

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 #25-2018 DECEMBER 13, 2018 – 7:00 PM AT DISTRICT OFFICES ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order & Pledge of Allegiance
2. Administrative Matters
 - A. Roll Call
 - B. Previous Meeting Minutes **Page 3**
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed **Page 9**
 - B. Loxahatchee River District Dashboard **Page 10**
5. Consent Agenda (see next page) **Page 11**
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Low Pressure Pump Purchases **Page 27**
 - C. Odor Control (Evoqua) Contract **Page 31**
 - D. Jupiter Farms Elementary Force Main Contract **Page 33**
 - E. Lift Station 82 Conversion Engineering Award **Page 36**
 - F. Procurement Policy: Time Sensitive Change Order **Page 43**
 - G. Executive Director Review **Page 44**
 - H. Busch Wildlife Tour of Discovery Center **Page 47**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 93**
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/she will need a record of the proceedings, and that, for such purpose, he/she 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: December 3, 2018

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

5. CONSENT AGENDA

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

- A. Notice of Intent to Assess-18870+18890 SE Country Club Dr. (2018-32) **Page 12**
- B. Headworks Generator Purchase – to approve purchase **Page 20**
- C. Deep Well Pump Purchase – to approve purchase **Page 22**
- D. Fixed Asset Disposal – to approve disposal **Page 24**
- E. Change Orders to Current Contracts – to approve modifications **Page 25**

7. REPORTS

- A. Neighborhood Sewering **Page 48**
- B. Legal Counsel's Report **Page 50**
- C. Engineer's Report **Page 53**
- D. Busch Wildlife Sanctuary **Page 59**
- E. Director's Report **Page 60**

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



MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: December 4, 2018

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Regular Meeting of November 15, 2018. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the November 15, 2018 Regular Meeting as submitted.”

J:\BOARD\MinutesSamples\MinutesMemo.docx

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
NOVEMBER 15, 2018

1. CALL TO ORDER

Chairman Snyder called the Regular Meeting of November 15, 2018 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

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

Staff Members in attendance were Mr. Yerkes, Mr. Howard, Mr. Dean, Ms. Peterson and Mr. Campbell.

Consultants in attendance were Mr. Muniz from Hazen & Sawyer, Ms. Miranda and Ms. Wood from Holtz Consulting, Mr. Pugsley from Mathews Consulting, Mr. Kuehn, Mr. Rodriguez and Mr. Burt from Gehring Group and Mr. Shenkman with Smith, Gaskill & Shenkman.

B. PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting and Public Hearings of October 18, 2018 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the October 18, 2018 Public Hearings and Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 6D was deleted.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard gave a presentation on prospective protection wells under consideration by South Florida Water Management District.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Mr. Yerkes reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of November 15, 2018 as presented.”

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

A. Fixed Asset Disposal – to approve disposal

“That the Governing Board authorize the Executive Director to dispose of tangible personal property including asset tag number 2651 in the schedule above.”

B. Staff Award Policy – to approve policy

“That the Governing Board approve the attached Staff Award Policy and authorize the Executive Director to implement the policy with an effective date of November 16, 2018.”

C. Executive Director Contract Revision – to approve revision

“That the Governing Board approve revision of Section 2.C of the Executive Director’s Employment Agreement to include ‘Furthermore, the District may, in its sole discretion, provide a lump sum payment to recognize meritorious performance.’ and authorize the Board Chairman to execute the attached Amendment 1 to Employment Agreement.”

D. Generator Purchases Lift Stations 43 and 62 – to approve purchases

“That the District Governing Board authorize the “piggy-back” of the Florida Association of Counties (FSA&AC) contract with ACF Power Systems, Inc. for 125KW Generator Package Specification #76 with contract deduct amounts 60KW and 50KW generators and 600A Automatic Transfer Switch Specification #80 with contract deduct amounts for 100A switches in accordance with ACF Power Systems, Inc.’s proposals dated November 5, 2018 in the amount of \$64,380.00.”

E. Girl Scouts of Southeast Florida, Inc. Partnership Agreement – to approve agreement

“That the District Governing Board authorize the Executive Director to execute the Partnership Agreement with the Girl Scouts of Southeast Florida, Inc. and continue our long-standing and productive collaboration, through the River Center, promoting environmental stewardship among local Girl Scouts.”

F. Change Orders to Current Contracts – to approve modifications

No change orders were presented.

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

No items per pulled for discussion.

B. Employee Health Insurance

Mr. Yerkes reviewed Dr. Arrington’s memo on employee health insurance.

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

“That the District Governing Board authorize the Executive Director, in accordance with the RFP responses provided and with an effective date of January 1, 2019, to:

- Enter into contract with UnitedHealthcare for their Choice Plus-AQOZ health insurance policy,
- Renew our United Concordia PPO Alliance dental insurance policy,
- Renew our Humana Vision 130 voluntary vision insurance policy,
- And enter into contract with Reliance for Basic Life Insurance, Accidental Death & Dismemberment, Long-Term Disability, and voluntary life insurance policies.”

C. Procurement Policy Revision

Mr. Yerkes reviewed Dr. Arrington’s memo on the proposed Procurement Policy Revisions.

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

“That the District Governing Board ratify and approve the Loxahatchee River District’s Procurement Policy with the exception of Section 2.10, and with an effective date of November 16, 2018.”

E. Alternate A1A Force Main Extension Contract Award

Mr. Yerkes reviewed his memo on the Lift Station 65 contract.

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

“THAT THE DISTRICT GOVERNING BOARD authorize award of contract for the Alternate A1A 16” Force Main Extension contract to Johnson-Davis, Inc., in the base bid amount of \$1,384,000.00,

and

THAT THE DISTRICT GOVERNING BOARD also approve a contingency allocation of \$25,000.00.”

F. New Vacuum Truck Purchase

Mr. Yerkes reviewed Mr. Dean’s memo on the new Vacuum Truck purchase.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a contract to “piggy-back” the Florida Association of Counties (FSA&AC) contract with Southern Sewer Equipment Sales, Inc. for Sewer Cleaning/Vacuum Machine Specification #53 based on their proposal dated November 6, 2018 in the amount of \$275,650.60

and

THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a contract to “piggy-back” the Florida Association of Counties (FSA&AC) contract with Palm Peterbilt Truck Centers for a 60,000 GVWR Cab and Chassis 4x6 Tandem Axle Refuse Truck Specification #16 based on their proposal dated October 24, 2018 in the amount of \$124,138.00.”

G. Process Control Maintenance Service Contract

Mr. Campbell reviewed his memo on the Process Control Maintenance Service Contract.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the third and final 12-month contract extension to Process Control Consultants, Inc. for the Wastewater Process Control Systems Maintenance and Modification Contract, in the amount of \$142,800.00 annually.”

7. REPORTS

The following reports stood as written:

- A. NEIGHBORHOOD SEWERING
- B. LEGAL COUNSEL’S REPORT
- C. ENGINEER’S REPORTS
- D. BUSCH WILDLIFE SANCTUARY
- E. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Mr. Yerkes reviewed the Future Business.

9. COMMENTS FROM THE BOARD

The December meeting will be moved from December 20th to December 13th. Alternate dates for the April and June 2019 meetings may need to be considered.

Mr. Rockoff wished Dr. Arrington a speedy recovery.

10. ADJOURNMENT

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

“That the Regular Meeting of November 15, 2018 adjourn at 8:26.”

BOARD CHAIRMAN

BOARD SECRETARY

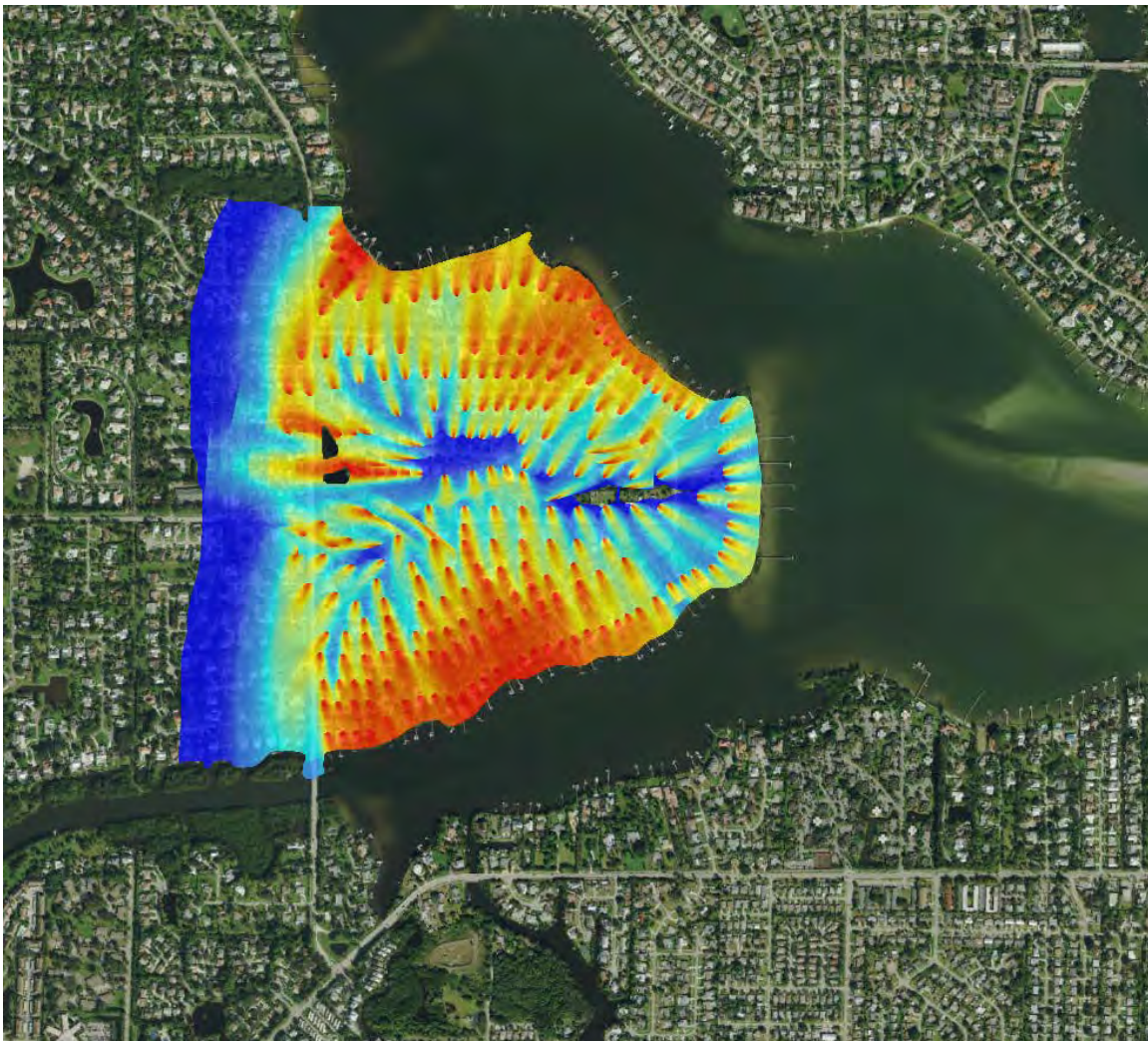
RECORDING SECRETARY



Loxahatchee River Watershed Status Septic System Pollution Modeling using ArcNLET


The District is now using a Geographic Information System (GIS)-based nitrate load estimation modeling tool named ArcNLET. We are using this tool for pollution reduction calculations realized from our neighborhood septic to sewer program. This work supports our Reasonable Assurance Plan development in coordination with the Florida Department of Environmental Protection (FDEP) and the Loxahatchee River Management Coordinating Council members. At our meeting we will provide a summary of this work and the benefits of having the capability to utilize this tool in-house.

ArcNLET nitrate pollution model output for properties on Pennock Point



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	<2	Zero	Zero	Zero	<1542	≤ 15	≥ \$9,894,657	≥ 95%	≥ 85% but ≤ 105%	≥ 80%	≥80%	Zero	mean ≥ 69	min ≥ 20 ‰	90% of sites ≤ 200
Yellow		< 90%	< 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
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
2017 Baseline		104%	6.6	1	0	2	0	1,127	9	\$ 30,425,084	95%	85%	98%	85%	0	50	23	1 > 200
2017	Nov	139%	7.1	0	0	0	0	1124	2	\$ 29,973,080	97%	80%	93%	93%	0	77	14.4	1 > 200
	Dec	126%	6.8	0	0	3	0	1159	11	\$ 29,366,604	98%	82%	93%	87%	0	68	20.7	3 > 200
2018	Jan	121%	7.1	0	0	3	0	1240	15	\$ 29,774,007	99%	81%	93%	67%	1	84	27.6	1 > 200
	Feb	118%	7.1	0	0	0	0	1299	10	\$ 31,873,924	97%	82%	93%	60%	0	43	31.8	0 > 200
	Mar	104%	7.0	0	0	1	0	1322	6	\$ 30,590,419	101%	86%	93%	60%	0	0	33.6	1 > 200
	Apr	89%	6.8	0	0	1	0	1350	14	\$ 30,470,440	101%	88%	93%	47%	0	0	32.3	1 > 200
	May	139%	7.2	1	0	4	0	1245	0	\$ 32,001,517	101%	89%	93%	47%	1	11	7.0	5 > 400
	June	100%	7.1	3	0	3	0	1061	6	\$ 30,357,463	100%	88%	93%	47%	0	229	8.6	6 > 200
	July	102%	6.5	0	0	3	0	987	5	\$ 36,393,890	100%	88%	93%	27%	1	197	11.0	0 > 200
	Aug	106%	6.6	2	0	0	0	1039	7	\$ 36,911,972	99%	89%	93%	27%	1	180	15.8	7 > 200
	Sept	96%	6.3	3	0	5	0	1219	8	\$ 35,472,108	100%	87%	93%	27%	0	191	17.6	1 > 200
	Oct	120%	6.4	1	0	2	0	1296	7	\$ 35,973,349	96%	73%	100%	100%	0	77	29.1	1 > 200
	Nov	120%	6.6	0	0	3	0	1226	8	\$ 37,075,977	95%	82%	100%	100%	0	9	29.2	1 > 400
Consecutive Months at Green		7	114	2	14	0	64	99	19	113	77	0	38	2	3	5	2	3
Metric Owner		O'Neill	Campbell	Dean	Dean	Dean	Campbell	Campbell	Dean	Peterson	Peterson	Peterson	Yerkes	Yerkes	Campbell	Howard	Howard	Howard

Metric

Sewer Overflows
Operating Expense
Lainhart Flow

Explanation

This month we had 3 spills: a leaking check valve at Lift Station 152; a contractor doing underground work damaged a 1.5" low pressure force main, and a broken coupling on a 2" I.Q. line on the plant site. Each on of these issues have been repaired and the facilities placed back into service. Engineering and Operations Reports have more details.
In the beginning of the fiscal year our actual expenses are below straight-line budget projections. We expect our expense spending will catch up to budget projections as we progress through the fiscal year.
Average daily flow over Lainhart Dam was 40 cfs with flow less than 35 cfs for 6 days. Minimum flow during November was 9 cfs.

Loxahatchee River District

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

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: December 4, 2018
SUBJECT: Consent Agenda

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

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

- A. Notice of Intent to Assess-18870+18890 SE Country Club Dr. (2018-32)
- B. Headworks Generator Purchase – to approve purchase
- C. Deep Well Pump Purchase – to approve purchase
- D. Fixed Asset Disposal – to approve disposal
- E. Change Orders to Current Contracts – to approve modifications

Should you have any questions regarding 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 December 13, 2018 as presented.”

Signed,

D. Albrey Arrington, Ph.D.
Executive Director

J:\BOARD\Consent2018.docx

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

BRANDON SMITH

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

December 5, 2018

LEGAL ASSISTANTS

CIVIL TRIAL, PROBATE

AND FAMILY LAW

KAREN M. BOYDEN-LOPATOSKY
MINDY VASSER

PERSONAL INJURY

ROBIN B. MODLIN, CP
BETH KOENIG

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 **18870 and 18890 SE COUNTRY CLUB DR.** 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 2018-32, 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 2018-32 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the **18870 and 18890 SE COUNTRY CLUB DR.** 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
Smith, Gaskill & Shenkman, P.A.
11891 U.S. Highway One
North Palm Beach, Florida 33408

PENDING LIEN NOTICE
18870 and 18890 SE COUNTRY CLUB DR. 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 13th day of December, 2018, 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 13th day of December, 2018, 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
Smith, Gaskill & Shenkman, P.A.
11891 U.S. Highway One
North Palm Beach, Florida 33408

**NOTICE OF INTENT TO ASSESS
18870 and 18890 SE COUNTRY CLUB DR. 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 13th day of December, 2018, passed Resolution **2018-32**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2018-32**, 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 13th day of December, 2018, 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 13th day of December, 2018, 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 2018-32

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO **18870 AND 18890 SE COUNTRY CLUB DR.** 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 **18870 AND 18890 SE COUNTRY CLUB DR.** Assessment Area (the “Area”) in Martin 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 “**18870 AND 18890 SE COUNTRY CLUB DR.** 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 **18870 AND 18890 SE COUNTRY CLUB DR.** 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 **18870 AND 18890 SE COUNTRY CLUB DR.** 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 13th DAY OF DECEMBER, 2018.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
VOTE

