

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

## **AGENDA REGULAR MEETING #2-2019 FEBRUARY 21, 2019 – 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 8**
  - 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. Draft Audit **Page 31**
  - C. Busch Wildlife Sanctuary Crocodile/Alligator Exhibit **Page 99**
  - D. Lift Station Rehabilitation General Construction Services **Page 104**
  - E. Imperial Woods Construction Contract **Page 105**
  - F. Jupiter Farms Elementary Force Main Construction Contract **Page 110**
  - G. Rates, Fees and Charges, Rules Chapter 31-10 **Page 114**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 157**
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.”

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

Submitted by:  
Date: February 11, 2019

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

## **5. CONSENT AGENDA**

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

- A. Waste Disposal and Recycle Contract – to award contract **Page 12**
- B. Jupiter Farms Elementary Interlocal Agreement Amendment – to approve amendment **Page 14**
- C. Safety Policies and Procedures – to approve policies and procedures **Page 18**
- D. Radio Telemetry System Rehabilitation – to award contract **Page 19**
- E. Change Orders to Current Contracts – to approve modifications **Page 29**

## **7. REPORTS**

- A. Neighborhood Sewering **Page 117**
- B. Legal Counsel's Report **Page 119**
- C. Engineer's Report **Page 123**
- D. Busch Wildlife Sanctuary **Page 127**
- E. Director's Report **Page 128**

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

## MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: February 11, 2019

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Regular Meeting of January 17, 2019. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the January 17, 2019 Regular Meeting as submitted.”

J:\BOARD\MinutesSamples\MinutesMemo2019.docx

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
REGULAR MEETING - MINUTES  
JANUARY 17, 2019

1. CALL TO ORDER

Chairman Snyder called the Regular Meeting of January 17, 2019 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Mr. Boggie  
Mr. Snyder  
Dr. Rostock

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

Consultants in attendance were Mr. Muniz from Hazen & Sawyer, Ms. Miranda from Holtz Consulting, Ms. Marshall from Mathews Consulting and Mr. Shenkman with Smith, Gaskill & Shenkman.

Ms. Kight, Ms. Bond and Ms. Wynn from Busch Wildlife Sanctuary were also in attendance.

B. PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting of December 13, 2018 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the December 13, 2018 Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 7C was pulled for discussion and placed after Item 3, Comments from the Public.

D. ELECTION OF OFFICERS

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

"THAT THE GOVERNING BOARD elect:

Dr. Rostock to serve as Chairman,  
Mr. Rockoff to serve as Vice Chairman,  
Mr. Boggie to serve as Treasurer,  
Mr. Silverman to serve as Secretary, and  
Mr. Snyder to serve as Assistant Secretary/Treasurer

of the Governing Board of the Loxahatchee River Environmental Control District."

The gavel was passed to Dr. Rostock who conducted the balance of the meeting.

### 3. COMMENTS FROM THE PUBLIC

John Blackmon of 139 Turtle Creek Drive requested that a settlement be reached to remedy the issue of damaged hedges in his community. Mr. Boggie offered his assistance in any remediation discussions.

### 7C. ENGINEER'S REPORTS

The Board reviewed the engineer's reports.

### 4. STATUS UPDATES

#### A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard gave an update on the Seagrass Monitoring Program.

#### B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

### 5. CONSENT AGENDA

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

"THAT THE GOVERNING BOARD approve the Consent Agenda of January 17, 2019 as presented."

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

#### A. Authorization to Execute Reports (2019-01)

“That the Governing Board approve Resolution 2019-01 authorizing specific signatures for execution of all reports required under the Florida Statutes.”

B. Lenmore Drive Amended Resolution (2019-02)

“That the Governing Board approve Resolution 2019-02 adopting the Amended Lenmore Drive Final Assessment Roll and Exhibits.”

C. Palmwood Rd Ph II Amended Resolution (2019-03)

“That the Governing Board approve Resolution 2019-03 adopting the Amended Palmwood Rd Ph II Final Assessment Roll and Exhibits.”

D. Employee Retirement Plan Trustee Designation – to designate Trustee

“That the Governing Board elects Harvey Silverman to serve as Trustee for the Loxahatchee River Environmental Control District Money Purchase Plan and Trust.”

E. Fixed Asset Disposal – to approve disposal

“That the Governing Board authorize the Executive Director to dispose of tangible personal property including fixed asset number ME325 (tag number 2388) and the assets listed in the attached schedule.”

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 were pulled for discussion.

B. Governing Board Appointments and Liaisons

Dr. Arrington reviewed the Governing Board Appointments and Liaisons. Mr. Snyder switched Municipal League-A with Intergovernmental Coordination with Mr. Rockoff.

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

“THAT THE GOVERNING BOARD adopt the chart of Governing Board appointments and liaisons for the 2019 calendar year as revised.”

C. Inlet Waters Cost Sharing Agreement

Dr. Arrington reviewed the Inlet Waters cost sharing agreement.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute and implement the Cost Sharing Agreement with Inlet Village Investors, LLC as revised.”

7. REPORTS

D. BUSCH WILDLIFE SANCTUARY

Ms. Kight reviewed the Sanctuary dashboard.

The following reports stood as written:

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL’S REPORT

E. DIRECTOR’S REPORT

Dr. Arrington suggested a meeting date of February 22, 2019 to discuss the potential re-envisioning of the River Center.

8. FUTURE BUSINESS

Dr. Arrington reviewed the Future Business.

9. COMMENTS FROM THE BOARD

Dr. Rostock requested a proposal from Busch regarding the proposed crocodile and alligator exhibit.

10. ADJOURNMENT

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

“That the regular meeting of January 17, 2019 adjourn at 8:33 pm.”

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BOARD CHAIRMAN

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BOARD SECRETARY

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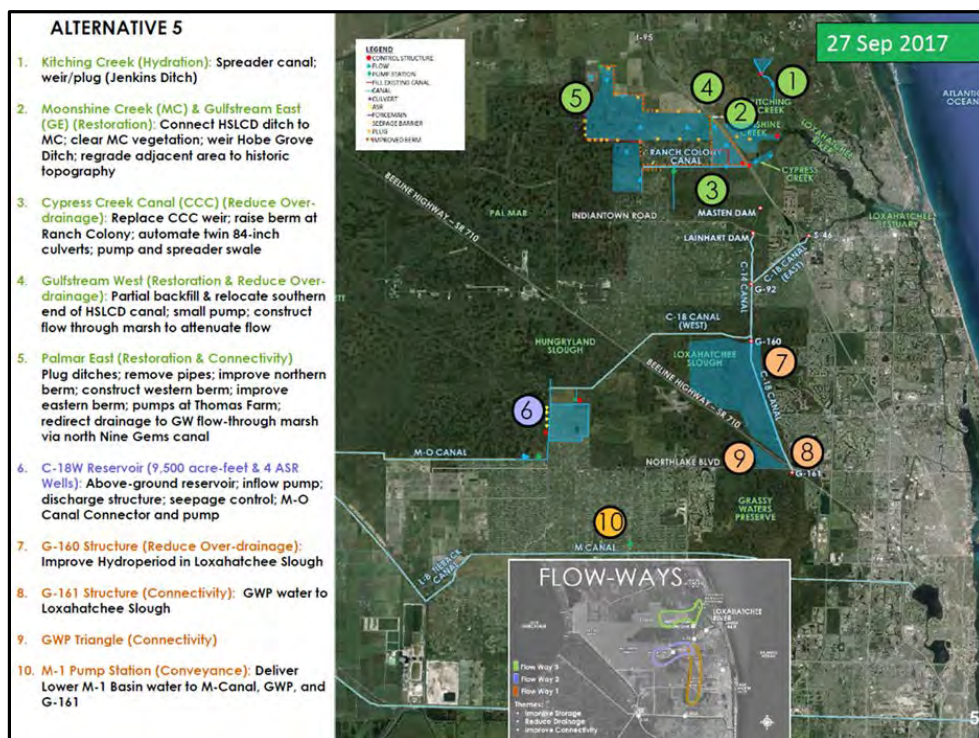
RECORDING SECRETARY





## Loxahatchee River Watershed Status Report: Update on the Army Corps of Engineers (USCACE) and South Florida Water Management District's (SFWMD) Loxahatchee River Watershed Restoration Project

This month, Jennifer Leeds, the Section Administrator for Everglades Policy and Coordination at the South Florida Water Management District, will give a presentation on the status of the USACE and SFWMD Loxahatchee River Watershed Restoration Project. One of the primary objectives of this project is to provide restorative flows to the Loxahatchee River, particularly during the dry season. Recall, last June, the District's Governing Board provided a letter of support of the Tentatively Selected Plan (copy below). We look forward to hearing the latest information on this important project.





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

June 15, 2018

Colonel Jason Kirk, District Commander  
U.S. Army Corps of Engineers  
701 San Marco Boulevard  
Jacksonville, FL 32207-8175

Dear Colonel Kirk,

I am writing to express the Loxahatchee River District's strong and unanimous support for Alternative 5 as the USACOE's Loxahatchee River Watershed Restoration Project National Ecosystem Restoration Plan (NERP) and encourage you to support it as the Tentatively Selected Plan (TSP). This plan has been years in the making, includes significant input from stakeholders, is based on monumental modelling efforts, and represents an effective and affordable solution to restore the ecological form and function of the National Wild & Scenic Loxahatchee River.

The Loxahatchee River District enthusiastically supports the NERP/TSP because it will improve base flows to the Loxahatchee River thus alleviating significant environmental degradation caused by saltwater intrusion. This plan also provides meaningful improvements to wetland function within the Loxahatchee River watershed and connectivity throughout the watershed. Based on the comprehensive analysis and input, we are certain this plan will restore the Loxahatchee River for current and future generations.

We applaud the US Army Corps of Engineers and the South Florida Water Management District for their expert and diligent efforts on this project as part of the Comprehensive Everglades Restoration Plan (CERP). We look forward to continued progress on this important project and stand ready to offer our assistance in any manner possible as this project moves through the CERP process.

Sincerely,

A handwritten signature in blue ink that reads "James D. Snyder".

James D. Snyder  
Board Chairman

Copy: Lt. Colonel Jennifer Reynolds, Deputy District Commander, South Florida  
Federico Fernandez, Chairman, SFWMD Governing Board  
Ernie Marks, Executive Director, SFWMD

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'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 (excluding assessment & capital contrib.)	Operating Expenses	Capital Projects		Employee Safety	Minimum Flow Compliance	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	20 Day Mean Salinity @ RM 9.1	‰	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	< 0.5	min ≥ 20 ‰	90% of sites ≤ 200
Yellow		< 90%	< 8.8	≥ 2	1	≥ 1	≥ 1	≤1875	≤ 25	< \$9,894,657	≥ 90%	≥ 80%	≥ 60%	≥ 60%	-	≥ 0.5	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	≥ 2	min < 10 ‰	≥ 2 sites > 400
2016 Baseline		2,169	6.7	0	0	1	0	1,063	12	\$ 33,223,653	96%	90%	100%	85%	0	103.7	18	1 > 200
2017 Baseline		104%	6.6	1	0	2	0	1,127	9	\$ 30,425,084	95%	85%	98%	85%	0	49.8	23	1 > 200
2018 Baseline		112%	6.8	1	0	2	0	1,216	8	\$ 33,683,858	99%	85%	95%	56%	0	60.0	23	1 > 200
2018	Jan	121%	7.1	0	0	3	0	1,240	15	\$ 29,774,007	99%	81%	93%	67%	1	0.3	27.6	1 > 200
	Feb	118%	7.1	0	0	0	0	1,299	10	\$ 31,873,924	97%	82%	93%	60%	0	0.3	31.8	0 > 200
	Mar	104%	7.0	0	0	1	0	1,322	6	\$ 30,590,419	101%	86%	93%	60%	0	2.3	33.6	1 > 200
	Apr	89%	6.8	0	0	1	0	1,350	14	\$ 30,470,440	101%	88%	93%	47%	0	1.3	32.3	1 > 200
	May	139%	7.2	1	0	4	0	1,245	0	\$ 32,001,517	101%	89%	93%	47%	1	0.3	7.0	5 > 400
	June	100%	7.1	3	0	3	0	1,061	6	\$ 30,357,463	100%	88%	93%	47%	0	0.1	8.6	6 > 200
	July	102%	6.5	0	0	3	0	987	5	\$ 36,393,890	100%	88%	93%	27%	1	0.1	11.0	0 > 200
	Aug	106%	6.6	2	0	0	0	1,039	7	\$ 36,911,972	99%	89%	93%	27%	1	0.1	15.8	7 > 200
	Sept	96%	6.3	3	0	5	0	1,219	8	\$ 35,472,108	100%	87%	93%	27%	0	0.1	17.6	1 > 200
	Oct	120%	6.4	1	0	2	0	1,296	7	\$ 35,973,349	96%	73%	100%	100%	0	0.4	29.1	1 > 200
	Nov	120%	6.6	0	0	3	0	1,226	8	\$ 37,075,977	95%	82%	100%	100%	0	0.6	29.2	1 > 400
	Dec	131%	6.8	0	0	1	0	1,310	5	\$ 37,311,234	103%	84%	100%	67%	1	2.0	33.3	0 > 200
2019	Jan	105%	7.2	0	0	6	0	1,399	8	\$ 37,478,367	101%	84%	100%	67%	1	2.1	29.9	1 > 200
Consecutive Months at Green		9	116	4	16	0	66	101	21	115	78	0	40	0	0	0	3	5
Metric Owner		O'Neill	Campbell	Dean	Dean	Dean	Campbell	Campbell	Dean	Peterson	Peterson	Peterson	Dean	Dean	Campbell	Howard	Howard	Howard

## Metric

Sewer Overflows  
Operating Expense  
Capital Projects On Time  
Employee Safety  
Minimum Flow Compliance

## Explanation

This month we had 6 sewer overflows in our collection system: please see Kris' Engineering report for a detailed summary and discussion of overflows that occurred in the collection system. See Tony's Operations report for discussion of a minor sewer spill that occurred in the treatment plant.

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.

The following projects are behind schedule: construction of gravity sewers in Whispering Trails; installation of permanent generators at Lift Station 43 and 62; replacement of Olympus force main; and lining of gravity sewer laterals in Penn Park and Lift Station 65 gravity system.

An employee in Operations was pulling a 4" hose out of an aerbay, lost his balance, and fell backwards striking his back. The employee was taken to Jupiter Medical Center and placed on restricted duty by a physician. It is my understanding that the employee has fully recovered.

This month we modified this metric from Lainhart Dam flow to salinity as measured at River Mile 9.1. This is a clear aspect of the MFL, and it provides a better, more integrated metric for tracking. January began very dry, which caused the 20 day mean salinity to gradually climb above 2. With the significant recent rains, salinities are on their way back to zero.

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

## MEMORANDUM

TO: Governing Board  
FROM: Administration Staff  
DATE: February 11, 2019  
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. Waste Disposal and Recycle Contract – to award contract
- B. Jupiter Farms Elementary Interlocal Agreement Amendment – to approve amendment
- C. Safety Policies and Procedures – to approve policies and procedures
- D. Radio Telemetry System Rehabilitation – to award contract
- 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 February 21, 2019 as presented.”**

Signed,

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

D. Albrey Arrington, Ph.D.  
Executive Director

J:\BOARD\Consent2019.docx

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

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

TO: Governing Board  
FROM: Tony Campbell, Director of Operations  
DATE: February 14, 2019  
SUBJECT: Biosolids Hauling Services Contract

On January 14, 2019 LRD advertised ITB #19-001-Waste Disposal on the LRD's website and Demand Star. A total of six (3) bids were received and opened on February 6, 2019. The bids were reviewed by District staff and determined to be complete and responsive to the requirements of the Invitation to Bid.

The Bid Tabulation is on the following page. Estimated quantities (tons and pick-ups) are based on the volume processed during the District 2017/2018 fiscal year (estimated tonnage is not available for Weekly Scheduled items) and were provided in the ITB. Recommended award is based on bidder's estimated total annual cost (rental fee + pick-up fees x estimated pick-ups + price per ton x estimated tons). Our bid document clearly stipulated the District may award multiple contracts if in the best interest of the District. Therefore, we recommend the District issue the award as follows:

Waste Pro be awarded the following services:

- Item #4 – Special Waste – Dirt
- Item #5 – Special Waste – Dirt

Republic Services be awarded the following services:

- Item #2 – Special Waste – Grit
- Item #3 – Special Waste – Grit (Spare)
- Item #6 – Waste – Yard Waste
- Item #7 – Waste – Yard Waste
- Item #8 – Waste – Industrial Construction Material

Waste Management be awarded the following services:

- Item #1 – Recycle – Corrugated Cardboard
- Item #10 – Waste – Recycle – Plastic, Glass, Cartons
- Item #11 – Waste – Recycle – Office Paper, Magazines, Newspapers
- Item #12 – Waste – Recycle – Office Paper, Magazines, Newspapers
- Item #13 – Waste – Recycle – Plastic, Glass, Cartons
- Item #14 – Waste – Recycle – Office Paper, Magazines, Newspapers

At this time, I recommend the Board consider the following motion:

**“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to award the contract to Haul and Dispose of Special Waste – Dirt (items #4 and 5) to Waste Pro; Special Waste - Grit, Yard Waste, and Industrial Construction Material (items #2, 3, 6, 7 and 8) to Republic Services; and Recycle services to Waste Management (items #1 and 10 through 14) as outlined in (ITB #19-001) in accordance with the contract specifications and their bid of February 6, 2019.”**

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

Loxahatchee River District  
ITB #19-001 Waste Disposal  
Award Recommendation

						Estimated Annual Total		
Bid Item Number	Waste Type	Size	Frequency	Estimated Pick-Ups	Estimated Tons	Recommended Award	Republic Services	Waste Management
1	Recycle - Corrugated Cardboard	4 cu yd	Scheduled / Weekly	52		Waste Management	\$ 4,634.44	\$ 1,560.00
2	Special Waste - Grit	10 cu yd	Scheduled / Every 6 days	61	200	Republic Services	24,248.00	34,025.00
3	Special Waste - Grit (Spare)	10 cu yd	On-Call - As Needed	3	10	Republic Services	1,204.00	2,825.00
4	Special Waste - Dirt	10 cu yd	On-Call - As Needed	24	215	Waste Pro	19,082.00	22,975.00
5	Special Waste - Dirt	10 cu yd	On-Call - As Needed	24	215	Waste Pro	19,082.00	22,975.00
6	Waste - Yard Waste	20 cu yd	On-Call - As Needed	5	10	Republic Services	1,358.80	3,245.00
7	Waste - Yard Waste	40 cu yd	On-Call - As Needed	5	40	Republic Services	2,225.20	4,505.00
8	Waste - Industrial Construction Material	20 cu yd	On-Call - As Needed	24	170	Republic Services	12,964.80	16,140.00
10	Waste - Recycle - Plastic, Glass, Cartons	96 gal tote	Scheduled / Weekly	52		Waste Management	NO BID	1,300.00
11	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		Waste Management	NO BID	1,300.00
12	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		Waste Management	NO BID	1,300.00
13	Waste - Recycle - Plastic, Glass, Cartons	96 gal tote	Scheduled / Weekly	52		Waste Management	NO BID	1,300.00
14	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		Waste Management	NO BID	1,300.00
								Waste Pro

						Rental Fee			Pick-Up Fee			Price Per Ton		
Bid Item Number	Waste Type	Size	Frequency	Estimated Pick-Ups	Estimated Tons	Republic Services	Waste Management	Waste Pro	Republic Services	Waste Management	Waste Pro	Republic Services	Waste Management	Waste Pro
1	Recycle - Corrugated Cardboard	4 cu yd	Scheduled / Weekly	52		\$ 22.16	\$ -	\$ 24.00	\$ 84.01	\$ 30.00	\$ 86.50	\$ -	\$ -	\$ -
2	Special Waste - Grit	10 cu yd	Scheduled / Every 6 days	61	200	-	100.00	75.00	168.00	325.00	260.00	70.00	65.00	71.00
3	Special Waste - Grit (Spare)	10 cu yd	On-Call - As Needed	3	10	-	100.00	75.00	168.00	325.00	260.00	70.00	65.00	71.00
4	Special Waste - Dirt	10 cu yd	On-Call - As Needed	24	215	-	100.00	75.00	168.00	325.00	260.00	70.00	65.00	55.00
5	Special Waste - Dirt	10 cu yd	On-Call - As Needed	24	215	-	100.00	75.00	168.00	325.00	260.00	70.00	65.00	55.00
6	Waste - Yard Waste	20 cu yd	On-Call - As Needed	5	10	35.00	100.00	75.00	130.00	325.00	260.00	28.88	42.00	35.00
7	Waste - Yard Waste	40 cu yd	On-Call - As Needed	5	40	35.00	100.00	75.00	130.00	325.00	260.00	28.88	42.00	35.00
8	Waste - Industrial Construction Material	20 cu yd	On-Call - As Needed	24	170	35.00	100.00	75.00	130.00	325.00	260.00	55.44	42.00	51.00
10	Waste - Recycle - Plastic, Glass, Cartons	96 gal tote	Scheduled / Weekly	52		NO BID	-	-	NO BID	25.00	32.00	NO BID	-	-
11	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		NO BID	-	-	NO BID	25.00	32.00	NO BID	-	-
12	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		NO BID	-	-	NO BID	25.00	32.00	NO BID	-	-
13	Waste - Recycle - Plastic, Glass, Cartons	96 gal tote	Scheduled / Weekly	52		NO BID	-	-	NO BID	25.00	32.00	NO BID	-	-
14	Waste - Recycle - Office Paper, Magazines, Newspapers	96 gal tote	Scheduled / Weekly	52		NO BID	-	-	NO BID	25.00	32.00	NO BID	-	-

\* Note - Addendum #1 deleted Item #9 from the IBT.



# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

## MEMORANDUM

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

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

DATE: February 13, 2019

SUBJECT: First Amendment to the Jupiter Farms Elementary Force Main Interlocal Agreement

This amendment to the interlocal agreement between the District and the School Board of Palm Beach County provides a not to exceed amount reimbursable to the District based on now known engineering, construction and connection costs plus contingency and defines the final force main route along the Haynie Lane right of way.

Also, see Tab 6F for the recommendation of award for this project's construction contract.

The following motion is offered for your consideration:

**“THAT THE DISTRICT GOVERNING BOARD approve the First Amendment to the Interlocal Agreement with the School Board of Palm Beach County for Regional Wastewater Service to Jupiter Farms Elementary”**



**FIRST AMENDMENT TO  
INTERLOCAL AGREEMENT BETWEEN LOXAHATCHEE RIVER ENVIRONMENTAL  
CONTROL DISTRICT  
AND THE SCHOOL BOARD OF PALM BEACH COUNTY, FLORIDA  
FOR REGIONAL WASTEWATER SERVICE TO JUPITER FARMS ELEMENTARY**

This First Amendment to that certain Interlocal Agreement between LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, hereinafter referred to as "LRECD", and the SCHOOL BOARD OF PALM BEACH COUNTY, FLORIDA, hereinafter referred to as "Board", is made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

**WITNESSETH**

**WHEREAS**, LRECD and Board entered into that certain Interlocal Agreement for Regional Wastewater Service to Jupiter Farms Elementary dated June 7, 2017 ("ILA"); and

**WHEREAS**, LRECD and Board desire to amend the total cost of the Project to connect Jupiter Farms Elementary to the LRECD Regional Wastewater Treatment Facility; and

**WHEREAS**, LRECD and Board desire to amend the route along which the sanitary sewer connection connecting Jupiter Farms Elementary to the LRECD Regional Wastewater Treatment Facility is constructed.

**NOW THEREFORE**, in consideration of the mutual representations, terms, and covenants hereinafter set forth, the parties hereby agree as follows:

1. Recitals.

The foregoing recitals are true and correct and are hereby incorporated herein by reference. All defined terms used in this First Amendment shall have the same meaning as set forth in the ILA.

2. Section 10 of the ILA is amended to provide that the not to exceed amount for the total cost reimbursable to LRECD for the Project shall be "\$1,523,000".

3. Section 14 of the ILA is hereby deleted in its entirety and replaced with the following:

SCHOOL DISTRICT agrees that the 4" wastewater force main shall be constructed in the South Indian River Water Control District right-of-way along Haynie Lane and shall pay any costs incurred by LRECD in pursuing the previously agreed upon route along Alexander Run in addition to the Haynie Lane route.

4. Except as modified herein, all terms and conditions of the ILA shall remain in full force and effect.

{Remainder of page intentionally left blank}

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals on the day, month and year first above written.

ATTEST

SCHOOL BOARD OF PALM BEACH  
COUNTY, FLORIDA

By: \_\_\_\_\_  
Donald E. Fennoy II, Ed.D., Superintendent

By: \_\_\_\_\_  
Frank Barbieri, Chairman

SEAL

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

By: \_\_\_\_\_  
School Board Attorney

ATTEST

LOXAHATCHEE RIVER  
ENVIRONMENTAL CONTROL DISTRICT

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

By: \_\_\_\_\_  
Dr. Matt H. Rostock  
Chairman

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

By: \_\_\_\_\_  
Curtis L. Shenkman, District Attorney

Item 5C  
Safety Policies and Procedures  
was not available at notebook delivery time.

# 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: February 13, 2019

SUBJECT: Award of Contract for Data Flow Systems Radio Telemetry System Rehabilitation Phase 2

The District utilizes an existing Data Flow Systems radio telemetry system for communication with critical lift stations and IQ metering stations. System performance has slowly degraded over the years and has now reached a point where rehabilitation of system is required to ensure continued reliable service. The first phase of this work was performed in 2018. This is the second and final phase.

Data Flow Systems as the system manufacturer, has provided the attached quote to perform the rehabilitation work.

This is a budgeted item for FY 2019 in the amount of \$170,000.

The following motion is offered for your consideration.

**“THAT THE DISTRICT GOVERNING BOARD authorize the award of a contract to Data Flow Systems, Inc. for radio telemetry system rehabilitation in the amount of \$57,639.00.**

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member



January 28, 2019

Quote No. 190128-01-RW

Mr. Kevin Skellenger  
 Loxahatchee River Environmental Control District  
 Email: [kevin.skellinger@lrecd.org](mailto:kevin.skellinger@lrecd.org)

Dear Mr. Skellenger:

Thank you for this opportunity to offer our products and services for the above referenced project. This quote considers the following:

- This quote is based on information from our Service Dept.

All products offered are compatible with Loxahatchee River Environmental Control District's existing TAC II SCADA system. This quotation includes, and is limited to, the following. Should you have any questions or require additional information, please contact me at 321-259-5009.

Sincerely,

Data Flow Systems, Inc.

Randy E. Wyatt

Inside Sales Manager

Email: [randy@dataflowsys.com](mailto:randy@dataflowsys.com)

#### **BILL OF MATERIAL & SERVICES:**

#### **1. LIFT STATION NO. 7 BILL OF MATERIAL & SERVICES: \$2,291.00**

- (1) 120 VAC Surge Protector Surge Suppressor.....\$69.00
- (1) Telemetry Interface Module w/radio.....\$2,222.00
- (1) Installation (See below)

#### **2. LIFT STATION NO. 9 BILL OF MATERIAL & SERVICES: \$77.00**

Site has bad gasket on RTU door, should be replaced to prevent water intrusion.

- (1) 120 VAC Surge Protector.....\$69.00
- (1) Door Gasket (031-0083).....\$8.00
- (1) Installation (See below)

#### **3. LIFT STATION NO. 17 BILL OF MATERIAL & SERVICES: \$549.00**

Customer needs to send in the TIM007 for repair via the RA process.

- (1) RTA411 Antenna.....\$469.00
- (1) 23' Coax Cable Assembly.....\$80.00
- (1) Installation & Lift Rental Services (See below)

#### **4. LIFT STATION NO. 25 BILL OF MATERIAL & SERVICES: \$557.00**



Customer needs to send in the TIM007 for repair/update via the RA process.

Water collects in enclosure; door seal needs replacement.

(1) Door Gasket (031-0083) .....	\$8.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

#### **5. LIFT STATION NO. 26 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) 120 VAC Surge Protector Surge Suppressor.....	\$69.00
(1) Installation (See below)	

#### **6. LIFT STATION NO. 27 BILL OF MATERIAL & SERVICES: \$618.00**

Customer needs to send in the TIM007 for repair via the RA process.

(1) 120 VAC Surge Protector .....	\$69.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

#### **7. LIFT STATION NO. 30 BILL OF MATERIAL & SERVICES: \$538.00**

Customer needs to send in the TIM007 for update via the RA process.

Antenna in direct contact with trees. Customer needs to clear path to improve margins.

(1) 120 VAC Surge Protector .....	\$69.00
(1) RTA411 Antenna.....	\$469.00
(1) Installation & Lift Rental Services (See below)	

#### **8. LIFT STATION NO. 50 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

Customer needs to clear path to improve margins.

