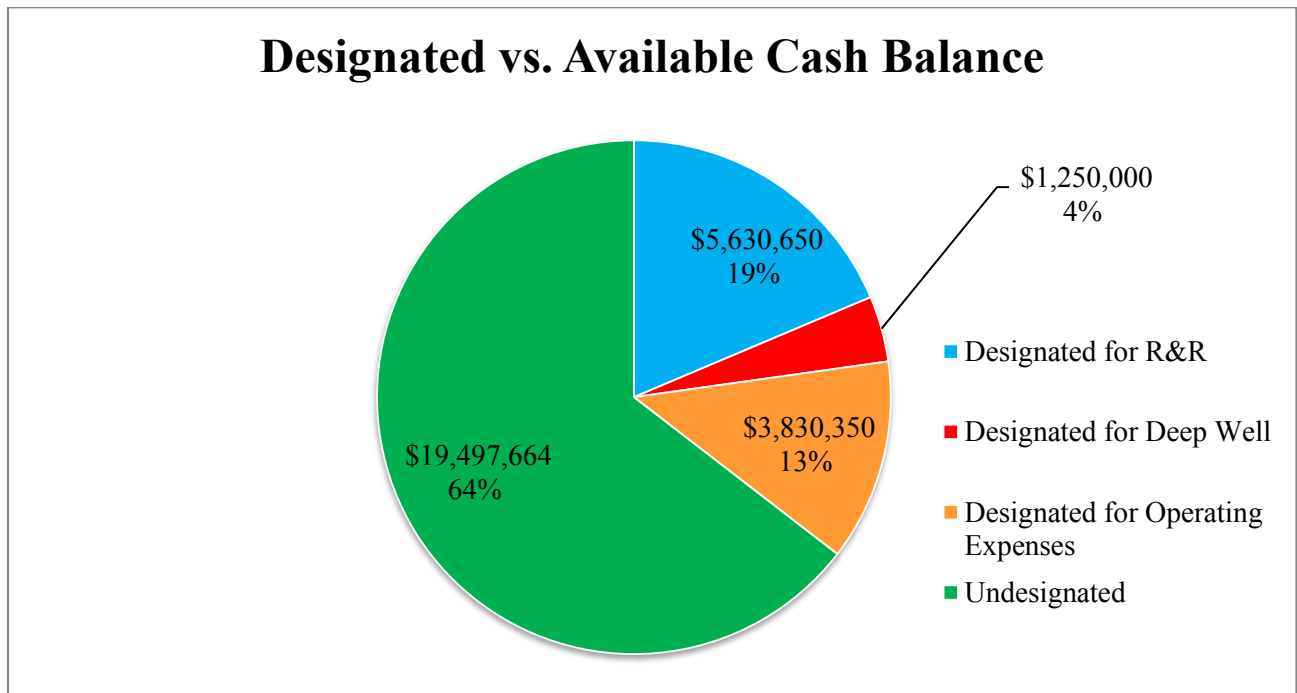
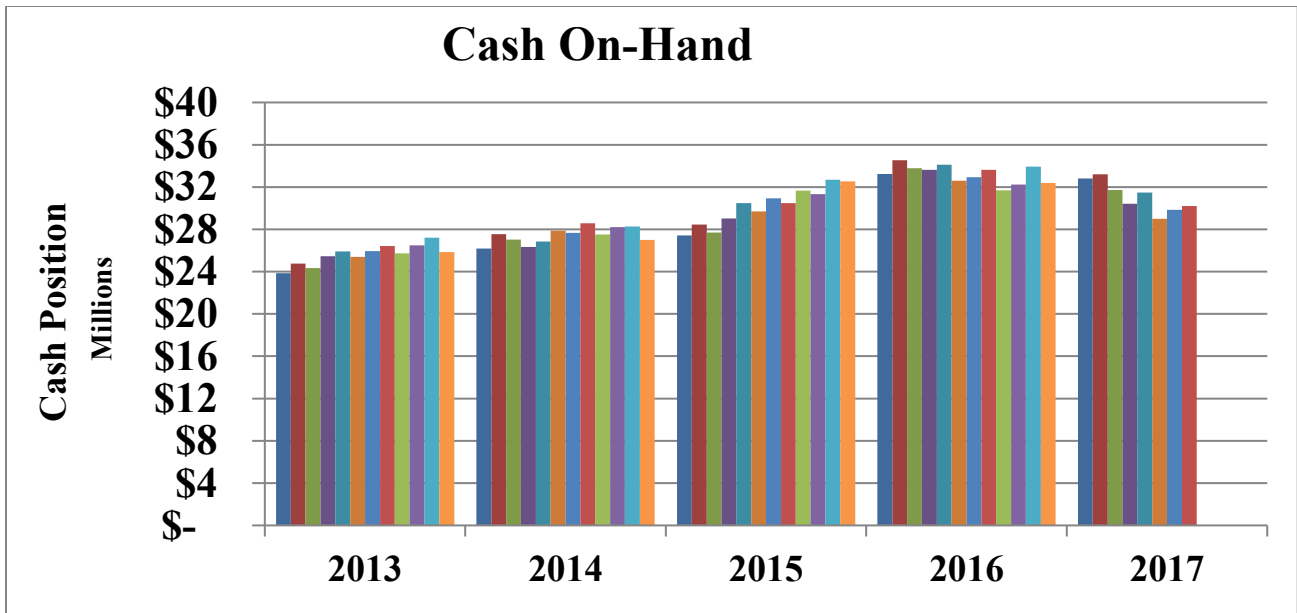
Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