JAMES D. SNYDER

STEPHEN ROCKOFF

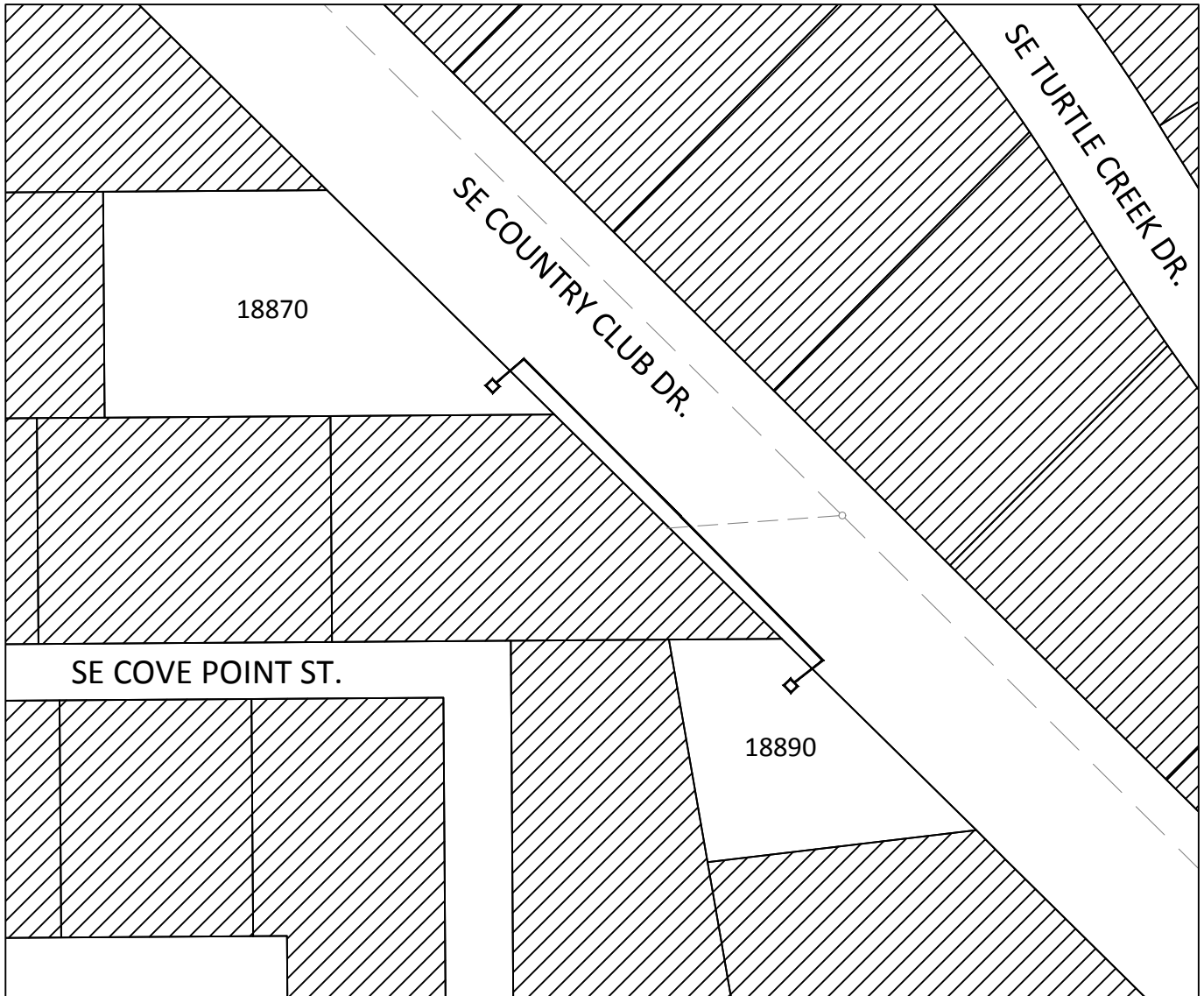
GORDON M. BOGGIE

HARVEY M. SILVERMAN






DR. MATT H. ROSTOCK

EXHIBIT "B"

18870 & 18890 SE COUNTRY CLUB DRIVE LOW PRESSURE SEWER SYSTEM ASSESSMENT AREA



LEGEND

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

TEQUESTA, FLORIDA

EXHIBIT “B”

PROPOSED SEWER SERVICE ASSESSMENT AREA

18870 and 18890 SE COUNTRY CLUB DR. ASSESSMENT AREA

The properties to be provided sewer service are located within Section 22, Township 40 South, Range 42 East, Martin County, Florida and lies within the following general boundaries:

On the North by SE River Terrace,
On the South by SE Cove Point Terrace,
On the East by the Turtle Creek Subdivision, and
On the West by the NW Fork of the Loxahatchee River.

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

100	Lineal Feet of Low Pressure Force Main
2	Services
2	Low Pressure Pumping Units

Mr. & Mrs. Michael Baldwin
re: 18870 SE Country Club Dr
18870 SE Country Club Dr
Tequesta FL 33469
22-40-42-000-014-00072-6

Mr. & Mrs. Ronnie Altilio
re: 18890 SE Country Club Dr
18890 SE Country Club Dr
Tequesta FL 33469
22-40-42-007-000-00010-3

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: Tony Campbell,
Director of Operations

DATE: Thursday, December 13, 2018

SUBJECT: Headworks Emergency Standby Generator Purchase.

Headworks has been identified as a priority area for an emergency standby generator installation for this fiscal year. This 80KW generator will replace the portable 100KW generator borrowed from Collections that's currently there.

Headworks is considered one of the Districts high priority areas that requires redundant power supply in the event of FPL/Main generator power failure. This standby generator will be assigned to Headworks and will be used to power the entire structure in an emergency.

The District will "piggy-back" on the existing Florida Association of Counties (FSA&AC) contract with ACF Power Systems, Inc. for an 80 KW Generator Package Specification #77 Wacker Neuson G100 Skid Mounted.

(1) Wacker Neuson G100 for Headworks (Plant Site) \$53,303.00

The following motion is suggested:

"THAT THE DISTRICT GOVERNING BOARD authorize the "piggy-back" of the Florida Association of Counties (FSA&AC) contract with ACF Power Systems, Inc. for an 80KW Generator Package Specification #77 in accordance with ACF Power System, Inc.'s proposals dated October 1st, 2018."

Should you have any questions please contact Clint Yerkes or myself.

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

**WACKER
NEUSON**



October 1, 2018
Loxahatchee River District
ATTN: Tony Campbell

**REF: Quoted as per Florida Sheriff's Association Contract # FSA18-VEH16.0
Specification #77 Wacker Neuson Heavy-Duty Mobile Generator quote:**

G100

5100033310 Wacker Neuson G100 Generator, Cummins Tier 4F engine, 187gal fuel tank,
69.4 dBA 80kW/100kVA prime, 120/240V single phase, and 208/480V three phase
0620549 MGT3.1E Dual Axle Trailer with 3" Pintle Hitch and Electric Brakes
CONTRACT PRICE \$66,749- \$7,754 Additional Dealer Discount = \$58,995 QUOTE PRICE
Less MGT3.1E Trailer \$7,115(List Price)-\$1,423(20%) = \$ -5,692
G100 SKID MOUNTED PRICE = \$53,303

Standard Warranty: 2 years/2000 hours Parts and Labor
Thank you for consideration of our product.
Quote is valid for sixty days.

Greg Bennett
Governmental Sales
Office 305-592-5360
Cell 786-229-7037
Fax 305-477-2024
greg_bennett@kellytractor.com
www.kellytractor.com/Governmental

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

MEMORANDUM

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

FROM: Tony Campbell,
Director of Operations

DATE: Thursday, December 13, 2018

SUBJECT: DEEP WELL PUMP and DISCHARGE HEAD PURCHASE

The Deep Injection Well, Pump and Motor renewal and replacement account for this year is budgeted for \$76,000.00. Replacement of the Pump, Motor and Discharge Head are a portion of the required work. The requested Authorization is \$68,308.80.

The requested purchase is for one (1) New vertical turbine pump and motor and one (1) New discharge head for the deep injection well pump station. Out of the 4 Injection Well pumps we have in service this is the last remaining Pump and Motor that is OEM and needs replacement.

“Pricing is a piggy-back off of the City of Orlando Contract”

The following motion is suggested:

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggy-back” of the City of Orlando for the purchase of one (1) Layne vertical turbine pump and one (1) discharge head form TAW Orlando Service Center Inc., in accordance with District specifications, and their proposal dated November 12, 2018 in an amount of \$68,308.80.”

Should you have any questions please contact Clint Yerkes or myself.

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member



TAW Orlando Service Center, Inc.

Quotation

Number: 60026366-2
Date: 11/12/2018

3400 BARTLETT BOULEVARD
ORLANDO, FL 32811
Tel: 800-393-7304
Fax: (407) 423-3017
Page 1 of 1

LOXAHATCHEE RIVER DISTRICT
2500 JUPITER PARK DRIVE
JUPITER, FL 33458

Contact: Anthony Nicoletto
Phone: 561-747-5709 Ext: 13
Cell phone : 561-222-0929
Fax.....: 561-743-3027
Email.....: anthony.nicoletto@loxahatcheeriver.o

Your ref.: New Pump & Motor
Purchase order
PO release
Work order
Quotation deadline.....: 12/12/2018
Estimated Delivery
Offered by: TIFFANY MCARTHUR
Sales representative: Orlando House Accounts
Project.....
Terms of payment.....: Net 30 days
Terms of delivery: FOB Destination, Prepaid and Added

Nameplate

Per City of Orlando Contract

New Layne pump
8G4/18759/3 12HFSS2
2
STAGE VERTICAL TURBINE PUMP
4170 GPM @ 170' TDH 125#
FANGE RATING
PUMP SETTING 2121/ 2"
MECHANICAL SEAL : 58101.5JC

1000129	9-10 Weeks Aro	1.00 Each	33,112.80	33,112.80
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Per City of Orlando Contract

New Layne Discharge Head
12" Assembly includes coating

1000129		1.00 Each	5,400.00	5,400.00
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Per City of Orlando Contract

New Nidec Motor

250HP / 447TPB / 1800RPM / 460V/ 3P AC
9-10 Weeks Aro

1000129		1.00 Each	29,796.00	29,796.00
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Sales balance	Total discount
68,308.80	0.00

Total
68,308.80 USD

NOTICE-PLEASE READ

This Quotation and the transactions related hereto are governed by TAW. Standard Terms and Conditions (the "Terms and Conditions") which have been provided to Customer and/or are available at www.tawinc.com/TC1.aspx. Any terms or conditions contained in any purchase order, agreement or other document which are inconsistent with or in addition to the Terms and Conditions are null and void and are superseded by the Terms and Conditions, unless the purchase order, agreement, Terms and Conditions were agreed to in writing and signed by an authorized officer of Tampa Armature Works, Inc. No amendment to the Terms and Conditions is valid unless in writing and signed by an authorized officer of Tampa Armature Works, Inc.

**** Unless otherwise noted, the above quotation does not include taxes. **** Customer Acknowledgement: _____

Loxahatchee River District

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

To: Governing Board
From: Kara Peterson, Director of Finance and Administration
Date: December 7, 2018
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 item listed below:

Tag #	F/A #	Description	Date Recorded	Acquired Value	Book Value
2911	ME0399	3500 PSI Pressure Washer	09/30/13	\$ 1,776	\$ -
Total Assets to be Disposed				\$ 1,776	\$ -

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 asset tag number 2911 in the schedule above.”

Change Orders

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

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Loxahatchee River District

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



MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D.
EXECUTIVE DIRECTOR

FROM: CLINTON R. YERKES
DEPUTY EXECUTIVE DIRECTOR

DATE: NOVEMBER 27, 2018

SUBJECT: AWARD OF CONTRACT – LOW PRESSURE PUMPING UNITS

The District is currently in the process of completing design and preparing to go bid on some of our neighborhood sewerage projects, including Imperial Woods, Island Country Estates and New Palm Beach Heights.

Recent discussions with the provider of our low-pressure pumping units indicated that a price increase will be coming in the near future, however, they have agreed to hold the price for communities where we have provided cost estimates based upon the current rates.

Southeastern Pump is a designated sole source for low-pressure grinder units and has not had a price increase since 2013. Memo's regarding this designation are attached.

We are requesting Board authorization to proceed with the purchase of low-pressure grinder units for the following projects that will be completed this year:

Island Country Estates	38 Lots	\$122,930.00
Imperial Woods	47 Lots	\$152,045.00
New Palm Beach Hts.	34 Lots	\$109,990.00

The following motion is suggested for approval of these purchases:

“THAT 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 the bid requirements; therefore:

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to execute Purchase Orders for the purchase of 38 simplex grinder pump units for Island Country Estates from Southeastern Pump in the amount of \$123,130.00; and

for the purchase of 47 simplex grinder pump units for Imperial Woods from Southeastern Pump in the amount of \$152,245.00; and

for the purchase of 34 simplex grinder pump units for North Palm Beach Heights from Southeastern Pump in the amount of \$110,190.00.”

Thank you for your consideration of this purchase and should you have any questions concerning this please contact me or Kris Dean.

V:/special/lpss/FY2019/Board Memo 12-2018

Loxahatchee River District

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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: FILE
ACCOUNTING DEPT.

FROM: PURCHASING PRINCIPAL – Clinton Yerkes

DATE: NOVEMBER 27, 2018

SUBJECT: SOLE SOURCE PURCHASE DETERMINATION

In accordance with Chapter 255.04 of the Florida Statutes the following equipment or system has been determined to be a sole source purchase in accordance with the following:

- (1) I, Clinton R. Yerkes, as Purchasing Principal have reviewed the requirements and specifications for the low pressure pumping units and have determined after consideration of all available alternative materials and systems that the specification of a sole material or system is justifiable based upon its standardized configuration and interchangeability;
- (2) The sole source specification has been recommended by the engineer of record (See **attached written recommendation**); and
- (3) The consideration by, and the justifications of, the governmental body are documented, in writing, in the project file.

In accordance with District Purchasing Procedure a sole source purchase is allowed under the following conditions:

Category 1 & 2 Purchases - if the Purchasing Principal provides written statement of the conditions and circumstances requiring the purchase of a sole source item. The statement shall be filed with Accounting attached to the Purchase Order.

Category 3 Purchases - Purchasing Principal has determined that the service or good is available from a single source the purchase may be excepted from bid requirements by the Board, upon the filing of a certification by the Purchasing Principal stating conditions and circumstances requiring the purchase. The intention shall be presented to the Board on the consent agenda at the next regularly scheduled public meeting.

V:/specl/lpss/pmppurchase/solesource 12-2018

Loxahatchee River District

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



MEMORANDUM

TO: Clinton R. Yerkes, Deputy Executive Director

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

DATE: June 17, 2014

SUBJECT: Sole Source Purchase Determination
Southeastern Pump Low Pressure Pump Station

I have reviewed the low pressure pumping unit specifications and details and based on the District's desire to minimize variations in the field with standardized installations recommend the sole source purchase of the low pressure pumping units from Southeastern Pump.

Signed,

Kris Dean, P.E.
Director of Engineering Services

For Loxahatchee River District's Signature List Please Follow C.R.D. #12

Board Member

Gordon M. Boggie
Board Member

Harvey M. Silverman
Chairman

Stephen B. Rockoff
Board Member

Dr. Matt H. Kostock
Board Member

Loxahatchee River District

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

MEMORANDUM

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

FROM: Tony Campbell, Director of Operations

DATE: Thursday, November 13th, 2018

SUBJECT: EVOQUA ODOR CONTROL CONTRACT PRICING EXTENSION

In January 2018 the District entered into a contract with Evoqua Water Technologies, which was a "piggy-back" on the Sarasota County contract, which ends December 31, 2018. Sarasota County's "piggy-back" contract that we were also using expires December 31, 2018 and Sarasota County will be piggy-backing off the Lee County contract as well starting January 1, 2019. Evoqua provides the District with chemicals and equipment that assist with odor and corrosion control.

Evoqua has an executed contract in place with Lee County and has extended the offer to the Loxahatchee River District to "piggy-back" the executed Lee County Contract for our wastewater odor and corrosion control program. Pricing shall be effective January 1, 2019 through May 13, 2021 with a potential additional three, one-year contract renewals.

Lee County is a significantly larger user of chemicals and equipment that Evoqua provides, thus pricing is more advantageous to "piggy-back" than to bid ourselves.

The attached letter from Evoqua provides pricing from January 1, 2019 through May 13, 2021.

The following motion is suggested for approval:

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a Purchase Order to Evoqua Water Technologies, Inc., for the continued provision of odor and corrosion control chemicals and services, in accordance with a "piggy-back" of Lee County contract for a three (3) year period of January 1, 2019 to May 13, 2021, with an potential additional three (3) 1 year renewals and in an amount not to exceed \$750,000.00."

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member



November 20, 2018

Mr. Tony Campbell
Loxahatchee River District
2500 Jupiter Park Drive
Jupiter, FL 33458-8964
Email: tony.campbell@lrecd.org

**RE: PIGGYBACK OF LEE COUNTY, FLORIDA
LOXAHATCHEE RIVER DISTRICT
ODOR AND CORROSION CONTROL SERVICES AGREEMENT - 2019**

Dear Mr. Campbell:

First, let me thank you again for your continued interest in Evoqua Water Technologies and for your confidence in our ability to solve your hydrogen sulfide odor and corrosion control needs.

Evoqua Water Technologies has a contract in place with Lee County for Odor and Corrosion Control Services. Evoqua is pleased to offer the Loxahatchee River District the option to piggyback this contract for your wastewater odor and corrosion control program. Pricing shall be effective January 1, 2019 through May 13, 2021.

Under the Lee County contract, the pricing for the products and services you are currently using are as follows.

Bioxide:	\$ 2.40 per gallon
Alkagen AQ:	\$ 1.49 per gallon
Sodium Hydroxide 25%:	\$ 2.40 per gallon
Sodium Hypochlorite:	\$ 2.30 per gallon
Master Lift Station Biofilter:	\$ 3,161 per month
WWTF Headworks Biofilter:	\$ 4,125 per month

Terms and conditions of the existing Lee County contract shall apply. These prices do not include any applicable taxes.

Thank you again for the opportunity to be of service. We look forward to continuing to serve Loxahatchee River District in the years to come. If you have any questions regarding this information or if I can be of assistance in any way, please do not hesitate to call me at (951) 326-7415.

Sincerely,

Evoqua Water Technologies LLC

Eric Hansen

Eric Hansen
Technical Sales Representative

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: DECEMBER 7, 2018
SUBJECT: JUPITER FARMS ELEMENTARY SANITARY SEWER SYSTEM
Award of Construction Contract

This project is budgeted in this year's budget and is expected to be completed this Fiscal Year.

As you may recall, this project is being administered/coordinated at no charge by the District, however, costs of the project engineering and construction will be borne by the School District of Palm Beach County. This project will replace the package treatment plant currently operating at the Jupiter Farms Elementary.

Seven contractors attended the Pre- Bid meeting and obtained plans, however two bids were received on December 5, 2018. The revised Board meeting date has not allowed time for the School District to review bids which is a provision of the Interlocal Agreement, so award will be subject to acceptance by the School District.

Mathews Consulting, Inc. (MC) estimated the cost of this project to be \$1,048,949.00. MC has reviewed the bids and provided the attached summary of bids and recommendation to award to Felix Associates of Florida, Inc.

The following motion is suggested for approval:

"THAT THE DISTRICT GOVERNING BOARD authorize award of contract to Felix Associates of Florida, Inc., for the Jupiter Farms Elementary Sanitary Sewer System contract, in accordance with their bid received December 5, 2018, in the amount of \$1,089,490.00, contingent upon School District approval of the bid.

and

The Board authorizes a Contingency Amount of \$15,000.00."