(1) 120 VAC Surge Protector .....	\$69.00
(1) Installation (See below)	

#### **9. LIFT STATION NO. 63 BILL OF MATERIAL & SERVICES: \$124.00**

Water collection in enclosure; door seal needs replacement.

(1) Door Gasket (031-0083) .....	\$8.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) Installation (See below)	

#### **10. LIFT STATION NO. 70 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) 120 VAC Surge Protector Surge Suppressor.....	\$69.00
(1) Installation (See below)	

**11. LIFT STATION NO. 83 BILL OF MATERIAL & SERVICES: \$618.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

(1) 120 VAC Surge Protector .....	\$69.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**12. LIFT STATION NO. 96 BILL OF MATERIAL & SERVICES: \$734.00**

Customer needs to send in the TIM007 for repair via the RA process.

(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**13. LIFT STATION NO. 102 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) 120 VAC Surge Protector Surge Suppressor.....	\$69.00
(1) Installation (See below)	

**14. LIFT STATION NO. 105 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

(1) 120 VAC Surge Protector Surge Suppressor.....	\$69.00
(1) Installation (See below)	

**15. LIFT STATION NO. 124 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) 120 VAC Surge Protector Surge Suppressor.....	\$69.00
(1) Installation (See below)	

**16. LIFT STATION NO. 134 BILL OF MATERIAL & SERVICES: \$116.00**

(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) Installation (See below)	

**17. LIFT STATION NO. 154 BILL OF MATERIAL & SERVICES: \$837.00**

Customer needs to send in the TIM007 for update via the RA process.

No ground rod. Will add ground rods and bond on site until reading is less than 25 ohms.

(1) 10A Circuit Breaker.....	\$45.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(2) Ground Rod (\$29 each) .....	\$58.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00

(1) Installation & Lift Rental Services (See below)

**18. LIFT STATION NO. 163 BILL OF MATERIAL & SERVICES: \$193.00**

Water collection in enclosure; door seal needs replacement.

(1) 120 VAC Surge Protector .....	\$69.00
(1) Door Gasket (031-0083) .....	\$8.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) Installation (See below)	

**19. LIFT STATION NO. 165 BILL OF MATERIAL & SERVICES: \$1,401.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

(1) Power Supply Module .....	\$667.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**20. LIFT STATION NO. 200 BILL OF MATERIAL & SERVICES: \$2,465.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

(1) 120 VAC Surge Protector .....	\$69.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(2) Ground Rod (\$29 each) .....	\$58.00
(1) Telemetry Interface Module w/radio.....	\$2,222.00
(1) Installation (See below)	

**21. LIFT STATION NO. 204 BILL OF MATERIAL & SERVICES: \$2,396.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(2) Ground Rod (\$29 each) .....	\$58.00
(1) Telemetry Interface Module w/radio.....	\$2,222.00
(1) Installation (See below)	

**22. LIFT STATION NO. 209 BILL OF MATERIAL & SERVICES: \$849.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

Customer needs to send in the TIM007 for repair/update via the RA process.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

Water collection in enclosure; door seal needs replacement.

(1) Power Supply Module .....	\$667.00
(1) Door Gasket (031-0083) .....	\$8.00

- (1) Polyphaser Coax Surge Suppressor .....\$116.00
- (2) Ground Rod (\$29 each) .....\$58.00
- (1) Installation (See below)

**23. LIFT STATION NO. 212 BILL OF MATERIAL & SERVICES: \$2,357.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.  
Water collection in enclosure; door seal needs replacement.

- (1) 120 VAC Surge Protector .....\$69.00
- (1) Door Gasket (031-0083) .....\$8.00
- (2) Ground Rod (\$29 each) .....\$58.00
- (1) Telemetry Interface Module w/radio.....\$2,222.00
- (1) Installation (See below)

**24. LIFT STATION NO. 244 BILL OF MATERIAL & SERVICES: \$918.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.  
Customer needs to send in the TIM007 for update via the RA process.

Customer needs to trim trees.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

Water collection in enclosure; door seal needs replacement.

- (1) 120 VAC Surge Protector .....\$69.00
- (1) Power Supply Module .....\$667.00
- (1) Door Gasket (031-0083) .....\$8.00
- (1) Polyphaser Coax Surge Suppressor .....\$116.00
- (2) Ground Rod (\$29 each) .....\$58.00
- (1) Installation (See below)

**25. LIFT STATION NO. 251 BILL OF MATERIAL & SERVICES: \$77.00**

Water collection in enclosure; door seal needs replacement

- (1) 120 VAC Surge Protector .....\$69.00
- (1) Door Gasket (031-0083) .....\$8.00
- (1) Installation (See below)

**26. LIFT STATION NO. 255 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for update via the RA process.

- (1) 120 VAC Surge Protector .....\$69.00
- (1) Installation (See below)

**27. IQ STATION NO. 500 BILL OF MATERIAL & SERVICES: \$1,401.00**

Customer needs to send in the TIM007 for update via the RA process.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

- (1) Power Supply Module .....\$667.00

(1) 120 VAC Surge Protector .....	\$69.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**28. IQ STATION NO. 502 BILL OF MATERIAL & SERVICES: \$549.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**29. IQ STATION NO. 503 BILL OF MATERIAL & SERVICES: \$58.00**

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

(2) Ground Rod (\$29 each) .....	\$58.00
(1) Installation (See below)	

**30. IQ STATION NO. 504 BILL OF MATERIAL & SERVICES: \$1,440.00**

Customer needs to send in the TIM007 for update via the RA process.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

(1) 2.6 Ah Backup Battery .....	\$39.00
(1) Power Supply Module .....	\$667.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**31. IQ STATION NO. 505 BILL OF MATERIAL & SERVICES: \$69.00**

(1) 120 VAC Surge Protector .....	\$69.00
(1) Installation (See below)	

**32. IQ STATION NO. 506 BILL OF MATERIAL & SERVICES: \$69.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

(1) 120 VAC Surge Protector .....	\$69.00
(1) Installation (See below)	

**33. IQ STATION NO. 507 BILL OF MATERIAL & SERVICES: \$108.00**

(1) 2.6 Ah Backup Battery .....	\$39.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) Installation (See below)	

**34. IQ STATION NO. 515 BILL OF MATERIAL & SERVICES: \$116.00**

Water collection in enclosure; door seal needs replacement.

(1) Door Gasket (031-0083) .....	\$8.00
(1) 2.6 Ah Backup Battery .....	\$39.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) Installation (See below)	

**35. IQ STATION NO. 516 BILL OF MATERIAL & SERVICES: \$39.00**

Customer needs to send in the TIM007 for update via the RA process.

(1) 2.6 Ah Backup Battery .....	\$39.00
(1) Installation (See below)	

**36. IQ STATION NO. 517 BILL OF MATERIAL & SERVICES: \$2,810.00**

Customer needs to send in the RIM006 for update via the RA process.

(1) 2.6 Ah Backup Battery .....	\$39.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Telemetry Interface Module w/radio.....	\$2,222.00
(1) Installation & Lift Rental Services (See below)	

**37. IQ STATION NO. 518 BILL OF MATERIAL & SERVICES: \$1,340.00**

Water collection in enclosure; door seal needs replacement.

Station uses PSM002 power supply module (50w) with a TIM007. Recommend replacing PSM002 with PSM003 (100w) module when operating with a TIM007

(1) Door Gasket (031-0083) .....	\$8.00
(1) Power Supply Module .....	\$667.00
(1) Polyphaser Coax Surge Suppressor .....	\$116.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

**38. IQ STATION NO. 520 BILL OF MATERIAL & SERVICES: \$2,269.00**

Water collection in enclosure; door seal needs replacement.

Customer needs to trim trees.

(1) Door Gasket (031-0083) .....	\$8.00
(1) 2.6 Ah Backup Battery .....	\$39.00
(1) Telemetry Interface Module w/radio.....	\$2,222.00
(1) Installation (See below)	

**39. IQ STATION NO. 524 BILL OF MATERIAL & SERVICES: \$723.00**

Customer needs to send in the TIM007 for update via the RA process.

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.



Customer needs to trim trees.

Water collection in enclosure; door seal needs replacement.

(1) Door Gasket (031-0083) .....	\$8.00
(1) 2.6 Ah Backup Battery .....	\$39.00
(2) Ground Rod (\$29 each) .....	\$58.00
(1) 120 VAC Surge Protector .....	\$69.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

#### **40. IQ STATION NO. 526 BILL OF MATERIAL & SERVICES: \$58.00**

Customer needs to send in the TIM007 for update via the RA process.

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

(2) Ground Rod (\$29 each) .....	\$58.00
(1) Installation (See below)	

#### **41. IQ STATION NO. 530 BILL OF MATERIAL & SERVICES: \$596.00**

Customer needs to send in the TIM007 for repair/update via the RA process.

Grounding not acceptable. Will add ground rods and bond on site until reading is less than 25 ohms.

Water collection in enclosure; door seal needs replacement.

(1) Door Gasket (031-0083) .....	\$8.00
(1) 2.6 Ah Backup Battery .....	\$39.00
(1) RTA411 Antenna.....	\$469.00
(1) 23' Coax Cable Assembly .....	\$80.00
(1) Installation & Lift Rental Services (See below)	

#### **42. LIFT STATION NO. 231 BILL OF MATERIAL & SERVICES: \$688.00**

As requested, this site has been added to this quote. It was part of the 1<sup>st</sup> site evaluation services and was determined then that the tower base would need to be replaced in the near future. This quote considers the existing antenna, 21' mast, coax cable, and antenna will be used. DFS may have to cut the existing tower base and lay it over to remove the mast from it. DFS will install the new tower assembly next to the existing one, run new conduit and wire, and rewire the RTU to the control panel. All demolition and removal of existing equipment is the customer's responsibility.

(1) Rohn Tower Base Assembly (DFS-00355-008-01) .....	\$538.00
(1) Conduit, Wire, Connectors, etc. ....	\$150.00
(1) Installation (See below)	

#### **43. INSTALLATION, LIFT RENTAL, & MATERIALS: \$27,108.00**

(1) Onsite Installation Services .....	\$21,107.00
(8) Daily Lift Rental Services (\$500 each).....	\$4,000.00
(3) Power Supply Module (Replace remaining PSM002s as needed, \$667.00 each) .....	\$2,001.00

Ground Rods are \$29 each if more are required. Anything listed and not required will not be billed for.

**WORK TO BE PERFORMED BY THE UTILITY**

1. Make site available when work is scheduled, and have personnel available to operate system as needed when DFS work is scheduled.
2. All required underground locate information must be provided before DFS installation services can be scheduled. DFS will provide an underground locate information form. The Utility will be the underground locate Point of Contact. The Utility must provide a contact name and phone number for use by locate services should they need to gain access to a secured area or are unable to find the site based on locate info provided by Utility.

**PRICING & TERMS:**

This quotation totals \$57,639.00. Pricing is based on NET 30 payment terms with approved credit. Partial billing may occur as individual services are completed. Lead time is 8-10 weeks after receipt of order. Please review the Quotation Notes listed below. This quotation will be honored for 90 days.

**QUOTATION NOTES:**

1. Only those items and services specifically listed above are included in this quotation.
2. Pricing is based on NET 30 Payment Terms with approved credit. Pricing can be adjusted upon request for payment terms other than NET 30.
3. Ensuring the site is ready when services are requested is the responsibility of the customer/contractor. Additional trips and site services beyond those listed above will be billed on a time and material basis via change order. If cause of the additional activity is responsibility of DFS, a change order will not be required.
4. DFS employees will not enter "Confined Spaces" and/or "Permit-Required Confined Spaces" as defined by OSHA. Any such requirement will be performed by others.
5. All electrical equipment to be accessed by DFS employees must be temporarily removed from service during the performance of our scope of work.
6. This quotation does not include any required permitting, sealed drawings, or associated fees.
7. This quotation stipulates that DFS existing insurance provider(s) and policy coverage are acceptable. In the event that you require a change to insurance provider(s), additional coverage, and/or amending the terms of our existing policies, we reserve the right to void and withdraw this quote and replace it with an amended quote which contemplates and provides for the recovery of the cost associated with analyzing and complying with different insurance requirements. Policy information can be found at <http://www.dataflowsys.com/company/documents/insurance-coverage.pdf>
8. Due to the implementation of the Trihedral VTSCADA Software package, DFS is unable to provide the following services: antenna alignment fine-tuning procedure, configuration of RTU into the system, RTU point-by-point verification at the central site, and RTU screen generation. Our services are now limited to only those which we can perform at the RTU location. Please note that we are now unable to dial into the system to perform remote diagnostics and trouble shooting. Any service related visit to the RTU location will be invoiced unless the visit is a direct result of our provided material or workmanship, which is warranted for a period of one year following installation.
9. This quotation is formatted and priced for a direct purchase from the utility. If this scope is to be purchased by others, a revised quote is required to cover additional project administration charges. These additional charges cover routine contractor/developer requirements such as contract management, submittal preparation, project coordination, owner notices, etc.

# Change Orders

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

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# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

## MEMORANDUM

TO: GOVERNING BOARD  
FROM: KARA PETERSON  
DATE: FEBRUARY 14, 2019  
SUBJECT: AUDIT FOR FISCAL YEARS 2018 & 2017

The Draft Annual Financial Report, prepared by Nowlen, Holt & Miner, P.A., is provided for your review.

I am proud to tell you we received an unmodified or ‘clean’ audit opinion with no recommendations to improve financial management from the auditors. As you read the draft audit, I suggest you pay particular attention to the “Management’s Discussion and Analysis” (pages 4-10), this section is prepared by the District and provides an overview of the financial activities of the District for the fiscal year ended September 30, 2018, with comparative information for the prior two years.

The following reports are prepared by the auditors and are required by either Auditing Standards or Florida Statutes. These reports describe what is required by the auditors and detail any findings and conclusions.

- Independent Auditor’s Report (pages 1-3)
- Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on and Audit of Finance Statements Performed in Accordance with *Government Auditing Standards* (pages 45-46)
- Independent Auditor’s Management Letter Required by Chapter 10.550, Rules of the State of Florida, Office of the Auditor General (page 47-49)
- Independent Accountant’s Report on Compliance with Section 218.415, Florida Statutes (pages 50-51)

As part of our recent Strategic Planning, the Finance Department expressed their desire to submit our Annual Financial Report to the Government Finance Officers Association for consideration of their Certificate of Achievement for Excellence in Financial Reporting (CAFR) Program award.

The CAFR Program requires governments to go beyond the minimum requirements of generally accepted accounting principles to prepare a comprehensive annual financial report that evidences the spirit of transparency and full disclosure. The goal of the program is not to assess the financial health of participating governments, but rather to ensure that users of their financial statements have the information they need to do so themselves.

This means several schedules and memos have been added to our standard audit report. A summary of the new sections is described below:

- Letter of Transmittal (page i-v) – Provides a formal overview of the CAFR, a profile of the government, economic conditions of the government, and lists any awards and acknowledgements.
- Organization Chart (page vi) – Provides the number of employees and their related function.
- List of Principal Officials (page vii) – Outlines the Governing board and key management staff.
- Statistical Section (page 31-44)– Supplemental schedules that present helpful information to help readers understand the operations of the organization. The tables are presented in five categories: Financial Trends, Revenue Capacity, Debt Capacity, Demographic and Economic Information, and Operating Information.

No formal Board action is requested this month regarding the audit. The audit firm, represented by Mr. Terry Morton, will present the draft audit at our Board meeting this month. Mr. Morton will be prepared to discuss the draft audit and answer any questions you may have.

After your review with the auditors, they will make clarifications where appropriate and return to the March meeting with the Final Audit Report for Board acceptance.

Should you have any questions concerning the Annual Financial Report, please give me a call or feel free to call Mr. Morton directly at (561) 659-3060.

The audit report is included in the following pages or you can access it with the following link:  
<https://loxahatcheeriver.org/governance/audits-budgets/>



# **Loxahatchee River Environmental Control District**

Jupiter, Florida



**Comprehensive Annual Financial Report  
For the Fiscal Years Ended September 30, 2018 & 2017**

**LOXAHATCHEE RIVER  
ENVIRONMENTAL CONTROL DISTRICT  
JUPITER, FLORIDA**

**COMPREHENSIVE ANNUAL FINANCIAL REPORT**

**Fiscal Years Ended  
September 30, 2018 and 2017**

**Prepared by:  
Finance Department**

**Kara Peterson, CPA  
Director of Finance and Administration**

**LOXAHATCHEE RIVER  
ENVIRONMENTAL CONTROL DISTRICT  
COMPREHENSIVE ANNUAL FINANCIAL REPORT  
For the Fiscal Years Ended September 30, 2018 and 2017**

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## **INTRODUCTORY SECTION**

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# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

March XX, 2019

Chairman and Members of  
the District Governing Board  
Loxahatchee River Environmental Control District  
Jupiter, Florida

Florida Statutes require that government entities publish, within nine months of the close of each fiscal year, a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards accepted in the United States and government auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, we are pleased to submit this Comprehensive Annual Financial Report (CAFR) of the Loxahatchee River Environmental Control District (the District) for the fiscal years ended September 30, 2018 and 2017. District staff remains committed to reaching and maintaining the highest possible standards in financial reporting now and in the future.

This report was prepared by the District's Finance Department. Responsibility for data accuracy and completeness and fairness of the presentation, including all disclosures, rests with the District's management. We believe the data, as presented, are accurate in all material respects, that they are presented in a manner designed to fairly set forth the financial position and results of operations of the District, and that all disclosures necessary to enable readers to gain maximum understanding of the District's financial activity have been included.

Nowlen, Holt & Miner, P.A., independent auditors, have issued an unmodified opinion on the Loxahatchee River Environmental Control District's financial statements for the fiscal years ended September 30, 2018 and 2017. The independent auditor's report is presented as the first component of the financial section of this report.

Following the independent auditor's report, you will find the Management Discussion and Analysis (MD&A) where senior District staff provide a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter and should be read in conjunction with it.

## DISTRICT PROFILE

The Loxahatchee River Environmental Control District was created by Chapter 71-822, Special Acts of Florida, 1971, as amended, and codified pursuant to Chapter 2002-358, Laws of Florida, as a separate local agency of government to provide for the management of sewage, storm drainage, and water supply in an area of approximately 73 square miles in portions of northern Palm Beach and southern Martin Counties generally defined as the Loxahatchee River Basin. An elected five-member board governs the District.

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

The District is dedicated to protecting public health and preserving the Loxahatchee River watershed and its natural habitats through innovative wastewater solutions, research, and environmental stewardship.

The District's wastewater treatment facility provides the following services to approximately 30,626 residential customers and 1,621 commercial customers.

## ***Wastewater collection, treatment and disposal***

The District's wastewater system is made up of more than 1,325,000 feet or 250 miles of gravity sewer pipes, over 1,500 single family residential sewage pumping units, 225 regional or neighborhood sewage pumping stations, and 584,400 feet of major force mains. This network carries wastewater from homes and businesses to our regional wastewater treatment facility, which is located at 2500 Jupiter Park Drive, Jupiter, FL. The original treatment plant became operational in 1978. In 2007, a major upgrade to our wastewater treatment facility increased its capacity from 9 to 11 million gallons per day. Presently, we are completing a major project to improve filtration, pumping capacity, and emergency electricity distribution in our wastewater treatment facility. Excess treated wastewater, i.e., during heavy rainfall periods, is disposed of using our deep injection well, which effectively removes the water from our local hydrologic cycle. Excess microbial biomass generated in our wastewater treatment facility, also known as biosolids, is dewatered onsite and hauled in tractor trailers to the Biosolids Processing Facility (adjacent to the SWA landfill) where methane gas from the landfill is used to process the microbial biomass into energy and nutrient dense pellets and recycled as fertilizer.

## ***Irrigation Quality Water***

During normal and dry periods, 100% of the wastewater we treat is recycled to meet landscape irrigation needs. Our treated wastewater goes by many names: treated effluent, reclaimed water, reuse water, and, our favorite, Irrigation Quality (IQ) Water. In 1986 the District began recycling our treated wastewater to meet local irrigation needs as a proactive effort to offset impacts to the National Wild and Scenic Loxahatchee River being caused by saltwater intrusion. Today, our Irrigation Quality Water meets the irrigation needs at 13 local golf courses and throughout Abacoa. The District disperses IQ Water to these customers through more than 165,000 feet or 30 miles of force mains (pipes) that measure up to 24-inches in diameter.

## ***Water Quality***

The District's Wildpine Laboratory is a state-certified laboratory that provides scientific staff, equipment, and professional analysis of daily wastewater treatment facility operations, as well as an extensive river research program. Scientists conduct routine monitoring of water quality throughout the watershed on a monthly basis. Scientists also assess seagrass and oyster health within the Loxahatchee River because these species provide critical habitat to countless species and are a reliable indicator of ecosystem health.

## ***Environmental Education***

The District's River Center features live aquatic tanks, interactive exhibits, and a touch tank all of which allow the public, especially children, to explore, experience, and connect with the diverse habitats and creatures found within the Loxahatchee River watershed. The River Center provides a fun educational opportunity for school children, adults, visitors, and long-time residents to learn about Florida's first National Wild and Scenic River. The River Center offers a variety of programs such as Seine & Snorkel, Fishing Clinics, Youth Camps, Monthly Lecture Series, Kayak Trips, and Boating Safely Classes.

## FINANCIAL DATA

The District's financial accounting system is based on the full accrual basis of accounting. All District activities are accounted for within a single proprietary (enterprise) fund.

In developing and evaluating the District's accounting system, consideration is given to the adequacy of internal accounting controls which are designed to provide reasonable, but not absolute, assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition; and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of an internal control system should not exceed the benefits likely to be derived, and that the evaluation of cost and benefits requires estimates and judgements by management. We are confident the District's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

The District maintains a system of budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual, appropriated budget approved by the Board. The budget process begins in March with the rate study. During fiscal year 2018, the District also conducted a Strategic Plan where staff and the Governing Board were given an opportunity to provide input on the long-term goals of the District. The operating budget incorporates the goals and objectives identified during the rate study and the strategic plan. The Board begins reviewing proposed budget figures in June and approves final budget appropriations in September; any subsequent revisions that increase the total appropriations must be approved by the Board.

The District follows its adopted investment policy when handling public funds. The investment policy is in compliance with Florida Statutes, Section 218.415 and the intent of this policy is to 1) ensure the preservation of principal, 2) maintain sufficient cash flow to enable the District to meet its obligations, and 3) maximize the return on assets for acceptably low exposure to risk.

The District currently has no outstanding debt. The intent of the Governing Board is that the cost of providing goods or services to the general public is financed primarily through user charges. Operational and maintenance costs, including minor equipment purchases, are funded from customer fees and charges. The acquisition and construction of capital assets are funded by assessment charges, grants, contributions from customers and developers, and customer revenues.

## ECONOMIC OUTLOOK

Systematic, effective treatment and disposal of wastewater (sewage) is critical to the maintenance of public health and environmental health. Wastewater treatment is a public necessity; thus, revenues derived from wastewater treatment typically remain stable regardless of transient economic conditions. During the fiscal year 2018, the District had an increase in residential equivalent connections (ECs) of 694. The District expects a continued increase in equivalent connections until build out has been reached, which is anticipated to be in the fiscal year 2024. Once the District has reached build out, the District anticipates redevelopment and rate increases will sustain our future revenue needs.

The District performs an annual rate study where rates are compared to planned spending over the course of a five-year period. During the fiscal year 2018, the District did not implement a rate increase for wastewater treatment services. IQ Water rates are adjusted annually by the June Construction Cost Index.



The District remains financially sound through conservative budgeting and continuously monitoring costs compared to the budget. District staff makes a concerted effort to be frugal with expenditures, which helps keep annual rate increases minimal. Nonetheless, the District understands the critical importance of renewal and replacement of existing assets, and each year we systematically assess our assets and invest in rehabilitation and/or renewal of degraded assets (e.g., gravity sewer pipe lining projects, rehabilitation of sewage pumping stations, cleaning and rehabilitation of aeration basins).

## **MAJOR INITIATIVES**

The District completed a Strategic Plan during the fiscal year 2018. The Strategic Plan sets the priorities and the direction of the District. The Governing Board and senior management utilized a comprehensive strategic planning process to identify and prioritize key strategic objectives and improvement initiatives. The four strategies are Stakeholder Focus, Operational Excellence, Employee Learning and Growth, and Financial Stewardship. An update of the accomplishments and advancements of each strategic initiative is summarized below.

### **Stakeholder Focus**

The Stakeholder Focus initiative is to improve Customer and Stakeholder satisfaction.

During the fiscal year the District:

- Switched its payment services provider. The new services provider accepts recurring check and credit card payments which increased the number of electronic payments received. Digital payments provide meaningful efficiency gains for our customer service staff and provides them time to work on other important tasks.
- Implemented a system for emergency notifications to our customers by phone, email and text message. This will improve the ability to communicate with customers during emergencies.
- Conducted a customer service survey during the year to enable the District to improve service to our customers in a reliable, cost-effective, and responsible manner.

### **Operational Excellence**

The Operational Excellence initiative is to increase system reliability, optimize use of technology, improve analytical use of data, improve internal policies and procedures, improve workplace safety, and improve environmental stewardship. Immediate opportunities (low hanging fruit) are already underway within each of these programs, and the 2019 rate study will incorporate significant funding to allow for the systematic implementation of major, long-term projects (e.g., completing neighborhood sewerage projects, providing for continuous electronic communications with all wastewater pumping stations, addressing fall protection concerns at all pumping stations, systematically assessing and lining aging/failing gravity sewer pipes, and considering a major investment in environmental education facilities).

Procedural improvements carried out during the fiscal year included the use of initiative charters and project summary worksheets for budget consideration of capital projects, updated and improved the District's Procurement Policy, enhanced computer training, and preliminary work on establishing the use of uniform departmental dashboards.



## **Employee Learning and Growth**

The Employee Learning and Growth initiative is to maintain employee moral and satisfaction, improve employee capabilities, and enhance internal communication.

Initiatives carried out during the fiscal year included an overall employee satisfaction survey; continued improvements in the District CMMS reporting software; and internal communication improvements with a monthly memo to all the staff from the Executive Director outlining the notable matters for the month, and revised performance appraisal process that specifically encourages staff to discuss their career aspirations with their supervisors.

## **Financial Stewardship**

The Financial Stewardship initiative is to ensure prudent financial stewardship to achieve the expected level of return to stakeholders.

- The District had an unmodified or ‘clean’ audit report for the fiscal year 2018 and will be submitting a Certificate of Excellence in Financial Reporting for the first time.
- The District’s operating expenses came in \$1,783,199 below the anticipated budget.
- The District has continued to operate at full capacity without the need to issue any debt.

Finally, the Strategic Plan provides a strategic direction to the District and staff for the focus of our resources and efforts over the coming years. These accomplishments over the past year are primarily the result of the efforts of the District’s dedicated professional staff, who routinely and consistently deliver superior service to our customers in an efficient and respectful manner.

## **ACKNOWLEDGEMENTS**

The preparation of this comprehensive annual financial report was made possible by the dedicated service of the entire staff of the District. Each participant has our sincere appreciation for the contributions made in support of this report.