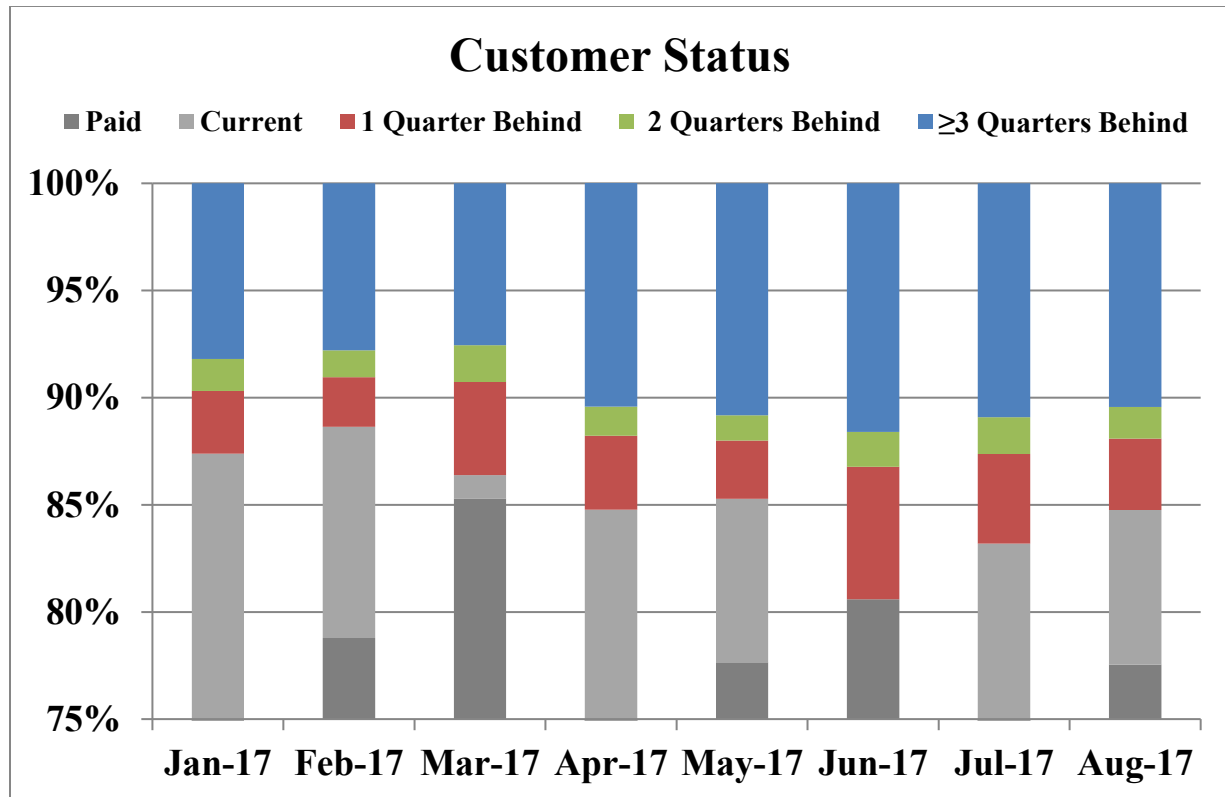


Accounting:

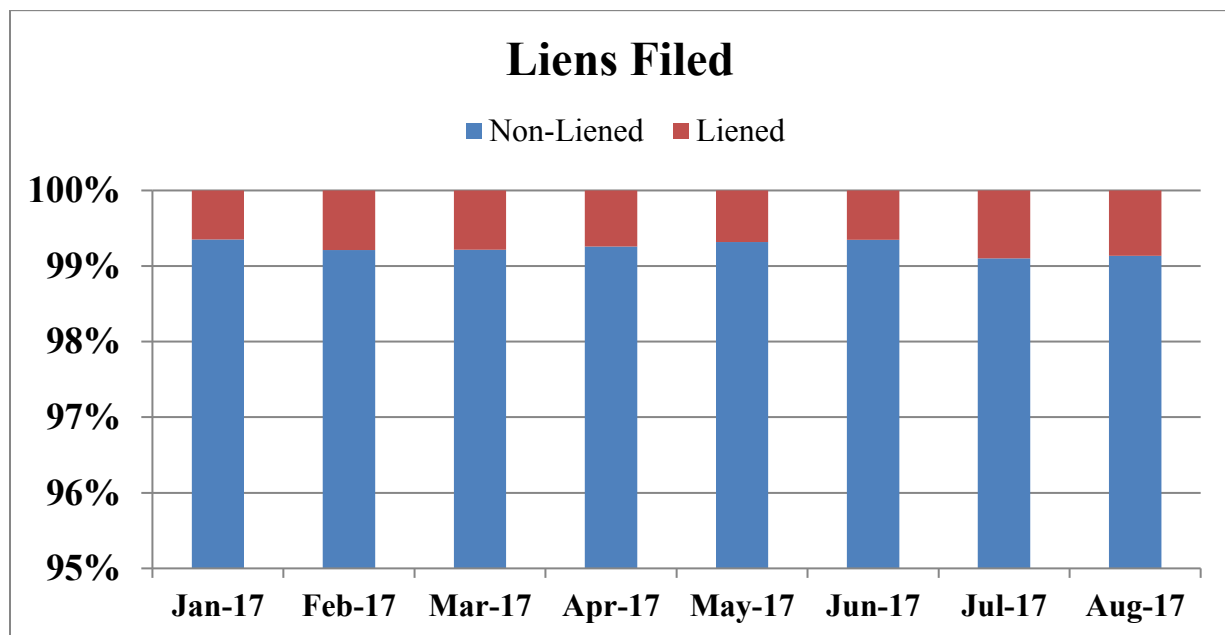
- Legal fees billed for the month of August were \$3,237. The fiscal year-to-date total is \$122,547.
- There was no septage billing in August.
- Developer's Agreement – There were no new Developer agreements in August.
- I.Q. Water Agreements –Sonoma Isles is past due for June and July; Charleston Ct. and Charleston Ct. W. are past due for July.
- Estoppel fees collected in August totaled \$6,975. The fiscal year-to-date total is \$78,200.

Customer Status:

The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 85% billing.



The District serves approximately 31,700 customers. Currently, the District has 275 liens filed which represent approximately 1% of our customers.



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: D. Albrey Arrington, Ph.D.

Date: September 15, 2017

Subject: Engineering Report

The Engineering Report was not available at notebook delivery time. It will be provided to the Board at the meeting.

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member

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: Albrey Arrington, Executive Director

FROM: Waldo J. Cruz, Director of Operations

DATE: September 13, 2017

SUBJECT: Operations Department Monthly – Report for August 2017

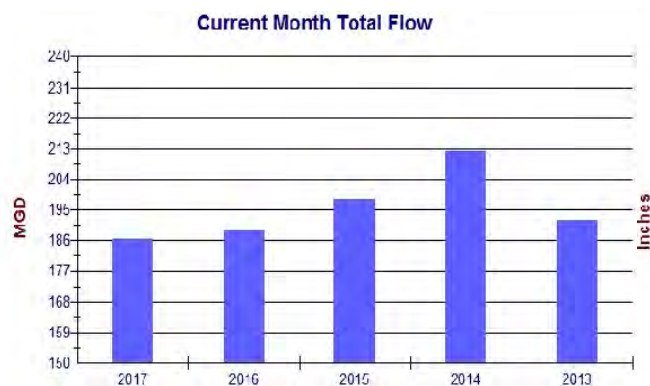
Treatment Plant Division:

Right: Work continues with the dewatering building rehabilitation. One of our plant operators is coring holes thru concrete to allow for new wires to be pulled into the existing electrical room below.