Thank you for your consideration of this matter and should you have any questions please contact me or Jason Pugsley (Mathews Consulting).

V:/cip/proj/JupFrmsElem/Bid/Board Awrd Memo newLtrhd

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member



December 7, 2018

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

***Subject: Loxahatchee River Environmental Control District
Jupiter Farms Elementary Sanitary Sewer System
Recommendation of Award***

Dear Mr. Yerkes:

On Wednesday, December 5, 2018 at 3:00 P.M., bids were received by the Loxahatchee River District for the Jupiter Farms Elementary Sanitary Sewer System project. Two (2) bids were received as follows:

<u>Name of Bidder</u>	<u>Total Base Bid Price</u>
1. Felix Associates of Florida, Inc.	\$1,089,490.00
2. Hinterland Group, Inc.	\$1,281,580.00

We have reviewed the bid proposals submitted by each of the Contractors and have not found any mathematical errors with any of the bids submitted. The Bid Tabulation Sheet is attached.

The following summarizes our findings for the low bidder:

Felix Associates of Florida, Inc.

- Acknowledged Addendum No. 1.
- Provided Bid Bond (10%).
- Schedule of Bid Prices was filled out correctly.
- Company Financial information was provided and is acceptable.
- Provided Questionnaire.
- Company Headquarters is based in Stuart, Florida.

Mathews Consulting, a Baxter & Woodman Company, has contacted references for Felix Associates of Florida, Inc. and has received satisfactory feedback from the references who could be reached to date. It appears that Felix Associates of Florida, Inc. should be able to complete a project of this size based on past working experience in South Florida. They also have the required equipment and manpower available to complete the project. Mathews Consulting therefore recommends award of the Construction Contract to Felix Associates of Florida, Inc. in the amount of \$1,089,490.00, based on the Company being the lowest responsive bidder and providing the best value to the District.



If you have any questions regarding the information presented, please contact us at 561-655-6175.

Sincerely,

**MATHEWS CONSULTING,
A BAXTER & WOODMAN COMPANY**

A handwritten signature in blue ink, appearing to read "J. Pugsley".

Jason A. Pugsley, P.E.
Vice President / Florida Operations Manager

Enclosures

cc: Kris Dean, LRD (w/o enclosure)
MC File No. 170753.00

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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

MEMORANDUM

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

FROM: CLINTON R. YERKES
Deputy Executive Director

DATE: DECEMBER 6, 2018

SUBJECT: LIFT STATION #82
Award of Engineering Services Contract

This project is budgeted for this year and is expected to be completed this Fiscal Year.

Lift Station #82 is located near the northeast corner of Indiantown Rd. and US Highway #1. It is the last operating, wet pit/dry pit type lift station. The District conducted a program to eliminate these stations over the past 10 years due to safety concerns and efficiency of the stations.

Holtz Consulting Engineers, Inc. is currently contracted to model the area potentially feeding into LS#82, which includes from US#1 and A1A to Marcinski Road (Bluffs). This information will be used to properly size the pumps for this station. We are requesting that Holtz be contracted to proceed with the design of a rehabilitated station in this location, including emergency power, new piping valves, electrical service, instrumentation, access and appearance improvements.

The following motion is suggested for approval:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an Amendment to the Continuing Contract with Holtz Consulting Engineers, Inc., for Lift Station #82 Rehabilitation, in accordance with their proposal and in an amount not to exceed \$76,249.00.

and

The Board authorizes a Contingency Amount of \$1,500.00.”

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

V:/cip/proj/JupFrmsElem/Bid/Board Awrd Memo

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

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

LIFT STATION #82 REHABILITATION

WORK AUTHORIZATION: 2015-11

BACKGROUND

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

This project includes the rehabilitation of the District's Lift Station #82 from a dry pit (dry can) lift station to a triplex submersible lift station that meets current District standards to increase efficiency of wastewater transfer to the treatment plant and reduce maintenance hazards and overall maintenance cost at the lift station.

The design elements are assumed to include the following:

- Demolition of existing lift station equipment/structures to be placed out of service
- Modifications to the existing wet well for the installation of three (3) new submersible pumps
- New valve vault and discharge piping
- New electrical control panel with variable frequency drives, UPS, climate control, PLC, OIT, emergency breaker and generator receptacle
- New electrical service, meter, main breaker and service disconnect.
- District furnished and Contractor installed standby generator and ATS.
- Onsite power service coordination with Florida Power & Light
- Instrumentation and control equipment including level transmitter
- Remote Telemetry Unit modifications
- Site improvements including any new fencing, landscaping, drive/access improvements

SCOPE OF WORK

The District has requested comprehensive engineering services from HCE to provide surveying, engineering design, permitting, bidding assistance, and services during construction related to the Lift Station #82 rehabilitation project. Specific tasks include the following:

1. Task 1 – Surveying Services
2. Task 2 – Engineering Design Services

3. Task 3 – Permitting Services
4. Task 4 – Bidding Services
5. Task 5 – Services during Construction

TASK 1 – SURVEYING SERVICES

HCE shall retain Lidberg Land Surveying, Inc. (Lidberg) to provide survey services. Lidberg will prepare a topographic survey of the District's Lift Station No. 82 located at the south end of the Shoppes of Jupiter, 101 North U.S. Highway 1, Jupiter, Florida. The base CADD file will be based upon the existing deed for the lift station site. The base file will be an AutoCAD Release 2016 file and will be in State Plane Coordinates, North American Datum of 1983. Two permanent benchmarks will be established and will be based on North American Vertical Datum of 1988 (NAVD 88). Improvements and elevations within a 25-foot corridor surrounding the lift station will be obtained, including invert and top elevations for the lift station, as well as all utilities within the survey corridor.

TASK 2 – DESIGN SERVICES

HCE shall prepare detailed drawings and specifications depicting the proposed lift station rehabilitation work suitable for public bidding and construction of the work. HCE will coordinate a kick-off meeting, make a site visit, and attend meetings as required. HCE shall prepare engineer's opinion of probable cost of construction at the 60% submittal and at the completion of the design.

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

- G-1 Cover and Index
- G-2 Legend and General Notes
- P-1 Lift Station Existing Site Plan and Demolition Plan Sheet
- P-2 Lift Station Proposed Site Plan Sheet
- P-3 Lift Station Proposed Section Views and Details
- E-1 Electrical Demolition Plan Sheet
- E-2 Proposed Electrical Plan Sheets
- E-3 Electrical Detail Sheets
- D-1 Details Sheet 1
- D-2 Details Sheet 2

Engineer shall prepare the following submittals:

- 60% plans for approval by LRD staff.
- 90% plans and specifications incorporating LRD's comments on the 60% submittal.
- 100% plans and specifications incorporating LRD's comments on the 90% submittal for public bidding.
- Engineer's opinion of probable construction cost with the 60% submittal and with the 100% submittal based on the final bidding documents.

TASK 3 – PERMITTING SERVICES

HCE shall prepare a permit application for construction of improvements within the right-of-way for submittal to the Palm Beach County Engineering Department (or the Town of Jupiter if they have transferred ownership at the time of submittal) for a right-of-way permit at the same time as the 90% design submittal; after incorporating comments on the 60% submittal. Any permit fees will be paid by LRD. HCE will respond to requests for information (RFIs). HCE will coordinate with Palm Beach County Engineering/Town of Jupiter during the review process on a regular basis in an effort to keep the project on schedule and respond to their review comments.

TASK 4 – BIDDING SERVICES

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

1. Prepare bid documents.
2. Conduct a pre-bid meeting and site visit and issue meeting minutes to all plan holders.
3. Respond to questions bidders may have concerning the bid documents and issue addenda as necessary to clarify the bid documents.
4. Attend the bid opening and prepare the bid tabulation form.
5. Evaluate bids and prepare a recommendation of award

TASK 5 – SERVICES DURING CONSTRUCTION

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

1. Conduct the pre-construction meeting with the Contractor, and other interested parties, and issue meeting minutes.
2. Review and comment on submittals submitted by the Contractor. It is assumed that up to twenty submittals will be submitted for this project.
3. Provide the Contractor with clarifications concerning questions about the Contract Documents and respond to requests for information.
4. Review quantities and payment application after review and approval by the field inspector and make the recommendations necessary for the approval or rejection of the Contractor's monthly payment applications. A total of five requests are assumed.

5. Review contractor's claims and prepare change orders as necessary.
6. Review and comment on the Record Drawings submitted by the Contractor.
7. Review and comment on the Operation & Maintenance Manual submitted by the Contractor.
8. Provide periodic visits to the project site to determine that the project is being constructed in substantial conformance with the permitted drawings to certify completion of construction to the FDEP and evaluate the Contractor's compliance with the Contract Documents (approximately 12 weeks of actual construction) and to monitor compliance with the design intent, permit, and contract requirements. Up to 60 hours of field inspection time is provided, which includes inspections at the following stages of construction: before the concrete slab is poured, lift station startup, substantial completion, and final completion.
9. Verify that the work has progressed to the substantial completion point in accordance with the Contract Documents. The Engineer will inspect the completed work in a project walk-through and prepare a punch list of items remaining to be completed which will be attached to the certificate of substantial completion.
10. Verify that the work items identified on the punch list prepared under Item 9 above and all other Work identified as being incomplete have been completed in accordance with the Contract Documents. The Engineer will ensure all final punch lists are satisfactorily completed prior to approval of the Contractor's Final Payment Request.
11. Submit the required information for the closing out of the permits.

DELIVERABLES

TASK	DELIVERABLE	QUANTITY
Task 2 – Engineering Design Services	60% Plans & Specification 90% Plans & Specifications 100% Plans & Specifications Construction Cost Estimates	2 Sets of each (24" x 36" Plans) and PDF 2 Sets (24" x 36" Plans) and PDF 2 Sets (24" x 36" Plans) and PDF 2 Copies
Task 3 – Permitting Services	Permit Application (PBCHD) Permit Application (PBC ROW – Electronic Submittal)	2 Sets of the Permit Application
Task 4 – Bidding Services	Bidding Documents Addendum	2 Sets (24" x 36" Plans) and Full Size PDF. Word and PDF of Contract Documents As Required
Task 5 – Engineering Services during Construction	Contract Documents	2 Sets (24" x 36" Plans) and PDF for LRD 3 Sets (24" x 36" Plans) and PDF for the Contractor

TIME OF COMPLETION

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

- Task 1 – Surveying Services – 3 weeks from Notice to Proceed (NTP)
- Task 2 – Engineering Design Services
 - 60% plans – 4 weeks from receipt of Survey.
 - 90% plans and specifications – 2 weeks from receipt of comments from LRD staff on the 60% submittal.
 - 100% plans and specifications – 2 weeks from receipt of comments from LRD staff on the 90% submittal.
- Task 3 – Permitting Services – 2 weeks from receipt of comments from LRD staff on the 60% submittal. Signed and sealed plans of the 90% plans will be provided as required to the permitting agencies.
- Task 4 – Bidding Services – 2 months from advertisement.
- Task 5 – 20 weeks from Contractor's NTP.

SCHEDULE OF FEES

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

TASK	ENGINEERING FEE
Task 1 – Surveying Services	\$3,965 (LS)
Task 2 – Engineering Design Services	\$42,063 (LS)
Task 3 – Permitting Services	\$2,240 (LS)
Task 4 – Bidding Services	\$2,701 (LS)
Task 5 – Services during Construction	\$25,280 (LS)
TOTAL	\$76,249

ASSUMPTIONS

1. All permit fees will be paid for by the District.
2. The District will obtain any required temporary construction easements
3. No structural design is included in this scope of work.
4. The lift station wet well will not be replaced.
5. Construction compaction and materials testing shall be the responsibility of the Contractor.

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

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington, Ph.D., Executive Director

Date

HOLTZ CONSULTING ENGINEERS, INC.

By:  _____
Andrea Holtz, PE, Vice President

12/5/18

Date

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

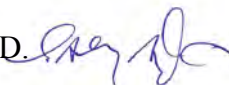
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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: DECEMBER 5, 2018
SUBJECT: PROCUREMENT POLICY – TIME SENSITIVE CHANGE ORDER

Last month the District Governing Board approved revisions to our Procurement Policy with the single exception of the text addressing Time-Sensitive Change Orders. Based on feedback from Board Members and staff, I would like to revisit the issue. It is my understanding that the Governing Board desired additional checks on the time-sensitive change order process. Below I have revised the proposed Time-Sensitive Change Order text to include three checks:

1. A \$250,000 dollar limit was added;
2. Approval must also be provided by Deputy Executive Director or a Division Director (e.g., Director of Finance & Administration, Director of Operations); and
3. Requiring notification of the Board within 24 hours of approval of the time-sensitive change order.

The proposed text to be inserted into our Procurement Policy:

Section 2.10 Change Orders

(5) “The Executive Director is authorized to approve individual Change Orders not to exceed \$250,000 that are deemed by the Executive Director to be time-sensitive and in the best interest of the District. Any Time-Sensitive Change Order also must be approved by the Deputy Executive Director or a Division Director. Within 24 hours of approval of a time-sensitive Change Order, the Executive Director shall notify the Board, via email, of the conditions and circumstances justifying the time-sensitive designation and approval. Furthermore, the Executive Director will present the time-sensitive Change Order and supporting documentation to the Governing Board at their next regularly scheduled public meeting.”

I am certain that a time-sensitive change order policy is needed to safeguard the District during significant projects. This revised text is offered as an improvement to our existing Procurement Policy; therefore, I offer the following motion for your consideration:

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River District’s Procurement Policy to include Section 2.10(5) Time-Sensitive Change Order provision as presented and with an effective date of December 14, 2018.”

Loxahatchee River District

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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: DECEMBER 5, 2018
SUBJECT: EXECUTIVE DIRECTOR'S ANNUAL REVIEW

Thank you for the opportunity to serve the District in 2018. This past year was both challenging and very productive. I embrace the District's mission to preserve and protect the Loxahatchee River so that generations of residents and visitors may enjoy a healthy river and a healthy community.

My self-assessment is provided on the following pages. Any positive assessment of my performance directly reflects the diligent and dedicated efforts of the entire District team. Collaborating with our capable and motivated employees is among the most rewarding aspects of my position.

Chairman Snyder will distribute his review of my 2018 performance at the Board meeting. I look forward to your constructive feedback.

I offer the following motion for discussion and consideration:

"THAT THE DISTRICT GOVERNING BOARD receive the review of Dr. Albrey Arrington, Executive Director, and adjust his Employment Agreement as follows: A ____% increase in his base salary, effective December 29, 2018, and/or a net \$ ____ bonus, paid December 14, 2018."

2018 – Dr. Arrington’s Self-Assessment

I believe my most notable accomplishments in 2018 include the following:

- ✓ **Organizational leadership:** I am pleased to have worked through Strategic Planning with the majority of LRD staff participating and facilitated by Jack Steele. Our Mission, Vision, and Values are now clearly in focus of all staff. District management is using these to improve clarity of communications throughout the District. In addition, I have improved my systematic use of District-wide emails to help staff better understand the big picture issues we are facing and addressing. In 2018 we experienced a higher than usual amount of staff turnover, but because of the resiliency of our team I believe we have weathered the storm and will emerge in 2019 stronger and more cohesive than ever.
- ✓ **Emergency management:** Because of our documented response to Hurricane Irma, we recovered \$185,729.83 in reimbursable expenses from the Federal Emergency Management Agency (FEMA). I am proud of our effective response to emergencies and our ability to recover appropriate funds from FEMA.
- ✓ **Fiscal excellence:** Year in and year out we receive a clean audit in part due to clear and effective fiscal policies and procedures. We continue our debt free status while significantly investing in the rehabilitation of our assets. Our budget/rate study process serves the District well, and we continue to improve on the quality of these tools. Once again, our expense budget increased less than relevant inflation factors. Also, we have improved our designated fund allocations with \$6.45 million ear-marked for a new deep injection well. The strength of our financial position allowed us to avoid a rate increase for the second time in 3 years.
- ✓ **Agency Governance:** We continue to improve institutional governance, including more frequent review of policies and procedures. For example, revisions to our Customer Service policies have significantly improved our communications and clarity we provide our customers and have resulted in decreasing delinquency and lien rates.
- ✓ **Operational excellence:** This year we have improved plant process performance due to improved operator performance and completion of new Deep Bed Filters, which included improved redundancy of our electrical system tie-ins within our wastewater treatment plant.
- ✓ **Neighborhood Sewering:** Final closeout of Jupiter Inlet Colony Neighborhood Rehabilitation Project was completed with the project completed under budget and ahead of schedule. We collaborated with SIRWCD to develop a lower cost, alternative route for the wastewater force main being extended to Jupiter Farms Elementary. We obtained grant funding for Imperial Woods, Island Country Estates, and Harbor Road South septic to sewer projects. Septic to sewer conversions of all scheduled, non-remnant areas will be completed by the end of 2019!
- ✓ **Data driven:** The District, and especially our senior management team, is striving to be data driven. Examples include our intranet analytics page, where staff can see quantitative metrics on a host of important performance metrics.
- ✓ **Environmental stewardship:** The River Center continues to develop fun and engaging opportunities for the public to explore, experience, and connect with our spectacular Loxahatchee River and its natural habitats.
- ✓ **Professional engagement:** In April 2018 I was invited to present data on LRD’s reclaimed water system to the Florida Section of the American Society of Civil Engineers at their

Environment and Water Resources Institute. The talk was well attended and well received. In June 2018 I was invited to present at the Sterling Conference (Florida's premier conference for practical learning in leadership and management systems). My talk, "Creating a Successful organization: Key Opportunities for Leaders" received the highest scores among all 10 leadership talks.

- ✓ **Infrastructure Maintenance:** We continue a steadfast effort to maintain and rehabilitate our infrastructure. For example, in 2018 we replaced our travelling bridge filters with deep bed filters, we lined over 17,000 linear feet of gravity sewer main lines, and we installed permanent generators at critical wastewater pumping stations.

I believe my most significant disappointments in 2018 were:

- ✓ Unacceptable incident rate of sewer overflows

2019 Goals (suggested):

- ✓ Develop departmental dashboards and conduct monthly reviews
- ✓ Improve Safety Policies & Procedures
- ✓ Re-vision the River Center
- ✓ Improve documentation of LRD's policies and procedures
- ✓ Continued implementation of EAM (asset management software) with goal of systematic maintenance/rehabilitation/replacement of assets based on industry standards, failure analysis, and cost considerations.
- ✓ Explore opportunities to expand water quality and habitat improvement programs
- ✓ Maintain high staff morale
- ✓ Develop in-house capacity to use quality tools for process improvement
- ✓ Continue improving operational efficiencies

Loxahatchee River District

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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: DECEMBER 5, 2018
SUBJECT: BUSCH WILDLIFE SANCTUARY – DISCOVERY CENTER

The Loxahatchee River District – Busch Wildlife Sanctuary License Agreement calls for the renovation of the Discovery Center (the building located immediately south of the LRD Admin Building). This building was originally constructed to house the LRD Engineering Division but was provided to Busch Wildlife Sanctuary at the onset of our partnership.