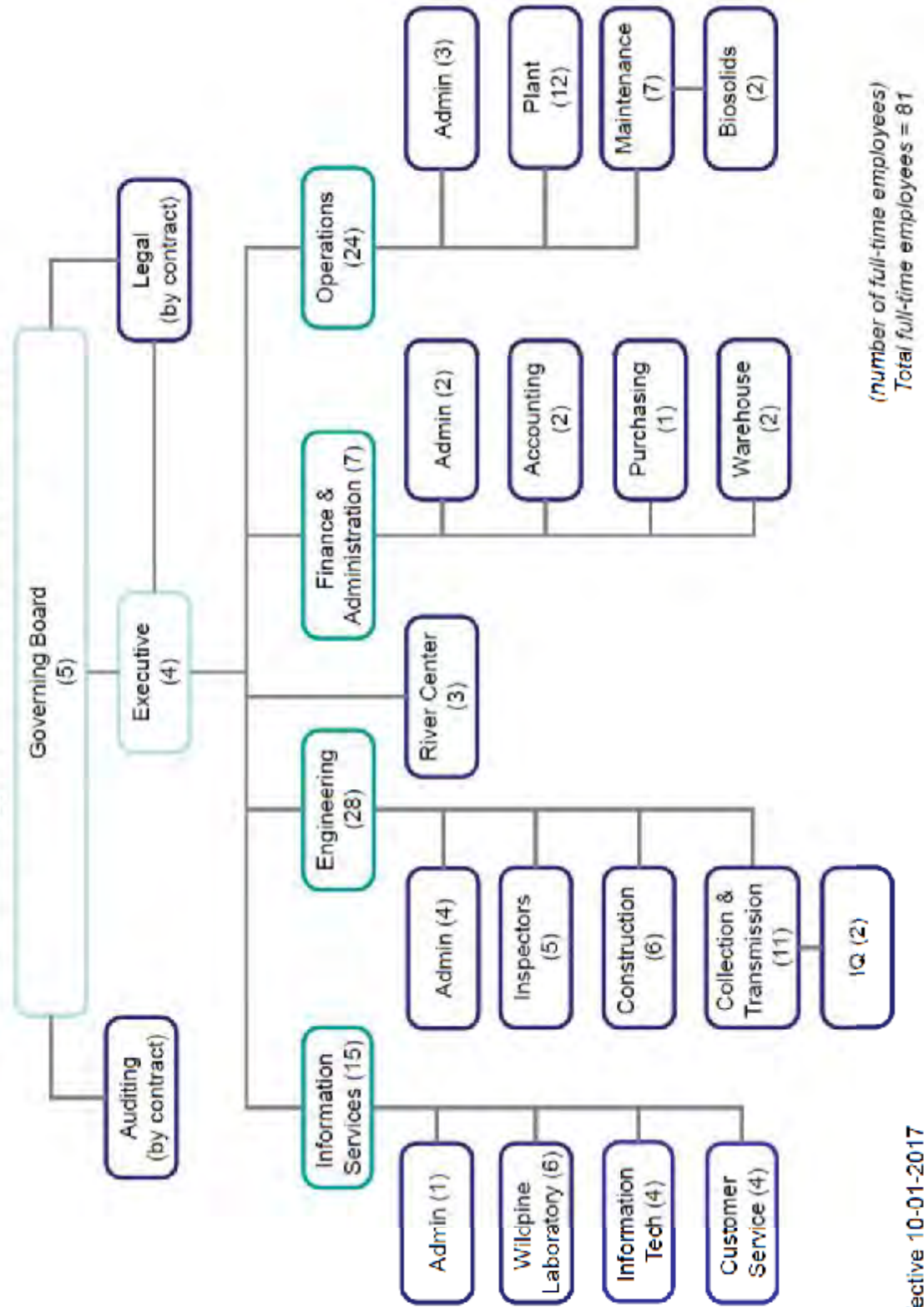
We would like to thank the Governing Board and customers of the Loxahatchee River Environmental Control District for their interest and support in enabling the District to achieve its goal of providing quality service in a cost effective and responsible manner.

Respectfully submitted,

D. Albrey Arrington, Ph.D.  
Executive Director

Kara Peterson  
Director of Finance and Administration

# LRD Organizational Chart



Effective 10-01-2017

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
LIST OF PRINCIPAL OFFICIALS  
September 30, 2018**

**Governing Board Members**

James D. Snyder	Chairman
Dr. Matt H. Rostock	Vice-Chairman
Stephen B. Rockoff	Treasurer
Gordon Boggie	Secretary
Harvey Silverman	Assistant Secretary/Treasurer

**District Staff**

D. Albrey Arrington, Ph.D.	Executive Director
Kris Dean, PE	Director of Engineering
Kara D. Peterson	Director of Finance and Administration
Kenneth Howard	Director of Information Services
Tony Campbell	Director of Operations

**Consultants**

Smith, Gaskill, & Shenkman, P.A.	Legal Counsel
Hazen & Sawyer	Consulting Engineers
Nowlen, Holt & Miner, P.A.	Independent Auditors

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**FINANCIAL SECTION**

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## INDEPENDENT AUDITOR'S REPORT

To the Governing Board  
Loxahatchee River Environmental Control District  
Jupiter, Florida

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Loxahatchee River Environmental Control District, as of and for the years ended September 30, 2018 and 2017, and the related notes to the financial statements, which collectively comprise the Loxahatchee River Environmental Control District's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial

statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Loxahatchee River Environmental Control District, as of September 30, 2018 and 2017, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 10 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Loxahatchee River Environmental Control District's basic financial statements. The introductory section and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit

of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February XX, 2019, on our consideration of the Loxahatchee River Environmental Control District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Loxahatchee River Environmental Control District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Loxahatchee River Environmental Control District's internal control over financial reporting and compliance.

West Palm Beach, Florida  
February XX, 2019

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Loxahatchee River Environmental Control District (the District), we offer the readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended September 30, 2018. We encourage readers to consider the information presented in this discussion and analysis in conjunction with the basic financial statements, which begin on page 11.

### FINANCIAL HIGHLIGHTS

- ✓ The District's net position increased by \$11,045,537 or 7%.
- ✓ Total revenues (operating and non-operating) for the year ended September 30, 2018, were \$20,923,044. This represents an increase of \$520,961, or 2.6%, when compared with the prior year. The majority of the increase was due to grant revenue in the amount of \$190,000 for reimbursement of Hurricane Irma expenses.
- ✓ Contributed assets totaled \$1,381,801 and mainly consisted of nine sanitary sewer systems constructed and turned over to the District by individual developers.
- ✓ Total operating expenses, including depreciation and amortization, were \$20,192,011. Excluding depreciation and amortization, this represents an increase of \$80,495, or .59% when compared with the prior year.
- ✓ Operating expenses (excluding depreciation and amortization) were \$1,917,395, or 14% less than the budget adopted by the Governing Board. Equipment repairs, utilities and personal services were less than projected and unused contingency contributed to the favorable variance.
- ✓ The components of net position as of September 30, 2018, were as follows:
  - Net investment in capital assets \$119,058,082
  - Unrestricted \$49,135,460

### OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The basic financial statements are comprised of two components: 1) proprietary fund financial statements and 2) notes to the financial statements.

#### ***Required Financial Statements***

The financial statements of the District report information about the District using accounting methods similar to those used by private sector companies. These statements offer short and long-term financial information about its activities. The Statement of Net Position includes all of the District's assets and liabilities. This statement provides information about the nature and amounts of investments in resources (assets) and the obligations to District creditors (liabilities). It also provides the basis for computing rate of return, evaluating the capital structure of the District and assessing the liquidity and financial flexibility of the District. All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Position. This statement measures the success of the District's operations over the past year and can be used to determine whether the District has successfully recovered all its costs through its user fees and other charges, as well as being fiscally accountable and creditworthy. The final required financial statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the District's cash receipts and cash payments during the reporting period. This statement reports cash receipts, cash payments, and net changes in cash resulting from operating, non-capital and capital financing, and investing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.



*Notes to the Financial Statements*

The notes provide additional information that is essential to a full understanding of the data provided in the proprietary fund financial statements.

**FINANCIAL ANALYSIS OF THE DISTRICT**

Net position may serve over time as a useful indicator of a government's financial position. The Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position report information about the District's activities in a way that will help determine the District's financial position at September 30, 2018. The District's net position, the difference between assets and liabilities, is one way to measure the financial health or financial position of the District. Over time, increases and decreases in the District's net position indicate whether the District's financial health is improving or deteriorating. However, other factors such as changes in economic conditions, population growth, and new or changed governmental legislation also impact the fiscal condition.

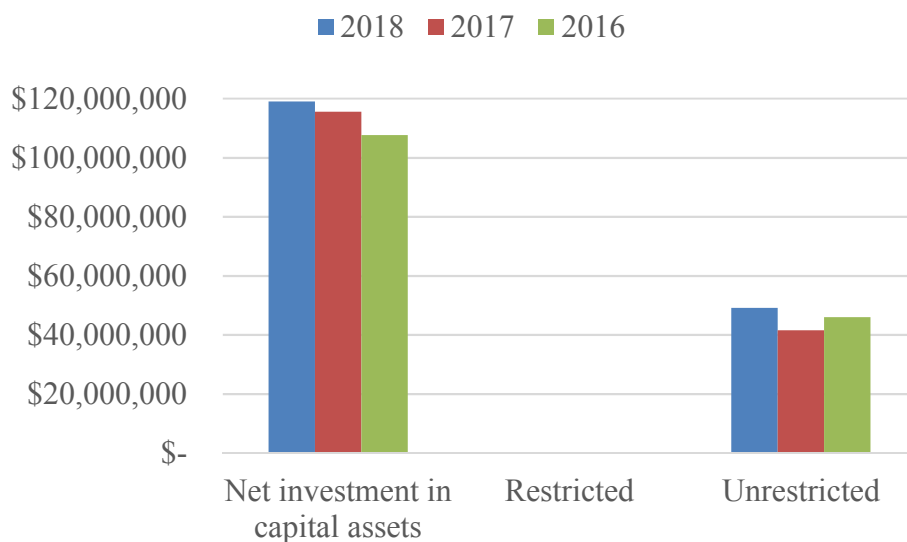
*Net Position*

We begin our analysis by providing a summary of the District's statements of net position for the fiscal years ended September 30, 2018, 2017, and 2016.

<b>Condensed Statement of Net Position</b>					
	<b>2018</b>	<b>2017</b>	<b>% Change</b>	<b>2016</b>	<b>% Change</b>
Current and other assets	\$ 52,095,557	\$ 44,681,986	17%	\$ 49,492,549	(10%)
Capital assets, net	120,005,184	117,295,267	2%	108,348,576	8%
<b>Total assets</b>	<b>\$ 172,100,741</b>	<b>\$ 161,977,253</b>	<b>6%</b>	<b>\$ 157,841,125</b>	<b>2%</b>
Long-term debt	\$ -	\$ -	-	\$ -	-
Other liabilities	3,907,199	4,829,248	(19%)	4,203,438	15%
<b>Total liabilities</b>	<b>\$ 3,907,199</b>	<b>\$ 4,829,248</b>	<b>(19%)</b>	<b>\$ 4,203,438</b>	<b>15%</b>
Net position:					
Net investment in capital assets	\$ 119,058,082	\$ 115,529,222	3%	\$ 107,594,559	8%
Restricted	-	-	-	-	-
Unrestricted	49,135,460	41,618,783	18%	46,043,128	(10%)
<b>Total net position</b>	<b>\$ 168,193,542</b>	<b>\$ 157,148,005</b>	<b>7%</b>	<b>\$ 153,637,687</b>	<b>2%</b>

As illustrated in the table above, the District's assets exceeded liabilities by \$168,193,542, \$157,148,005, and \$153,637,687, at September 30, 2018, 2017, and 2016, respectively. At September 30, 2018, the largest portion of the District's net position (71%) reflects its investment in capital assets (land, treatment and disposal systems, collection and transmission systems, equipment and construction in progress). The District uses capital assets to provide services to citizens; accordingly, these assets are not available for future spending. In addition, current and other assets include \$9.3 million in noncurrent special assessments receivable.

The following graph presents the components of the District's net position as of September 30, 2018, 2017, and 2016.



At the end of the current fiscal year, the District is able to report positive balances in all applicable categories of net position. The same held true for the prior two fiscal years.

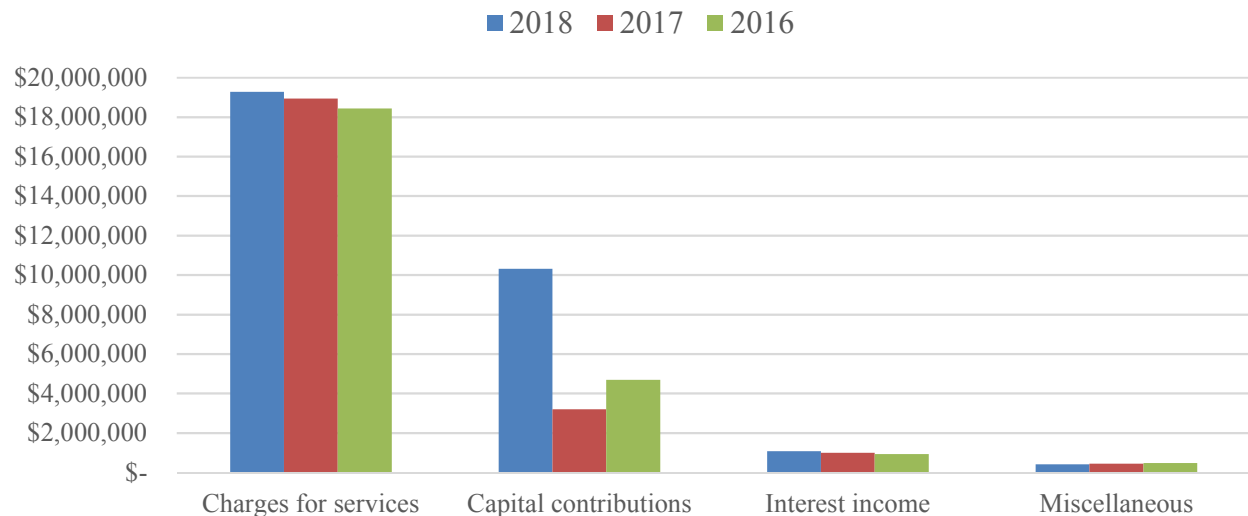
The District's net position in total increased \$11,045,537 during the fiscal year ended September 30, 2018. The increase is mainly due to significant completed neighborhood sewerage projects such as Jupiter Inlet Colony.

The following analysis highlights the changes in net position for the fiscal years ended September 30, 2018, 2017, and 2016.

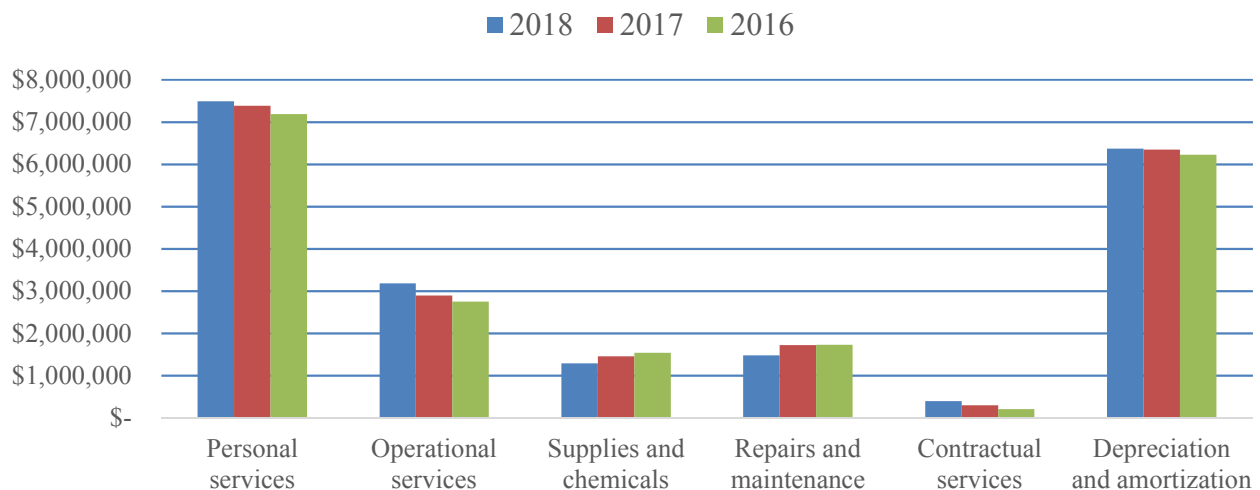
Condensed Statements of Revenues, Expenses and Changes in Net Position					
	2018	2017	% Change	2016	% Change
Operating revenues	\$ 19,685,604	\$ 19,365,938	2%	\$ 18,912,577	2%
Non-operating revenues	1,270,734	1,036,145	23%	969,913	7%
<b>Total revenues</b>	<b>20,956,338</b>	<b>20,402,083</b>	<b>3%</b>	<b>19,882,490</b>	<b>3%</b>
Depreciation and amortization expense	6,365,385	6,348,091	.27%	6,221,487	2%
Operating expense	13,826,626	13,746,131	1%	13,413,581	2%
Non-operating expense	33,294		100%	318,769	(100%)
<b>Total expenses</b>	<b>20,225,305</b>	<b>20,094,222</b>	<b>1%</b>	<b>19,953,837</b>	<b>1%</b>
<b>Income (Loss) before capital contributions</b>	<b>731,033</b>	<b>307,861</b>	<b>137%</b>	<b>(71,347)</b>	<b>(531%)</b>
Capital contributions	10,314,504	3,202,457	222%	4,682,112	(32%)
<b>Change in net position</b>	<b>11,045,537</b>	<b>3,510,318</b>	<b>215%</b>	<b>4,610,765</b>	<b>(24%)</b>
Net position, beginning of year	157,148,005	153,637,687	2%	149,026,922	3%
<b>Net position, end of year</b>	<b>\$ 168,193,542</b>	<b>\$ 157,148,005</b>	<b>7%</b>	<b>\$ 153,637,687</b>	<b>2%</b>

While the statements of net position show the change in financial position of the District, the statements of revenues, expenses and changes in net position provide answers as to the nature and source of these changes.

The chart below shows revenues by source for the fiscal years ended September 30, 2018, 2017, and 2016, respectively. In 2018, there was a significant increase in capital contributions (i.e., development activity) compared to 2017 and 2016. This was driven by significant completed neighborhood sewerage projects, including gravity sewers at Jupiter Inlet Colony.



The following chart presents operating expenses for the fiscal years ended September 30, 2018, 2017, and 2016, respectively. Personal Services increased by 1%; Operational expenses increased by 10%. Supplies and Chemicals decreased by 12%; Repairs and Maintenance decreased by 14%; and Contractual Services increased by 33%. Contractual Services were up due to the District implementing a new online bill payment provider; these expenses were reclassified from Supplies and Chemicals.



**BUDGETARY HIGHLIGHTS**

The District adopts an Operating Budget that is approved by the Governing Board prior to the start of each fiscal year. The budget remains in effect for the entire fiscal year and the Governing Board must approve any revisions that increase total appropriations. Because proprietary fund budgets are not part of the basic financial statements or required supplementary information, the fiscal year 2018 budget is not reported on, nor shown in, the financial statement section of this report. However, the table below presents a comparison between budget and actual as of September 30, 2018.

	<b>Budget</b>	<b>Actual</b>	<b>Favorable (Unfavorable) Variance</b>
Charges for services	\$ 19,349,644	\$ 19,269,413	\$ (80,231)
Operating expenses less depreciation	\$ 15,609,825	\$ 13,826,626	\$1,783,199
Non-operating revenues – interest income	\$ 834,800	\$ 1,079,754	\$ 244,954

The favorable variance in operating expenses is primarily due to less equipment repairs, reduced need for supplies and expenses, and unused contingency.

**CAPITAL ASSETS AND DEBT ADMINISTRATION*****Capital Assets***

The District's investment in capital assets as of September 30, 2018, in the amount of \$120,005,184 (net of accumulated depreciation) has increased 2% over the prior year. This investment in capital assets includes land, treatment and reuse/disposal system, collection and transmission system, equipment, and construction in progress. There were \$9.09 million in capital additions, but the decrease of \$6.2 million due to normal scheduled depreciation kept the capital asset increase to approximately \$2.7 million.

Major capital asset events during the current year included the following:

- ✓ Construction work in progress as of the close of the fiscal year ended September 30, 2018, was \$15,193,875. Of this amount, \$10,375,333 was for the deep bed filter/transfer switch; \$1,035,676 was for the Alt A1A bridge force main and river crossing project; \$784,510 for Turtle Creek sewerage; \$510,304 was for Loxahatchee River Road Force Main; \$413,258 for the gravity main lining project; \$408,203 for Lift Station #114 Rehab; and \$298,719 for the rehabilitation of the sludge/dewatering press control system.
- ✓ Construction of new treatment and disposal features and renewal of existing features completed and booked during fiscal year 2018 totaled \$573,915.
- ✓ Construction of new collection and transmission systems and renewal of existing features completed and recorded in fiscal year 2018 totaled \$8,061,903.
- ✓ Construction of IQ system improvements completed in fiscal year 2018 totaled \$75,753.

Additional information on the District's capital assets, including projects under construction, can be found in Note 4 on pages 25 and 26 of this report.

### ***Long-term Debt***

The District has no long-term debt. Additional information on the District's long-term liabilities can be found in Note 7 on page 28 of this report.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

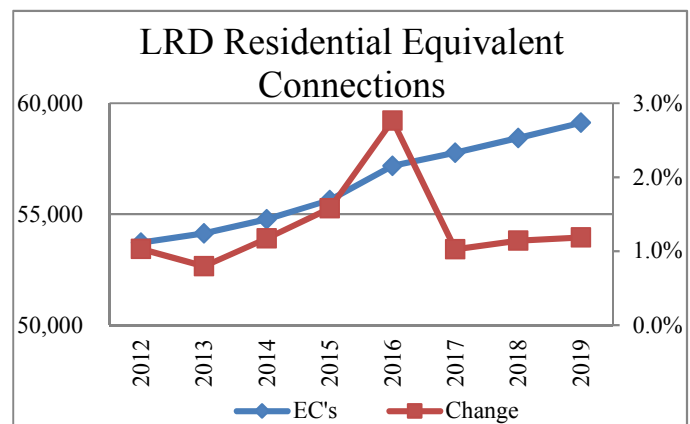
Numerous economic factors, such as increasing operating costs, the need for new or renewed facilities, the pace of growth, cost of financing, etc., are evaluated when determining the District's budget and rates. Charges for services continue to be the District's largest single source of revenue, as wastewater treatment is a public necessity. Revenue typically remains stable as long as the number of equivalent connections does not decline. A continued increase in equivalent connections is projected through build-out, which is expected to occur around 2019.

The following information summarizes the financial conditions anticipated over the next few years and the core assumptions that produced these conditions.

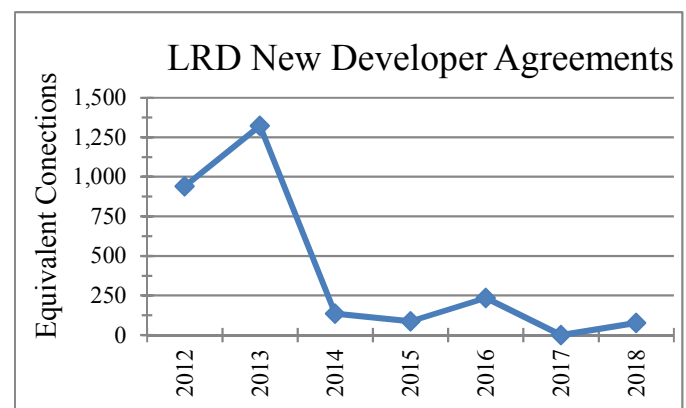
### ***Revenues***

In March, 2018, the District approved the revised District Rule 31-10 which included an annual rate increase of 2% from 2019 through 2021 and 3% in 2022 for Quarterly Services Charges, Plant Connection Charges, Regional Transmission System Line Charges, and Administrative Charges. These rate increases were implemented in an effort to provide funding for anticipated future expenses while balancing a desire to reduce the unrestricted cash balance.

Revenue from quarterly service charges to residential and commercial customers is projected to increase at a rate of 1% to 3% for the next several years based on adopted District Rule 31-10 scheduled rate increases and growth within the customer base. The figure on the right shows the change in residential equivalent connections over the last 10 years (based on January billing). Once the remaining developable land is consumed this pattern is anticipated to abruptly decline. However, significant re-development projects (e.g., Love Street, Suni Sands, etc.) could extend this pattern for several additional years.



Revenue from Plant and Line Charges is anticipated to increase at a rate of 1% to 3% for the next five years based on adopted District Rule 31-10 scheduled rate increases and the rate at which new developer agreements are executed (see chart to right). While the rate of increase in new connections is increasing (see chart above), many of these new connections are derived from developer agreements that were executed in 2012 and 2013. In fact, new developer agreements in 2018 only accounted for 76.28 equivalent connections. Once the remaining developable land is developed or preserved developer agreements are expected to abruptly decline.



Significant neighborhood sewerage projects have been ongoing for over 20 years, so we are starting to experience a decline in assessment revenues. However, gravity sewers were completed in Jupiter Inlet Colony in 2018 and Jupiter Inlet Colony paid the sewer assessment as a lump sum payment of approximately \$5.2 million. Other ongoing or planned neighborhood sewerage projects include Turtle Creek, Whispering Trails, Imperial Woods, Island Country Estates, and New Palm Beach Heights.

## ***Expenses***

The District adopted a budget of \$34,336,021, which represents an increase of \$3,015,196 or 9.63%, from fiscal year 2018. The vast majority of the budget increase, \$2,881,000, is related to capital improvements.

The District's capital improvements will be funded primarily through existing cash reserves, grants, and rate revenue. No additional debt is expected to be issued. Approved capital improvements include:

- ✓ Neighborhood sewerage programs, including the construction of the Whispering Trails Neighborhood Sewerage project for approximately \$4.3 million. The project began in June, 2018 and is expected to be completed in 2019. Other fiscal year 2019 neighborhood sewerage projects include Imperial Woods, Island Country Estates, and New Palm Beach Heights. The District will continue to pay 10% of associated neighborhood sewerage costs.
- ✓ Replacement of our traveling bridge filters with deep bed sand filters. The District entered into a \$1.6M contract with Hazen & Sawyer for design and engineering services and an \$8.5M contract with Kirlin Florida LLC for the construction of the deep bed filters. Construction on the project started in January, 2016 and is expected to be completed in 2019. The project will include an important upgrade to electrical connectivity between our emergency generators, which will increase our resiliency during power outages.
- ✓ Construction of a new force main on Alternate A-1-A bridge.
- ✓ Construction of a new force main to connect Jupiter Farms Elementary School.

## **CONTACTING THE DISTRICT'S FINANCIAL MANAGER**

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at 2500 Jupiter Park Drive, Jupiter, Florida 33458.

## LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Statements of Net Position  
September 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Assets		
Current assets		
Cash and cash equivalents - unrestricted	\$ 20,557,799	\$ 16,207,222
Cash and cash equivalents - restricted	65,621	104,814
Investments	14,868,543	8,288,499
Receivables		
Accounts	712,055	947,502
Special assessments	751,166	704,697
Accrued interest	606,700	643,189
Due from other governments	599,714	366,673
Inventories	1,999,449	1,956,491
Prepaid expenses	363,595	343,667
Total current assets	<u>40,524,642</u>	<u>29,562,754</u>
Noncurrent assets		
Receivables		
Accounts	531,778	469,668
Accounts - allowance	(123,857)	(108,905)
Special assessments	9,262,821	9,044,920
Investments		3,730,068
Investment in joint venture	1,900,173	1,983,481
Capital assets		
Non-depreciable	16,048,309	17,525,012
Depreciable (net of depreciation)	103,956,875	99,770,255
Total noncurrent assets	<u>131,576,099</u>	<u>132,414,499</u>
Total assets	<u>\$ 172,100,741</u>	<u>\$ 161,977,253</u>

Continued on the following page.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**Statements of Net Position (Continued)**  
**September 30, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
Liabilities		
Current liabilities		
Accounts payable	\$ 644,981	\$ 535,600
Construction contracts payable	947,102	1,766,045
Accrued liabilities		
Wages and payroll taxes	159,794	178,280
Pension	20,908	20,689
Compensated absences	66,906	55,996
Unearned revenue	1,128,174	1,335,344
Total current liabilities (payable from current assets)	<u>2,967,865</u>	<u>3,891,954</u>
Payable from restricted assets		
Customer deposits	65,621	104,814
Total current liabilities (payable from restricted assets)	<u>65,621</u>	<u>104,814</u>
Total current liabilities	<u>3,033,486</u>	<u>3,996,768</u>
Noncurrent liabilities		
Compensated absences	873,713	832,480
Total noncurrent liabilities	<u>873,713</u>	<u>832,480</u>
Total liabilities	<u>3,907,199</u>	<u>4,829,248</u>
Net Position		
Net investment in capital assets	119,058,082	115,529,222
Unrestricted	49,135,460	41,618,783
Total net position	<u>\$ 168,193,542</u>	<u>\$ 157,148,005</u>

See notes to the financial statement.