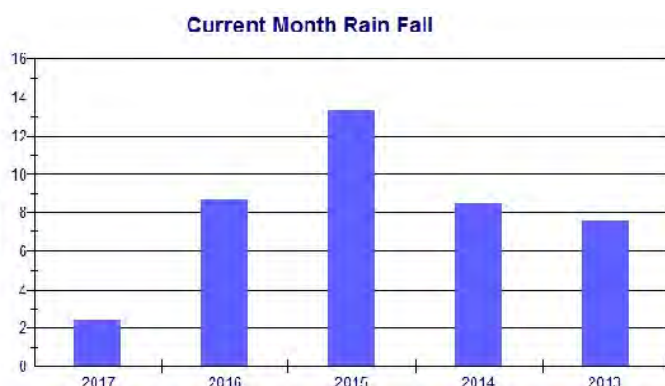
Left: An operator inspects plant generator number one. Plant generators are critical to plant operation and process, they allow for continuous operations during normal power outages and catastrophic events.



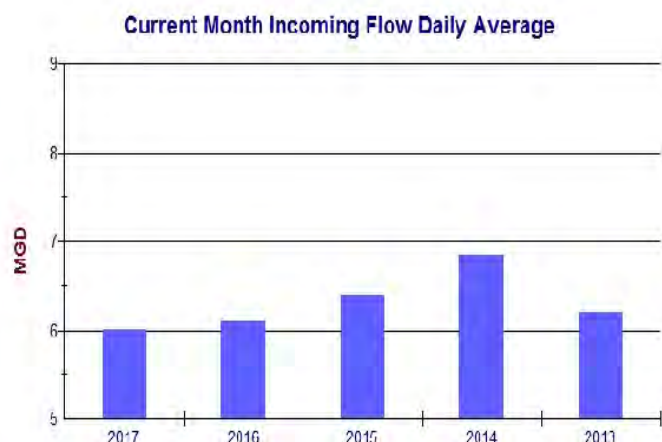
We have had another great month of no Permit exceedances.



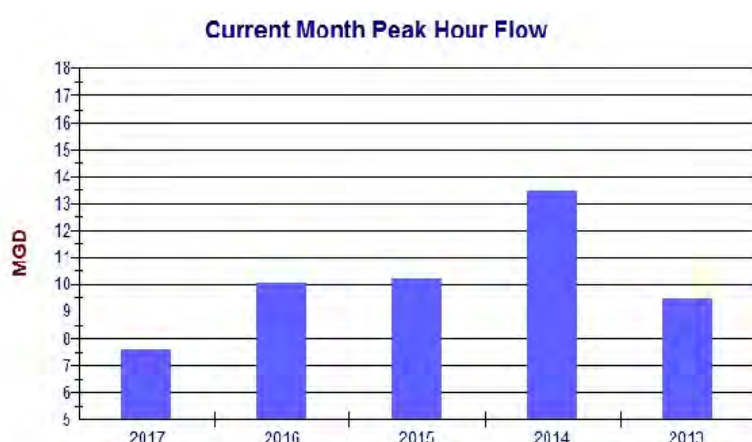
The plant total flow for the month of August was 186.33 million gallons.



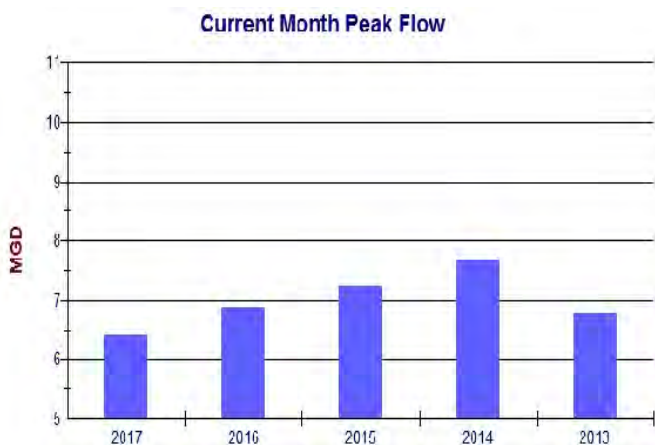
2.37 inches of rainfall was recorded at the plant site during the month of August.



The treatment plant incoming flow for the month of August averaged 6.01 MGD compared to 6.10 MGD one year ago, for the same month.