I am pleased to report major renovations of the Discovery Center have been completed by BWS, and they have offered to give a brief tour to you, the LRD Governing Board and members of the public in attendance at your meeting, during or after our public meeting. Below, I have provided a few images from inside the recently renovated Discovery Center.



Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

LOXAHATCHEE RIVER DISTRICT

Neighborhood Sewering Schedule



Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Date
10	Turtle Creek Subsystem 3	5	Notified Owners – September 2012 Notice of Intent – December 2016 Notified to Connect – April 2018 Waiting to close out contract	2016	2017
10	Turtle Creek Subsystem 2	28	Notified Owners – September 2012 Notice of Intent – October 2016 Notified to Connect – April 2018 Waiting to close out contract	2016	2017
14	Whispering Trails	181	Notified Owners – January 2013 Notice of Intent – November 2016 Construction Started October 2018	2017	2017
16	Limestone Creek Road-West	71	Notified Owners – January 2013	2018	2018
16	181 st St N Gravity	11	Notified Owners – January 2013 Survey Started Notice of Intent to Assess – October 2018	2018	2018
20	New Palm Beach Heights	35	Notified Owners – January 2016 Survey in Progress – October 2018 Notice of Intent to Assess – October 2018 Resident meeting – October 2018	2019	2019
22	Bridgewater	70	In discussions with developer/engineer	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

Rank*	Area Description	Lots	Activity	Original Target Date	Revised Target Date
C	FDOT Turnpike Station <i>(institutional)</i>	3 ECs	Notified to Connect – February 2016 Variance requested – May 2016	2012	2017
H	Olympus Dr, Juno (LP)	2	Notified Owners – June 2013 Prelim. Design started – August 2017 Incorporate with force main relocation Survey - 2018	2016	2018
	18870+18890 SE Country Club Dr, Cove Pt	3	Notified Owner – April + Aug 2017 Design started – August 2017	2018	2019
	US Highway 1 (13440-13500)	3	Notified Owners – August 2017	2019	2019
	Admiral's Cove West Guard House	1	Communicated with Engineer - July 2016	2019	2019
	280 Celestial Way	1	Gravity line connection availability found - November 2018 Notified to Connect – November 2018	2019	2019
	Thelma Ave. LPSS	4	Notified Owners – September 2017	2020	2020

Private Road Areas – Page 2

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-Easements Solicited –May 2014 Notice of Intent – February 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
D	Loggerhead Park <i>(institutional)</i>	6 ECs	Need Easements from Palm Beach County	2014	2017
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 Easements Obtained – Aug 2017 + June 2018 Notice of Intent to Assess – September 2017 80% Design Complete– September 2018 Grant Authorized	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
FF	North A1A	3	Postponed-Town activities in area	2012	AEO
GG	815 S US 1 (Yum Yum Tree)	9 ecs	Notified Owner – November 2014	2016	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-Received Easement – Feb. 2018 Notice of Intent – July 2018 Engineering Award – September 2018	2018	2019
HH	Harbor Rd. S. LPSS	6	Notified Owners – January 2014 Private Road	2017	AEO
HH	SE Indian Hills	12	Notified Owners – January 2016 Easement for Road & Utilities, No Dedication	2019	AEO
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 Working with Jupiter to obtain easement	2019	2018

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

TBD = To be determined

AEO = As easements are obtained

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

DONALD R. SMITH **
*Personal Injury & Wrongful Death
And Civil, Business & Real Estate
Litigation*

CURTIS L. SHENKMAN
*Board Certified
Real Estate Attorney*

BROOKE GROGAN*
Personal Injury & Litigation

BRANDON D. SMITH
Personal Injury & Litigation

+* Member of the Florida Justice Assoc.
and the Palm Beach Co. Justice Assoc.
*Members of the U. S. Federal Court -
Southern District, Florida

SMITH, GASKILL & SHENKMAN, P.A.

ATTORNEYS & COUNSELORS AT LAW

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December 6, 2018

LEGAL ASSISTANTS
CIVIL TRIAL, PROBATE
AND FAMILY LAW

KAREN M. B. LOPATOSKY
Senior Litigation Paralegal
MINDY VASSER

PERSONAL
INJURY/COMMERCIAL

BETH KOENIG, PARALEGAL
KAREN M.B. LOPATOSKY
Senior Litigation Paralegal

REAL ESTATE
JUDY D. MONTEIRO
DENISE B. PAOLUCCI
MELISSA KAJEEIT

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

RE: PENDING LITIGATION STATUS REPORTS

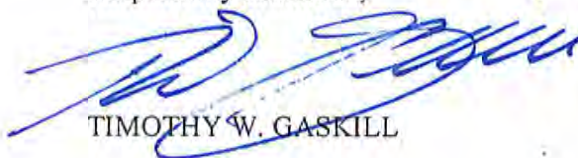
Dear Board Members:

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

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

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

Respectfully submitted,



TIMOTHY W. GASKILL

/kmb

Attachments

cc: Curtis L. Shenkman, Esquire

OTHER LITIGATION

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

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

11/24/14	District served with Petition re Homestead and Real Property as Estate Asset; Filed Answer and Affirmative Defenses; Hearing to be held
12/10/14-1/6/15	No change in status
2/3/15	No change in status
3/6/15-5/11/15	No change in status; monitoring probate action; monitoring for activity;
6/8/15-7/9/15	No change in status
8/7/15 – 10/12/15	No change in status, continuing to monitor probate
11/10/15	There is a pending Motion to sell real estate set for hearing in December, continue to monitor
12/7/15	No change in status
1/18/16 – 7/7/16	Last Activity in Court Docket 12/17/14 requiring a paternity test; continue to monitor ; No change in status
8/8/16 – 10/13/16	No change in status
11/9/16-12/14/16	No change in status –probate proceedings continuing
1/10/17 – 9/20/17	No change in status – Probate proceedings continuing –no activity since 11/15/16 on docket
10/6/17-12/6/17	No change in status – Probate proceedings continuing –no activity since 11/15/16 on docket
1/8/18	No change in status - Probate proceedings continuing –no activity since 11/15/16 on docket
2/5/18	No change in status - Probate proceedings continuing –no activity since 11/15/16 on docket
3/5/18 – 4/2/18	Only new filings in March were Petition to determine Paternity and Petition to Sell Property and delay Tax Deed Sale
5/10/18	No change in status
6/10/18-7/10/18	Probate still ongoing; Hearing on Per. Rep's Petition to Delay Tax Deed Sale scheduled for 7/12/18; no other change in status
8/7/18	Hearing on Sale of Property held and Order entered authorizing sale; to monitor re sale and estoppel for any outstanding charges to LRD
9/7/18-12/6/18	No sale reflected in public records to date, continue to monitor; Order entered in Probate declaring property to be homestead property

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

ACTION: Bank of New York Mellon v. Lori Chezem et al ...Loxahatchee River Envir Control District
Owner: Lori Chezem Property: 121 Arrowhead Circle, Jupiter
Acct # 2146900 **Case No.** 50-2018CA006996 XXXXMBAB

TYPE OF ACTION: Lien Foreclosure by Bank of NY, Encon named for its (possible) lien interest –
COMMENCEMENT: Service of Summons/Complaint upon District 6/14/18
COMMENTS: Action foreclosing Mortgage lien/HOA liens– Encon named for lien interest
STATUS: Pending

6/14/18-7/12/18	Mortgage Co., Bank of NY Mellon, Lien foreclosure action; District served with Complaint; Filed Notice of Appearance for LRD and Answer, Counterclaim, Crossclaim; in process of serving parties;
8/7/18	Settlement offer sent to Plaintiff/CounterDefendant Bank of NY Mellon; waiting on response
9/7/18-10/3/18	Plaintiff paid in full all sums due for LRD's outstanding liens per settlement offer; Voluntary Dismissal filed as to LRD ; Satisfaction recorded; LRD dropped as Party Defendant
11/7/18	File being closed.
12/6/18	FILE CLOSED

ACTION: Deutsche Bank Nat'l Trust Co. et al v. Victoria S Magaldi et al ...Loxahatchee River Envir Control District
Owner: Victoria S. Magaldi Property: 1300 Peninsular Rd, Jupiter
Case No. 50-2017CA-009246 XXXXMB"AN"

TYPE OF ACTION: Lien Foreclosure by Deutsche Bank, Encon named for its (possible) lien interest –
COMMENCEMENT: Service of Summons/Complaint upon District 7/23/18
COMMENTS: Action foreclosing Mortgage lien/– Encon named for possible lien interest
STATUS: Pending

8/7/18	LRD served with Complaint 7/23/18; Deutsche Bank Nat'l Trust Co., (mortgage lender), Lien foreclosure action; District served with Complaint; Notice of Appearance for LRD filed; Answer and Affirmative Defenses not filed per LRD request to withdraw and take no action as only interest is a "pending" interest per the pending Lien Notice and Notice of Intent to Assess Peninsular Road Assessment Area as recorded on February 23, 2010 in ORB 23706, Page 1115, Public Records of Palm Beach County, Florida. Motion to Withdraw filed and awaiting Order granting Motion from Court
9/7/18-10/3/18	No change in status re Motion to Withdraw;
11/7/18	Court entered Order Granting Smith Gaskill & Shenkman PA withdrawal as attorney of record per request of LRD. File being closed.

MEMORANDUM

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

COPY: Clint Yerkes / Loxahatchee River District
Tony Campbell / Loxahatchee River District

FROM: Albert Muniz / Hazen and Sawyer

DATE: December 6, 2018

FILE: 42009-029.3.1.3

SUBJECT: Loxahatchee River District
Engineer's Monthly Status Report through November 30, 2018

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

- The WWTF continues to operate within permit conditions with no problems over the Thanksgiving holiday.
- 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.

Deep Bed Sand Filters – Final Design and Construction Management Services – The following provides a summary of tasks that have occurred during the above reporting period:

Monthly Progress

- Substantial Completion was granted for August 17, 2018, which is 242 calendar days behind the executed Substantial Completion date set per Change Order #4 (i.e., December 18, 2018). The associated Final Completion was March 14, 2018.
- A final punch-list was issued which identifies the items needed to achieve Final Completion. Approximately 98% of the Punch-list items have been completed as of November 30, 2018.
- The Contractor (i.e., Kirlin) is 19 calendar days past Final Completion as of November 30, 2018.
- The Contractor is working on completing the final punch-list items with completion anticipated by December 14, 2018.
 - ✓ Filter Electrical Building – All punch-list items have been completed with the exception of three electrical items
 - ✓ All punch-list items for the Deep Bed Filters, Pump Station No. 1, Parshall Flume, and

Electrical Building has been completed with the exception of the following:

- Final Permit Closeout Submittals
- Final Warranty Submittals
- (2) Outstanding Electrical Submittals
- Correction of an issue with the level sensors at the Deep Bed Filters
- Correction of an issue with VFD No. 4 at Electrical Building No. 3

Wastewater Treatment Plant Operating Permit Renewal – The final operating renewal is in the final stage of issuance. A final draft was received from FDEP on November 19, 2018. The comments were deemed acceptable and the permit was publicly advertised on November 21, 2018. A final discussion with FDEP is planned for the week of December 10, 2018. It is anticipated that the permit will be issued in late December 2018 or early January 2019.



Interim Casing Pressure Test – The contractor, All Webb's Enterprises (AWE), mobilized as planned to conduct the casing pressure test at Injection Well No. 1 (IW-1) on November 12, 2018. The interim casing pressure test was successfully conducted on November 14, 2018. A report summarizing the test results is being prepared and will be submitted to FDEP in December 2018.

BioWin™ Process Model Development and Training – Collection of test data is being finalized and model setup has commenced. LRD staff and Hazen attended a BioWin™ seminar November 7-9, 2018. Historical data



provided by LRD is currently being analyzed. The model will be calibrated using historical operating data. Workshops to discuss the model will be held with LRD staff in January / February 2019.

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.



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: December 6, 2018
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 December 6, 2018. **Note: Any information that is historical or repeated from previous months are shown in italics. Otherwise, all information as shown below is newly reported information.**

Imperial Woods Low Pressure Sewer System

- HCE and LRD staff met with Mr. Bob Burgess from the Imperial Woods HOA on November 20, 2018 to discuss the roadway restoration proposed for the project. HCE is currently working with LRD staff on finalizing the engineering plans and contract documents. The project will be advertised for bidding in December 2018 with a bid opening in late January 2019. *This project will have an estimated construction completion date of June 2019.*

Island Country Estates Low Pressure Sewer System

- HCE has field verified the survey and is commencing design of the project.
- *The 30% Design Submittal and Engineers Opinion of Probable Construction Cost will be submitted to staff by January 1, 2019.*

Loxahatchee River Road Reclaimed Water Main Replacement and Force Main Extension

- The Contactor has relayed to us that the record drawings will be completed by December 7, 2018. *Upon receipt of the signed and sealed record drawings and required final paperwork, all permits will be certified as to the completion of the project and the final pay request will be processed.*

Turtle Creek –Subsystem 2& 3 – Gravity Sewers

- *HCE is working with the Contractor to obtain all necessary final approvals and paperwork to close-out the project. We currently have all final paperwork in hand with the exception of final approval from the Turtle Creek Property Owner's Association (POA) regarding a claim that there was damage to the hedge along Country Club Drive. On September 27, 2018 the Contractor provided written notice that they have filed a claim with their*



insurance company to handle the hedge issue. HCE will close out the project as soon as the hedge issue has been satisfactorily resolved by all parties involved.

Lift Station No. 082 Master Plan

- *Installation of the pressure recorders and drawdown tests needed for the calibration of the model will occur after the rehabilitation of Lift Station #114 is complete. This data is needed to calibrate and complete the model. Upon completion of the calibration of the model, the selected scenarios will be inputted for analysis.*



Loxahatchee River Environmental Control District Monthly Status Report December 6, 2018

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 December 6, 2018.

Alternate A1A 16-Inch Force Main Extension

Contractor bids were received on Thursday, November 1, 2018. MC previously reviewed the bids and provided a Recommendation of Award to the District on November 7, 2018. MC prepared As-Bid Contract Documents. The District is in the process of executing the Agreement with the selected Contractor, Johnson-Davis, Inc.

Master Lift Station No. 1 Rehabilitation

MC continued to review Contractor shop drawing submittals for the project. Construction work is proceeding at the project site. The project construction is currently on schedule.

Whispering Trails Gravity Sewer System

MC continued to review Contractor shop drawing submittals for the project. The Contractor has continued to finalize the details and implementation of the project dewatering plan. The project construction is currently on schedule.

Jupiter Farms Elementary Sanitary Sewer System

A mandatory pre-bid meeting was performed on November 15, 2018. Contractor bids were received on December 5, 2018. MC is in the process of reviewing the bids submitted to determine if they are responsive and responsible. MC anticipates issuing a Recommendation of Award prior to the District's December Board meeting.

Olympus Drive Force Main Replacement Survey

MC completed the field survey services associated with the project. MC prepared and submitted the DRAFT survey for District review on November 29, 2018.



Respectfully Submitted by:

MATHEWS CONSULTING,
A BAXTER & WOODMAN COMPANY

A handwritten signature in blue ink, appearing to read "J. Pugsley".

Jason A. Pugsley, P.E.
Vice President / Florida Operations Manager

Busch Wildlife Sanctuary

The 4th Quarter Report will be presented at the
January 2019 Board Meeting.

Director's Report

- ▶ Admin. & Fiscal Report attach. #1
- ▶ Engineering Report attach. #2
- ▶ Operations Report attach. #3
- ▶ Information Services Report attach. #4
- ▶ Environmental Education attach. #5
- ▶ Other Matters attach. #6



November 8, 2018

Mr. Thomas E. Reynolds
Chief Human Resources Officer
Loxahatchee River Environmental Control District
2500 Jupiter Park Dr.
Jupiter, FL 33458

Dear Mr. Reynolds:

I would like to congratulate you on your exemplary efforts during 2017 to recruit, employ, and retain our Nation's veterans.

As the only veteran hiring award at the federal level, the HIRE Vets Medallion Program implements the requirements of Public Law 115-31, the Honoring Investments in Recruiting and Employing American Military Veterans Act of 2017 (HIRE Vets Act) signed by President Trump in May 2017. By meeting the criteria required for a 2018 Gold Medallion Program Demonstration Award, Loxahatchee River Environmental Control District demonstrated a model of patriotism worthy of praise as well as a recognition of the value veterans bring to the workplace.

An official Department of Labor HIRE Vets Medallion Program Demonstration Award Certificate is attached. In addition, you now have access to a digital image of the medallion for use in advertisements, solicitations, business activities, or products. You can access the medallion image from the Dashboard page of the HIRE Vets Medallion Program system at HIREVets.gov.

Please use the Gold Medallion Award in your efforts to attract our Nation's veterans, market your firm, and generate good will in the community.

I encourage you to take advantage of this important program again in 2019, and I look forward to collaborating in support of our Nation's veterans in the years ahead.