**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**Statements of Revenues, Expenses and Changes in Net Position**  
**For the Fiscal Years Ended September 30, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
Operating revenues		
Charges for services	\$ 19,269,413	\$ 18,929,914
Miscellaneous	416,191	436,024
Total operating revenues	<u>19,685,604</u>	<u>19,365,938</u>
Operating expenses		
Personal services	7,486,707	7,382,421
Operational	3,182,510	2,895,600
Supplies and chemicals	1,285,931	1,454,776
Repairs and maintenance	1,479,091	1,719,023
Contractual services	392,387	294,311
Depreciation and amortization	6,365,385	6,348,091
Total operating expenses	<u>20,192,011</u>	<u>20,094,222</u>
Operating (loss)	<u>(506,407)</u>	<u>(728,284)</u>
Nonoperating revenues (expenses)		
Grants	190,980	13,550
Interest income	1,079,754	988,965
Gain (loss) on disposal of capital assets	(33,294)	33,630
Total nonoperating revenues (expenses)	<u>1,237,440</u>	<u>1,036,145</u>
Income before capital contributions	731,033	307,861
Capital contributions	10,314,504	3,202,457
Change in net position	11,045,537	3,510,318
Total net position, beginning of year	<u>157,148,005</u>	<u>153,637,687</u>
Total net position, end of year	<u><u>\$ 168,193,542</u></u>	<u><u>\$ 157,148,005</u></u>

See notes to the financial statement.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**Statements of Cash Flows**  
**For the Fiscal Years Ended September 30, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
Cash flows from operating activities:		
Receipts from customers	\$ 19,418,509	\$ 18,718,993
Payments to employees	(7,452,831)	(7,386,919)
Payments for goods and services	(6,293,424)	(7,071,396)
Cash (payments) receipts	(24,020)	1,150,793
Net cash provided (used) by operating activities	<u>5,648,234</u>	<u>5,411,471</u>
Cash flows from non-capital financing activities:		
Grants	<u>190,980</u>	<u>13,550</u>
Net cash provided (used) by non-capital financing activities	<u>190,980</u>	<u>13,550</u>
Cash flows from capital and related financing activities:		
Contributed capital	7,754,736	1,152,725
Acquisition and construction of capital assets	(8,497,872)	(12,577,745)
Cash received from the sale of capital assets	35,442	61,060
Proceeds from collections of special assessments	913,597	1,321,035
Net cash provided (used) by capital and related financing activities	<u>205,903</u>	<u>(10,042,925)</u>
Cash flows from investing activities:		
Purchase of investments	(12,368,543)	
Proceeds from sales of investments	9,518,567	11,195,648
Interest and dividends on investments	1,116,243	943,206
Net cash provided (used) by investing activities	<u>(1,733,733)</u>	<u>12,138,854</u>
Net increase (decrease) in cash and cash equivalents	4,311,384	7,520,950
Cash and cash equivalents at beginning of year	<u>16,312,036</u>	<u>8,791,086</u>
Cash and cash equivalents at end of year	<u><u>\$ 20,623,420</u></u>	<u><u>\$ 16,312,036</u></u>

Continued on the following page.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**Statements of Cash Flows (Continued)**  
**For the Fiscal Years Ended September 30, 2018 and 2017**

	<u>2018</u>	<u>2017</u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:		
Operating loss	\$ (506,407)	\$ (728,284)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		
Depreciation	6,365,385	6,348,091
(Increase) decrease in assets:		
Accounts receivable	188,289	(177,727)
Due from other governments	(233,041)	619,546
Inventory	(42,958)	(247,528)
Prepaid expenses	(19,928)	(16,409)
Increase (decrease) in liabilities:		
Accounts payable and accrued liabilities	143,257	(448,247)
Developer deposits	(39,193)	(33,194)
Unearned revenue	(207,170)	95,223
Net cash provided by operating activities	<u>\$ 5,648,234</u>	<u>\$ 5,411,471</u>
Noncash investing, capital and financing activities		
Contributions of lift stations, lines and equipment	\$ 1,381,801	\$ 1,672,574
Book value of assets disposed	61,264	27,430
Book value of construction work-in-process reclassified to inventory and other nominal accounts	7,472	

See notes to the financial statements.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Loxahatchee River Environmental Control District (the District) was created by Chapter 71-822, Special Acts of Florida, 1971, as amended, and codified pursuant to Chapter 2002-358, Laws of Florida, as a separate local agency of government to provide for the management of sewage, storm drainage, and water supply in portions of Palm Beach and Martin Counties generally defined as the Loxahatchee River Basin. The District is governed by an elected five-member board. The following is a summary of the more significant accounting principles and policies used in the preparation of these financial statements.

**Reporting Entity**

As required by generally accepted accounting principles, these financial statements present the government and its component units. Component units are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the District's financial statements to be misleading or incomplete. The primary government is considered financially accountable if it appoints a voting majority of an organization's governing body and imposes its will on that organization. The primary government may also be financially accountable if an organization is fiscally dependent on the primary government, regardless of the authority of the organization's governing board. Blended component units, although legally separate entities, are, in substance, part of the primary government's operations and are included as part of the primary government.

Based on the application of the criteria set forth by the Governmental Accounting Standards Board (GASB), the District has determined that there are no legally separate entities to consider as potential component units.

**Basis of Presentation and Accounting**

On October 1, 2002, the District adopted the provisions of Statement No. 34 ("Statement 34") of the Governmental Accounting Standards Board "*Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments.*" Statement 34 established standards for external financial reporting for all state and local governmental entities which includes a statement of net position, a statement of revenues, expenses, and changes in net position and a statement of cash flows. It requires the classification of net position into three components – net investment in capital assets, restricted and unrestricted. These classifications are defined as follows:

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

*Basis of Presentation and Accounting* (Continued)

- Net investment in capital assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- Restricted net position – This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Unrestricted net position – This component of net position consists of net position that does not meet the definition of “restricted” or “net investment in capital assets.”

The District’s financial statements are presented on the full accrual basis. All activities of the District are accounted for within a single proprietary (enterprise) fund. Proprietary funds are used to account for operations that are: (a) financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the District’s wastewater treatment enterprise fund are charges for the operation of the plant facilities. Operating expenses for the enterprise fund include the cost of the operation of the plant facilities, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

*Basis of Presentation and Accounting* (Continued)

The accounting and financial reporting treatment applied to the District is determined by its measurement focus. The transactions of the District are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the Statement of Net Position.

*Budgetary Accounting*

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

- The District's Executive Director submits a proposed operating budget to the governing board for the fiscal year commencing the following October 1.
- Public meetings and a public hearing are conducted to obtain comments.
- Formal budget integration is employed as a management control device during the year. The accounting principles applied for the purpose of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles in that the District does not provide for depreciation expense in its budget.
- The Governing Board approves the budget appropriations. Any revisions that increase the total appropriations must be approved by the Governing Board.
- Unused appropriations for budgeted funds lapse at the end of the fiscal year.

*Reclassifications*

Certain accounts in the prior year information have been reclassified for comparative purposes to conform with the presentation in the current-year financial statements.

*Other Post Employment Benefits (OPEB)*

The District was required to implement Governmental Accounting Standards Board Statement 75 (GASB 75), *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* for the fiscal year ending September 30, 2018. The District has determined that they do not provide any benefits that qualify as other postemployment benefits under GASB 75.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Estimates**

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States. Management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenue and expenses during the period reported. These estimates include assessing the collectability of accounts receivable, the use and recoverability of inventory, and useful lives and impairment of tangible assets. Accordingly, actual results could differ from those estimates.

**Cash and Cash Equivalents**

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

**Investments**

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value is a market-based measurement, not an entity-specific measurement. For some assets and liabilities, observable market transactions or market information might be available; for others, it might not be available. However, the objective of fair value measurement in both cases is the same, that is, to determine the price at which an orderly transaction to sell the asset or to transfer the liability would take place between market participants at the measurement date under current market conditions. Fair value is an exit price at the measurement date from the perspective of a market participant that controls the asset or is obligated for the liability. The District categorizes investments reported at fair value in accordance with the fair value hierarchy established by GASB Statement No. 72, *Fair Value Measurement and Application*. Investments are stated at fair value except for non-negotiable certificates of deposit which are stated at cost, which should also be considered the fair value of the investment. The investments held by the District consist of non-negotiable certificates of deposit with original maturities ranging from one year to five years.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

*Inventory and Prepaid Items*

Inventories are valued at the lower of cost (as determined by the first-in/first-out method) or market value.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepayments on the statement of net position.

*Capital Assets*

Property, plant and equipment in service and construction in progress are recorded at cost, if purchased or constructed. Assets acquired through contributions from developers or other customers are capitalized at acquisition value. All assets greater than \$5,000 are capitalized. Expenditures for maintenance and repairs are expensed as incurred, while expenditures for renewals and improvements are capitalized. Construction costs of new collection and transmission facilities that are reimbursed by users or financed by developers and property owners are capitalized and recorded as revenues.

Net interest cost is capitalized on capital projects during the construction period.

Depreciation has been provided over the useful lives using the straight line method. The estimated useful lives are as follows:

Lakes and retention ponds	50-100 years
Buildings	10-40 years
Improvements other than buildings	20-60 years
Equipment	3-10 years

*Accumulated Compensated Absences*

It is the District's policy to permit employees to accumulate a limited amount of earned but unused vacation and sick leave, which will be paid upon separation from the District's service. The District uses the vesting method in accruing vacation and sick leave as the benefits are earned by the employee if it is probable that the employee will be compensated for the benefits through payments conditioned on termination or retirement.



**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Restricted Assets**

As of September 30, 2018 and 2017, the District has \$65,621 and \$104,814, respectively of cash and investments restricted for customer deposits. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

**Special Assessments**

The District levies special assessments against benefited property owners for design, construction and other expenses necessary to complete wastewater and sewerage system improvements constructed in their assessment area. The property owners have an option to pay the assessment in full at the time of connection or have installment payments added to their real estate taxes over a period of 20 years with rates ranging from 5.75% to 6.875%.

**Unearned Revenues**

Unearned revenues primarily represent capital connection and inspection fees and service payments that are paid in advance by customers. These fees will be recognized as income in subsequent years as the services are performed.

**Capital Contributions**

Capital contributions are recognized in the statement of revenues, expenses, and changes in net position when earned and include capital grants or contributions from developers, customers, or other governmental agencies.

**Allowance for Doubtful Accounts**

The District's enabling legislation gives the District the authority to place liens on properties in the event that fees or charges are not paid when due. An allowance for uncollectible accounts is maintained at a level the District believes is sufficient to cover potential losses. A portion of the accounts receivable is classified as a noncurrent asset. These represent accounts that currently have liens or are anticipated to have liens placed on them in the future.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 2 – DEPOSITS AND INVESTMENTS**

**Deposits**

At September 30, 2018 and 2017, the carrying amount of cash on hand and on deposit with banks, including interest-bearing deposits, was \$20,623,420 and \$16,312,036, respectively. Investments at September 30, 2018 and 2017, are comprised of non-negotiable certificates of deposits with financial institutions with original maturities greater than three months in the amount of \$14,868,543 and \$12,018,567. The weighted average days to maturity for the non-negotiable certificates of deposits at September 30, 2018 and 2017 were 190 days and 379 days, respectively. All deposits and investments are insured by federal deposit insurance or collateralized pursuant to Florida Statutes Chapter 280, *Florida Security for Public Deposits Act*.

In addition to insurance provided by the Federal Depository Insurance Corporation, deposits are held in banking institutions approved by the State Treasurer of the State of Florida to hold public funds. Under Florida Statutes Chapter 280, the State Treasurer requires all Florida qualified depositories to deposit with the Treasurer or banking institution eligible collateral. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

**Investments**

The investment of surplus public funds is governed by an investment policy approved by the Board. The policy limits investments to the following securities:

1. State Board of Administration Florida Prime Fund
2. Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency
3. Savings accounts in state-certified qualified public depositories
4. Certificates of deposit in state-certified qualified public depositories
5. Direct obligations of the U.S. Treasury or any other government agencies
6. Repurchase agreements

The Florida Prime Fund is administered by the State Board of Administration and is governed by Chapter 19-7 of the Florida Administrative Code. These rules provide guidance and establish the general operating procedures for the administration of the Florida Prime. Florida Prime currently meets all of the necessary criteria to measure all of the investments in Florida Prime at amortized cost, which should also be considered the fair value of the investment.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 2 – DEPOSITS AND INVESTMENTS** (Continued)

**Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Cash equivalents have a weighted average maturity of less than one year, resulting in minimal interest rate risk. The District's investment policy does not specifically limit the maturity of investments.

**Credit Risk**

Credit risk is the risk that an issuer will not fulfill its obligations. The District's investment policy addresses credit risk by limiting allowable investments to the Local Government Surplus Funds Trust Fund, deposits with a financial institution meeting the requirements of a Florida qualified public depository, securities guaranteed by the U.S. government, or investments that are otherwise fully collateralized or secured. The security rating by a Nationally Recognized Statistical Rating Organization (NRSRO) is also an indication of credit risk.

**Custodial Credit Risk**

Custodial credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The District's investment policy limits its investments to high quality investments to control custodial credit risk.

**NOTE 3 – INVESTMENT IN JOINT VENTURE**

**Biosolids Processing and Recycling Facility**

On June 7, 2005, the District entered into an interlocal agreement (Agreement) with the Solid Waste Authority (SWA) to fund a portion of the cost to design, build, and operate a Biosolids Processing and Recycling Facility (BPF). There have been three amendments to the original agreement. The first amendment dated June 15, 2006 adjusted the original capital costs of the BPF, and the second amendment dated June 21, 2012 set forth the total net capital costs for the BPF. On July 18, 2013, the District sold 1.54% of its share of the original capacity to another government agency, thereby reducing the District's share of the total capacity to 8.96%. Proceeds from the sale were \$448,282, which reduced the District's original capital cost to \$3,311,772. Additional capital costs were incurred in the fiscal year ended September 30, 2014 in the amount of \$68,944 and in the fiscal year ended September 30, 2018 in the amount of \$84,224, increasing its portion of the capital cost to \$3,464,940. There were no capital costs incurred during the fiscal year ended September 30, 2017.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 3 – INVESTMENT IN JOINT VENTURE** (Continued)

*Biosolids Processing and Recycling Facility* (Continued)

The BPF processes certain wastewater treatment residuals (biosolids) which is necessary to comply with increasingly stringent environmental regulations that have significantly decreased the number of land application sites available. Prior to August 2009, bulk land application was the primary method of disposing of the biosolids.

The Agreement is for a period of 20 years beginning with the August 1, 2009 operations commencement. Upon the conclusion of the term of the agreement, the BPF will remain the property of SWA with each participating entity owning its share of the BPF, in perpetuity, for the life of the plant. Under accounting principles generally accepted in the United States of America, the District is required to account for this arrangement as a joint venture. Therefore, an asset is reported on the District's financial statements under the caption "Investment in joint venture." Since the BPF agreement does not state that the participants are to share in the profits and losses of the joint venture, the investment in joint venture account will not be adjusted to reflect the joint venture's results of operations. Rather the investment in joint venture will be amortized using the straight-line method over the 20-year life of the agreement. The District's total operating costs were \$447,584, and \$496,569 for the years ended September 30, 2018 and 2017. The District's pro rata share of the construction costs is shown as an asset – investment in joint venture – on the statements of net position.

The SWA is responsible for the design, construction, operation, and maintenance of the BPF. On April 12, 2005, the SWA approved a contract with a private company, NEFCO, to design/build/operate the BPF. The District, along with the other participating entities, are in turn responsible for delivering wastewater biosolids to the BPF and for paying their pro rata share of the capital and net operating costs. This provision helps to ensure that the BPF venture does not accumulate assets that may result in a financial benefit to the District or cause the District to experience fiscal stress from the BPF.

No separate financial statements are prepared for the BPF, which is reported as part of the SWA operations. Financial statements for the SWA may be obtained at the following address:

Solid Waste Authority  
7501 North Jog Road  
West Palm Beach, Florida 33412

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2018 AND 2017**

**NOTE 4 – CAPITAL ASSETS**

A summary of the District's property, plant, and equipment at September 30, 2018 and 2017 is as follows:

	September 30, 2018			
	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets not being depreciated				
Land and land rights	\$ 854,434	\$	\$	\$ 854,434
Construction in progress	16,670,578	6,231,808	(7,708,511)	15,193,875
Total capital assets not being depreciated	17,525,012	6,231,808	(7,708,511)	16,048,309
Capital assets being depreciated				
Treatment and disposal system				
Plant	59,877,926	655,915	(270,104)	60,263,737
Lakes	1,211,079			1,211,079
Lines	96,917,011	8,401,791		105,318,802
Lift stations	24,544,542	1,117,665	(224,007)	25,438,200
Equipment	8,215,373	394,177	(292,002)	8,317,548
Total capital assets being depreciated	190,765,931	10,569,548	(786,113)	200,549,366
Less accumulated depreciation	(90,995,676)	(6,197,853)	601,038	(96,592,491)
Total capital assets being depreciated, net	99,770,255	4,371,695	(185,075)	103,956,875
Capital assets, net	\$ 117,295,267	\$ 10,603,503	\$ (7,893,586)	\$ 120,005,184

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2018 AND 2017**

**NOTE 4 – CAPITAL ASSETS** (Continued)

	<b>September 30, 2017</b>			Ending Balance
	Beginning Balance	Increases	Decreases	
Capital assets not being depreciated				
Land and land rights	\$ 854,434	\$	\$	\$ 854,434
Construction in progress	5,199,907	12,310,287	(839,616)	16,670,578
Total capital assets not being depreciated	6,054,341	12,310,287	(839,616)	17,525,012
Capital assets being depreciated				
Treatment and disposal system				
Plant	59,828,810	354,401	(305,285)	59,877,926
Lakes	1,211,079			1,211,079
Lines	94,765,600	2,161,485	(10,074)	96,917,011
Lift stations	23,892,059	697,428	(44,945)	24,544,542
Equipment	7,990,750	470,683	(246,060)	8,215,373
Total capital assets being depreciated	187,688,298	3,683,997	(606,364)	190,765,931
Less accumulated depreciation	(85,394,063)	(6,180,559)	578,946	(90,995,676)
Total capital assets being depreciated, net	102,294,235	(2,496,562)	(27,418)	99,770,255
Capital assets, net	\$ 108,348,576	\$ 9,813,725	\$ (867,034)	\$ 117,295,267

Depreciation expense was \$6,197,853 and \$6,180,559 for the years ended September 30, 2018 and 2017, respectively.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2018 AND 2017**

**NOTE 5 – CONTRACTS PAYABLE**

Construction contracts of the District at September 30, 2018 and 2017 are as follows:

<b>September 30, 2018</b>				
	<b>Total Project Authorization</b>	<b>Total Expended</b>	<b>Contracts Payable</b>	<b>Balance to Complete</b>
Deep Bed Filters	\$ 10,164,729	\$ 9,607,546	\$ 454,636	\$ 102,547
Turtle Creek	1,079,553	984,900	65,446	29,207
Lift Station Rehabilitations	2,498,922	322,796	190,159	1,985,967
Alt A1A Bridge Forcemain Expansion	1,020,390	958,850	1,185	60,355
Imperial Woods	88,481	43,615	6,951	37,915
Whispering Trails	502,677	206,109	12,128	284,440
Sewering Line Lining	464,624	361,219	103,405	
Jupiter Farms Elementary	209,944	140,353	2,595	66,996
Other Construction Contracts	901,755	659,864	110,597	131,294
<b>Total:</b>	<b>\$ 16,931,075</b>	<b>\$ 13,285,252</b>	<b>\$ 947,102</b>	<b>\$ 2,698,721</b>

<b>September 30, 2017</b>				
	<b>Total Project Authorization</b>	<b>Total Expended</b>	<b>Contracts Payable</b>	<b>Balance to Complete</b>
Deep Bed Filters	\$ 10,081,692	\$ 7,928,247	\$ 853,299	\$ 1,300,146
Jupiter Inlet Colony	5,804,724	4,857,967	576,234	370,523
Turtle Creek	886,014	662,710	57,928	165,376
Lift Station Rehabilitations	213,205	82,164	4,173	126,868
Riverside Improvement Area	90,000	44,630		45,370
Maplewood Drive FM Extension	185,380	25,969		159,411
Alt A1A Bridge Forcemain Expansion	971,194	33,874	58,260	879,060
Whispering Trails	502,677	143,660	10,254	348,763
Sewering Line Lining	252,095		132,590	119,505
Jupiter Farms Elementary	176,940	42,719	8,129	126,092
Other Construction Contracts	677,186	481,687	65,178	130,321
<b>Total:</b>	<b>\$ 19,841,107</b>	<b>\$ 14,303,627</b>	<b>\$ 1,766,045</b>	<b>\$ 3,771,435</b>

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 6 – INTERLOCAL AGREEMENT**

The District entered into an Interlocal Agreement for Joint Participation and Project Funding of the Jupiter Inlet Colony Neighborhood Rehabilitation in April 2014. In general, the Interlocal Agreement provides for the installation of a new sanitary sewer system by the District, the replacement of pipes, and related appurtenances, comprising a potable water system by the Village of Tequesta, and certain stormwater drainage and other improvements by the Town of Jupiter Inlet Colony. A single Engineering Services Contract was executed with ARCADIS U.S., Inc. in the amount of \$941,353. Construction and engineering contracts were executed with Giannetti Contracting Corporation in the amount of \$8,912,466. The District's share of the total project authorization is \$5,804,724. The project was completed in fiscal year 2018. Approximately 90% of the District's cost to complete the sanitary sewer system was recovered by a special assessment in the amount of \$5,199,916 paid in July 2018.

**NOTE 7 – LONG-TERM LIABILITIES**

Changes in long-term liabilities for the years ended September 30, 2018 were as follows:

<b>September 30, 2018</b>					
	Balance October 1, 2017	Additions	Reductions	Balance September 30, 2018	Due Within One year
Compensated absences	\$ 888,476	\$ 71,278	\$ 19,135	\$ 940,619	\$ 66,906
	<u>\$ 888,476</u>	<u>\$ 71,278</u>	<u>\$ 19,135</u>	<u>\$ 940,619</u>	<u>\$ 66,906</u>

Changes in long-term liabilities for the years ended September 30, 2017 were as follows:

<b>September 30, 2017</b>					
	Balance October 1, 2016	Additions	Reductions	Balance September 30, 2017	Due Within One year
Compensated absences	\$ 806,094	\$ 190,595	\$ 108,213	\$ 888,476	\$ 55,996
	<u>\$ 806,094</u>	<u>\$ 190,595</u>	<u>\$ 108,213</u>	<u>\$ 888,476</u>	<u>\$ 55,996</u>



**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 8 – RESTRICTED ASSETS, LIABILITIES AND RESERVES**

Restricted assets and liabilities at September 30, 2018 and 2017 consist of customer deposits. Assets restricted for these purposes represent cash and investments totaling \$65,621 and \$104,814 for the years ended September 30, 2018 and 2017, respectively.

The following is a summary of restricted assets, related liabilities, and restricted net position at September 30, 2018 and 2017:

September 30, 2018	Restricted Assets	Liabilities Payable from Restricted Assets	Restricted Net Position
Customer Deposits	\$ 65,621	\$ 65,621	\$

September 30, 2017	Restricted Assets	Liabilities Payable from Restricted Assets	Restricted Net Position
Customer Deposits	\$ 104,814	\$ 104,814	\$

**NOTE 9 – DEFINED CONTRIBUTION PLAN**

The District contributes to the Loxahatchee River Environmental Control District Money Purchase Plan and Trust, a defined contribution pension plan, for its full-time employees. The Plan is administered by an Administrative Committee that reports to the Governing Board. Benefit terms, including contribution requirements, for the Plan are established and may be amended by the Governing Board. The District is required to contribute 12% of annual salary to individual employee accounts for each participating employee. Employees contribute 4% of their eligible compensation. For the years ended September 30, 2018 and 2017, employee contributions totaled \$186,172 and \$190,856 and the District's recognized pension expense was \$775,324 and \$777,111, respectively.

Employees are required to participate in the District's mandatory plan after attainment of 18 years of age and completion of one year of continuous service. Employees are fully vested after two years of plan participation. Nonvested contributions are forfeited upon termination of employment and such forfeitures are used to reduce employer contributions. There were no forfeitures for the year ended September 30, 2018 and forfeitures in the amount of \$2,432 for the year ended September 30, 2017.

The District had a liability to the Plan at September 30, 2018 and 2017 in the amount of \$20,908 and \$20,689, respectively.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 10 – COMMITMENTS**

*Service Agreement*

The District entered into an agreement with H&H Liquid Sludge Disposal for the hauling and disposal of wastewater sludge to the SWA Pelletization Facility. The contract provides for a fixed rate of \$13.03 per ton. For the years ended September 30, 2018 and 2017, the District paid \$157,278 and \$149,798, respectively.

*Purchase Commitments*

The District had outstanding purchase orders totaling approximately \$4,827,003 and \$1,560,685 for the fiscal years ended September 30, 2018 and 2017, respectively.

**NOTE 11 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. Specifically, the District purchases commercial insurance for property, medical benefits, worker's compensation, general liability, automobile liability, errors and omissions, and directors and officers liability. The District is also covered by Florida Statutes under the Doctrine of Sovereign Immunity, which effectively limits the amount of liability of government agencies to individual claims of \$200,000/\$300,000 for all claims relating to the same accident. There were no changes in insurance coverage from the prior year and there were no settlements that exceeded insurance coverage in the last three years.

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**STATISTICAL SECTION**

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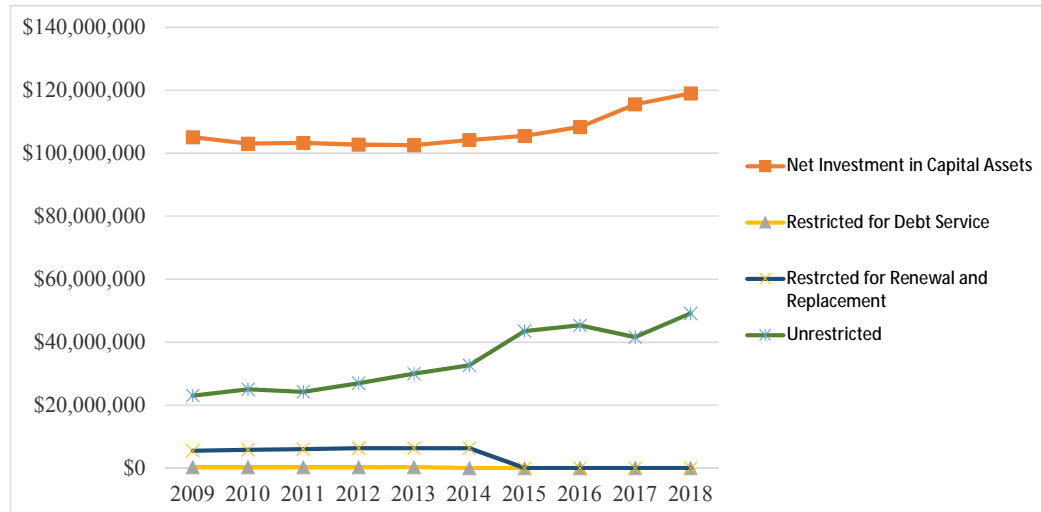
**STATISTICAL SECTION**

This part of the District's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

<b>Contents</b>	<b>Page</b>
<b>Financial Trends</b>	
<i>These schedules contain trend information to help the reader understand how the District's financial performance and well-being have change over time.</i>	
Schedule of Net Position by Component	31
Schedule of Changes in Net Position	32
<b>Revenue Capacity</b>	
<i>These schedules contain service and infrastructure data to help the reader understand how information in the government's financial report relates to the services the government provides and the activities it performs.</i>	
Schedule of Revenue by Source	33
Total Sewer Units by Category	34
Total Sewer Revenue by Category	35
Schedule of Sewer Rates	36
Wastewater Treated	37
<b>Debt Capacity</b>	
<i>These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt, as well as the District ability to issue debt in the future.</i>	
Ratio of Outstanding Debt	38
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<b>Demographic and Economic Information</b>	
<i>These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place.</i>	
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<i>These schedules contain service and infrastructure data to help the reader understand how information in the government's financial report relates to the services the government provides and the activities it performs.</i>	
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**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
SCHEDULE OF NET POSITION BY COMPONENT  
For the Last Ten Fiscal Years**

<b>Fiscal Year Ended September 30,</b>	<b>Net Investment in Capital Assets</b>	<b>Restricted for Debt Service</b>	<b>Restricted for Renewal and Replacement</b>	<b>Unrestricted</b>	<b>Total Net Position</b>	<b>Change from Prior Year</b>
2009	\$ 105,095,535	\$ 247,436	\$ 5,550,000	\$ 23,000,570	\$ 133,893,541	2.03%
2010	103,076,355	254,972	5,800,000	25,048,103	134,179,430	0.21%
2011	103,274,062	275,676	6,050,000	24,257,839	133,857,577	-0.24%
2012	102,752,953	276,823	6,300,000	26,921,891	136,251,667	1.79%
2013	102,544,712	278,024	6,300,000	29,974,212	139,096,948	2.09%
2014	104,210,176		6,300,000	32,666,737	143,176,913	2.93%
2015	105,523,262			43,503,660	149,026,922	4.09%
2016	108,348,576			45,289,111	153,637,687	3.09%
2017	115,529,222			41,618,783	157,148,005	2.28%
2018	119,058,082			49,135,460	168,193,542	7.03%

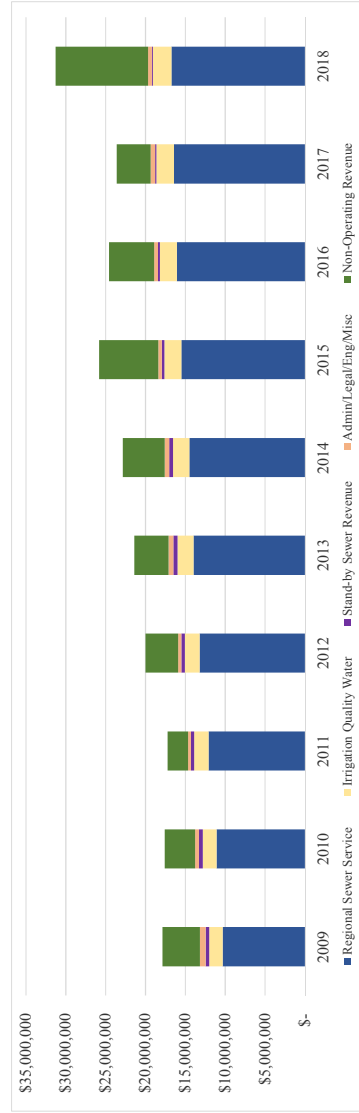


**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**SCHEDULE OF CHANGES IN NET POSITION**  
**For the Last Ten Fiscal Years**