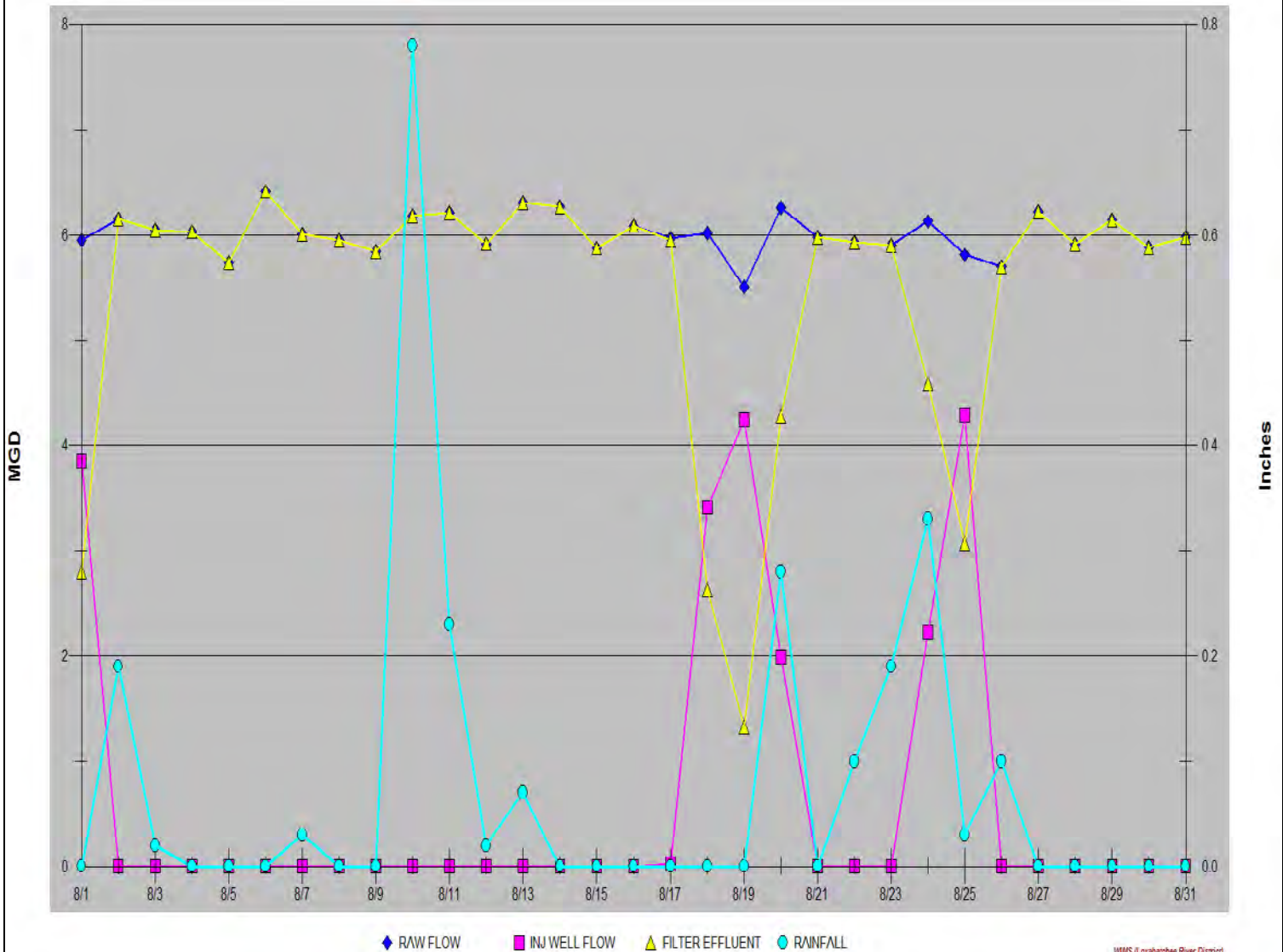


The peak hourly flow rate in August was 7.57 MGD.



The greatest single day average flow in August was 6.42 MGD.

For the month of August, the plant received 186.33 MG of influent flow of which 169.33 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. We received 2.37 inches of rain during the month and 20.03 million gallons of blended effluent was diverted to the Injection Well. Overall, 90.87% of incoming flows was recycled for IQ use and the plant delivered 195.98 million gallons of IQ water to the Reuse customers.



Year to date, the plant recycled 85.08% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 1,539.68 million gallons.

All mandatory monthly reporting has been submitted on time.

Safety / Compliance

SAFETY TRAINING. Training for the month of August reviewed Hydrogen Sulfide (H₂S) exposure hazards. Session objectives were to allow District employees to recognize potential sources of Hydrogen Sulfide and the required precautions which must be addressed.

The use of atmospheric testing equipment is very important to identifying these hazards and must be used during all confined space entries.



Personal Protective Equipment. New raingear was issued to District employees which allow for crews to stay on task during extended periods of wet weather.

The jacket and pant set are breathable allowing perspiration to escape while keeping the user dry.