Sincerely,

MATTHEW M. MILLER
Deputy Assistant Secretary, Policy

THE UNITED STATES DEPARTMENT OF LABOR

CERTIFIES THAT



**LOXAHATCHEE
RIVER
ENVIRONMENTAL
CONTROL
DISTRICT**

HAS BEEN AWARDED THE

**2018 GOLD
HIRE VETS
MEDALLION
PROGRAM
DEMONSTRATION
AWARD**

IN RECOGNITION OF VERIFIED EFFORTS
TO RECRUIT, EMPLOY, AND RETAIN VETERANS

SECRETARY OF LABOR

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



To: Governing Board
 From: Kara Peterson, Director of Finance and Administration
 Date: December 7, 2018
 Subject: Monthly Financial Report

Cash and Investments

Balances as of November 30, 2018

Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Interest Earned	Market Value
US Bank	9 Months	12/10/18	2.06%	\$ 1,000,000	\$ 1,715	\$ 1,014,827
US Bank	6 Months	01/30/19	2.29%	1,000,000	1,893	1,007,739
US Bank	9 Months	02/24/19	2.26%	2,000,000	3,752	2,023,646
Bank United	7 Months	03/27/19	2.28%	1,500,000	2,822	1,508,920
TD Bank	5 Years	04/29/19	1.88%	1,500,000	2,523	1,635,131
Bank United	10 Months	06/27/19	2.34%	1,500,000	2,897	1,509,155
US Bank	1 Year	07/30/19	2.45%	1,500,000	3,039	1,512,423
TD Bank	5 Years	09/22/19	2.09%	2,000,000	3,743	2,182,955
US Bank	18 Months	05/01/20	3.00%	1,507,875	2,524	1,510,399
Bank United	18 Months	06/04/20	2.88%	1,500,000		1,500,000
Subtotal				\$15,007,875	\$ 24,908	\$15,405,195

Money Market Accounts:

FL Community Bank - Public Demand	2.13%	\$ 20,715	\$ 11,993,760
TD Bank - NOW	2.02%	10,471	6,380,540
Subtotal		\$ 31,186	\$18,374,300

Checking Account:

SunTrust-Hybrid Business Account	0.50%	\$ -	\$ 3,296,482
Subtotal		\$ -	\$ 3,296,482

Total **\$ 56,094 \$37,075,977**

Average weighted rate of return on investments is: 2.05%

As of 11/30/18:

3 month Short Term Bond: 2.37%

1 month Federal Fund Rate: 2.25%

Cash position for November 2017 was \$29,973,080. Current Cash position is **up** by \$7,102,897.

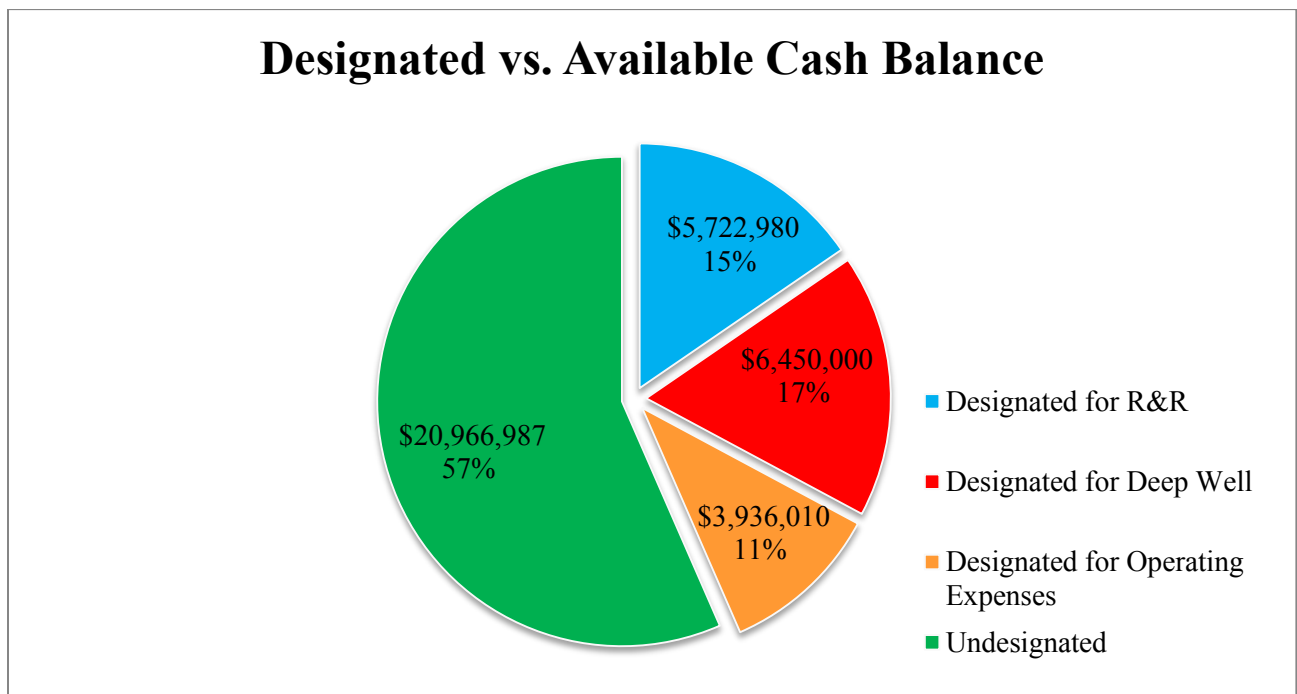
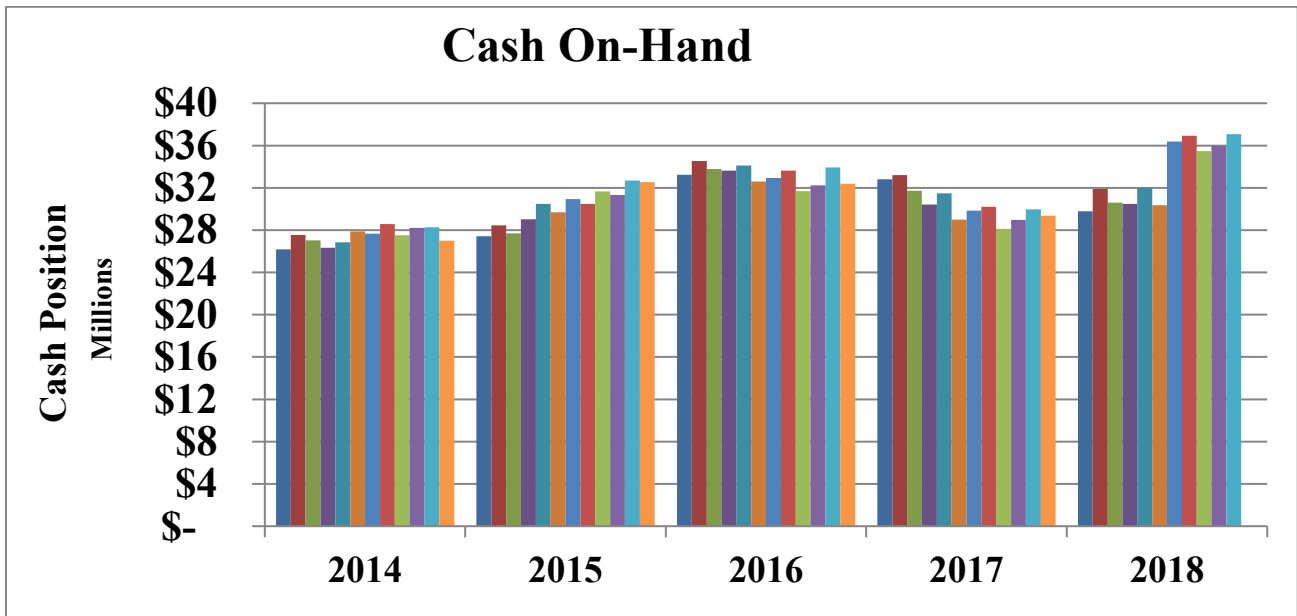
Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member



Financial Information

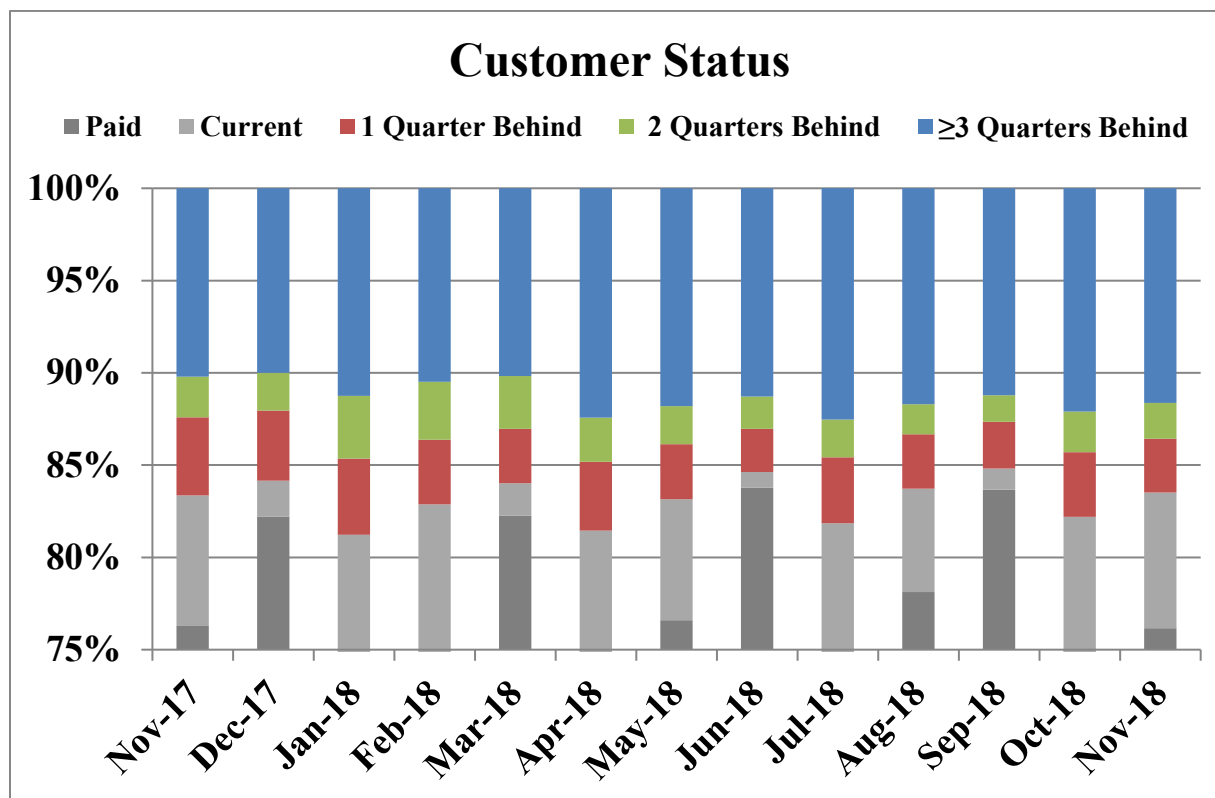
- The District received full reimbursement from FEMA in the amount of \$185,730 for Hurricane Irma related expenses.
- Legal fees billed for the month of November were \$4,970. The fiscal year-to-date total is \$21,400.
- There was no Septage billing for the month of November.
- Developer's Agreement – No new Developer agreements were entered into in November.
- I.Q. Water Agreements – Town Center I is past due for November.
- Estoppel fees collected in November totaled \$5,825. The fiscal year-to-date total is \$16,350.

Summary of Budget vs. Actual

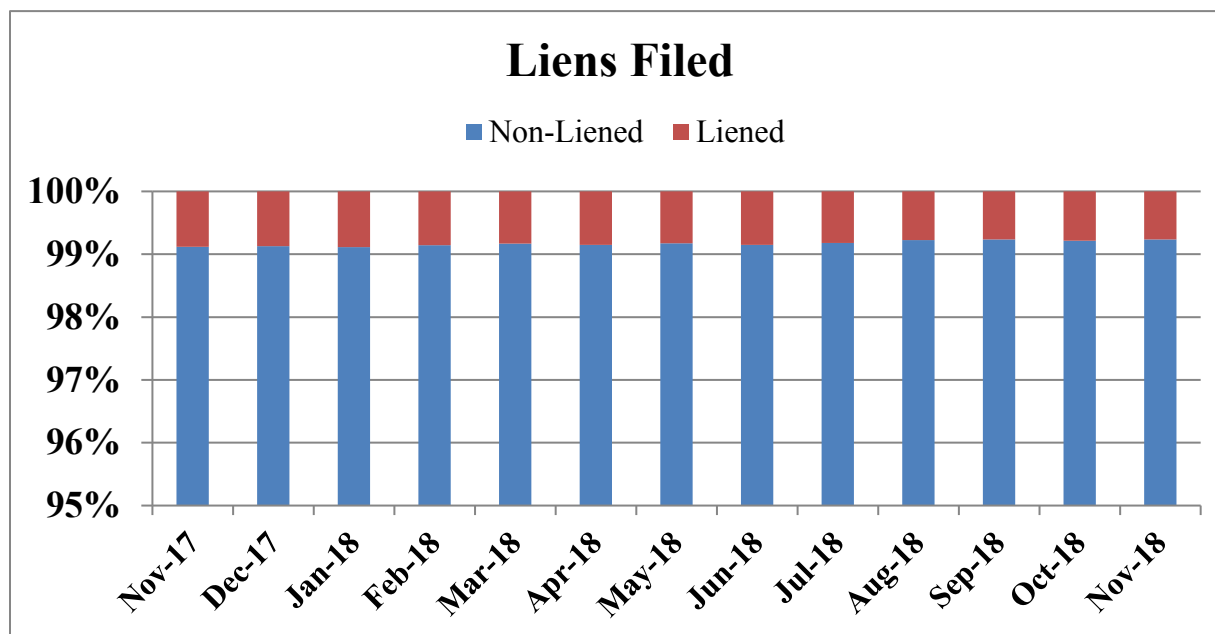
<i>Budget Benchmark</i> 16.67%	Actual November	Actual YTD	Budget FY 18	Favorable (Unfavorable)	Budget Expended
Revenues					
Operating Revenues					
Regional Sewer Service	\$1,392,007	\$2,783,925	\$ 17,067,530	\$ (14,283,605)	16.31%
Standby Sewer Service	7,629	15,258	157,550	(142,292)	9.68%
IQ Water Charges	198,099	396,197	2,264,000	(1,867,803)	17.50%
Admin. and Engineering Fees	2,754	8,537	48,865	(40,328)	17.47%
Other Revenue	26,778	85,683	183,000	(97,317)	46.82%
Subtotal Operating Revenues	1,627,267	3,289,600	19,720,945	(16,431,345)	16.68%
Capital Revenues					
Assessments	234,769	234,769	824,000	(589,231)	28.49%
Line Charges	14,926	43,990	232,575	(188,585)	18.91%
Plant Charges	25,170	87,251	1,402,600	(1,315,349)	6.22%
Capital Contributions	-	-	917,000	(917,000)	0.00%
Subtotal Capital Revenues	274,865	366,010	3,376,175	(3,010,165)	10.84%
Other Revenues					
Grants	433	1,609	-	1,609	100.00%
Interest Income	101,449	161,285	1,217,500	(1,056,215)	13.25%
Subtotal Other Revenues	101,882	162,894	1,217,500	(1,054,606)	13.38%
Total Revenues	\$ 2,004,014	\$ 3,818,504	\$ 24,314,620	\$ (20,496,116)	15.70%
Expenses					
Salaries and Wages	\$384,921	\$673,817	\$ 5,687,700	\$ 5,013,883	11.85%
Payroll Taxes	28,105	49,427	416,500	367,073	11.87%
Retirement Contributions	57,052	100,365	710,900	610,535	14.12%
Employee Health Insurance	95,367	194,064	1,339,800	1,145,736	14.48%
Workers Compensation Insurance	7,960	15,921	114,600	98,679	13.89%
General Insurance	40,567	69,338	346,716	277,378	20.00%
Supplies and Expenses	79,083	170,532	1,138,160	967,628	14.98%
Utilities	109,773	177,697	1,409,350	1,231,653	12.61%
Chemicals	85,625	98,631	672,570	573,939	14.66%
Repairs and Maintenance	159,758	363,412	1,830,615	1,467,203	19.85%
Outside Services	139,974	229,083	1,852,110	1,623,027	12.37%
Contingency	-	-	225,000	225,000	0.00%
Subtotal Operating Expenses	1,188,185	2,142,287	15,744,021	13,601,734	13.61%
Capital					
Capital Improvements	448,625	991,725	11,088,500	10,096,775	8.94%
Renewal and Replacement	(425,806)	444,566	7,278,500	6,833,934	6.11%
Contingency	-	-	225,000	225,000	0.00%
Subtotal Capital	22,819	1,436,291	18,592,000	17,155,709	7.73%
Total Expenses	\$ 1,211,004	\$ 3,578,578	\$ 34,336,021	\$ 30,757,443	10.42%
Excess Revenues					
Over (Under) Expenses	\$ 793,010	\$ 239,926	\$ (10,021,401)	\$ 10,261,327	

Accounts Receivable

The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 83% billing.



The District serves approximately 32,000 customers. Currently, the District has 247 liens filed which represent approximately 1% of our customers.



Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

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

MEMORANDUM

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

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

DATE: December 4, 2018

SUBJECT: Director's Report - Engineering Division
December 2018 Board Meeting

Developer Projects

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

Planning: Staff performed planning activities on the following projects.

Inlet Waters: Staffed coordinated with the developer for design requirements to connect a proposed residential development along A1A and include provisions to connect undeveloped properties to the north and an existing development to the south should redevelopment occur.

Sonoma Isles IQ: The developer has re-engaged with staff for extension of the re-use system from Indiantown Rd to serve Sonoma Isles. The system will discharge into a lake on site for repump into the Sonoma Isles irrigation system. Plans are complete, staff are coordinating with the developer and engineer to final allocation and permitting requirements.

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

Admirals Cove: Construction is underway on a new tennis pavilion, spa and kitchen expansion at Admiral's cove.

Jupiter Medical Center Pediatric Unit: Staff attended a preconstruction meeting to coordinate abandonment of District facilities no longer needed when the new unit is constructed.

Chabad Jewish Center: A new 14,000 SF commercial building with parking located at University and Marlberry Circle. The building will connect to the existing gravity system in Marlberry Circle.

Center Park Storage: A new 52,000 SF storage facility located behind Miller's Plaza off Center Street. The facility will connect to the existing Lift Station 027 gravity system adjacent to the

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

property.

Pennock Preserve Phase 3: The last phase of Pennock Preserve. The project extends the gravity sewer system to the north and serves approximately 50 lots.

Blowing Rocks Nature Conservancy: Staff coordinated with local engineering firms for design requirements to connect Blowing Rocks to the District's wastewater collection system.

Love Street: Final plans were approved and the FDEP application to construct issued. Staff are waiting on the developer to move forward with construction.

Jupiter Medical Center North Parking: A parking lot extension on the north side of the Jupiter Medical Center. No new sanitary facilities are required as part of this project but reconfiguration of several service laterals and conflict resolution with proposed storm facilities will be required.

Jupiter Medical Center Neonatal Intensive Care Unit: The new neonatal intensive care unit building requires abandonment of a small portion of our system along with reconfiguration of service laterals for new and existing buildings.

Ocean Winds of Juno Beach: Three residential lots in Juno Beach currently undeveloped. Plans were approved and the FDEP permit to construct issued. Staff are waiting on the developer to move forward with construction.