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>OPERATING REVENUES:</b>										
Charges for services	\$ 12,486,815	\$ 13,340,593	\$ 14,337,671	\$ 15,544,204	\$ 16,558,320	\$ 17,068,443	\$ 17,955,155	\$ 18,439,733	\$ 18,929,914	\$ 19,269,413
Operating grants	484,099	182,500								
Miscellaneous	185,217	237,631	305,644	372,358	534,846	500,866	420,734	472,844	436,024	416,191
<b>Total operating revenues</b>	<b>13,156,131</b>	<b>13,760,724</b>	<b>14,643,315</b>	<b>15,916,562</b>	<b>17,093,166</b>	<b>17,569,309</b>	<b>18,375,889</b>	<b>18,912,577</b>	<b>19,365,938</b>	<b>19,685,604</b>
<b>OPERATING EXPENSES:</b>										
Personal services	5,716,177	5,601,498	5,812,896	5,957,973	6,079,828	6,322,100	6,933,959	7,183,021	7,382,421	7,486,707
Operational	2,180,408	2,224,518	2,543,941	2,615,226	2,615,615	2,688,221	2,700,888	2,751,449	2,895,600	3,182,510
Supplies and chemicals	1,264,507	1,247,970	1,118,311	1,055,884	1,287,386	1,404,409	1,350,463	1,538,706	1,454,776	1,285,931
Repairs and maintenance	834,768	1,376,050	1,556,464	1,423,087	1,959,972	2,030,502	2,051,192	1,731,117	1,719,023	1,479,091
Contractual services	303,178	279,242	296,485	202,747	275,639	353,989	228,673	209,288	294,311	392,387
Depreciation and amortization	4,744,141	5,885,491	5,876,477	5,953,184	5,867,335	5,885,015	6,067,532	6,221,487	6,348,091	6,365,385
<b>Total operating expenses</b>	<b>15,043,179</b>	<b>16,614,769</b>	<b>17,204,574</b>	<b>17,208,101</b>	<b>18,085,775</b>	<b>18,684,236</b>	<b>19,332,707</b>	<b>19,635,068</b>	<b>20,094,222</b>	<b>20,192,011</b>
<b>OPERATING INCOME (DEFICIT)</b>	<b>(1,887,048)</b>	<b>(2,854,045)</b>	<b>(2,561,259)</b>	<b>(1,291,539)</b>	<b>(992,609)</b>	<b>(1,114,927)</b>	<b>(956,818)</b>	<b>(722,491)</b>	<b>(728,284)</b>	<b>(506,407)</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>										
Grants			68,909	19,041	11,336	10,000	62,060	33,329	13,550	190,980
Interest income	1,108,527	1,040,468	832,981	770,137	757,045	784,574	871,896	936,584	988,965	1,079,754
Interest expense	(103,556)	(367,996)	(239,883)	(165,250)	(137,397)	(5,834)				
Net gain (loss) on fair value of investments	(49,792)	53,959	18,580	29,737	13,594	(7,386)				
Loss on extinguishment of debt							(419,797)			
Gain (loss) on disposal of capital assets	14,330	(51,107)	(98,604)	(241,086)	(339,020)	(83,934)	(198,364)	(318,769)	33,630	(33,294)
<b>Total nonoperating revenue (expenses)</b>	<b>969,509</b>	<b>675,324</b>	<b>581,983</b>	<b>412,579</b>	<b>305,558</b>	<b>697,420</b>	<b>315,795</b>	<b>651,144</b>	<b>1,036,145</b>	<b>1,237,440</b>
<b>INCOME (DEFICIT) BEFORE CAPITAL CONTRIBUTIONS</b>	<b>(917,539)</b>	<b>(2,178,721)</b>	<b>(1,979,276)</b>	<b>(878,960)</b>	<b>(687,051)</b>	<b>(417,507)</b>	<b>(641,023)</b>	<b>(71,347)</b>	<b>307,861</b>	<b>731,033</b>
<b>CAPITAL CONTRIBUTIONS</b>	3,585,788	2,738,273	1,657,423	3,273,050	3,532,332	4,497,472	6,491,032	4,682,112	3,202,457	10,314,504
Extraordinary item										
Escrow shortage for refunded bonds		(273,663)								
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>2,668,249</b>	<b>285,889</b>	<b>(321,853)</b>	<b>2,394,090</b>	<b>2,845,281</b>	<b>4,079,965</b>	<b>5,850,009</b>	<b>4,610,765</b>	<b>3,510,318</b>	<b>11,045,537</b>
<b>NET POSITION, BEGINNING OF PERIOD</b>	<b>131,225,292</b>	<b>133,893,541</b>	<b>134,179,430</b>	<b>133,857,577</b>	<b>136,251,667</b>	<b>139,096,948</b>	<b>143,176,913</b>	<b>149,026,922</b>	<b>153,637,687</b>	<b>157,148,005</b>
<b>NET POSITION, END OF PERIOD</b>	<b>\$ 133,893,541</b>	<b>\$ 134,179,430</b>	<b>\$ 133,857,577</b>	<b>\$ 136,251,667</b>	<b>\$ 139,096,948</b>	<b>\$ 143,176,913</b>	<b>\$ 149,026,922</b>	<b>\$ 153,637,687</b>	<b>\$ 157,148,005</b>	<b>\$ 168,193,542</b>

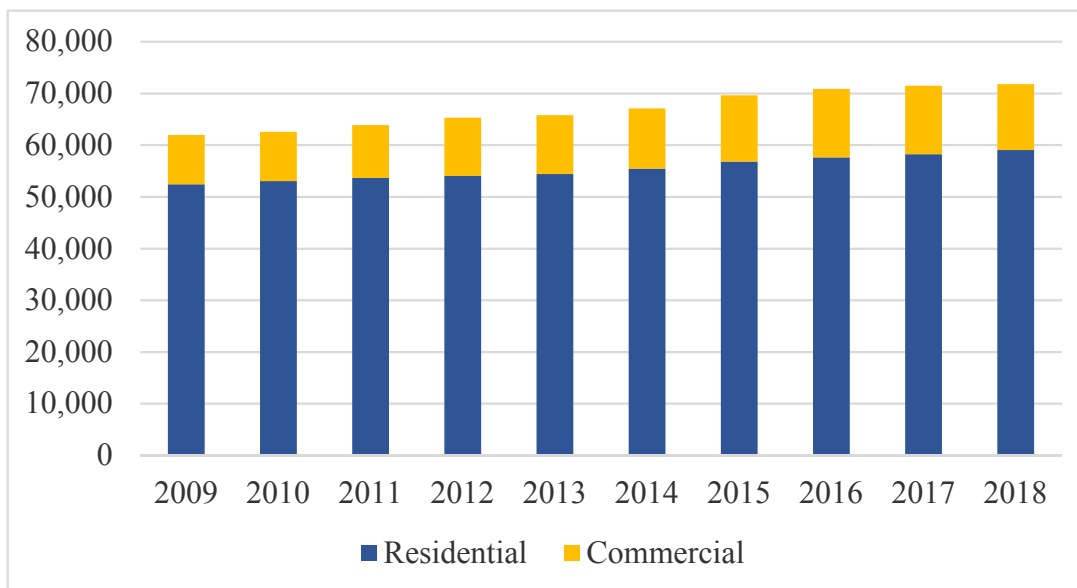
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
SCHEDULE OF REVENUE BY SOURCE  
For the Last Ten Fiscal Years

Fiscal Year Ended September 30,	Operating Revenues				Non-Operating Revenues								
	Regional Sewer Service	Irrigation Quality Water	Stand-by Sewer Revenue	Admin/Legal Engineering Fees and Miscellaneous	Total Operating Revenues	Assessment Revenue	Connection Charges	Line Charges	Investment Income	Grants/ Contributed Capital	Other	Total Non-Operating Revenues	Total Revenues
2009	\$ 10,311,973	\$ 1,674,360	\$ 441,039	728,759	\$ 13,156,131	\$ 1,305,634	\$ 824,960	\$ 206,941	\$ 1,108,527	\$ 1,248,253	\$ 14,330	\$ 4,708,645	\$ 17,864,776
2010	11,098,540	1,719,139	456,460	486,585	13,760,724	1,143,789	975,329	219,518	1,040,468	399,637	53,959	3,832,700	17,593,424
2011	12,105,726	1,774,294	406,626	356,669	14,643,315	451,342	685,315	275,161	832,980	314,515	18,580	2,577,893	17,221,208
2012	13,196,560	1,870,462	421,274	428,266	15,916,562	139,373	1,408,116	632,541	770,137	1,112,061	29,737	4,091,965	20,008,527
2013	13,971,883	2,001,583	526,409	593,291	17,093,166	277,518	1,345,534	863,959	757,045	1,056,657	13,594	4,314,307	21,407,473
2014	14,478,093	2,059,339	496,829	535,048	17,569,309	327,432	2,569,441	670,857	784,574	939,742		5,292,046	22,861,355
2015	15,502,465	2,131,578	305,107	436,739	18,375,889	2,571,005	2,455,424	279,076	871,896	1,247,587		7,424,988	25,800,877
2016	16,051,221	2,154,339	221,965	485,052	18,912,577	2,035,390	1,073,180	369,122	936,584	1,237,749		5,652,025	24,564,602
2017	16,408,048	2,221,586	175,916	560,388	19,365,938	388,857	854,526	286,500	988,965	1,686,124	33,630	4,238,602	23,604,540
2018	16,751,205	2,307,946	120,034	506,419	19,685,604	6,508,665	1,409,475	547,129	1,079,754	1,849,235	190,980	11,585,238	31,270,842



## LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT TOTAL SEWER UNITS BY CATEGORY For the Last Ten Fiscal Years

Fiscal Year	Residential		Commercial		Total
	Equivalent Connections	% of Annual Total	Equivalent Connections	% of Annual Total	
2009	52,435	85%	9,516	15%	61,951
2010	53,055	85%	9,493	15%	62,548
2011	53,616	84%	10,219	16%	63,835
2012	54,026	83%	11,277	17%	65,302
2013	54,414	83%	11,335	17%	65,749
2014	55,417	83%	11,675	17%	67,092
2015	56,794	82%	12,836	18%	69,630
2016	57,579	81%	13,276	19%	70,855
2017	58,196	81%	13,269	19%	71,465
2018	59,002	82%	12,784	18%	71,786

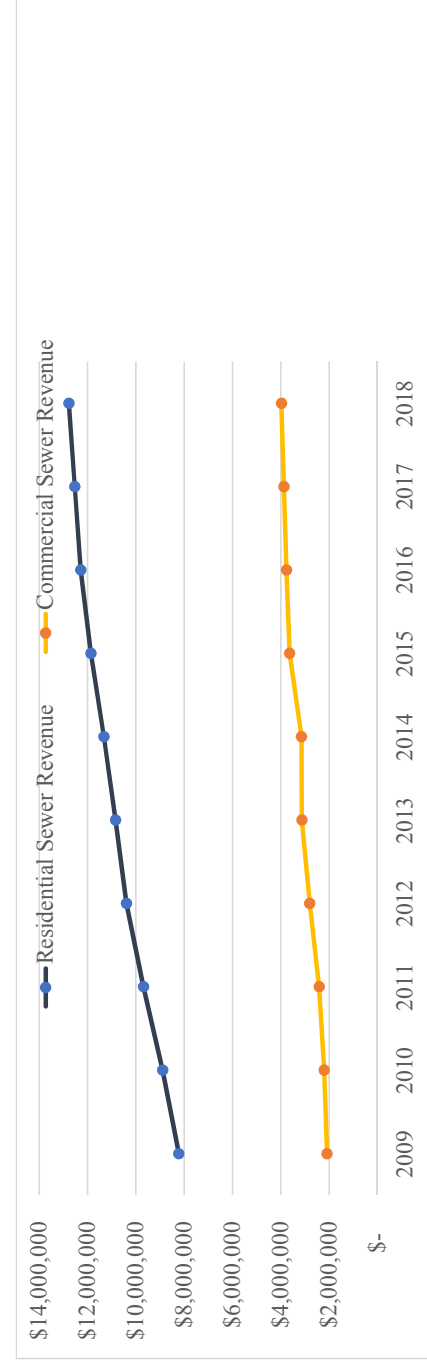




**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**TOTAL SEWER REVENUE BY CATEGORY**  
**For the Last Ten Fiscal Years**

Fiscal Year	Residential					Commercial				
	Regional Sewer Service Revenue	% of Annual Total	Number of Equivalent Connections	Rate per Equivalent Connection	Regional Sewer Service Revenue	% of Annual Total	Number of Equivalent Connections	Rate per Equivalent Connection	Total	
2009	\$ 8,224,425	80%	52,187	\$ 157.59	\$ 2,087,548	20%	9,678	\$ 215.70	\$ 10,311,973	
2010	8,893,075	80%	52,689	168.78	2,205,466	20%	9,545	231.07	11,098,540	
2011	9,686,644	80%	53,260	181.87	2,419,082	20%	9,710	249.13	12,105,726	
2012	10,392,270	79%	53,774	193.26	2,804,290	21%	10,592	264.74	13,196,560	
2013	10,843,903	78%	54,208	200.04	3,127,980	22%	11,431	273.64	13,971,883	
2014	11,325,317	78%	54,864	206.43	3,152,776	22%	11,156	282.61	14,478,093	
2015	11,864,990	77%	55,931	212.14	3,637,475	23%	12,450	292.17	15,502,465	
2016	12,284,659	77%	57,199	214.77	3,766,562	23%	12,850	293.12	16,051,221	
2017	12,527,978	76%	57,853	216.55	3,880,070	24%	13,180	294.39	16,408,048	
2018	12,776,078	76%	58,533	218.27	3,975,126	24%	13,319	298.46	16,751,204	

Note: The Schedule of Principal Payors is not presented. The District bills residential customers by Equivalent Connection, therefore all residential customers pay approximately the same amount.



## LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT SCHEDULE OF SEWER RATES For the Last Ten Fiscal Years

### Quarterly Service Charge

Residential		Non-Residential
Equivalent Connection	Rate	
1.00	\$ 54.60	\$6.23 / 1,000 gallons or minimum of \$74.72/quarter
1.25	68.25	
1.50	81.90	
1.75	95.55	
2.00	109.20	
2.25	122.85	
2.50	136.50	
2.75	150.15	

### Quarterly Stand-by Sewer Revenue Charge

Residential	\$ 37.13	\per Equivalent Connection
Non-Residential	50.81	\per Equivalent Connection

### Connection Charges

Equivalent Connection	Rate
1.00	\$ 2,782.22
1.25	3,477.78
1.50	4,173.33
1.75	4,868.39
0.25	695.56

Rates effective April 1, 2017

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
WASTEWATER TREATED  
For the Last Ten Fiscal Years**

<b>Fiscal Year Ended September 30,</b>	<b>Annual Influent Treated (MGD)</b>	<b>Regional Sewer Service Revenue</b>	<b>Total Direct Sewer Rates (1)</b>
2009	2,330	\$ 10,311,973	\$ 4,426
2010	2,456	11,098,540	4,519
2011	2,387	12,105,726	5,072
2012	2,475	13,196,560	5,332
2013	2,498	13,971,883	5,593
2014	2,479	14,478,093	5,840
2015	2,474	15,502,465	6,266
2016	2,453	16,051,221	6,544
2017	2,386	16,408,048	6,877
2018	2,493	16,751,205	6,719

(1) per million gallons influant treated.

MGD = Millions of gallons per day.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**RATIO OF OUTSTANDING DEBT**  
**For the Last Ten Fiscal Years**

<b>Fiscal Year Ended September 30,</b>	<b>1997B Revenue Bonds</b>	<b>1997C Revenue Bonds</b>	<b>2003 Revenue Bonds</b>	<b>2009 Revenue Bonds</b>	<b>2010 Revenue Bonds</b>	<b>Total Debt Outstanding</b>	<b>Debt Per Equivalent Connection</b>
2009	\$ 1,193,151	\$ 1,293,150	\$ 4,554,126	\$ 3,592,924	\$ 3,512,287	\$ 10,633,351	\$ 171.64
2010	1,058,356	1,142,365		3,420,579		9,133,587	146.03
2011	916,712	985,403		3,240,290	2,431,567	7,573,972	118.65
2012	768,057	822,117		3,052,931	1,324,897	5,968,002	91.39
2013	611,772	652,035		2,855,025	191,518	4,310,350	65.56
2014				2,648,163		2,648,163	39.47
2015							
2016							
2017							
2018							

Note: Bonds were paid off during fiscal year 2015.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**SCHEDULE OF PLEDGED REVENUE COVERAGE**  
**For the Last Ten Fiscal Years**

Fiscal Year Ended September 30,	Total Debt Service Requirement	Gross Revenues	Operating Expenses		Net Revenue Available	Debt Service Coverage (2)	Capital Charges	Net Revenue Available	Debt Service Coverage (3)
			Before Depreciation	After Depreciation					
2009	\$ 1,593,934	\$ 14,229,196	\$ 10,299,038	\$ 10,299,038	\$ 3,930,158	2.47	\$ 3,585,788	\$ 7,515,946	4.72
2010	1,894,246	14,804,044	10,729,278	10,729,278	4,074,766	2.15	2,738,273	6,813,039	3.6
2011	1,876,244	15,465,181	11,328,097	11,328,097	4,137,084	2.2	1,657,423	5,794,507	3.09
2012	1,876,244	16,494,391	11,254,917	11,254,917	5,239,474	2.79	3,273,050	8,512,524	4.54
2013	1,876,057	17,536,121	12,218,440	12,218,440	5,317,681	2.83	3,532,332	8,850,013	4.72
2014	915,791	18,272,563	12,799,221	12,799,221	5,473,342	5.98	4,497,472	9,970,814	10.89
2015	331,540	18,691,684	13,265,175	13,265,175	5,426,509	16.37	6,491,032	11,917,541	35.95
2016									
2017									
2018									

(1) Net revenue available before capital charges

(2) In accordance with the Bond Resolutions, required debt service coverage is 1.10 times

(3) In accordance with the Bond Resolutions, required debt service coverage is 1.25 times

Note: Bonds were paid off during fiscal year 2015.

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS**  
**For the Last Ten Fiscal Years**

Fiscal Year	Population (1)			Personal Income (in thousands) (2)			Per Capita Personal Income (2)		Unemployment Rate (3)	
	Town of Jupiter	Village of Tequesta	Town of Juno Beach	Town of Jupiter Inlet Colony		Palm Beach County	Martin County	Palm Beach County	Martin County	Palm Beach County
2009	50,275	5,872	3,656	N/A	N/A	68,661,477	7,638,396	52,519	52,495	11.5%
2010	55,156	5,629	3,656	N/A	N/A	72,364,755	7,982,685	54,666	54,335	11.3%
2011	55,542	5,629	3,181	400	400	77,585,354	8,562,148	58,027	57,901	10.2%
2012	56,337	5,646	3,233	398	398	84,703,787	9,842,408	62,454	66,044	8.5%
2013	56,577	5,652	3,191	401	401	83,679,890	9,371,873	60,704	61,975	7.1%
2014	57,263	5,629	3,194	396	396	92,842,100	10,666,979	66,218	69,607	5.9%
2015	59,108	5,665	3,240	396	396	100,579,513	11,397,001	70,415	73,189	5.3%
2016	60,615	5,699	3,351	411	411	104,108,093	12,078,164	71,613	76,211	5.0%
2017	61,388	5,731	3,400	407	407	109,973,732	12,650,502	74,754	79,104	4.1%
2018	62,100	5,857	3,427	409	409	N/A	N/A	N/A	N/A	3.1%

Data Sources:

- (1) University of Florida, Bureau of Economic and Business Research.
- (2) U.S. Department of Commerce, Bureau of Economic Analysis, Regional Economic Information System.
- (3) U.S. Department of Labor Statistics - based on not seasonally adjusted September rates.

N/A - Data not available

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**PRINCIPAL EMPLOYERS**  
**Current Year and Nine Years Ago**

<b>Employer</b>	<b>2018 (1)</b>			<b>2009 (1)</b>		
	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total County Employment</b>	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total County Employment</b>
Palm Beach County School District	21,466	1	3.04%	21,718	1	3.87%
Palm Beach County - BOCC	5,952	2	0.84%	11,319	2	2.02%
Tenet Coastal Division of Palm Beach County	5,939	3	0.84%	4,500	3	0.80%
NextEra Energy/Florida Power & Light	4,404	4	0.62%	3,632	4	0.65%
Hospital Corporation of America - HCA	3,550	5	0.50%	3,395	5	0.61%
Boca Raton Regional Hospital	2,800	6	0.40%	2,100	10	0.37%
Florida Atlantic University	2,644	7	0.37%	2,838	7	0.51%
Veterans Health Administration	2,535	8	0.36%	2,207	8	0.39%
Bethesda Health, Inc.	2,282	9	0.32%			
Office Depot (Headquarters)	2,034	10	0.29%	2,100	9	0.37%
Wackenhut Corporation				3,000	6	0.54%
Totals	<u>53,606</u>			<u>56,809</u>		
Total County Employment (2)	705,500					

Source: Business Development Board of Palm Beach County. Data is for Palm Beach County.  
 (No information available for the District's service area)

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT**  
**FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION**  
**For the Last Ten Fiscal Years**

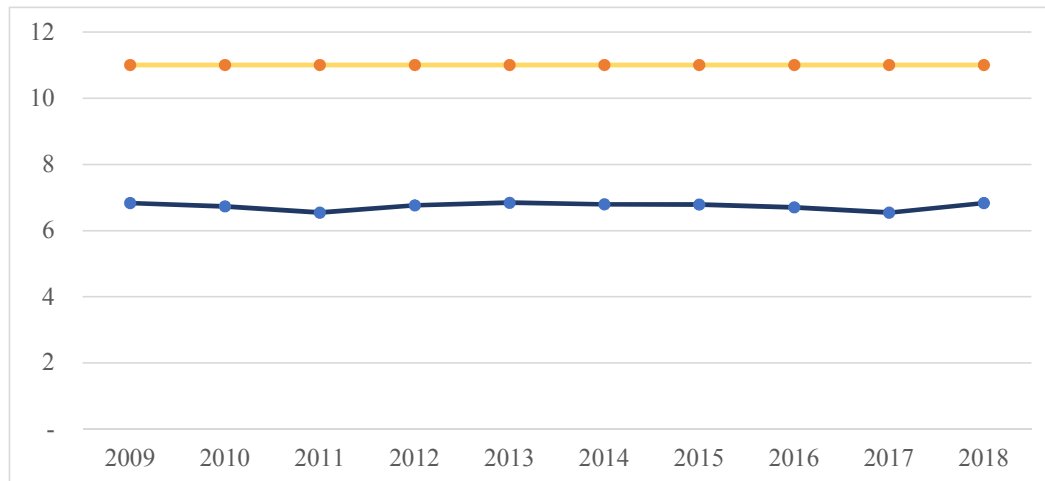
Function	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Executive	3	3	3	3	3	3	3	4	4	4
Finance	8	8	8	8	8	8	8	7	7	7
Public Education	3	2	2	2	2	3	3	3	3	3
WildPine Lab	8	7	7	7	7	7	7	7	7	7
Customer Service							4	4	4	4
Information Technology							4	4	4	4
Engineering and Inspection	8	8	8	8	9	9	8	8	9	9
Construction	5	5	5	5	6	6	7	7	6	6
Operations Administration	8	8	8	8	9	9	3	4	4	3
Collection and Transmission	12	12	12	12	12	13	13	11	11	11
Treatment and Disposal	19	18	17	17	16	16	16	17	18	19
Reuse	2	2	2	2	2	2	2	2	2	2
Bio-Solid	2	2	2	2	2	2	2	2	2	2
Total	78	75	74	74	76	78	80	80	81	81



## LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT SCHEDULE OF WASTEWATER TREATMENT CAPACITY For the Last Ten Fiscal Years

<b>Fiscal Year Ended September 30,</b>	<b>Permitted Plant Treatment Capacity (MGD)</b>	<b>Average Daily Flow (MGD)</b>	<b>Max Daily Flow (MGD)</b>	<b>Annual Influent Treated (MGD)</b>	<b>Percent Capacity</b>
2009	11	6.83	7.69	2,329.56	58%
2010	11	6.73	8.35	2,456.22	61%
2011	11	6.54	7.80	2,388.66	59%
2012	11	6.76	11.15	2,474.64	62%
2013	11	6.84	10.21	2,497.59	62%
2014	11	6.79	8.55	2,479.42	62%
2015	11	6.78	8.76	2,473.96	62%
2016	11	6.70	9.89	2,453.35	61%
2017	11	6.54	8.30	2,386.16	59%
2018	11	6.83	9.35	2,492.55	62%

MGD = Millions of gallons per day.



**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
CAPITAL AND INFRASTRUCTURE STATISTICS  
For the Last Ten Fiscal Years**

<b>Fiscal Year Ended September 30,</b>	<b>Low Pressure Main (miles)</b>	<b>Force Main (miles)</b>	<b>Gravity Sewer (miles)</b>	<b>Irrigation Quality (miles)</b>	<b>Number of Lift Stations</b>	<b>Number of Manholes</b>
2009						
2010						
2011						
2012						
2013						
2014						
2015						
2016						
2017						
2018	26.00	101.60	294.00	26.70	226	7954

Infrastructure information is provided by the District's Geographical Information System.

\* Information is not available for prior years.

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**COMPLIANCE SECTION**

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
*GOVERNMENT AUDITING STANDARDS*

To the Governing Board  
Loxahatchee River Environmental Control District  
Jupiter, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Loxahatchee River Environmental Control District, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Loxahatchee River Environmental Control District's basic financial statements, and have issued our report thereon dated February XX, 2019.

## **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Loxahatchee River Environmental Control District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Loxahatchee River Environmental Control District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Loxahatchee River Environmental Control District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented,

or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Loxahatchee River Environmental Control District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

West Palm Beach, Florida  
February XX, 2019

## MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

To the Governing Board  
Loxahatchee River Environmental Control District  
Jupiter, Florida

### **Report on the Financial Statements**

We have audited the financial statements of the Loxahatchee River Environmental Control District (the “District”), as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated February XX, 2019.

### **Auditor’s Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant’s Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated February XX, 2019, should be considered in conjunction with this Management Letter.

## **Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the prior year that required corrective actions.

## **Official Title and Legal Authority**

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this Management Letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the financial statements.

## **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the District did not meet any of the conditions described in Section 218.503(1), Florida Statutes, as of and for the year ended September 30, 2018.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management's responsibility to monitor the District's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same. Our assessment was done as of the fiscal year end. The results of our procedures did not disclose any matters that are required to be reported.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

## **Special District Component Units**

Section 10.554(1)(i)5.c, Rules of the Auditor General, requires, if appropriate, that we communicate the failure of a special district that is a component unit of a county, municipality, or special district, to provide the financial information necessary for proper reporting of the component unit, within the audited financial statements of the county, municipality, or special district in accordance with Section 218.39(3)(b), Florida Statutes. In connection with our audit, we did not note any special district component units that failed to provide the necessary information for proper reporting in accordance with Section 218.39(3)(b), Florida Statutes.

## **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

## **Single Audits**

The District expended less than \$750,000 of federal awards and less than \$750,000 of state financial assistance for the year ended September 30, 2018, and was not required to have a federal single audit or a state single audit.

## **Purpose of this Letter**

Our Management Letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representative, the Florida Auditor General, Federal and other granting agencies, the Governing Board, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

West Palm Beach, Florida  
February XX, 2019



## INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES

To the Governing Board  
Loxahatchee River Environmental Control District  
Jupiter, Florida

We have examined the Loxahatchee River Environmental Control District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2018. Management of the Loxahatchee River Environmental Control District is responsible for the Loxahatchee River Environmental Control District's compliance with the specified requirements. Our responsibility is to express an opinion on the Loxahatchee River Environmental Control District's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Loxahatchee River Environmental Control District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Loxahatchee River Environmental Control District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risk of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Loxahatchee River Environmental Control District's compliance with the specified requirements.

In our opinion, the Loxahatchee River Environmental Control District complied, in all material respects, with Section 218.415, Florida Statutes for the year ended September 30, 2018.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and Florida House of Representatives, the Florida Auditor General, applicable management, and the Governing Board, and is not intended to be and should not be used by anyone other than these specified parties.