The Hi-Viz color and DOT compliant class III reflective material allow employees to be seen while working in traffic



Safety Certification. Members of the Engineering and Construction departments received certifications in the advanced course of Temporary Traffic Control (TTC).

This advanced training will allow District employees to safely route traffic around work zones that are in an active road way.

The use of DOT approved traffic cones, barricades and information signs can re-route traffic around a work zone without having to close a thruway.

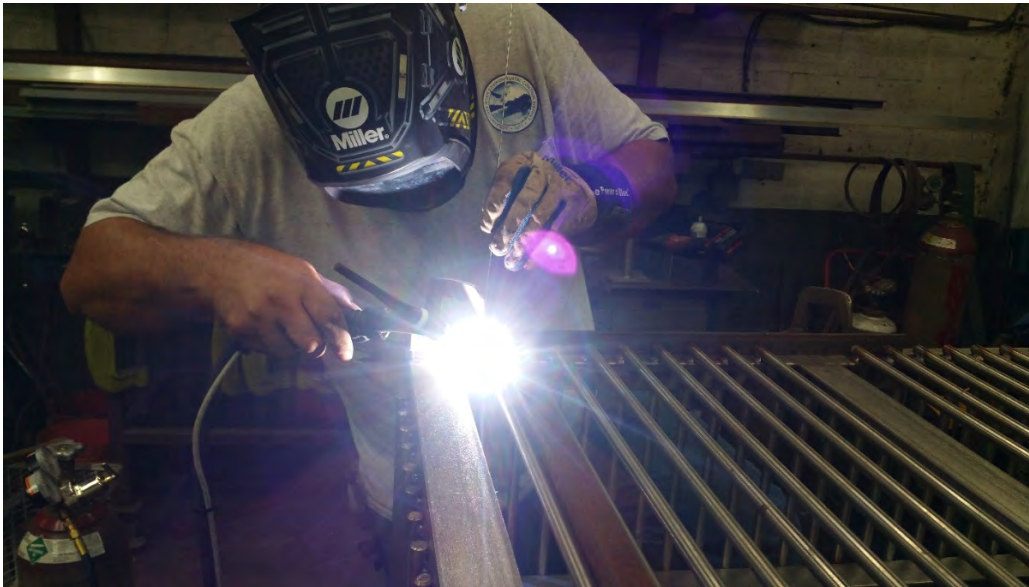
The District's above ground fuel storage tanks were inspected and found to be in 100% compliance with all federal and state requirements.

Fuel storage is a very important aspect of emergency preparedness and allow the District to continue its mission during periods of extended power outages.

The District has no lost time to report due to accident or injury.

Maintenance

BELOW: A maintenance department employee fabricates a suction strainer for IQ 512 pump station. This will prevent debris from entering the pumps and prevent costly repairs.



BELOW: The strainer is near completion. Plans were drawn up by the Collections supervisor, and fabrication was completed by in-house maintenance staff.



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: Albrey Arrington, Ph.D., Executive Director
FROM: Bud Howard, Director of Information Services
DATE: September 15, 2017
SUBJECT: Monthly Governing Board Update for August 2017

WildPine Ecological Laboratory

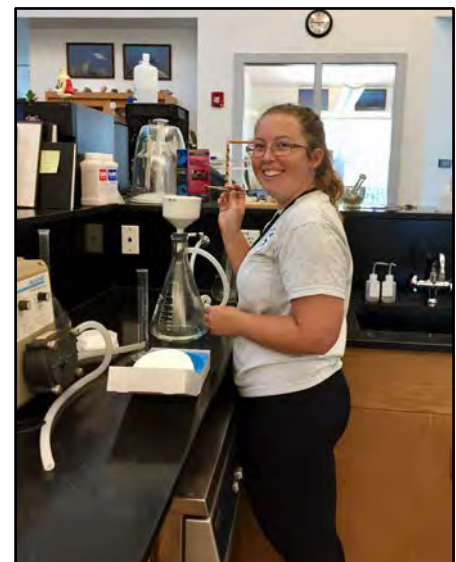
Riverkeeper Project

Town of Jupiter and District staff collected water quality samples from 38 monitoring stations in August. Some of the freshwater monitoring stations had relatively high Nitrogen, Phosphorous, and chlorophyll readings. These high numbers were found in and around Johnathan Dickinson State Park, and are typical of our summer months, particularly considering the increase in rainfall and high temps. Despite the relatively high readings at individual sites, the average for the river segment did not exceed the Numeric nutrient criteria (NNC) for Nitrogen and Phosphorous.