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

None

One Year Inspections:

None

Capital Projects

Staff were active on 22 Capital and/or Utility projects including the following activities.

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

Lift Station Rehabilitations General Construction Services: Staff have completed plans and specifications for a general services contract to allow rehabilitation of lift stations within our collection/transmission system. Staff plan to bid the project over the holidays and anticipate a recommendation of award for the February Board. Once awarded staff have prepared rehabilitation plans for 5 stations and anticipate issuing purchase orders to the lowest responsive and responsible bidder to begin the work.

Cellular Telemetry: IT and Engineering staff are working on a project to test cellular telemetry installation at existing stations with no telemetry. Two units have been installed in the system and integrated into the District's SCADA system and a third alternate option is currently being integrated. Staff will begin working on the procurement process to determine the most cost effective of the viable options. It is anticipated that we will select up to three suppliers to source telemetry units through a competitive bid process.

181st Street Gravity Sewer System: This project will serve 14 lots located just off Limestone Creek Rd. The new system will tie into an existing gravity system in Limestone Creek Rd. Survey has recently completed and staff are working on the initial layout and coordinating with residents for service lateral locations.

New Palm Beach Heights Low Pressure Sewer System: This project will serve 36 lots located just off US 1 south of Donald Ross Rd. The new system will tie into an existing gravity system serving commercial property to the north. Survey was recently completed and staff are working on the initial layout and coordinating with residents for service lateral locations. Additionally, staff have moved ahead with design and permitting of a small section to allow a new construction residential home to connect ahead of schedule and avoid paying for a septic system in addition to the neighborhood sewer assessment.

Olympus Drive Force Main Replacement: This project is part of our asbestos cement (AC) force main replacement program and will replace approximately 2,000 feet of AC force main in Juno Beach. Survey was recently completed and staff will begin working on the initial layout.

LS 43 Emergency Generator: A project to provide a permanent emergency standby generator at LS 43. This station is part of the cascading lift station system along Country Club Drive in Tequesta. The generator is on order and 60% design plans have been submitted by the electrical engineer for review.

LS 62 Emergency Generator: A project to provide a permanent emergency standby generator at LS 43. This station is a significant repump station serving areas Tequesta and Jupiter Island. The generator is on order and the electrical engineer is working on the 60% design plans.

Lift Station 57 and 58 Tie-in to Transmission System: Both cascading stations will be connected to an adjacent transmission force main relieving significant flow to the repump station. Upgrades to the station pumps and control panels were completed earlier this year. The 60% design has been submitted by the engineer for review. Construction is scheduled to begin in February 2019.

LS065: Lateral lining following the main lining performed in summer 2018 is scheduled for this year. The contractor is currently waiting on main lining punch list items to be corrected in this system prior to mobilizing for laterals.

Manhole Lining: Through inhouse inspections we have identified several manholes in need of rehabilitation. This project is under way and moving quickly. Completion is scheduled for December 2018.

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

Lift Station 70 Emergency Generator and Power/Control Panel: This project provides a permanent emergency generator at lift station 70 plus a new power and control panel including variable speed pump drives. In an effort to expedite the panel and complete this work with the emergency generator, staff included the panel as a design/build specification, with specific component and performance requirements, in the emergency standby generator project. Contracts are in place. Staff will coordinate the pre-construction meeting and Notice to Proceed

in January.

Jupiter Ocean Racquet Club Force Main Replacement Phase 2: Staff are coordinating with the contractor for executed contracts. Contracts are in place. Staff will be coordinating the pre-construction meeting and Notice to Proceed in January.

Radio Telemetry System: The second phase of the system evaluation for the remaining 36 existing lift station DFS units and 24 existing irrigation station DFS units is complete. Staff are reviewing the evaluation and recommendations before deciding on a path forward. We anticipate this project scope being finalized by the end of the year and the recommended work being performed by the end of FY19.

LS 71 Emergency Generator: A project to provide a permanent emergency standby generator at LS 71. This station is part of the cascading lift station system along Country Club Drive in Tequesta. The installation is complete. Staff and the contractor are coordinating with the generator and automatic transfer switch provider for startup. The station and emergency generator are online with telemetry communicating with the plant SCADA system. Staff will be addressing some landscaping issues over December before calling the project complete.

Lift Station 114 Rehabilitation: The installation is complete. Power has been reinstated and system integration is complete. The station is being placed into service this week. The contractor will finish punch list items prior to the new year. Pictures below are inside LS114 wet well.



Cleaning, TV Inspection and Lining: Lateral lining in Lift Station 057 collection system successfully completed in October and the lateral lining contractor is currently waiting for finalization of punch-list items from Lift Station 065 main lining before moving into this system to complete lateral lining.

Penn Park: A PBC neighborhood repaving project. Paving was postponed to allow the District to inspect their gravity system and perform any improvements prior to paving. The District's contractor has mobilized and is scheduled to complete sewer system repairs this month.

Consultant Projects:

Master Lift Station Rehabilitation: This project is for the rehabilitation of the Master Lift Station located just east of Pennock Ln on Indiantown Rd. The project will include pump replacement piping modifications, bypass facilities, isolation valves, coatings, meters and emergency generator replacement. The pre-construction meeting was held in July. The contractor has

mobilized and structure modifications and underground investigations are under way. Station bypass is anticipated February through May 2019 for the bulk of the work to occur and final completion in summer 2019.

Alternate A1A Subaqueous Crossing Replacement: This portion of the project includes piping up to the aerial bridge crossing at the Loxahatchee River and Alternate A1A. This project was awarded at the November Board.

Turtle Creek Sub-Phase 2 and 3: This project provides gravity sewer to the western portion of Turtle Creek. The project is released for operation. The contractor and engineer are working on resolution with the HOA regarding alleged damage to landscaping. Also, the engineer is working with a resident to relocate a service lateral installed in the wrong location.

Whispering Trails Neighborhood Sewer System: This project provides a gravity sewer system to provide service to 181 lots in the Whispering Trails Subdivision off Loxahatchee River Road. The contractor has mobilized and installation of the lift station wetwell is complete. The contractor is currently working on dewatering set-up prior to beginning installation of the gravity sewer system.

Jupiter Farms Elementary: This project extends the District's transmission system to Jupiter Farms Elementary School and connects the school to the District's system. This project is currently scheduled to open bids on December 5, 2018 and anticipates a recommendation of contract award under Tab 6D.

Lift Station 082 Master Plan Hydraulic Model: This project includes modeling of the District's lift station and transmission system south of the Inlet and east of the Intracoastal. The project is using the District's existing GIS data and will include future projections for flow and design parameters and cost estimates for Lift Station 082 to allow it to serve current, future and repump needs moving forward. An engineering contract for design, permitting and engineering services during construction is included under Tab 6E.

Imperial Woods: This project includes a low pressure sewer system to serve the Imperial Woods development off Loxahatchee River Road. The engineer is working on minor bidding revisions to address some requests from the HOA. These should be complete in December.

Other Utility Projects

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

Elsa Rd. Drainage Improvements: This is a Town of Jupiter project to provide drainage improvements in the development off Elsa Rd. This work is ongoing and has impacted our low pressure sewer system.

Construction Department

Penn Park: The construction department continues working in the Penn Park area to upgrade service laterals with cleanouts. The majority of services do not have cleanouts and in conjunction with the main lining project referenced above, this work will need to be complete prior to service lateral lining.

The construction department also assisted the plant with repair of a service water main break and subsequent facility upgrades by installing an isolation valve for operational flexibility. The 8-inch isolation valve was installed inline on the existing main.



Collections/Reuse



Above pictures depict:

Lift Station 71's new standby emergency generator unit went into service this month with generator field inspection/start up and Resistive Load Bank performed. New standby gen-set and ATS (automatic transfer switch) are District owner purchased and supplied to Contractor for installation and start up under Project scope of work. New standby power and all new monitoring points via Telemetry officially online as of 12-3-2018.

Below picture depicts:

Lift Station 200, the Abacoa booster pump station, had its re-roof completed. The original roof, installed in 1997, had reached the end of its useful life.



Below pictures depict:

The annual 24-hour composite sample of blended plant effluent and nano concentrate occurred this month. The sample is collected from IQ 511 wet well located at the east side of the plant.



Sanitary Sewer Overflows

There were 2 sanitary sewer overflows in our collection system for the month of November. One overflow was caused by a contractor doing an excavation. This is a recurring cause of sanitary sewer overflows and very frustrating to us. While we are constantly improving our procedures, this is one cause we have not come up with a solution for yet.

The second overflow was caused by a faulty repair. District staff repaired a degraded valve in September of this year. When re-assembling the valve, we suspect, the cap was not properly seated to the valve body. After numerous pump cycles the cap shifted and began to leak. We have discussed with staff and are now aware of the potential issue arising from the difficulty of installing the cap correctly. We will assess the need for additional training on proper repair techniques for this particular valve body.

Loxahatchee River District

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2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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

MEMORANDUM

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

FROM: Tony Campbell, Director of Operations

DATE: December 13, 2018

SUBJECT: Operations Department Monthly – Report for November 2018

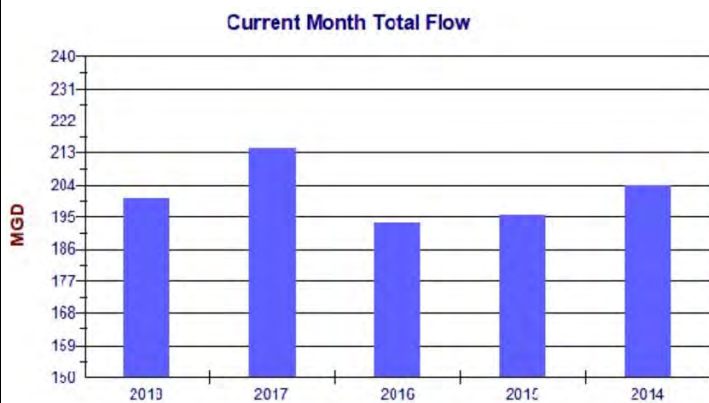
Treatment Plant Division

Values:

In the Month of November, the District implemented a new employee timesheet program named AsureForce. Like any change or new policy put into place it comes with growing pains, questions and concerns. This creates a great opportunity for our Finance Department to find creative and innovative ways to implement this new electronic timesheet into the District. One of our plant operators, Brandon Collins, also noticed this opportunity and took the initiative to work with our Director of Financing by setting up multiple training classes covering all departments, teaching them the use of AsureForce. The District has seen benefits in all departments from these training classes and has experienced a smoother transition from the old paper timesheets to the new electronic version. It's great to see our departments collaborating together to better the District and creating leaner processes throughout. This is a great example of both the Finance and Operations Department demonstrating our District core values, **Innovation, Lean and collaboration.**



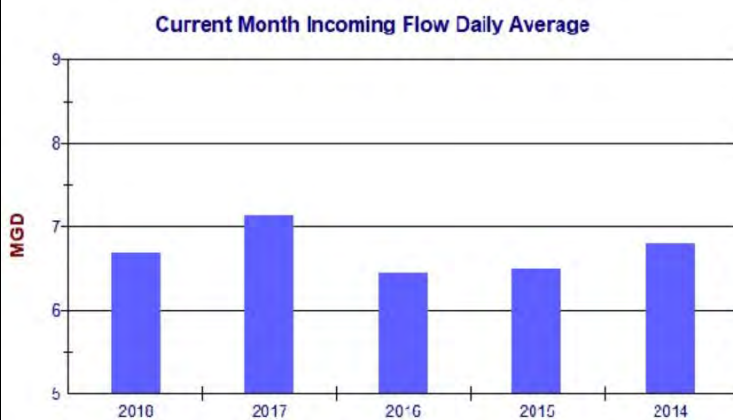
We have had another great month of no permit exceedances.



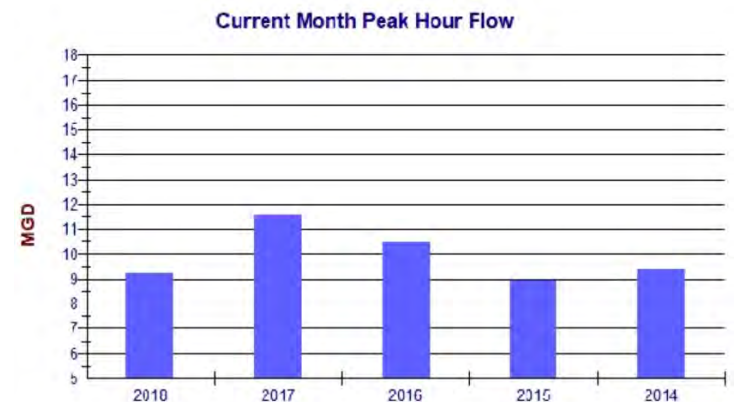
The plant total flow for the month of November was 198.12 million gallons.



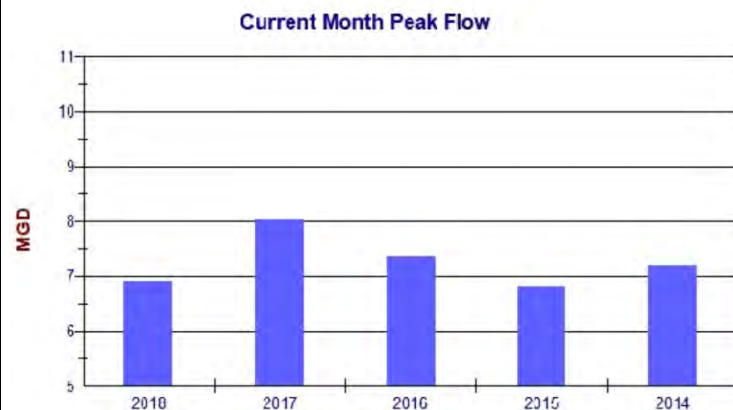
2.75 inches of rainfall was recorded at the plant site during the month of November.



The treatment plant incoming flow for the month of November averaged 6.68 MGD compared to 7.14 MGD one year ago, for the same month.

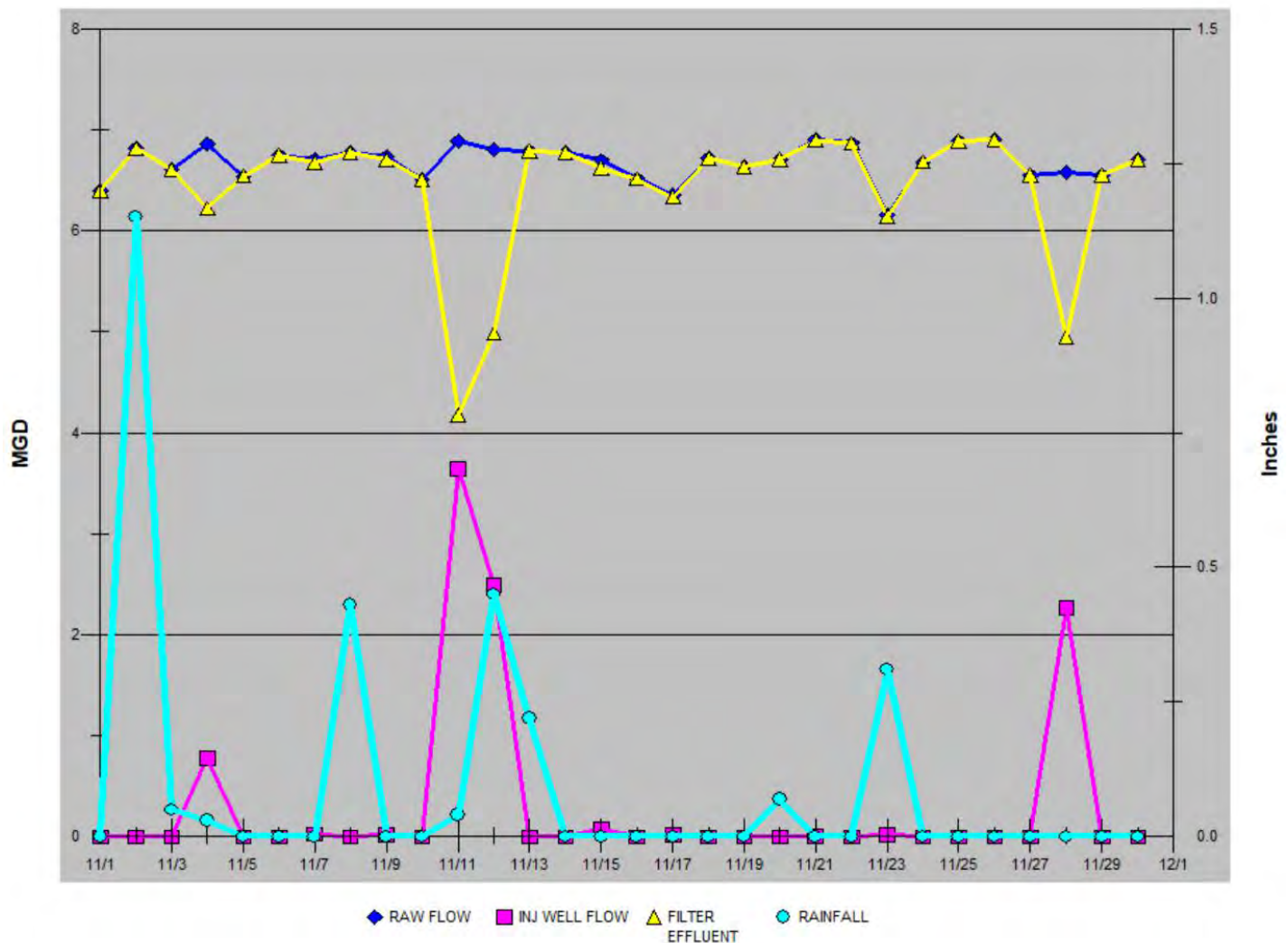


The peak hourly flow rate in November was 9.23 MG.



The greatest single day average flow in November was 6.68 MGD.

For the month of November, the plant received 200.33 MG of influent flow of which 193.37 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 2.75 inches of rain during the month and 9.35 million gallons of blended effluent was diverted to the Injection Well. Overall, 96.52% of incoming flows were recycled for IQ use and the plant delivered 188.76 million gallons of IQ water to the Reuse customers.



Year to date, the plant recycled 72.45% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 1,780.81 million gallons.

All monthly reporting has been submitted on time.

Reclaim Water Spill Report:

On November 4th the Treatment Plant experienced a broken coupling on a 2-inch underground IQ line located North of our Aerbay carrying chlorinated service water. The 2" line was repaired and put back into service the same day and we haven't experienced any issues after repair. A report was sent to the FDEP of the spill explaining the 300-gallon loss of IQ water.