West Palm Beach, Florida  
February XX, 2019

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

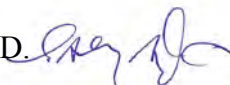
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

## MEMORANDUM

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.   
DATE: FEBRUARY 6, 2018  
SUBJECT: BUSCH WILDLIFE SANCTUARY – NEW CROC & GATOR EXHIBIT

For quite some time staff at Busch Wildlife Sanctuary (BWS) has desired to construct a new crocodile and alligator exhibit. Recently I was approached by Ms. Kight, and we had a very positive discussion about modifying the existing boardwalk to include a new exhibit that would house alligators(s) and a neighboring exhibit that would house crocodile(s).

The Loxahatchee River District – Busch Wildlife Sanctuary License Agreement contemplates the design and placement of future improvements (Section III. 30), and it requires Bush Wildlife Sanctuary to provide plans and specifications showing the design of the proposed improvements. The agreement also stipulates that LRD has 30 days to review and approve the plans or request reasonable modifications to the plans.

In the attached documents, you will see that Ms. Kight provided (1) a memorandum explaining the proposed exhibits and requesting your approval, (2) the BWS Visitor Guide map showing the proposed location of the new exhibit, and (3) a spec sheet showing general design aspects of the exhibit enclosure.

I support the proposed alligator and crocodile exhibit. I commend BWS staff for their desire to improve existing exhibits, their conscious efforts to design the exhibit to provide more natural habitat, and to limit the animal density well below recommended standards.

Based on Ms. Kight's request and the BWS Board's approval, I offer the following motion for your consideration:

**“THAT THE DISTRICT GOVERNING BOARD approves the proposed crocodile and alligator exhibit as detailed in the attached documents.”**



# Busch Wildlife Sanctuary

At Loxahatchee River District

2500 Jupiter Park Drive, Jupiter, Florida 33458

Main Office: (561)-575-3399 Facsimile: (561)-744-5288



## **MEMORANDUM**

TO: D. Albrey Arrington, Ph.D., Executive Director  
FROM: Amy J. Kight, Busch Wildlife Sanctuary Executive Director  
DATE: February 4, 2019  
SUBJECT: Proposed Crocodile and Alligator Swamp Habitat

The Busch Wildlife Sanctuary is constantly striving to improve our facility for our animals, staff and guests. We have identified the need for a new, updated crocodile and alligator habitat.

Our current enclosure was built over twenty years ago. Time and weather have taken their toll on the existing exhibit. Advances in veterinary science and husbandry have also taught animal care professionals that there is a need to provide these animals with a more natural habitat, mental stimulation and a better overall quality of life. The Sanctuary is proposing a new crocodile and alligator habitat to be constructed in the cypress swamp in front of our amphitheater (please see attached trail guide map of Sanctuary with proposed location circled in red).

This new enclosure will be constructed to/or exceeding what is required by Florida Fish and Wildlife Conservation Commission Captive Wildlife Division. Materials being used will include vinyl coated steel posts and 9 gauge chain link, welded 3/8 rebar, impact rated glass and recycled plastic lumber for safety and longevity (please see attached specification sheet). Irrigation quality water will be utilized on a float system to maintain proper wading pools as well as elevated basking areas during the dry season. Barrier corral board fencing will be added as needed along trails.

At roughly 8,470 total square feet of proposed exhibit space, this new habitat could support many animals. However, we plan to cap the density at no more than three of each species. That would make the stocking density one animal per 1,411 square feet of enclosure. This far exceeds recommendations set forth by the University of Florida at 162 square feet per animal.

As this will be a natural habitat design unlike any other previously at Busch Wildlife, we will be developing new cleaning protocols. We are collaborating with the Lead Reptile Keeper from the Palm Beach Zoo to develop these procedures as set forth by the Association of Zoos and Aquariums (AZA). The Palm Beach Zoo has a similarly designed habitat and the standards set forth by the AZA are widely recognized as the benchmark for captive animal care requirements.

The goals of this enclosure from an animal care standpoint:

- Allow animals to engage in more natural behaviors
- Reduce stress and potential stress related aggression
- Promote better health through movement combatting lethargy, obesity and disease
- Improved natural thermoregulation
- Safer for keepers as a natural environment is more self-sustaining; reducing the need for keeper to be in the enclosure and exposure to harsh cleaning chemicals.



# Busch Wildlife Sanctuary

At Loxahatchee River District

2500 Jupiter Park Drive, Jupiter, Florida 33458

Main Office: (561)-575-3399 Facsimile: (561)-744-5288



The educational goals of this enclosure:

- Educate about camouflage as displayed in a natural setting
- Educate about cold-blooded species and how they regulate their body temperature based on their environment
- Educate on keystone species and how they engineer their environment to support their ecosystem and its inhabitants

At a meeting held on January 29, 2019, a motion to begin renovation, ensuring that it will be within FWC requirements and has LRD approval, was passed unanimously by the Busch Wildlife Sanctuary board of directors.

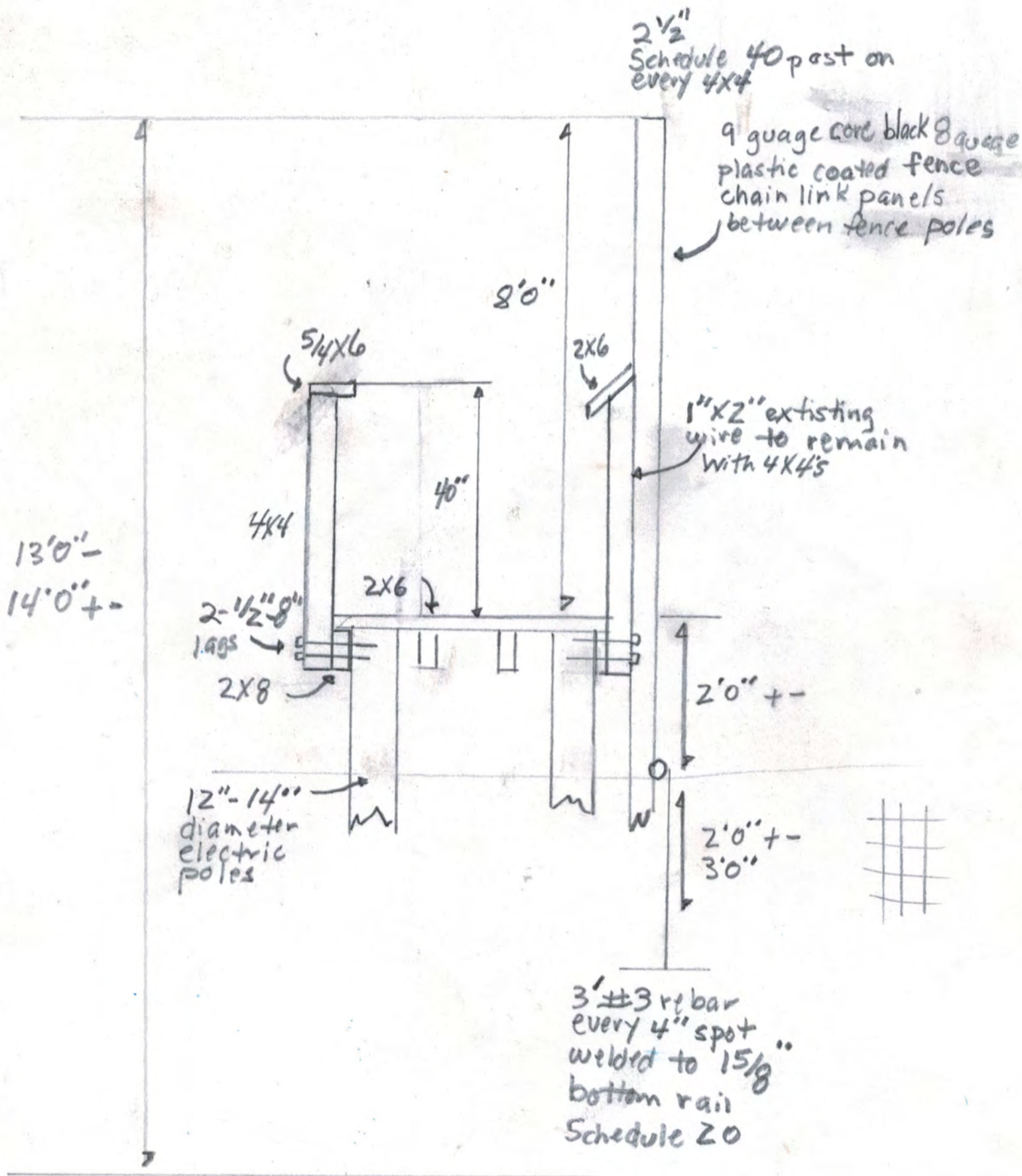
The crocodile and alligator exhibit is a guest favorite at the Sanctuary, as well as a multi-dimensional educational tool. Creating a new, expanded and more natural habitat will enhance the life of our resident reptiles and the overall experience for staff, volunteers and guests. For these reasons, I would like to request that the Loxahatchee River Environmental Control District approve for the Busch Wildlife Sanctuary move forward with design and construction of the new crocodile and alligator swamp habitat.





Visit us at [www.buschwildlife.org](http://www.buschwildlife.org)





# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

## MEMORANDUM

TO: Governing Board

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

DATE: January 22, 2019

SUBJECT: Recommendation of Award: Invitation to Bid 18-005-LSGENCONSTR Lift Station Rehabilitation General Construction Services

On January 15, 2019 the District received six sealed bids for the subject project. The Bid allows for a 24-month general construction services contract and 3 optional one-year extensions and provides unit prices to perform various aspects of lift station rehabilitations that can be selected a la carte to custom tailor a rehabilitation to a lift station's specific needs. Staff anticipate this contract will aid in streamlining our lift station rehabilitation process resulting in increased productivity related to real improvements while reducing time and effort previously expended bidding specific lift station rehabilitations each year. \$250,000.00 is annually budgeted for general lift station rehabilitations.

A summary of the bids is below.

Hinterland Group, Inc.	\$495,990.00
Intercounty Engineering, Inc.	\$514,533.00
TV Diversified, Inc.	\$583,527.00
Felix Associates of FL, Inc.	\$869,340.00
Murray Logan Construction, Inc.	\$900,812.00
TLC Diversified, Inc.	\$983,777.00

As the apparent low, an evaluation of Hinterland Group, Inc.'s bid was performed. They were found to be responsive and responsible, as such, the following motion is offered for the Board's consideration:

**"THAT THE DISTRICT GOVERNING BOARD authorize award of ITB#18-005-LSGENCONSTR to Hinterland Group, Inc. for the initial 24-month period and an amount not to exceed \$500,000.00"**

Signed,

Kris Dean, P.E.  
Deputy Executive Director/Director of Engineering Services

KD\

cc: Hazel Figueroa  
Debra Henderson

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member



# Loxahatchee River District

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

## MEMORANDUM

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

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

DATE: February 13, 2019

SUBJECT: Award of Contract for the Imperial Woods Low Pressure Force Main.

On February 7, 2019, the District received bids on the referenced Neighborhood Sewering Project as summarized below and detailed in the attached Holtz Consulting's Recommendation of Award.

	<u>Low Pressure Force Main</u>	<u>Roadway</u>	<u>Total</u>
The Lazarus Group, Inc.	\$210,059.70	\$324,274.00	<b>\$543,306.70</b>
Johnson-Davis, Inc.	\$330,130.00	\$257,035.00	<b>\$587,165.00</b>
Hinterland Group, Inc.	\$292,910.00	\$603,390.00	<b>\$896,300.00</b>

This project included roadway repairs and mill and resurfacing of the entire neighborhood as an alternate bid item (included in the above summary cost) at the request of the Imperial Woods Homeowners Association, Inc. The Imperial Woods Homeowners Association, Inc.'s Board has reviewed these costs and voted to proceed with the roadway repairs and mill and resurfacing and reimbursement of these costs to the District (see attached correspondence).

This is a budgeted project for \$793,000 this fiscal year.

The following motion is offered for your consideration.

**“THAT THE DISTRICT GOVERNING BOARD authorize the award of a contract to The Lazarus Group, Inc. for the Imperial Woods Low Pressure Force Main in the amount of \$543,306.70 and an additional contingency amount of \$16,000.00 upon execution of a Cost Share Agreement.”**

**AND**

**“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to negotiate and execute a Cost Sharing Agreement with Imperial Woods Homeowners Association, Inc. for reimbursement of Roadway costs.”**

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member



February 11, 2019

Mr. Kris Dean, PE  
Deputy Executive Director/Director of Engineering Services  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Drive  
Jupiter, FL 33458

**Subject: Imperial Woods Low Pressure Force Main  
Recommendation of Award to The Lazarus Group, Inc.**

Dear Mr. Dean,

On February 7, 2019 at 3:00 p.m. bids were opened for the referenced project. There were (3) three bids accepted for the project as follows:

<b>Bidder</b>	<b>Total Bid Amount</b>	<b>Acknowledged Addenda?</b>	<b>Included Bid Security?</b>	<b>Attended Pre-Bid Meeting?</b>
The Lazarus Group, Inc.	\$543,306.70	Y	Y	Y
Johnson-Davis, Inc.	\$587,165.00	Y	Y	Y
Hinterland Group, Inc.	\$896,300.00	Y	Y	Y

The bids were reviewed by Holtz Consulting Engineers, Inc. (HCE) to evaluate whether the bids were responsive to the bid submittal requirements. The apparent low bidder was The Lazarus Group with a Total Bid Amount of \$543,306.70. Their bid was reviewed and included the required bid bond in the amount of ten percent of their bid from an acceptable surety company according to the US Department of Treasury. They acknowledged receipt of the addenda in the bid form. The other forms and information required to be submitted with their bid appear to be in order. They also attended the mandatory pre-bid meeting. We therefore consider the bid submitted by The Lazarus Group. to be responsive.

The Lazarus Group, Inc. has successfully completed multiple low-pressure force main projects in the past for Loxahatchee River District for which HCE served as the engineer-of-record. The Lazarus Group, Inc. will self-perform the low-pressure sewer installation and intends on utilizing Mancil's Tractor Service for the roadway improvements. The Lazarus Group, Inc. is a corporation in good standing with the Florida Department of State Division of Corporations. We therefore consider The Lazarus Group, Inc. to be a responsible bidder.

Based on the above information, Holtz Consulting Engineers, Inc. considers The Lazarus Group to be the low responsive and responsible bidder and recommends that they be awarded the contract for the Imperial Woods Low Pressure Force Main project in the Total Bid Amount of \$543,306.70.



HOLTZ CONSULTING ENGINEERS, INC

---

Sincerely,  
HOLTZ CONSULTING ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read 'Christine Miranda', is written over the printed name.

Christine Miranda, PE  
Principal Engineer

Imperial Woods Low Pressure Force Main System  
Bid Tabulation

February 7, 2019

				The Lazarus Group, Inc		Johnson-Davis, Inc.		Hinterland	
ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Force Main Mobilization/Demobilization	1	LS	\$16,202.00	\$16,202.00	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00
2	Maintenance of Traffic	1	LS	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$7,500.00	\$7,500.00
3	Record Drawings	1	LS	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$6,500.00	\$6,500.00
4	Preconstruction Video	1	LS	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00
5	NPDES Permit/Erosion Measures	1	LS	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00
6	2” PVC Force Main & Fittings	5,810	LF	\$11.77	\$68,383.70	\$13.00	\$75,530.00	\$16.00	\$92,960.00
7	1.5” Single Service (Short)	32	EA	\$1,200.00	\$38,400.00	\$1,500.00	\$48,000.00	\$1,200.00	\$38,400.00
8	1.5” Single Service (Long) – Directional Drilled or Moled	15	EA	\$1,700.00	\$25,500.00	\$3,000.00	\$45,000.00	\$2,000.00	\$30,000.00
9	Driveway Crossing (Moled)	35	EA	\$250.00	\$8,750.00	\$1,000.00	\$35,000.00	\$1,200.00	\$42,000.00
10	Sidewalk Crossing (Moled)	1	EA	\$100.00	\$100.00	\$400.00	\$400.00	\$1,200.00	\$1,200.00
11	2” Isolation Valve	11	EA	\$777.00	\$8,547.00	\$1,500.00	\$16,500.00	\$850.00	\$9,350.00
12	In-Line Flushing Port	2	EA	\$1,700.00	\$3,400.00	\$4,500.00	\$9,000.00	\$1,500.00	\$3,000.00
13	Terminal Flushing Port	9	EA	\$900.00	\$8,100.00	\$1,800.00	\$16,200.00	\$800.00	\$7,200.00
14	Air Release Valve	1	EA	\$2,777.00	\$2,777.00	\$4,000.00	\$4,000.00	\$2,400.00	\$2,400.00
15	Connect 2” PVC Force Main to Existing 6” PVC Force Main	1	EA	\$2,400.00	\$2,400.00	\$5,500.00	\$5,500.00	\$2,800.00	\$2,800.00
16	Roadway Crossing (Directional Drill)	9	EA	\$997.00	\$8,973.00	\$4,000.00	\$36,000.00	\$3,400.00	\$30,600.00
Total Base LPFM Items				\$210,059.70		\$330,130.00		\$292,910.00	

17	Roadway Mobilization/Demobilization	1	LS	\$24,000.00	\$24,000.00	\$3,500.00	\$3,500.00	\$12,000.00	\$12,000.00
18	Maintenance of Traffic	1	LS	\$4,000.00	\$4,000.00	\$5,500.00	\$5,500.00	\$10,000.00	\$10,000.00
19	Mill and Resurface Asphalt Roadway, Including Pavement Markings	14,030	SY	\$17.05	\$239,211.50	\$13.50	\$189,405.00	\$38.00	\$533,140.00
20	F-Type Curb Replacement	250	LF	\$41.80	\$10,450.00	\$55.00	\$13,750.00	\$28.00	\$7,000.00
21	Header Curb Replacement	960	LF	\$38.50	\$36,960.00	\$40.00	\$38,400.00	\$25.00	\$24,000.00
22	Root Pruning with Root Barrier Installation	250	LF	\$23.77	\$5,942.50	\$20.00	\$5,000.00	\$25.00	\$6,250.00
23	Asphalt Roadway Removal and Repair, Including Compaction	10	SY	\$275.00	\$2,750.00	\$100.00	\$1,000.00	\$140.00	\$1,400.00
24	Saw Cut Remove Excess Asphalt	960	LF	\$1.00	\$960.00	\$0.50	\$480.00	\$10.00	\$9,600.00
Total Base Roadway Items:				\$324,274.00		\$257,035.00		\$603,390.00	
TOTAL BASE BIDS ITEMS 1-24				\$543,306.70		\$587,165.00		\$896,300.00	

Alternative A									
A-17	Roadway Mobilization/Demobilization	1	LS	\$11,755.00	\$11,755.00	\$5,500.00	\$5,500.00	\$7,500.00	\$7,500.00
A-18	Maintenance of Traffic	1	LS	\$3,000.00	\$3,000.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00
A-19	Mill and Resurface Asphalt Roadway, Including Pavement Markings	5870	SY	\$18.70	\$109,769.00	\$20.00	\$117,400.00	\$42.00	\$246,540.00
A-20	F-Type Curb Replacement	250	LF	\$41.80	\$10,450.00	\$55.00	\$13,750.00	\$28.00	\$7,000.00
A-21	Header Curb Replacement	450	LF	\$38.50	\$17,325.00	\$50.00	\$22,500.00	\$25.00	\$11,250.00
A-22	Root Pruning with Root Barrier Installation	250	LF	\$23.77	\$5,942.50	\$20.00	\$5,000.00	\$25.00	\$6,250.00
A-23	Asphalt Roadway Removal and Repair, Including Compaction	0	SY	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00
A-24	Saw Cut Remove Excess Asphalt	450	LF	\$1.00	\$450.00	\$1.00	\$450.00	\$10.00	\$4,500.00
Total Roadway Alternative A:				\$158,691.50		\$170,100.00		\$288,040.00	

Alternative B									
B-17	Roadway Mobilization/Demobilization	1	LS	\$12,938.00	\$12,938.00	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00
B-18	Maintenance of Traffic	1	LS	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
B-19	Mill and Resurface Asphalt Roadway, Including Pavement Markings	5160	SY	\$19.80	\$102,168.00	\$17.00	\$87,720.00	\$42.00	\$216,720.00
B-20	F-Type Curb Replacement	250	LF	\$41.80	\$10,450.00	\$55.00	\$13,750.00	\$28.00	\$7,000.00
B-21	Header Curb Replacement	960	LF	\$38.50	\$36,960.00	\$40.00	\$38,400.00	\$25.00	\$24,000.00
B-22	Root Pruning with Root Barrier Installation	250	LF	\$23.77	\$5,942.50	\$20.00	\$5,000.00	\$25.00	\$6,250.00
B-23	Asphalt Roadway Removal and Repair, Including Compaction	10	SY	\$275.00	\$2,750.00	\$100.00	\$1,000.00	\$140.00	\$1,400.00
B-24	Saw Cut Remove Excess Asphalt	960	LF	\$1.00	\$960.00	\$0.50	\$480.00	\$10.00	\$9,600.00
Total Roadway Alternative B:				\$174,668.50		\$156,350.00		\$277,470.00	

Alternative C									
C-17	Roadway Mobilization/Demobilization	1	LS	\$5,514.00	\$5,514.00	\$9,000.00	\$9,000.00	\$7,500.00	\$7,500.00
C-18	Maintenance of Traffic	1	LS	\$3,000.00	\$3,000.00	\$9,000.00	\$9,000.00	\$3,500.00	\$3,500.00
C-19	Mill and Resurface Asphalt Roadway, Including Pavement Markings	825	SY	\$38.50	\$31,762.50	\$25.00	\$20,625.00	\$48.00	\$39,600.00
C-20	F-Type Curb Replacement	250	LF	\$41.80	\$10,450.00	\$55.00	\$13,750.00	\$28.00	\$7,000.00
C-21	Header Curb Replacement	450	LF	\$38.50	\$17,325.00	\$40.00	\$18,000.00	\$25.00	\$11,250.00
C-22	Root Pruning with Root Barrier Installation	250	LF	\$23.77	\$5,942.50	\$20.00	\$5,000.00	\$25.00	\$6,250.00
C-23	Asphalt Roadway Removal and Repair, Including Compaction	0	SY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C-24	Saw Cut Remove Excess Asphalt	450	LF	\$1.00	\$450.00	\$1.00	\$450.00	\$10.00	\$4,500.00
Total Roadway Alternative C:				\$74,444.00		\$75,825.00		\$79,600.00	

\*Mathematical error. Lazarus Group calculated \$8,673 for line item 16 which resulted in a total base bid of \$543,006.70 a difference of \$300. Johnson Davis calculated \$450 for line item B-23 which resulted in an Alternative Bid Item B total of \$156,320 a difference of \$30. For both errors, based upon Contract specifications, utilized unit price.

## Kris Dean

---

**From:** cturtsingi@aol.com  
**Sent:** Thursday, February 14, 2019 9:25 AM  
**To:** Kris Dean  
**Subject:** Agreement from Imperial Woods Board of Directors

The Imperial Woods Homeowners Association, Inc. Board of Directors has voted to include paving as defined in the Lazarus Group, Inc.'s Imperial Woods Low Pressure Force Main Bid, Total Base Roadway Items in the amount of \$324,274.00 and agrees to enter into a Cost Share Agreement with the Loxahatchee River Environmental Control District for reimbursement of these costs as may be adjusted for actual installed quantities.

Sincerely yours,

Debbie Sobel, President  
Imperial Woods HOA  
(561)744-9876

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

## MEMORANDUM

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

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

DATE: February 13, 2019

SUBJECT: Award of Contract for the Jupiter Farms Elementary Force Main

This is a budgeted project for \$1.2M this fiscal year and includes extension of the existing Jupiter Farms force main to Jupiter Farms Elementary allowing for the abandonment of their onsite package wastewater treatment plant and connection to our regional system.

Mathews recommendation of award and bid details are attached, recommending award to Felix Associates of FL, Inc.

See also Tab 5B for an amendment to the interlocal agreement.

The following motion is offered for your consideration:

**“THAT THE DISTRICT GOVERNING BOARD award the Jupiter Farms Elementary Force Main construction contract to Felix Associates of FL, Inc. in the amount of \$1,089,490.00 ”**



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><b>Name of Bidder</b></u>	<u><b>Total Base Bid Price</b></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 ENVIRONMENTAL CONTROL DISTRICT  
JUPITER FARMS ELEMENTARY SANITARY SEWER SYSTEM**

**BID DATE 12/5/18 @ 3:00 P.M.**

**BID TABULATION SHEET**

Item #	Description	Est. Qty.	Units	FELIX ASSOCIATES OF FLORIDA, INC.		HINTERLAND GROUP, INC.	
				Price Bid	Total	Price Bid	Total
1	Mobilization, Insurance and Bonds (5%)	1	LS	\$25,000.00	\$25,000.00	\$50,000.00	\$50,000.00
2	Maintenance of Traffic	1	LS	\$6,000.00	\$6,000.00	\$12,000.00	\$12,000.00
3	As-Built Record Drawings	1	LS	\$8,000.00	\$8,000.00	\$7,500.00	\$7,500.00
4	Audio-Video Documentation	1	LS	\$4,400.00	\$4,400.00	\$2,000.00	\$2,000.00
5	NPDES Permit / Erosion Protection Measures / Short-Term Dewatering	1	LS	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00
6	Remove & Replace Existing Asphalt Walk	1,090	SF	\$11.00	\$11,990.00	\$12.00	\$13,080.00
7	Tactile Warning Surface (FDOT Index 304)	1	EA	\$450.00	\$450.00	\$4,500.00	\$4,500.00
8	Open-Cut Pavement Trench Repair	30	LF	\$300.00	\$9,000.00	\$150.00	\$4,500.00
9	Pavement Markings	1	LS	\$1,200.00	\$1,200.00	\$4,500.00	\$4,500.00
10	4" (PVC C900) Force Main (Push-On)	330	LF	\$30.00	\$9,900.00	\$65.00	\$21,450.00
11	4" (PVC C900) Force Main (Restrained Joints)	270	LF	\$35.00	\$9,450.00	\$85.00	\$22,950.00
12	4" HDPE DR11 (DIPS) FM w/ 2" (HDPE DR 7 IPS) Conduit	6,700	LF	\$114.00	\$763,800.00	\$125.00	\$837,500.00
13	Directional Drill Pit & Restoration	10	EA	\$1,150.00	\$11,500.00	\$4,500.00	\$45,000.00
14	DIP Compact Fittings (Epoxy Coated)	1.0	TON	\$8,500.00	\$8,500.00	\$12,000.00	\$12,000.00
15	2" ARV w/ Manhole	7	EA	\$5,500.00	\$38,500.00	\$7,500.00	\$52,500.00
16	4" Plug Valve	7	EA	\$1,195.00	\$8,365.00	\$1,800.00	\$12,600.00
17	6" Plug Valve	1	EA	\$1,365.00	\$1,365.00	\$3,500.00	\$3,500.00
18	4" MJ Adapter (DIPS)	8	EA	\$1,500.00	\$12,000.00	\$500.00	\$4,000.00
19	Connect to Existing Force Main (Dwg. C-17)	1	EA	\$2,500.00	\$2,500.00	\$6,500.00	\$6,500.00
20	Force Main Drain	4	EA	\$5,800.00	\$23,200.00	\$2,000.00	\$8,000.00
21	Remove & Dispose Existing Electrical Panel, Pumps, Above-Grade Piping, Top Slab, Access Hatch, & Bollards	1	LS	\$2,500.00	\$2,500.00	\$15,000.00	\$15,000.00
22	Lift Station #296 - Pumps, Guide Rails, Discharge Bases, etc.	1	LS	\$62,000.00	\$62,000.00	\$55,000.00	\$55,000.00
23	Temporary Bypass Pumping	1	LS	\$7,400.00	\$7,400.00	\$4,000.00	\$4,000.00
24	Pressure Wash & Remove Existing Wet Well Coating	1	LS	\$1,225.00	\$1,225.00	\$4,500.00	\$4,500.00
25	Lift Station Electrical & Controls	1	LS	\$25,000.00	\$25,000.00	\$34,000.00	\$34,000.00
26	FPL Electrical Service to Lift Station	1	LS	\$12,360.00	\$12,360.00	\$10,000.00	\$10,000.00
27	Decommission Existing WWTP	1	LS	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00
28	Flowable Fill	50	CY	\$140.00	\$7,000.00	\$180.00	\$9,000.00
29	Relocate Existing Sign	1	EA	\$385.00	\$385.00	\$500.00	\$500.00
30	Furnish & Install New Sign with Post	4	EA	\$450.00	\$1,800.00	\$1,000.00	\$4,000.00
31	Clearing & Grubbing	1	LS	\$2,200.00	\$2,200.00	\$4,500.00	\$4,500.00
<b>TOTAL BASE BID PRICE</b>					<b>\$1,089,490.00</b>		<b>\$1,281,580.00</b>
Bid Bond				YES		YES	
Addendum No. 1				YES		YES	
Questionnaire				YES		YES	

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

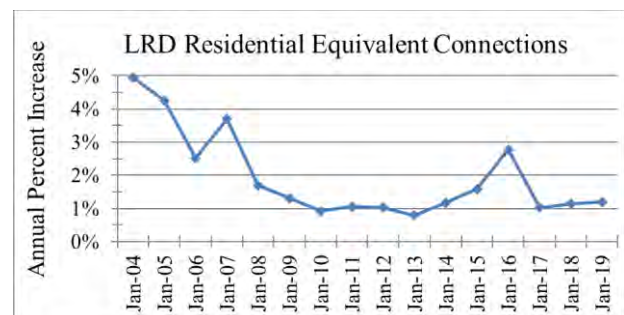
## MEMORANDUM

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.  
DATE: FEBRUARY 13, 2019  
SUBJECT: RULE 31-10 RATES, FEES, & CHARGES – RATE STUDY

This is the time of year we discuss our annual rate study. Through the Rate Study process, LRD staff looks out into the future anticipating significant projects and costs and balancing our financial position with an effective rate structure. Throughout this process we understand your desire to achieve operational excellence (e.g., system reliability, satisfied customers, strong employee morale) while maintaining a reasonable rate structure.