Microbiological testing results were relatively high at some sites as often observed during our warmer summer months. Jones creek remains an area of interest with sites exceeding the water quality criteria set for recreational waterways in the state of Florida. We continue to monitor the area under a variety of conditions and post the results to our Jones Creek web page: loxahatcheeriver.org/jonescreek/

New Intern

We welcome our new Laboratory Intern for fall/winter is Caitlyn “Caity” Hayes. She grew up in Naples, Florida and is new to Jupiter. Growing up she was always either at the beach, in the Everglades, or at Disney World. In her senior year of high school, she discovered her interest in protecting wildlife, wetlands and coastal areas. Caitlyn recently graduated from Eckerd College with a B.A. in Biology and Environmental Studies with a minor in Coastal Management. During her time at Eckerd, she studied the effects of sunscreen on clownfish, and was part of the dance team. Caitlyn is currently exploring her scientific areas of interest before she pursues her graduate degree.



Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

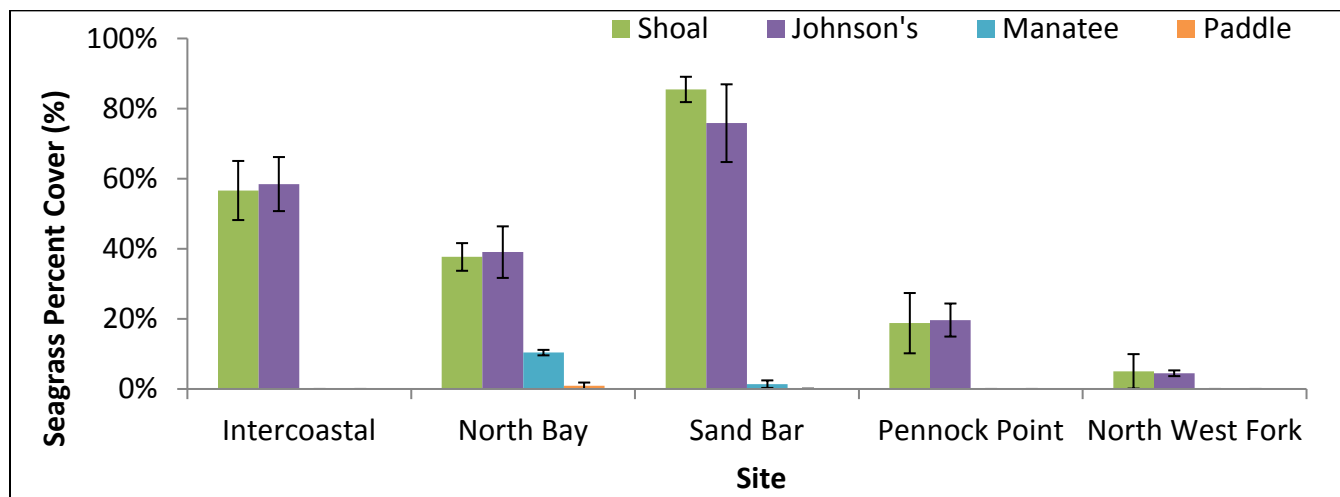
Harvey M. Silverman
Chairman

Dr. Matt H. Rostock
Board Member

James D. Snyder
Board Member

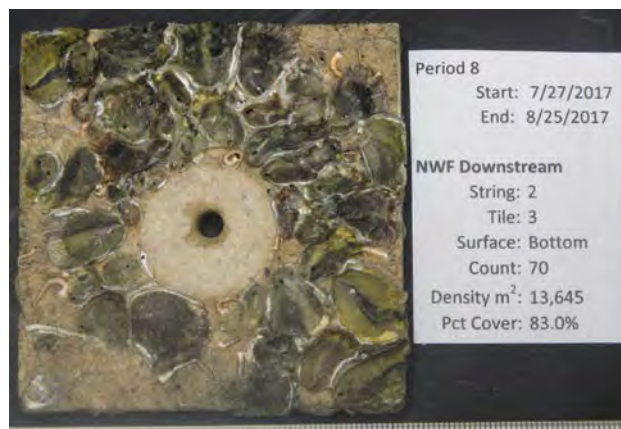
Seagrass Monitoring

Staff completed the August seagrass monitoring of all five sites in the River. Below illustrates the average percent cover of the 4 seagrass species found in the Loxahatchee River measured in 2017 (error bars = standard deviation). While paddle grass remains low at most sites, Shoal grass and the protected Johnson's seagrass average over 50% cover at the downstream sites, closer to Jupiter inlet. These numbers, and the persistence of multiple seagrass species at these sites is encouraging. In the coming weeks we will evaluate seagrass canopy heights and densities, along with historical trends of percent cover.