Treatment Plant:



Operations just finished and passed our Interim MIT (Mechanical Integrity Test) on our Injection Well casing. This test is mandated by the FDEP in our plant operating permit and is overseen by our Hazen & Sawyer, our consulting engineers. This Interim. MIT test is a reduced version of the standard 5-year MIT consisting only of a casing pressure test. Our current operating permit states this test should be completed at approximately midway point between the standard 5-year MIT. The casing pressure test was successfully completed on Wednesday the 14th of November with the injection well being placed back into service Thursday the 15th.

Maintenance Department:



Above:

The grit classifier located at Headworks was reported to Maintenance as having performance issues. After further investigation and with the assistance from operations revealed the screw wasn't turning and was fractured towards the top portion of screw. Removal of grit is extremely important in maintaining good process and is explained as mostly inorganic material, (e.g., sand, egg shells and coffee grounds.) If grit is allowed to pass through Headworks it would eventually plug pipes, wear out pumps, occupy needless space, produce odors and interfere with plant process. Both Operations and Maintenance worked diligently together to get this repaired and back into service.

Safety / Compliance



Our Construction Department was on-site at Waterway and Federal Hwy. capping off a 4-inch PVC force main and installed a 4-inch drop for a lateral line for BB&T bank. Contractors are expected to be on-site to rehab/reline manhole soon. Proper MOT planning was in place during the entire time District staff was on-site.

Maintenance of traffic (MOT), also known as temporary traffic control, is a process of establishing of a work zone, providing related transportation management and temporary traffic control on streets and highways right-of-way.

For the month of November, the District had Zero OSHA recordable injuries.
For the month of November, the District had Zero lost time injuries to report.

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: December 6, 2018
SUBJECT: Monthly Governing Board Update for November 2018

WildPine Ecological Laboratory

Red Tide

LRD staff collected 13 more samples in the first two weeks of November because FWC and NOAA were concerned about remote sensing data that suggested the possibility of pockets of algae in the Florida current, which might affect the east coast of Florida, depending on winds and currents. Our samples were analyzed by Mote Marine Lab for algal cell counts of *Karenia brevis*, the dinoflagellate species that causes Red Tide and the associated health effects. On November 7th, two stations (Indiantown Road Bridge and Alternate A1A bridge) had very low and/or background levels (<10,000 *K. brevis* cells/L). All other stations were absent. Following several weeks of very low or absent counts, we have discontinued monitoring. In addition to symptom reports each day from County lifeguards, the Loggerhead Marinelife Center collects a weekly red tide water sample at the Juno Pier as part of FWC's statewide monitoring.

Riverkeeper Project

District, Town of Jupiter and JD State Park staff collected water quality samples from 21 monitoring stations in November. Water quality was mix of good and poor scores for November when compared to the State and Federal Numeric Nutrient Criteria (NNC) water quality standards.

Total Nitrogen (TN) was the best scoring parameter in November, with 86% (3 out of 21) of the stations below the NNC for each river segment. The maximum TN concentration was 2.6 mg/L at Station 111, which drains into Kitching Creek. The average TN for all sites was 1.1 mg/L.

Total Phosphorus (TP) concentrations were like last month (20% poor) with 19% (4 out of 21) of the stations monitored for TP scoring "poor". The maximum TP concentration was 0.162 mg/L at St. 104 (NWF). The average TP for all sites was 0.064 mg/L.

Chlorophyll-a concentrations, which peaked in October, improved throughout the watershed in November. There was a noticeable drop in chlorophyll algal cells particularly in the saltwater region that corresponded with the drop in red tide algal counts. When compared to the stringent NNC for each river segment, 37% of our samples (n=29) during November (including our red tide sampling) scored "poor" for chlorophyll, a substantial decrease from 68% in October. The highest concentration of chlorophyll-a

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

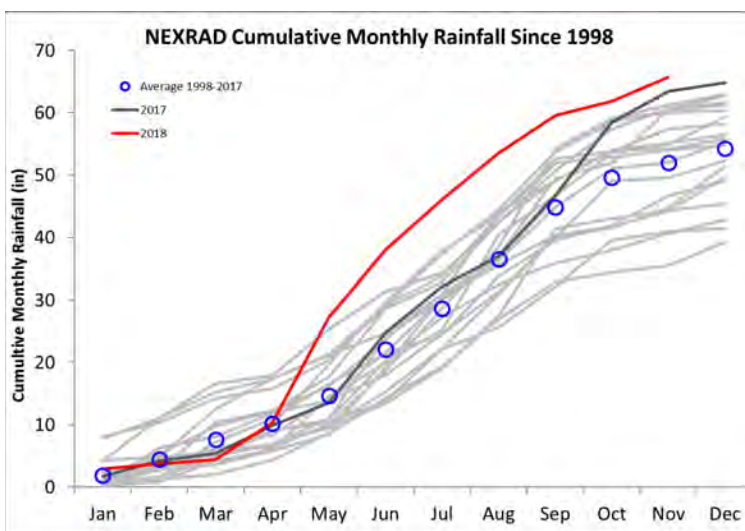
was 59 µg/L at station St. 56 in JD State Park which drains into the North Fork. The average for all sites was 10 µg/L.

For fecal coliform bacteria, the proportion of stations scoring “poor” throughout the watershed was very similar to October at 7% (only 2 out of 30 stations) based on DEP’s threshold of 800 MPN/100 mL. Both poor-scoring stations were in the Jones and Sims Creeks basins, with the highest concentration of fecal coliforms (2,382 MPN/100 mL) at station 735 in Sims Creek. CALC station in Jones Creek was a close second at 2,014 MPN/100 mL. Average fecal bacteria concentrations for all sites was 310 MPN/100 mL, up from 204 MPN/100 mL in October. The enterococcus bacteria levels in the brackish and marine segments of the river were worse this month when compared to last month (50% poor) with 69% scoring “poor”. Mean enterococci bacteria concentrations for all sites was 901 MPN/100 mL, way up from 258 MPN/100 mL in October. The highest concentration of enterococci (5,172 MPN/100 mL) was, again, at the CALC station in Jones Creek. This site no doubt drove up the overall average by being five times higher than the other “poor” stations.

Hydrologic Monitoring

November finally ended a three month stretch of less than average monthly rainfall (Aug-Oct) with a monthly rainfall total of 3.8”; a bit higher than the historical monthly average of 2.4”. Combined, our year to date (Jan-Nov) cumulative rainfall for 2018 is now 65.7”, or 26% higher than the twenty-year average of 52” through November. Radar recorded rain in the watershed on 18 days during November, with the largest single daily rainfall of 1.4” occurring on November 2.

The western regions of the watershed have been experiencing somewhat of a reprieve from rainfall during the last few months. This region received substantial rainfall from May through July but recently has been drier. This month the highest rainfall occurred along the coastal regions, along the southern stretch of the Intracoastal Waterway, and areas covering Hungryland Wildlife Conservation Area (figure next page).

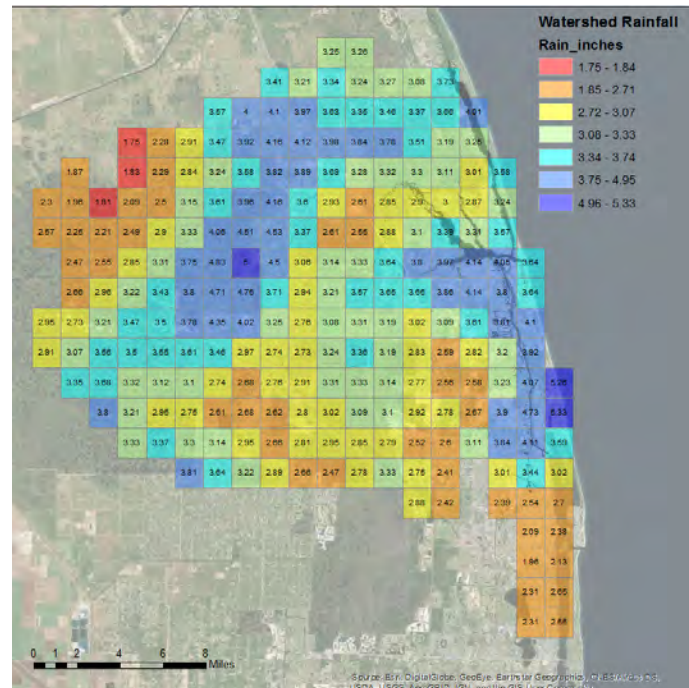


Cumulative annual rainfall using NEXRAD radar-based data. Red line indicates current 2018 cumulative rainfall total. Blue circles indicate mean accumulative rainfall since 1998. (2017 indicated as dark gray line).

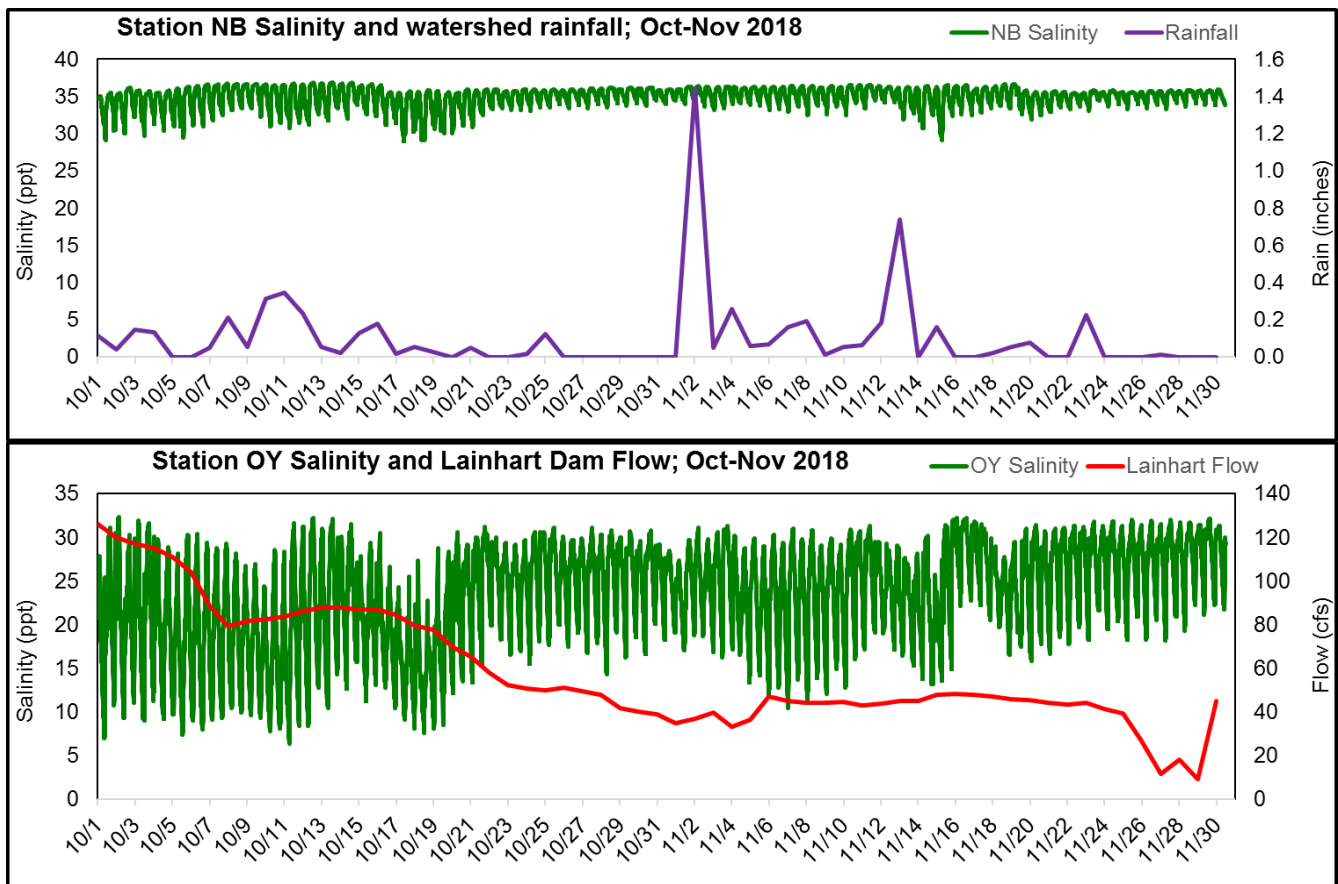
With lower, dry-season rainfall, flows over the water control structures have stabilized and continue on a general decreasing trend. Lainhart Dam had mean daily flow of only 39 cfs with constantly decreasing flow throughout the month until November 26 when flow began to plummet to a low of 9 cfs; well below the 35 cfs MFL. Supplemental flow of 16 cfs was added through the G-161 on November 29 to bring flows to 45 cfs. Flow through S-46 flood control structure ceased in September.

Salinities measured at downstream portions of the estuary (figure next page) stabilized with the lower, dry-season river flows. Salinity measured at the North Bay site has returned to full saline conditions with only slight fluctuations caused by small rain events experienced throughout the month. Salinity increased and stabilized at Station 72 at Loxahatchee River Road in the southwest Fork with no flow from S-46.

Further upstream, the decreasing flows over Lainhart Dam showed increases in daily average and narrowing of the range of salinity measured at the “OY” datasonde site in the Northwest Fork, adjacent to the oyster habitats (see bottom figure below).



Rainfall distribution across the watershed using NEXRAD data. Each pixel represents an area of 2 km x 2 km. Blue colored pixels show highest rainfall and red pixels show lowest rainfall.



Figures above shows relationship between daily rainfall (purple), river flows measured at Lainhart Dam in the Northwest Fork (red) and salinity for the months of October and November. Salinity is measured at North Bay (NB) just west of the RR Tracks (top pane) and Oyster Site (OY) in the Northwest Fork (lower pane).

Oyster Settlement Monitoring

This is the time of year we typically see a sharp decline in oyster settlement activity and usually marks the end of oyster settlement for the season. However, this year the observed oyster settlement activity was substantially higher than normal, especially in the Northwest Fork where average density of 7,126 spat m^2 . By far the highest density was found in the downstream sample site with an average density of 12,702 spat m^2 while density at the upstream site was 1,550 spat m^2 .

Average settlement density in the Southwest fork was about half that of the Northwest fork at 3,931 spat m^2 with most of the settlement occurring in the downstream site where density of 5,216 spat m^2 was observed.

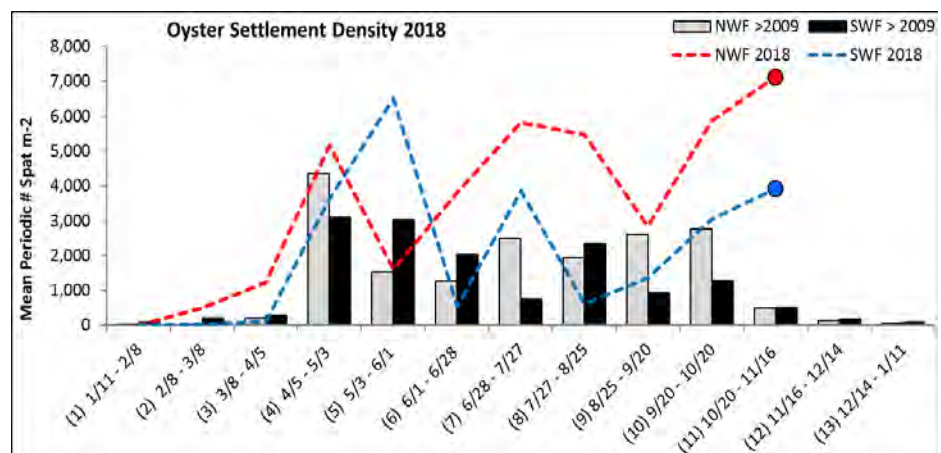


Figure shows mean density of most recent oyster spat settlement in the NWF and SWF (red and blue circles respectively) compared to historical means from 2009-2017 (gray and black bars).

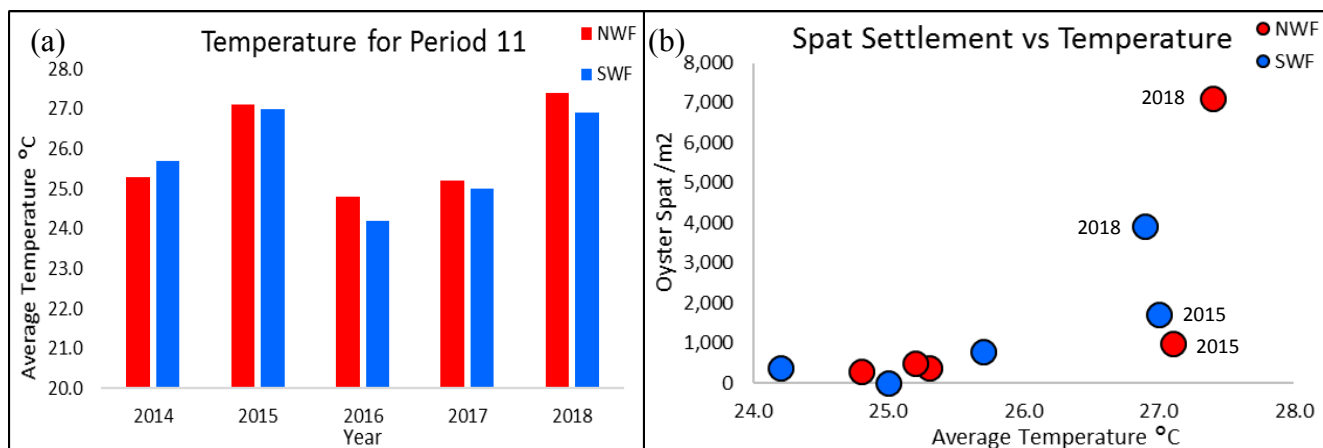


Figure (a) shows the average temperature for the NWF (red) and SWF (blue) for the period between October 20 to November 16 for the last five years. Figure (b) compares average density of most recent oyster spat settlement in the NWF and SWF (red and blue circles respectively) to the water temperature of corresponding period for each year.

In the past when we have seen oyster settlement activity continue late into the season, we generally see higher water temperatures. When water temperatures remain at around 26 to 27°C (79 - 81°F) oysters continue to settle. It appears the longer lasting warmer temperatures over the past two years may be a factor in changing our historically observed typical spring/fall, bimodal pattern of oyster spawning.



Volunteer Water Quality Monitoring Program

November's Volunteer Water Quality grade was a high "B", with half reporting sites earning A's. For the month, stations 30, 52.5 and 107 had higher than usual pH values, and stations 62 and 52 had higher than usual salinity. Despite these variations the overall scores were quite good.