The annual Rate Study Model is a spreadsheet model we use to assess the long-term fiscal position of LRD. The model uses an annual time step and includes terms for expected development within our service area (i.e., customer growth), and the model has explicit terms for operational and capital revenues and expenses. The Rate Study Model provides useful estimates of future budgetary conditions. This year, the Rate Study is based on the following general assumptions:

1. **Revenue from Quarterly Service Charges** – is projected to increase at a rate of approximately 1% to 4% for the next several years based on anticipated growth within our customer base and adopted District Rule 31-10 scheduled rate increases. The figure on the right shows growth in residential equivalent connections has remained near 1% since 2009, though there was a spike in 2015. Once the remaining developable vacant land is consumed (3-5 years), this growth rate is anticipated to fall to near zero. Nonetheless, significant redevelopment projects (e.g., Love Street, Suni Sands, etc) or a systematic effort to sewer the remainder of the District could extend this pattern for several additional years.
2. **Revenue from New Development (Plant and Line Charges)** – is anticipated to remain relatively flat for the next five years based on the rate at which new developer agreements have been executed and based on the development/redevelopment discussion above.
3. **Revenue from Neighborhood Sewering Assessments** – Significant neighborhood sewerage projects have been ongoing for over 20 years, so the earliest sewerage assessment are coming off the non *ad valorem* tax rolls. Jupiter Inlet Colony paid their sewer assessment in full as a lump sum payment FY2018 – see discussion below regarding a new deep injection well.
4. **Service Availability Standby (SAS) Revenue** – projected to continue a slow, gradual decline, which has been occurring as our service area is nearing built-out conditions.
5. **IQ Water Revenue** – is expected to increase proportionate to CCI (Construction Cost Index) per our existing contracts. Presently, CCI is projected to increase around 3% per year.
6. **Miscellaneous Revenues** – these relatively small revenues (~\$200k) derived from cell tower lease, estoppel, sale of surplus equipment, etc, are expected to remain relatively stable.

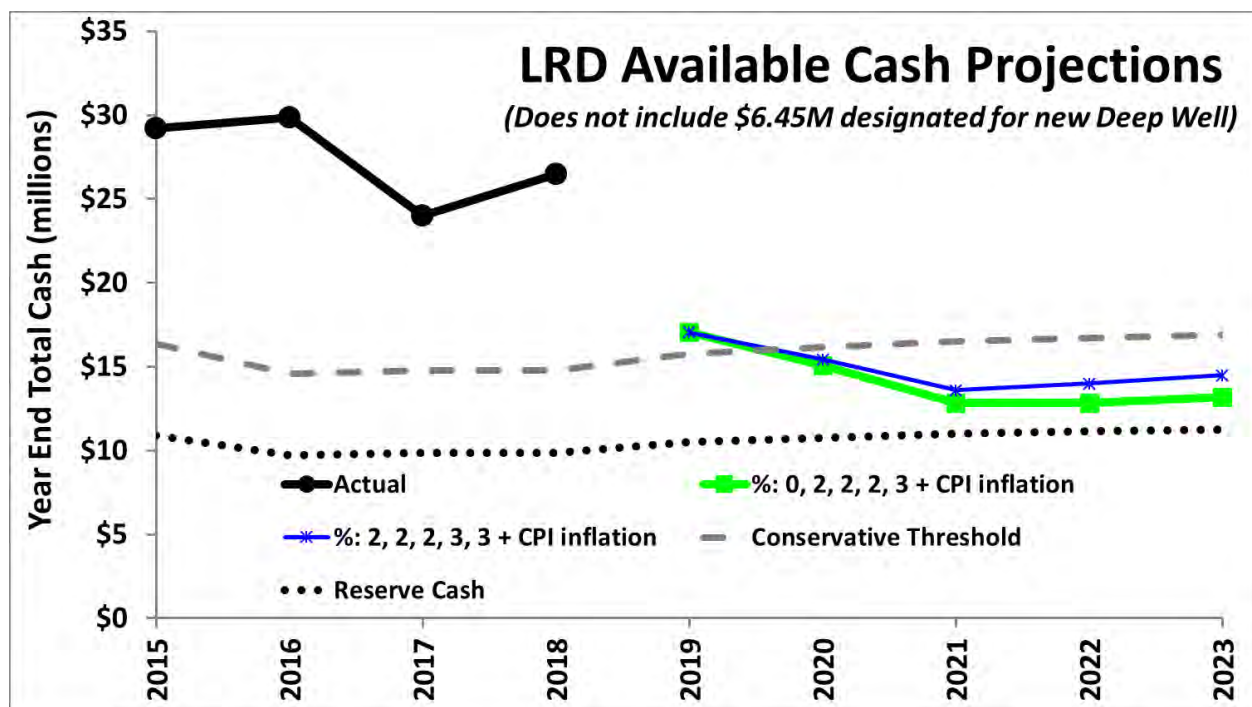


7. **Investments** – are expected to earn an interest rate of 2% in 2019 and beyond. Based on recent reports, your staff are not confident revising the long-term interest rate outlook.
8. **Operating Expenses** – The District’s actual operating expenses increased by 2.1% from FY2017 to FY2018. During this same period, the U.S. Dept. of Labor Statistics’ Water and Sewerage Maintenance Index (WSMI) increased 3.6%. Presently, the WSMI is at 3.7%. Your staff continue working to improve efficiencies and expect to outperform the WSMI. Annual operating expenses are assumed to scale with inflation (CPI-U), which is projected to be around 2-2.5%.
9. **I.Q. Expenses** – Beginning in 2020, I.Q. operating expenses could be increased by approximately \$750,000 if we have to pay market rate for Seacoast’s I.Q. water once the Seacoast/MacArthur Agreement expires (expiration date is April, 2020). This cost is included in the Rate Study, and we are actively exploring alternative water supply projects and other options by which this volume of water could be acquired more cost effectively on a long-term basis.
10. **Neighborhood Sewering Expenses** – Construction of gravity sewers in Whispering Trails and low pressure sewers in Imperial Woods are ongoing and low pressure sewer construction is anticipated to begin in the coming months in New Palm Beach Heights. Expenditures on these projects will be approximately \$5 million this year. Excluding private roads, neighborhood sewerage east of I-95 should practically be completed in 2020!
11. **Capital Collection & Transmission System Expenses** – The largest single project is construction of a new wastewater force main that crosses the Loxahatchee River adjacent to the railroad bridge. The portion of the new force main hanging on the bridge has been completed, and we are currently preparing to bore under the railroad tracks to connect the new force main to the existing force main (approximately \$1.2 million). Staff are working with Palm Beach County Schools to extend a wastewater force main to Jupiter Farms Elementary so they can decommission their failing package plant. Improvements to our >200 wastewater pumping stations are also planned. Over the next four to 5 years, staff have systematic plans to install communication equipment at all of our lift stations (~\$1.25 million), fall protection at all of our lift stations (~\$1 million), permanent generator installations at our most critical lift stations (~700k), and major upgrades to the collection and transmission system to connect northern portions of the Tequesta peninsula with lift station 165 (Island Way west of the Loxahatchee River). These major investments in our assets are squarely in line with our recent strategic planning priorities.
12. **Renewal & Replacement Collection & Transmission System Expenses** – Over the next 5 years staff will continue our ongoing efforts to rehabilitate (i.e., install structural liners) our most degraded gravity sewer systems. Present engineering estimates suggest an average of \$550,000 per year will be needed over the next 5 years to avoid system impairment. Additional significant funds are budgeted to convert Lift Station 82 (US1 & Indiantown Rd) to a submersible pump station, and systematically rehabilitate our >200 wastewater pumping stations (estimated at \$250,000 per year).
13. **Capital Treatment & Disposal System Expenses** – After completion of upgrades associated with our deep bed filters, we have allocated approximately \$600k per year over the next 5 years is to continue to provide new features/components within our wastewater treatment facility. These features include installation of a new press in the biosolids building, installation of aeration basin covers, moderate upgrades to odor control facilities, and improved remote (electronic) monitoring throughout the facility.
14. **Renewal & Replacement Treatment & Disposal System Expenses** – Planned rehabilitation of key components throughout our wastewater treatment facility (e.g., electrical systems, pumps, motors, blowers) are estimated to cost approximately \$1.7 million per year over the next 5 years.
15. **New Deep Injection Well or Aquifer Storage and Recovery (ASR) Well** - In accordance with Kara’s monthly financial reports, we have designated \$6.45 million towards a new deep injection well or ASR well. Since the 2013 Rate Study, we have ‘set aside’ \$250,000 per year towards the

construction of a new deep well. During FY2018 we designated the \$5.2 million assessment payment from Jupiter Inlet Colony for our deep well (see pie chart on page 2 of Kara's monthly financial report). Similarly, the rate study includes a \$5.2 million 'cost' under deep well, which prevents the money we have designated for the deep well from showing up as available cash. While this money remains in our enterprise account, the Year End Total Cash from the Rate Study does not include the funds 'set aside' for the Deep Well. The Deep Well funds accumulate in the New Deep Well \$ Available column of the Rate Study.

16. **River Center** – Presently, the Rate Study does not include major new funding for the River Center. Depending on the outcome of the River Center Re-Envisioning Workshop, we will revise the Rate Study to accommodate any anticipated expenses.
17. **New Combined Operations & Administration Building** – staff have been discussing the potential of constructing a new combined Operations and Administration building including a new board room. At this time, we have not included funds for this potential project.
18. **Bonds** – All of our bond debt has been retired, and no additional debt is projected at this time.

Given the various assumptions in the Rate Study Model, the chart below shows our projected year end available cash through 2023. Actual values are shown for the period 2015 through 2018. Adjusted budget values (i.e., staff's best estimate of what will actually be spent in FY2019) are shown for 2019, and model projections are shown through 2023. Of course, the further into the future we look the greater our uncertainty. Last year the Board left our rates unchanged (0% increase for 2018) and set annual rate increases of 2% from 2019 through 2021. The chart below projects our Year End Cash position given all the assumptions in the Rate Study Model.



Your staff takes pride in providing excellent service and value to our rate payers. We understand your desire to operate as efficiently as possible, but we also recognize the expectation to provide award-winning service. We look forward to discussing this rate study with you, and better understanding your preferred direction as we work to serve our customers.

No action is necessary this month. We will return to your March meeting with a suggested path forward.

Thank you, and please feel free to call me if you have any questions.



# 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 <sup>st</sup> St N Gravity	11	Notified Owners – January 2013 Notice of Intent to Assess – October 2018	2018	2018
20	New Palm Beach Heights	35	Notified Owners – January 2016 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
	17211 Bush Rd	1	Gravity line connection availability found - December 2018 Notified to Connect – December 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 <sup>st</sup> 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 <sup>th</sup> Place, 66 <sup>th</sup> Terrace, 66 <sup>th</sup> Way	21	Notified Owners – Aug 2010 *Private Roads Notice of Intent to Assess – February 2015	2014	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 Grant Authorized Construction Award – February 2019	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.

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February 14, 2019

**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 KAJEEJIT

Loxahatchee River Environmental Control District  
D. Albrey Arrington, Exec. Dir. and Board Members (sent by email to DHenderson)  
2500 Jupiter Park Drive  
Jupiter, FL 33458

**RE: PENDING LITIGATION STATUS REPORT**

Dear Dr. Arrington and Board Members:

We are enclosing herewith a brief status report relating to the litigation in which the Loxahatchee River Environmental Control District is involved with our law firm as the attorney of record. 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,

***CURTIS L. SHENKMAN***

CURTIS L. SHENKMAN

Attachments

cc: Timothy W. Gaskill, Esquire  
Karen Boyden, paralegal

## **OTHER LITIGATION**

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

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

**COMMENCEMENT:** Service of Summons/Petition

**COMMENTS:** Action foreclosing mortgage– LRD 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- 1/18/19	No sale reflected in public records to date, continue to monitor; Order entered in Probate declaring property to be homestead property
1/19/19- 2/14/19	No change in status

**LIEN FORECLOSURES**

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**NONE**

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**MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS**

**NONE**



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www.kelleykronenberg.com

February 14, 2019

Dr. Albrey Arrington  
Executive Director  
Loxahatchee River District  
2500 Jupiter Park Drive  
Jupiter, Florida 33458

Re: Turtle Creek Village v. Loxahatchee River District

Dr. Arrington,

As you know, we represent Loxahatchee River District (“LRD”) in the lawsuit brought by Turtle Creek Village against both LRD and Giannetti Contracting Corp. (“Giannetti”). As you know, LRD hired Giannetti to perform the work at issue in the lawsuit. We have demanded that Giannetti agree to its contractual obligations and to defend, indemnify, and hold LRD harmless. To date, Giannetti’s insurer as agreed to the concept of defending LRD, but it has not agreed to indemnify and hold LRD harmless. Further, Giannetti’s insurer has only been willing to defend LRD with the same attorney representing Giannetti, which amounts to a conflict of interest. On February 5, 2019, we issued a demand to Giannetti’s insurer and its attorney to defend, indemnify, and hold LRD harmless. We gave them ten (10) days to agree, and if they do not agree by the close of business tomorrow, we will initiate the process to file a cross-claim against Giannetti.

Based on our discussions with you and your staff, we understand that time is of the essence. It is our intention, should all the parties agree, to push for early mediation on this matter and try to expedite discovery.

We will update you as this matter progresses.

Very truly yours,

**David S. Henry**

David S. Henry



## MEMORANDUM

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

**COPY:** Kris Dean / Loxahatchee River District  
Tony Campbell / Loxahatchee River District

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

**DATE:** February 12, 2019

**FILE:** 42009-029.3.1.3

**SUBJECT:** Loxahatchee River District  
Engineer's Monthly Status Report through January 31, 2019

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.

- Approval of a task order to renew the injection well operating permit was will be initiated in January 2019. Plans are to submit the permit renewal by end of March.
- The WWTF continues to operate within permit conditions.
- LRD staff and Hazen personnel continue to communicate to discuss plant operations on an as needed basis. The wastewater treatment process is performing 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:

- 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 99% of the Punch-list items have been completed as of January 31, 2018.
- The Contractor (i.e., Kirlin) is 81 calendar days past Final Completion as of January 31, 2018.

- The Contractor is working on completing the final punch-list items with completion anticipated by the end of January 2019. All punch-list items for the Deep Bed Filters, Pump Station No. 1, Parshall Flume, and Electrical Buildings have been completed with the exception of the following:
  - Final Warranty Submittals
  - Correction of an issue with the level sensors at the Deep Bed Filters
- A meeting to discuss a final closeout change order for the project will be held in February.
- The filter sampling program to determine the effectiveness of removal of contaminants of emerging concern (CECs) and cryptosporidium/giardia filter sampling program is ongoing and is currently in the eighth month of the nine-month sampling program.

**Wastewater Treatment Plant Operating Permit Renewal** – Several conversations and meetings took place during December 2018 to finalize permit language. The permit was issued by FDEP on January 10, 2019. This project has been completed.

**BioWin™ Process Model Development and Training** – Collection of test data has been finalized and model setup has commenced. 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 late February and March 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.



## ***Loxahatchee River Environmental Control District Monthly Status Report February 14, 2019***

***Submitted To: Kris Dean, P.E, Deputy Executive Director/Director of Engineering***

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The following is a summary of work performed by Mathews Consulting (MC), a Baxter and Woodman Company, on District projects for the monthly period ending February 14, 2019.

### Alternate A1A 16-Inch Force Main Extension

All parties participated in the pre-construction meeting on Thursday, January 17, 2019. The Contractor has begun preparing and submitting shop drawings. MC is in the process of reviewing all Contractor submitted shop drawings. MC has been coordinating with the Contractor and the Town of Jupiter regarding the impacts to the landscaping on the west side of the Alternate A1A Bridge. MC has also been coordinating with applicable permitting agencies prior to the commencement of the field work activities.

### Master Lift Station No. 1 Rehabilitation

Construction work is proceeding at the project site. The ongoing work at the site includes the installation of yard piping, electrical rough-in and construction of the generator slab. MC continued to coordinate with the Contractor and the District to finalize the proposed temporary bypass pumping plan.

### Whispering Trails Gravity Sewer System

Below is a summary of the ongoing construction activities for the project:

- Lift Station Wet Well and Collection MH 14 installed
- Sewer Pipe and MHs installed from Lift Station to MH #3 (DWG. C-5) on Woodlake Road
- Gravity Sewer System installation ongoing along Wood Lake Road loop
- RPR and Superintendent coordinating final sewer lateral locations 1-2 weeks in front of the mainline sewer pipe crew
- PBC Building Department Permit for Lift Station obtained this week
- Meeting scheduled for next week with Palm Beach County Road & Bridge Department to facilitate Inter-local Agreement to pay Giannetti for existing County Drainage Repairs
- 2nd Mainline Pipe Crew scheduled to start the project on Friday, February 22<sup>nd</sup> to mitigate potential schedule slippage



#### Jupiter Farms Elementary Sanitary Sewer System

Below is a summary of the ongoing activities for the project:

- School District is scheduled to approve an amendment to the Interlocal Agreement to increase the cost for reimbursement to LRD based on the bid price of the awarded Contract at the February 20, 2019 School District board meeting.
- LRD is scheduled to approve the amendment to the Interlocal Agreement at the District's board meeting on February 21, 2019.
- Contractor Notice-to-Proceed (NTP) and preliminary construction schedule to be coordinated following these approvals.

#### Olympus Drive Force Main Replacement Survey

MC prepared and submitted the FINAL survey, including all subsurface utility locate information, to the District on February 12, 2019.

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 1st Quarter Report will be presented at the  
April 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



# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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

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



To: Governing Board  
From: Kara Peterson, Director of Finance and Administration  
Date: February 14, 2019  
Subject: Monthly Financial Report

## Cash and Investments

**Balances as of January 31, 2019**

### **Certificates of Deposit:**

<b>Institution</b>	<b>Original Term</b>	<b>Maturity</b>	<b>Rate</b>	<b>Book Value</b>	<b>Monthly Interest Earned</b>	<b>Market Value</b>
US Bank	6 Months	01/30/19	2.29%	\$ 1,000,000	\$ 1,750	\$ 1,011,450
US Bank	9 Months	02/24/19	2.26%	2,000,000	3,892	2,031,422
Bank United	7 Months	03/27/19	2.28%	1,500,000	2,928	1,514,769
TD Bank	5 Years	04/29/19	1.88%	1,500,000	2,615	1,640,357
Bank United	10 Months	06/27/19	2.34%	1,500,000	3,005	1,515,159
US Bank	1 Year	07/30/19	2.45%	1,500,000	3,154	1,518,724
TD Bank	5 Years	09/22/19	2.09%	2,000,000	3,882	2,190,712
US Bank	18 Months	05/01/20	3.00%	1,507,875	3,858	1,518,105
Bank United	18 Months	06/04/20	2.88%	1,500,000	3,676	1,506,517
<b>Subtotal</b>				<b>\$14,007,875</b>	<b>\$ 28,760</b>	<b>\$14,447,215</b>

### **Money Market Accounts:**

FL Community Bank - Public Demand	2.27%	\$ 22,963	\$ 12,039,643
TD Bank - NOW	2.27%	12,216	6,404,862
<b>Subtotal</b>		<b>\$ 35,179</b>	<b>\$18,444,505</b>

### **Checking Account:**

SunTrust-Hybrid Business Account	0.50%	\$ -	\$ 4,586,647
<b>Subtotal</b>		<b>\$ -</b>	<b>\$ 4,586,647</b>
<b>Total</b>		<b>\$ 63,939</b>	<b>\$37,478,367</b>

Average weighted rate of return on investments is: 2.09%

As of 1/31/19:

3 month Short Term Bond: 2.41%

1 month Federal Fund Rate: 2.50%

Cash position for January 2018 was \$29,774,007. Current Cash position is **up** by \$7,704,360.

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

The chart displays the Cash Position in Millions for the years 2015, 2016, 2017, 2018, and 2019. The Y-axis ranges from \$0 to \$40 in increments of \$4. The X-axis shows the years. For each year from 2015 to 2018, there are multiple bars representing different data series. The 2019 data is partially shown with a single bar.

Year	Series 1	Series 2	Series 3	Series 4	Series 5	Series 6	Series 7	Series 8	Series 9	Series 10	Series 11	Series 12	Series 13	Series 14	Series 15	Series 16	Series 17	Series 18	Series 19	Series 20	Series 21	Series 22	Series 23	Series 24	Series 25	Series 26	Series 27	Series 28	Series 29	Series 30	Series 31	Series 32	Series 33	Series 34	Series 35	Series 36	Series 37	Series 38	Series 39	Series 40																																																																																																																																																																																																																																																																																																							
2015	\$27.5	\$28.5	\$29.0	\$30.0	\$29.5	\$30.5	\$31.0	\$30.0	\$31.5	\$32.0	\$31.0	\$32.5	\$33.0	\$32.0	\$33.5	\$34.0	\$33.0	\$34.5	\$35.0	\$34.0	\$35.5	\$36.0	\$35.0	\$36.5	\$37.0	\$36.0	\$37.5	\$38.0	\$37.0	\$38.5	\$39.0	\$38.0	\$39.5	\$40.0	\$39.0	\$40.5	\$41.0	\$40.0	\$41.5	\$42.0	\$41.0	\$42.5	\$43.0	\$42.0	\$43.5	\$44.0	\$43.0	\$44.5	\$45.0	\$44.0	\$45.5	\$46.0	\$45.0	\$46.5	\$47.0	\$46.0	\$47.5	\$48.0	\$47.0	\$48.5	\$49.0	\$48.0	\$49.5	\$50.0	\$49.0	\$50.5	\$51.0	\$50.0	\$51.5	\$52.0	\$51.0	\$52.5	\$53.0	\$52.0	\$53.5	\$54.0	\$53.0	\$54.5	\$55.0	\$54.0	\$55.5	\$56.0	\$55.0	\$56.5	\$57.0	\$56.0	\$57.5	\$58.0	\$57.0	\$58.5	\$59.0	\$58.0	\$59.5	\$60.0	\$59.0	\$60.5	\$61.0	\$60.0	\$61.5	\$62.0	\$61.0	\$62.5	\$63.0	\$62.0	\$63.5	\$64.0	\$63.0	\$64.5	\$65.0	\$64.0	\$65.5	\$66.0	\$65.0	\$66.5	\$67.0	\$66.0	\$67.5	\$68.0	\$67.0	\$68.5	\$69.0	\$68.0	\$69.5	\$70.0	\$69.0	\$70.5	\$71.0	\$70.0	\$71.5	\$72.0	\$71.0	\$72.5	\$73.0	\$72.0	\$73.5	\$74.0	\$73.0	\$74.5	\$75.0	\$74.0	\$75.5	\$76.0	\$75.0	\$76.5	\$77.0	\$76.0	\$77.5	\$78.0	\$77.0	\$78.5	\$79.0	\$78.0	\$79.5	\$80.0	\$79.0	\$80.5	\$81.0	\$80.0	\$81.5	\$82.0	\$81.0	\$82.5	\$83.0	\$82.0	\$83.5	\$84.0	\$83.0	\$84.5	\$85.0	\$84.0	\$85.5	\$86.0	\$85.0	\$86.5	\$87.0	\$86.0	\$87.5	\$88.0	\$87.0	\$88.5	\$89.0	\$88.0	\$89.5	\$90.0	\$89.0	\$90.5	\$91.0	\$90.0	\$91.5	\$92.0	\$91.0	\$92.5	\$93.0	\$92.0	\$93.5	\$94.0	\$93.0	\$94.5	\$95.0	\$94.0	\$95.5	\$96.0	\$95.0	\$96.5	\$97.0	\$96.0	\$97.5	\$98.0	\$97.0	\$98.5	\$99.0	\$98.0	\$99.5	\$100.0	\$99.0	\$100.5	\$101.0	\$100.0	\$101.5	\$102.0	\$101.0	\$102.5	\$103.0	\$102.0	\$103.5	\$104.0	\$103.0	\$104.5	\$105.0	\$104.0	\$105.5	\$106.0	\$105.0	\$106.5	\$107.0	\$106.0	\$107.5	\$108.0	\$107.0	\$108.5	\$109.0	\$108.0	\$109.5	\$110.0	\$109.0	\$110.5	\$111.0	\$110.0	\$111.5	\$112.0	\$111.0	\$112.5	\$113.0	\$112.0	\$113.5	\$114.0	\$113.0	\$114.5	\$115.0	\$114.0	\$115.5	\$116.0	\$115.0	\$116.5	\$117.0	\$116.0	\$117.5	\$118.0	\$117.0	\$118.5	\$119.0	\$118.0	\$119.5	\$120.0	\$119.0	\$120.5	\$121.0	\$120.0	\$121.5	\$122.0	\$121.0	\$122.5	\$123.0	\$122.0	\$123.5	\$124.0	\$123.0	\$124.5	\$125.0	\$124.0	\$125.5	\$126.0	\$125.0	\$126.5	\$127.0	\$126.0	\$127.5	\$128.0	\$127.0	\$128.5	\$129.0	\$128.0	\$129.5	\$130.0	\$129.0	\$130.5	\$131.0	\$130.0	\$131.5	\$132.0	\$131.0	\$132.5	\$133.0	\$132.0	\$133.5	\$134.0	\$133.0	\$134.5	\$135.0	\$134.0	\$135.5	\$136.0	\$135.0	\$136.5	\$137.0	\$136.0	\$137.5	\$138.0	\$137.0	\$138.5	\$139.0	\$138.0	\$139.5	\$140.0	\$139.0

Designation	Amount	Percentage
Undesignated	\$21,075,877	56%
Designated for R&R	\$6,016,480	16%
Designated for Deep Well	\$6,450,000	17%
Designated for Operating Expenses	\$3,936,010	11%

- Legal fees billed for the month of January totaled \$15,910. The fiscal year-to-date total is \$37,310.
- There was no Septage billing for the month of January.
- Developer's Agreement – No new Developer agreements were entered into in January.
- I.Q. Water Agreements – Charleston Ct. West is past due for January.
- Estoppel fees collected in January totaled \$5,775. The fiscal year-to-date total is \$27,100.