Oyster Settlement Monitoring

2017 has been an anomalous year for oyster spawning and recruitment occurring throughout the summer, instead of the typical fall and spring spawning events. The photo illustrates the highly unusual oyster recruitment we observed in August in the Northwest Fork.



Volunteer Water Quality Monitoring Program

The volunteer water quality testing in August scored an "A". The dissolved oxygen (DO) at Station 107 was "fair", which resulted in the lone B grade for the month. Modest rains and river flows are likely contributing to the good scores.

Customer Service

Payment Processing

With 3rd quarter bills due August 17, staff processed a flood of over 16,000 payments totaling more than \$2.2M with no backlog.

Delinquent Account Processing

Staff and the District's Attorney completed the 3rd quarter delinquent account processing one month ahead of schedule using our new, highly efficient workflows. We filed 25 new liens and 53 lien amendments, and now have a total of 275 delinquent accounts (0.86% of our customers), the lowest number of delinquencies in many years.

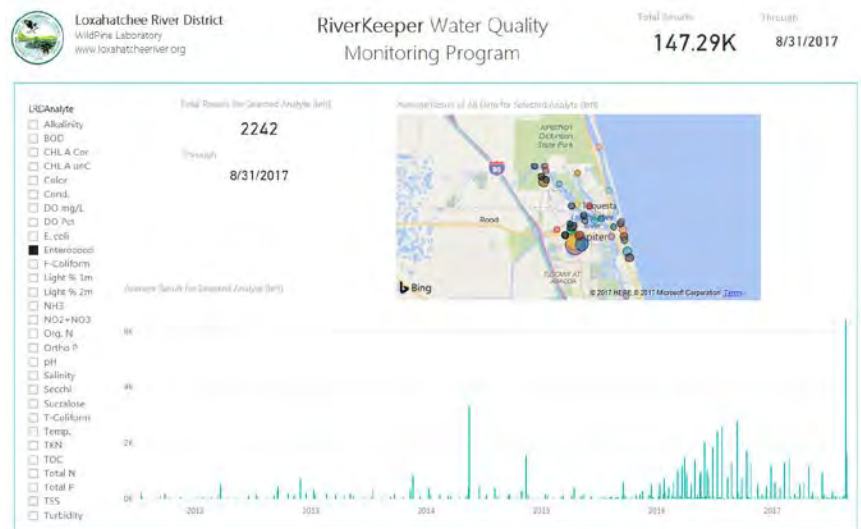
Payment Processing RFP

We received seven proposals for our payment processing solicitation. The details are further explained in our memo under the consent agenda.

Information Technology

Analytics Tools

We reached a milestone with our project to further utilize new analytics tools offered through Microsoft's Power BI. The now functional "gateway" component allows us to connect to a myriad of data sources, both internal and external and automate the updates. Our next phase is to build the data connections and the interactive data mining and exploratory tools similar to those we presently offer for our RiverKeeper Water Quality program on our public website.



Computerized Maintenance Management System (CMMS)

Work continues on refinements, cleanup and staff training of our new CMMS. All users scheduled for use of the system this year have completed their initial training and are improving their proficiency each day.

Phone Improvements

Staff worked with our phone provider to replace legacy copper lines with fiber optic cable which will provide supplemental reliability and resiliency.

SCADA Screen Updates

The project to update the legacy graphics on 86 SCADA screens is now more than 90% complete. This project is to improve performance and appearance of the screens used by staff to monitor and control our IQ and Collections Systems.

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: Administration Staff

DATE: September 6, 2017

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	\$7,059.85	\$170,520.56
Arcadis	\$36,719.99	\$121,173.35
Hazen	\$18,473.40	\$392,031.91
Holtz	\$14,854.82	\$206,664.72
Mathews	\$14,035.40	\$208,018.47

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

Harvey M. Silverman
Chairman

Gordon M. Boggie
Board Member

James D. Snyder
Board Member



Future Business

Neighborhood Sewering:

- Final Assessment-Turtle Creek Subsystem 4
- Preliminary Assessment-Turtle Creek Phase I

Other:

- Ethics Training for Board and Senior Staff - October 19th, 1 -5 pm
- Lift Station 114 Rehabilitation construction contract
- Loxahatchee River Road Wastewater and IQ Force Main construction
- Master Lift Station-Award of Contract
- Continuing Contract for Engineering Services-Plant
- Employee Health Insurance