Table: Volunteer Score. Colored cells show Dark (High) to Light (Low) results. Results are compared to historical values for the time period specific to each site to determine an overall score and final grade. Color is based on an average monthly score based on results of either a 1 or 2 ("1" =normal; "2"=abnormal). Secchi is visible to bottom (depth in meters).

Site	Temp (F)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Score	Grade
LR10V	79.1	2.4	34.7	8.3	6.4	96.7	1.0	Good	Good	Good	Good	Good	Good	100.0	A
LR30V	78.0	1.8	34.7	7.7	8.2	122.0	1.0	Good	Good	Fair	Good	Good	Good	85.6	B
LR52V	77.0	VAB	33.7	8.0	6.7	97.7	1.0	VAB	Fair	Good	Good	Good	Good	90.0	A
LR52.5V	72.5	1.1	31.5	8.2	5.3	72.3	1.0	Good	Good	Fair	Good	Good	Good	84.2	B
LR62V	71.0	1.1	21.0	7.7	4.9	62.7	1.0	Good	Fair	Good	Good	Good	Good	91.7	A
LR107V	74.0	VAB	8.3	8.1	4.7	58.5	1.0	VAB	Good	Poor	Good	Good	Good	80.0	B
Average	75.3													88.6	B

VAB (Visible at Bottom)
DO (Dissolved Oxygen)

scale: 0=poor 2=fair 4=good

Customer Service

Payment Processing

Our 4th Quarter Bills were due November 14 and staff processed over 16,800 payments totaling nearly \$2.2M. Over the past year we have seen nearly a 34% increase in customers paying through Autopay through our payment services provider, and this quarter we crested the 6,000 autopay customer milestone – nearly 20% of all customers. These automatic payments are valuable to the District because they are consistently paid on time and we can process them very efficiently.

Information Technology

Security Training

Towards the end of each year (mostly due to the holidays), IT observes an increase in the attacks received via email. To combat the increased attacks, we offered District staff a customized training with information on phishing, spoofing, malware and cyber hygiene that is immediately applicable.

Our most important tool to thwart the bad guys is an employee of the District. While IT cannot guarantee 100% security, we can all implement best practices while operating the District's technology.

We will continue to provide training and updates on our security awareness efforts with additional training and testing throughout the year.

Lifecycle PC Replacement

Microsoft has scheduled January 2020 as the official end of support for Windows 7 Professional. In preparation, IT now deploys all new desktops and laptops running Windows 10 as the District's standard operating system. We are also researching preferred options to upgrade those systems not due for replacement soon.

Windows 10 brings some challenges, but also many benefits including:

- Support for encryption of local disk (previously unavailable to Professional)
- Improved search capability
- Easier multitasking
- Better native security compared to Windows 7

Loxahatchee River Environmental Center

December 2018

River Center Summary Statistics



LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD



	Total Visitors	School & Camp Visitors	RC Offsite Programs	RC Onsite Programs	RC Staff Guest Appearances	Program Cancellations	Volunteer Engagement	1st Time Visitors	Visitor Satisfaction	Staff Assessment	Environmental Stewardship	Expenses	Program Revenue
Benchmark / Customer Expectation	% of Target	% of Target	% of Target	% of Target	% of Target	% of programs	% of Target	% of Target	Rating Average	Rating Average	Positive Responses	% within budget	% of Target
Green Level	≥ 90%	≥ 90%	≥ 90%	≥ 90%	≥ 90%	< 5%	≥ 90%	≥ 90%	≥ 4	≥ 4	≥ 90%	≥ 85% but ≤ 105%	≥ 90%
Yellow	≥ 75%	≥ 75%	≥ 75%	≥ 75%	≥ 75%	< 10%	≥ 75%	≥ 75%	≥ 3	≥ 3	≥ 80%	≥ 80%	≥ 75%
Red	< 75%	< 75%	< 75%	< 75%	< 75%	> 10%	< 75%	< 75%	< 3	< 3	< 80%	< 80% or > 105%	< 75%
2016 Baseline	100%	104%	51%	110%	155%		103%	27%	N/A	N/A	N/A	111%	124%
2017 Nov	139%	145%	1120%	265%	600%	11%	67%	92%	N/A	N/A	N/A	93%	100%
Dec	126%	113%	150%	125%	18%	0%	117%	50%	5.0	4.0	78%	96%	101%
2018 Jan	121%	78%	117%	122%	15%	8%	233%	98%	4.9	4.2	88%	96%	101%
Feb	118%	133%	169%	155%	124%	13%	162%	67%	5.0	4.1	90%	85%	87%
Mar	104%	83%	263%	143%	186%	0%	79%	46%	4.7	3.9	93%	93%	75%
Apr	89%	66%	227%	113%	480%	11%	205%	84%	4.2	4.0	88%	91%	49%
May	139%	81%	120%	282%	0%	24%	295%	54%	4.8	3.6	97%	83%	41%
June	100%	113%	181%	108%	0%	0%	99%	79%	5.0	3.9	99%	87%	86%
July	102%	90%	202%	114%	0%	42%	145%	78%	4.8	3.9	98%	91%	78%
Aug	106%	89%	157%	109%	0%	9%	79%	136%	4.6	4.6	87%	88%	102%
Sept	96%	95%	168%	144%	0%	0%	138%	163%	4.8	3.3	93%	82%	100%
Oct	120%	163%	120%	214%	160%	9%	150%	150%	4.5	4.2	83%	101%	160%
Nov	120%	157%	780%	206%	430%	0%	142%	45%	4.9	4.4	94%	95%	87%
Consecutive Months at Green	7	3	13	13	2	1	3	0	12	2	1	2	0
Metric Owner	O'Neill	Harris	Harris/Duggan	Harris/Duggan	Duggan	Harris	Harris	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
1 st Time Visitors	We had fewer people than expected visit this month and therefore few new guests.
Program Revenue	We had lower attendance at our Girl Scout Way event this year. This may have contributed to lower program revenue.

River Center General

Re-Envisioning the River Center

Staff have brainstormed and creating a document that outlines a few different options or directions that the River Center can develop as we plan for the future. Through discussion, we have determined that there are essentially four options.

- **No Change:** Continue with facilities and programs as they are and operate to our fullest capacity with no changes.
- **Additional Staff:** Add more staff to increase our programmatic capacity without increasing our footprint.
- **Expansion and Upgrade of Current Facilities:** Propose new additions, upgrades and renovations to the building and within our lease area to Palm Beach County in an effort to broaden our "campus footprint" and our programmatic capacity.
- **Relocation of the River Center:** Relocate to a larger property that would offer greater on-site programming opportunities and a longer-term confidence.

Special Programs

Corporate Service Projects: Kayak Cleanup

Xylem which is an international company creating advanced technology, equipment and solutions that solve critical water challenges partnered with the River Center on November 6th. Xylem is a world leader in water technology, providing equipment and services for water and wastewater applications. Pratt & Whitney, a United Technologies Company, is a world leader in the design, manufacture, and service of aircraft engines and auxiliary power units partnered with the River Center on November 10th. Pratt & Whitney has



the parts and services to support ongoing maintenance of commercial engines, military engines, and auxiliary power units. Eleven employees from Xylem and fourteen employees from Pratt & Whitney came to participate in a kayak and shoreline cleanup taking out trash from the mangroves around Burt Reynolds Park. We are hoping to continue to partner with both companies by completing a water related service project once a quarter.

Girl Scout Way Campfire



On Friday, November 9th the River Center hosted its third Girl Scout Way campfire workshop, entitled "Campfire for Girls." This event was open to all girls (registered Girl Scouts and non-registered girls) and included great activities for girls of all ages to participate and earn the Girl Scout Way badge. These activities included time-honored traditions like singing campfire songs, creating swaps, roasting marshmallows by the fire, and of course celebrating sisterhood! This event drew a large crowd with over 200 visitors in attendance. The River Center would like to thank all the support from the Women Leaders of Today and the numerous

high school volunteers that helped make this event a success.

Organizations that participated as Women Leaders of Today:

- The Nature Conservancy – Blowing Rocks Preserve
- Florida Park Service – John D. MacArthur Beach State Park
- Pratt & Whitney
- Max Planck Florida Institute for Neuroscience: Network for Women in Science
- Manatee Lagoon: Florida Power & Light Eco-Discovery Center
- South Florida Water Management District
- Society of Woman Engineers
- Girl Scouts of Southeast Florida



ERM Kayak Tour: Pine Glades

On Tuesday, November 15th the River Center participated in a Public Kayak Tour of Pine Glades Natural Area by PBC Environmental Resources Management. On this beautiful sunset paddle through the calm waters of the marsh, guests saw a variety of wildlife including alligators, herons, osprey, and limpkins! It was a great day out on the water and we had 12 guests participate in this paddle.



Frenchman's Forest Nature Walk

The River Center staff led a nature hike at the Frenchman Forrest Natural Area for the opening of this season's Naturalist Series on November 16th. We had 25 participants trek along the path through the hardwood hammock, the pine dominated flatwoods, into the cypress swamp, and viewed the blackwater creek leading out to the Lake Worth Lagoon. It was a beautiful morning filled with bird calls, beautiful butterflies and inspiring landscapes. Frenchman's Forrest is a natural area managed by Palm Beach County Environmental Resources Management and part of the Northeast Everglades Natural Area and the Great Florida Bird and Wildlife Trail. This 172-acre natural area was once part of the headwaters of Lake Worth Creek, a meandering blackwater creek that flowed north to the Loxahatchee River.



Sandbar and Sea Shells Boat Trip

On November 17th, the River Center took its first of the season Sandbar and Sea Shells Boat Tour. We are working again with Aqua Adventures to provide these boating experiences throughout the year. This trip provided the opportunity for guests get out of the boat and into the water as well as open the throttle and speed around the central embayment. This trip explored the sandbar at Bird Island, visited an osprey nest, and traveled around the lighthouse. This was the perfect experience to get out on the water and enjoy the Loxahatchee River.



Homeschool Workshop Squid Dissection Lab



On Tuesday, November 6th the River Center hosted another Homeschool Workshop. We had twenty-eight students ranging from 10-16 years old participate in a Squid Dissection Lab. Using proper dissection tools and techniques, students worked in pairs performing a scientific dissection of a squid. Students learned the classification of squid, their anatomy, characteristics, and adaptations. We also watched a TED Talk with Dr. Eddie Widder, a specialist in bioluminescence who has been a leader in helping to design and invent new submersible instrumentation, and equipment to enable unobtrusive deep-sea observations and in the summer of 2012, filmed the giant squid in its natural habitat for the first time ever. Students got the chance feed the River Center aquariums their dissected squid.

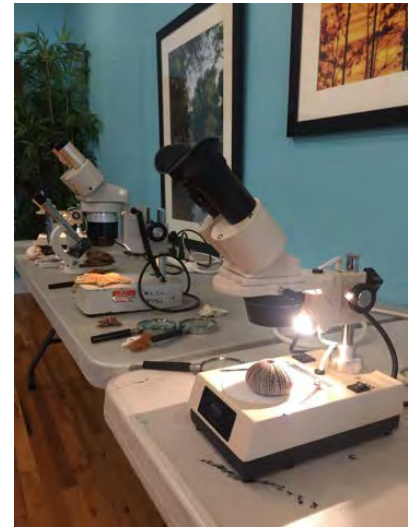


Craft-a-Palooza

The River Center hosted a Thanksgiving break crafting event on Tuesday, November 20th. Guests created pinecone turkeys, construction paper pie slices, wrote thank-you notes, and painted fall leaves and trees in our classroom. It was a great day and we had over 57 participants for this event.

Old School Science Fun Day

On Saturday, November 24th, the River Center staff hosted our Old School Science day! This ongoing event consisted of engineering stick and marshmallow creations, building balloon rockets, what makes a bouncy ball bounce experiments, and a close-up look at different items underneath our microscopes. The popularity for this program has continued to increase and we hope to do more of them in the future.



Outreach

Lagoonfest

Saturday, November 3rd, the River Center participated in Lagoonfest in Downtown West Palm Beach. This event highlights the beautiful Lake Worth Lagoon and allows visitors to experience different organizations and activities associated with the lagoon. It was a beautiful day on the waterfront and the turnout for the event was great. We had over 430 visitors to the River Center booth. We are looking forward to participating in this event next year.



Migration Celebration

The River Center participated in the Migration Celebration at Green Cay Nature Center on Saturday, November 10th. The Migration Celebration is a FREE event for all ages with the purpose of educating the public, encouraging an appreciation for nature, fostering a respect for wildlife, and of course having fun!



2018 marks the centennial of the Migratory Bird Treaty Act, the most important bird-protection law ever passed. In honor of this milestone, hundreds of organizations and millions of people around the world have joined forces to celebrate 2018 as the “Year of the Bird” and commit to protecting birds today and for the next hundred years. This was a new outreach for the River Center and we hope to participate again in the future. We saw over 400 visitors at this event.

Admiral’s Cove Outreach

On Wednesday, November 21st the River Center staff participated in the next installment of the Admiral’s Cove Annual Canal Naming Contest. Since 2010, the River Center has provided an outreach program and touch tank to the Covester’s youth organization teaching about mangroves, the Loxahatchee River estuary, and the River Center. Covesters (children at the Admiral’s Cove camp) traveled by boat and kayak throughout the waterways to get a firsthand look at the mangrove tree islands. Participants saw beautiful mangroves with oysters along the prop roots, fish jumping, and multiple species of birds. The children were asked to come up with interesting and unique names for the Admiral’s Cove canal system, which residents will later vote on. This year the kids came up with “Osprey Way” after this osprey that we saw on the boat trip. We thank Admiral’s Cove for the opportunity to participate in these events every year.



Volunteer of the Month – Emily Leckey

This month the River Center would like to acknowledge Emily Leckey as the Volunteer of the Month. Emily has been at the River Center since October of 2016 and has earned 61 hours of community service. Emily has served as a visitor services volunteer for the past two years helping as a welcome desk greeter, as a touch tank docent, and story time helper. During the summer you can find Emily helping with summer camp kayaking and family seine and dip netting programs. During the school year, Emily helps with evening campfires, Girl Scout events, and Exploring Archery family programs. She is always willing to help wherever needed, polite, respectful, and a joy to have on our team. On behalf of the River Center staff and volunteers, we would like to extend our upmost appreciation to Emily and all of her dedication throughout the years. We look forward to what the future holds for her.



Upcoming River Center Events

RSVP at www.lrdrivercenter.org/events-calendar
rivercenter@lrecd.org or 561-743-7123

December 20, 10 am – 2 pm: Craft-a-Palooza: Join us in the River Center classroom for some FREE arts and crafts, games, activities, music, and fun. This is a free event and no RSVP is required to attend or participate. Our crafts are designed for children ages 3-10. Make sure you don't miss out on this exciting summer event!

December 21, 2 pm – 5 pm: Loxahatchee Boat Tour: Take a trip up the beautiful, Wild and Scenic Loxahatchee River aboard an adventure vessel with Aqua Adventure Tours led by a River Center Naturalist. See the different habitats of our estuary, explore the untouched and protected areas of the river and participate in some hands-on activities on-board. Cost: \$40/person – book online.

December 28, 10 am – 2 pm: Science Day: Join the River Center for a day of exciting science fun! Participants can test out different experiments, partake in crafts and enjoy some great educational fun! This program is free, and no RSVP is required to attend or participate.

December 29, 9 am – 12 pm: Fishing Clinic: Fishing clinics are a great way for kids to learn the basics of fishing methods and tactics! Parents will learn important safety tips for taking kids fishing and how to abide by regulations when out fishing. The River Center in partnership with Fishing Headquarters provides half-day fishing clinics for kids that give your child a fun, engaging overview of the following: Knots, lures and bait, fish identification, casting practice, fishing safety, conservation and regulation, FISHING! (of course). Cost \$10/child. Please RSVP.

January 1, 10 am – 3 pm: Go Outside! Explore River Center's garden with an I Spy and Scavenger Hunt. Find leaves, bugs, and more then check them out under magnifying glasses and microscopes. Design your own garden or make your own scavenger hunt map.

January 2, 2 pm – 5 pm: Loxahatchee Boat Tour: Take a trip up the beautiful, Wild and Scenic Loxahatchee River aboard an adventure vessel with Aqua Adventure Tours led by a River Center Naturalist. See the different habitats of our estuary, explore the untouched and protected areas of the river and participate in some hands-on activities on-board. Cost: \$40/person – book online.

January 3, 10 am – 2 pm: Craft-a-Palooza: Join us in the River Center classroom for some FREE arts and crafts, games, activities, music, and fun. This is a free event and no RSVP is required to attend or participate. Our crafts are designed for children ages 3-10. Make sure you don't miss out on this exciting summer event!

January 5, 10:00am – 12:30 pm: Exploring Archery: Join the River Center for our introductory archery workshop! Learn about the complex history of archery, uses, safety and basic skills. All equipment will be provided but interested participants should bring comfortable clothing, closed toed shoes, water and sunscreen.

January 8, 9 am – 11 am: Nature Hike – Jupiter Ridge Natural Area: Join the River Center on Tuesday, January 8th for our Nature Walk through Jupiter Ridge. Walk along the guided paths and immerse yourself in this local natural area. Interested participants should wear closed toed shoes, comfortable clothing and bring plenty of water. Make sure to RSVP to this event! Space is limited.

January 19, 8am – 4pm: Boating Safely Class: The River Center continues to collaborate with the US Coast Guard Auxiliary "Flotilla 52" to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. There is no cost for this class, however there is a deposit required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up.

February 1, 12 pm – 1 pm: Lecture: Join the River Center on Friday, February 1st for our monthly lecture series! The River Center is excited to welcome Amber Howell from the Florida Fish and Wildlife Conservation Commission for our February lecture presentation. Amber is a Research Associate that specializes in Marine Mammals and her presentation will discuss her latest research on Florida manatees. Prior to the lecture a light lunch will be served.

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: December 4, 2018

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>
Smith, Gaskill & Shenkman, PA	\$5,396.51	\$13,365.56
Hazen	\$6,304.77	\$14,523.99
Holtz	\$6,951.25	\$7,663.00
Mathews	\$10,767.98	\$58,868.14

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' invoices.

J:\BOARD\Consult2018.docx

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

Future Business



Neighborhood Sewering:

- Preliminary Assessment-Turtle Creek Subsystem 2
- Preliminary Assessment-Turtle Creek Subsystem 3

Other:

- Governing Board Elections and Liaisons
- Lift Station Rehabilitation General Construction Services
- Authorization to Execute Reports
- Rates, Fees and Charges