## Summary of Budget vs. Actual

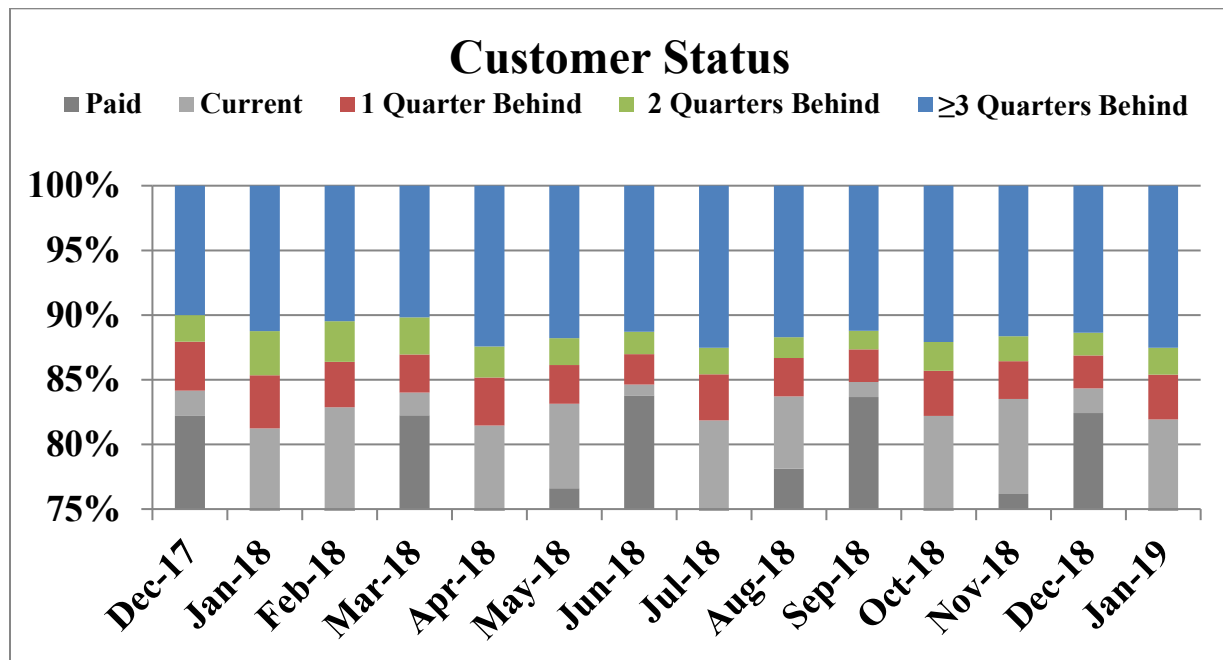
<i>Budget Benchmark</i> 33.00%	<b>Actual January</b>	<b>Actual YTD</b>	<b>Budget FY 18</b>	<b>Favorable (Unfavorable)</b>	<b>Budget Expended</b>
<b>Revenues</b>					
<b>Operating Revenues</b>					
Regional Sewer Service	\$1,395,000	\$5,571,191	\$ 17,067,530	\$ (11,496,339)	32.64%
Standby Sewer Service	7,561	30,447	157,550	(127,103)	19.33%
IQ Water Charges	198,099	792,395	2,264,000	(1,471,605)	35.00%
Admin. and Engineering Fees	1,512	15,778	48,865	(33,087)	32.29%
Other Revenue	55,862	153,578	183,000	(29,422)	83.92%
<b>Subtotal Operating Revenues</b>	<b>1,658,034</b>	<b>6,563,389</b>	<b>19,720,945</b>	<b>(13,157,556)</b>	<b>33.28%</b>
<b>Capital Revenues</b>					
Assessments	55,123	711,383	824,000	(112,617)	86.33%
Line Charges	7,199	78,463	232,575	(154,112)	33.74%
Plant Charges	33,920	201,491	1,402,600	(1,201,109)	14.37%
Capital Contributions			917,000	(917,000)	0.00%
<b>Subtotal Capital Revenues</b>	<b>96,242</b>	<b>991,337</b>	<b>3,376,175</b>	<b>(2,384,838)</b>	<b>29.36%</b>
<b>Other Revenues</b>					
Grants	18,652	20,813		20,813	100.00%
Interest Income	86,237	752,089	1,217,500	(465,411)	61.77%
<b>Subtotal Other Revenues</b>	<b>104,889</b>	<b>772,902</b>	<b>1,217,500</b>	<b>(444,598)</b>	<b>63.48%</b>
<b>Total Revenues</b>	<b>\$ 1,859,165</b>	<b>\$ 8,327,628</b>	<b>\$ 24,314,620</b>	<b>\$ (15,986,992)</b>	<b>34.25%</b>
<b>Expenses</b>					
Salaries and Wages	\$394,643	\$1,489,740	\$ 5,687,700	\$ 4,197,960	26.19%
Payroll Taxes	30,090	109,052	416,500	307,448	26.18%
Retirement Contributions	74,897	226,117	710,900	484,783	31.81%
Employee Health Insurance	72,497	361,026	1,339,800	978,774	26.95%
Workers Compensation Insurance	7,960	31,842	114,600	82,758	27.79%
General Insurance	26,084	122,506	346,716	224,210	35.33%
Supplies and Expenses	84,709	317,369	1,138,160	820,791	27.88%
Utilities	184,797	408,352	1,409,350	1,000,998	28.97%
Chemicals	36,959	183,079	672,570	489,491	27.22%
Repairs and Maintenance	95,426	684,941	1,830,615	1,145,674	37.42%
Outside Services	123,321	499,557	1,852,110	1,352,553	26.97%
Contingency			225,000	225,000	0.00%
<b>Subtotal Operating Expenses</b>	<b>1,131,383</b>	<b>4,433,581</b>	<b>15,744,021</b>	<b>11,310,440</b>	<b>28.16%</b>
<b>Capital</b>					
Capital Improvements	39,408	1,599,283	11,088,500	9,489,217	14.42%
Renewal and Replacement	526,987	1,177,829	7,278,500	6,100,671	16.18%
Contingency			225,000	225,000	0.00%
<b>Subtotal Capital</b>	<b>566,395</b>	<b>2,777,112</b>	<b>18,592,000</b>	<b>15,814,888</b>	<b>14.94%</b>
<b>Total Expenses</b>	<b>\$ 1,697,778</b>	<b>\$ 7,210,693</b>	<b>\$ 34,336,021</b>	<b>\$ 27,125,328</b>	<b>21.00%</b>
<b>Excess Revenues</b>					
<b>Over (Under) Expenses</b>	<b>\$ 161,387</b>	<b>\$ 1,116,935</b>	<b>\$ (10,021,401)</b>	<b>\$ 11,138,336</b>	

## Pending/Threatened Litigation

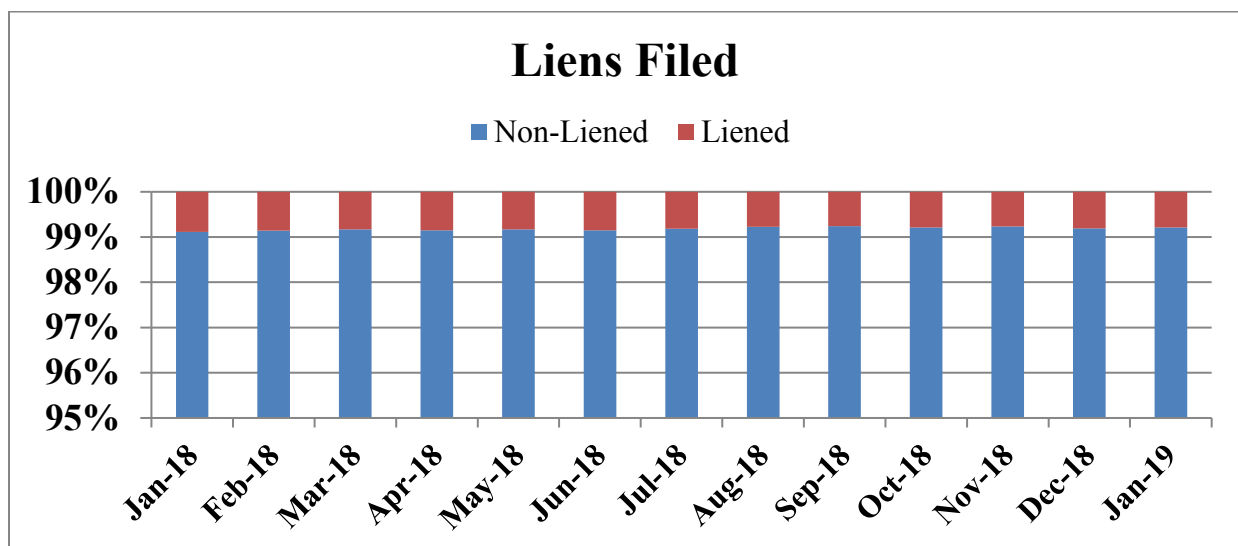
- Turtle Creek Substation 2 & 3 – Currently being handled through the District's General Liability Insurance provider, PRIA. PRIA has assigned the firm of Kelley Kronenberg to represent the District.

## Accounts Receivable

The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 82% billing.



The District serves approximately 32,000 customers. Currently, the District has 256 liens filed which represent approximately 1% of our customers.



# Loxahatchee River District

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

## MEMORANDUM

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

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

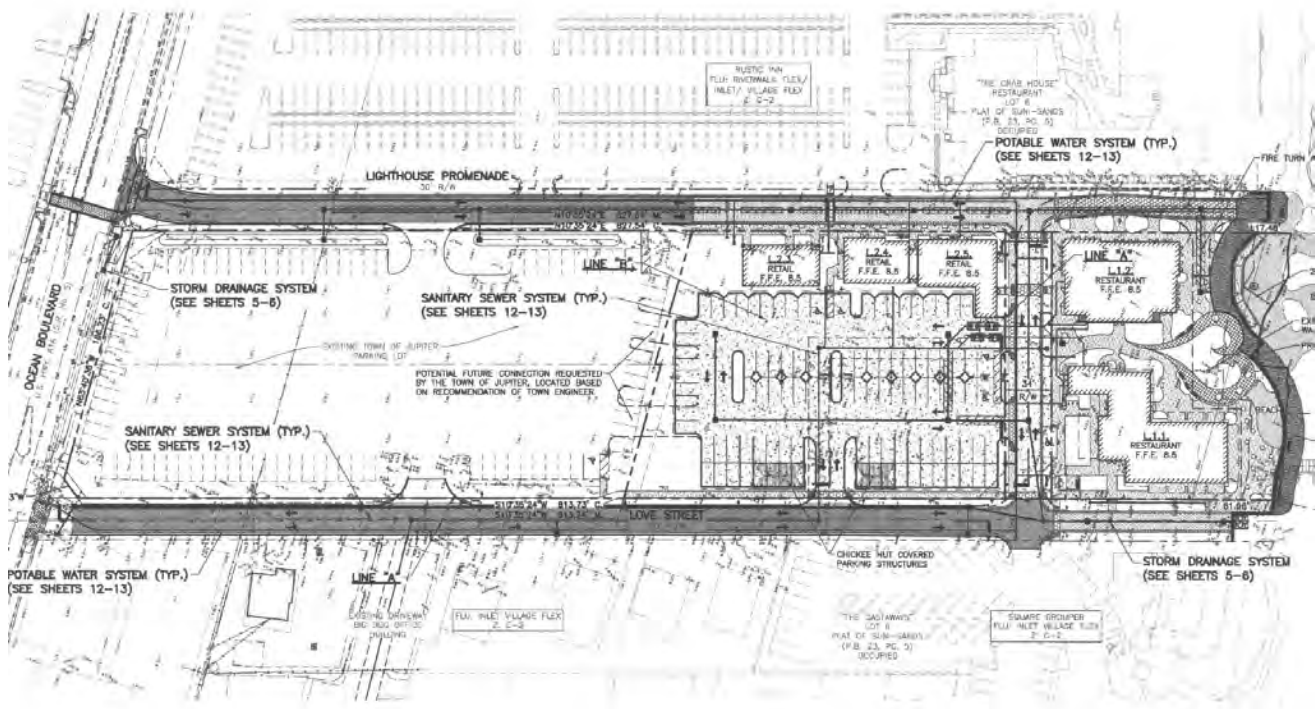
DATE: February 14, 2019

SUBJECT: Engineering Services Report - February 2019 Board Meeting

## PROJECT HIGHLIGHTS

### Love Street

Construction of the Love Street developers project kicked off in November with a preconstruction meeting hosted by the Town of Jupiter. Staff are currently reviewing submittals for materials to be used on the sanitary sewer infrastructure.



Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

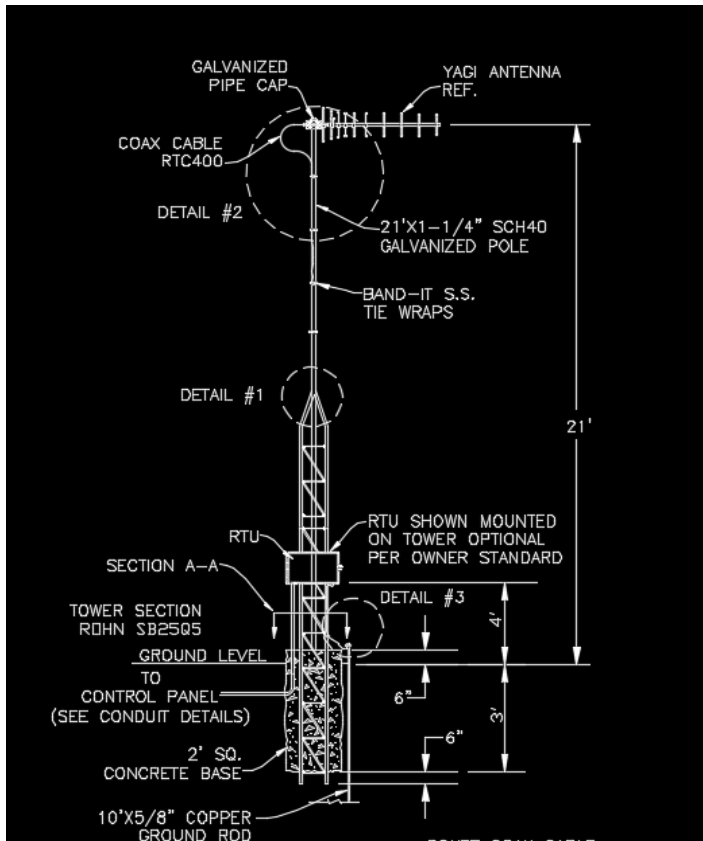
James D. Snyder  
Chairman

Dr. Matt H. Rostock  
Board Member

Harvey M. Silverman  
Board Member



## Radio Telemetry System Rehabilitation



This month on Tab 5D you will find a recommendation to award a contract for the second and final phase of our existing radio telemetry system rehabilitation. At left is a detail showing a complete field unit located at numerous lift stations and all of our IQ metering stations.

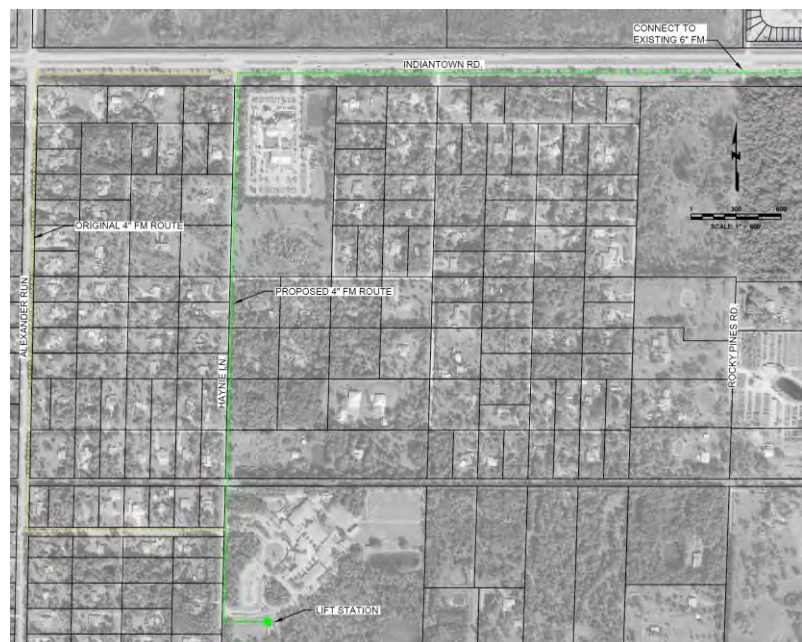
After the initial rehabilitation phase completed we saw marked improvement in the overall system communication but still had 16 stations that, when online, caused us to exceed the maximum polling time and 4 stations that would push us beyond the maximum polling time if put into fast poll mode (refresh station data at an increased rate on VTSCADA). We are hopeful that upon completion of this final phase that we will be able to continually monitor all stations and remain below the maximum polling time.

Note, the above does not imply we lost total communication with these stations, only that communication had degraded to a point that the time needed to transfer data had exceeded the maximum allowable based on available memory.

## Jupiter Farms Elementary Force Main

Also this month, Tab 5B and 6F, Jupiter Farms Elementary Force Main will connect to our existing system at Jupiter/Palm Beach Motor Coach Resort and extend along Indiantown Rd to Haynie Lane, then south on Haynie Lane to Jupiter Farms Elementary.

When put into service the package wastewater plant at the Jupiter Farms Elementary will be placed out of service and demolished.





*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. Final design and permitting are scheduled for March with construction following in May.

*LS065:* Lateral lining following the main lining performed in summer 2018 is scheduled for this year. We have a schedule from the lateral lining contractor to mobilize in April to complete the TV inspection followed by lining through the summer.

*Lift Station 70 Emergency Generator and Power/Control Panel:* This project provides a permanent emergency generator at lift station 70 and 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. The preconstruction meeting was held in January and the tentative schedule has the contractor mobilizing in April with completion at the end of May.

*Jupiter Ocean Racquet Club Force Main Replacement Phase 2:* Staff held a preconstruction meeting and issued the Notice to Proceed effective January 28, 2019. Staff are waiting on final submittal of materials and equipment associated with the directional bore installation before allowing the contractor to proceed. It is anticipated this will be resolved and the contractor mobilize in March.

*Radio Telemetry System:* See Tab 5D and project highlights above.

*Lift Station 114 Rehabilitation:* Station startup occurred, and the station is in service. Staff are coordinating with the contractor on final punch-list items in the field and closeout contract documents.



*Penn Park:* A PBC neighborhood repaving project. Paving has been postponed to allow the District to inspect their gravity system and perform any improvements prior to paving. The main line contractor has completed lining and is currently working on punch list items prior to completion. Once complete we will mobilize a lateral lining contractor to line all the laterals prior to the paving project.



## 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.

## Collections/Reuse



Delivery of the portable generators began this month with 3 arriving in late January. The remaining 6 are scheduled to be delivered by the end of February.

The photo at right shows a crane truck offloading the portables from a flatbed.

Periodic cleaning at the Master Lift Station is required to remove rags and grease that collect in a large floating mat on the wetwell's surface. At right staff prepare to enter and clean early Saturday morning, February 9.

As happy and excited as they look I hope they are not disappointed if one of several plans staff have to continuously remove this material before it accumulates into a mat is successful and periodic entry and manual cleaning of the wetwell is not longer required.



### **Sanitary Sewer Overflows**

There were 5 sanitary sewer overflows in the collection/transmission system for the month of January.

In one event we went back and required the contractor to put additional cones and flagging around our infrastructure to provide better protection in the work zone. Damage at this location was caused by heavy equipment moving on and around a valve box where the soil had been destabilized due to wet conditions and excavation.

In a second event a contractor was excavating in an area with what was supposed to be a low pressure connection to a force main. After excavating beyond the connection and not finding the force main it was decided the main was not where they were excavating at which time the next scoop of dirt hit a cut and cap stub out on the main resulting in a sewer overflow. This is a case of incorrect information on GIS. But it also reinstated why we should close valves on low pressure cut and caps, standard practice at this time. Had the isolation valve at the main been closed a sanitary sewer overflow likely would have been avoided.

In a third event a directional drill contractor drilled through a low pressure force main. In the end it was determined our locate was in error. We are working with staff on locate accuracy and ensuring everyone understands the importance of attention to detail in the performance of our work.

In a fourth event grease clogged an 8" main in Tequesta. We cleared the main and have put on routine inspection to ensure no further issues as well as inspected upstream grease interceptors. To date the grease has not begun to accumulate again and we have been unable to determine where the grease originated.

In the final event an ARV failed open resulting in an overflow. Debris was clogged in the internal mechanism causing it to lock open when it vented air from the main.

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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: February 11, 2019

SUBJECT: Operations Department Monthly – Report for January 2019

### Treatment Plant Division

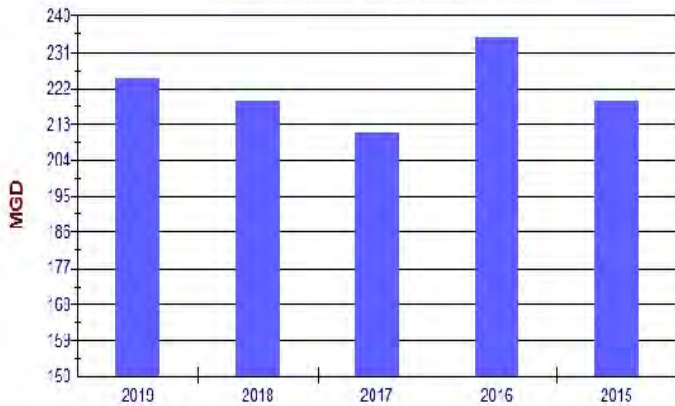
#### *Values:*

Recently the Department Directors have been tasked with improving their individual interdepartmental Dashboards. All Directors have been working diligently alongside IT Department designing and building high level key drivers for their departments. Our current IT shop has done an excellent job assisting Directors by placing their key performance indicators (KPIs) into a real-time electronic format. By analyzing our historical trends this will lead us to continuous improvement in plant and field process performance. Also, by using an effective analytical dashboard, we can drill down into various performance metrics and KPIs giving District management multiple layers of visibility to make informed strategic decisions. In addition, company-wide visibility into (KPIs) and critical information helps keep the District on-track with our company's strategic vision. I have seen firsthand the importance of multi departments collaborating to achieve a high level of excellence with this task and to continue bettering the District by creating leaner processes throughout. This is a great example of multiple Departments demonstrating our District Core Values, **Innovation, Lean and collaboration.**



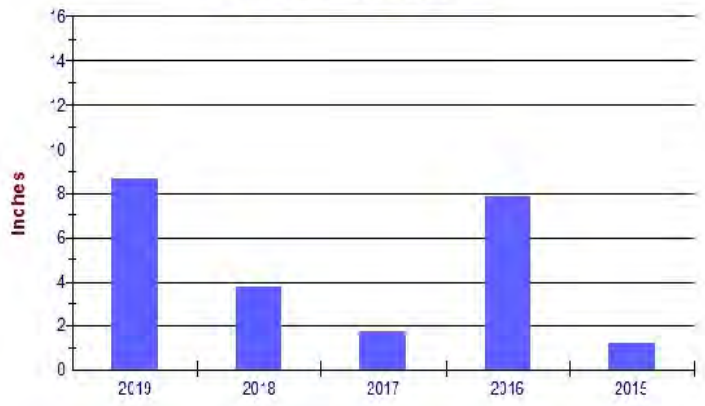
**We've had another great month of no permit exceedances.**

**Current Month Total Flow**



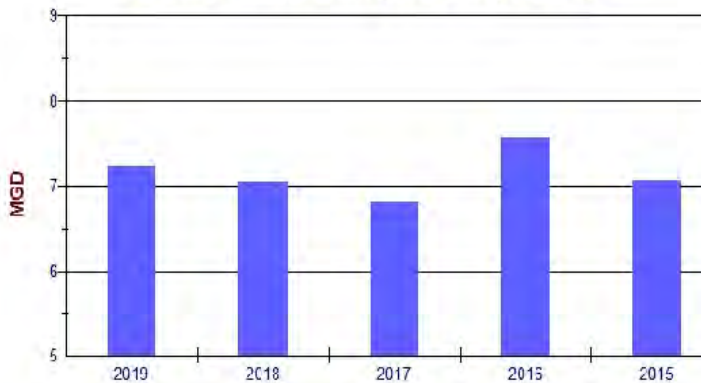
The plant total flow for the month of January was 224.40 million gallons.

**Current Month Rain Fall**



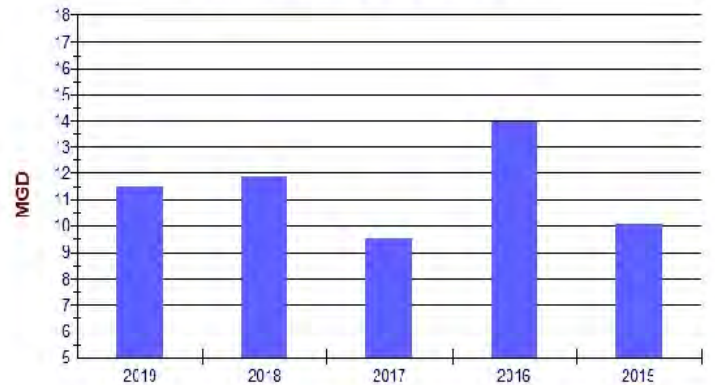
8.63 inches of rainfall was recorded at the plant site during the month of January.

**Current Month Incoming Flow Daily Average**



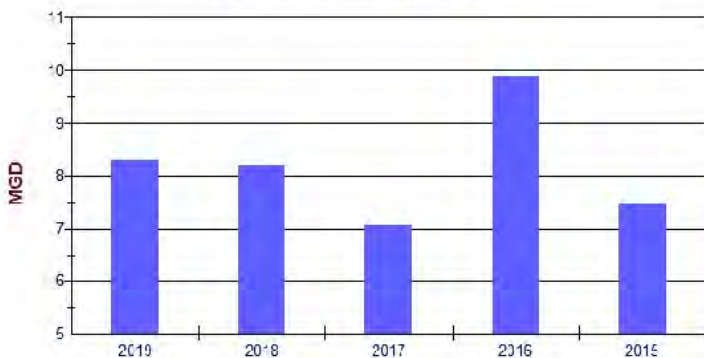
The treatment plant incoming flow for the month of January averaged 7.24 MGD compared to 7.05 MGD one year ago, for the same month.

**Current Month Peak Hour Flow**



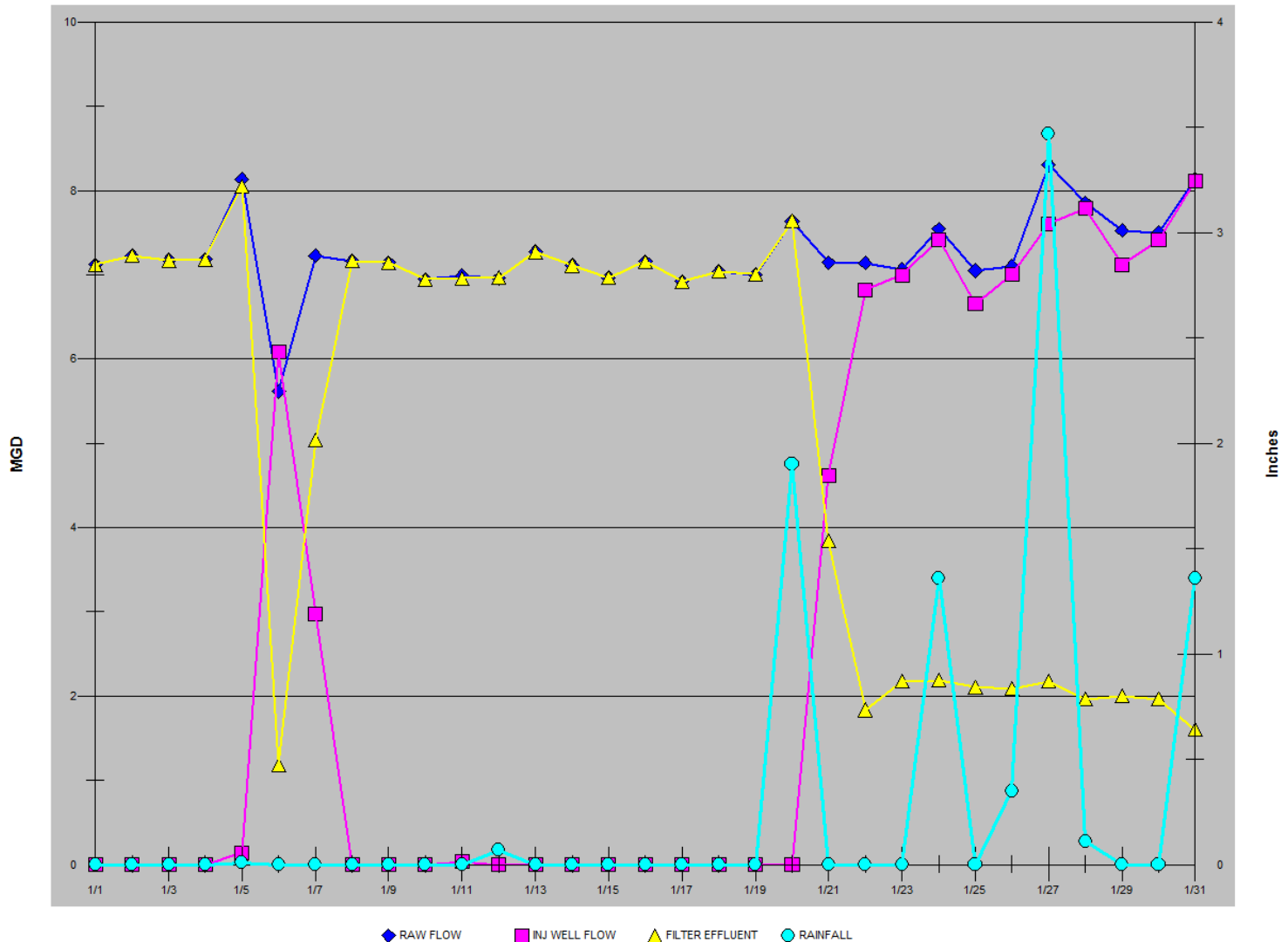
The peak hourly flow rate in January was 11.51 MG.

**Current Month Peak Flow**



The greatest single day average flow in January was 8.31 MGD.

For the month of January, the plant received 224.40 MG of influent flow of which 159.23 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 8.63 inches of rain during the month and 86.80 million gallons of blended effluent was diverted to the Injection Well. Overall, 70.96% of incoming flows were recycled for IQ use and the plant delivered 170.73 million gallons of IQ water to the Reuse customers.



Year to date, the plant recycled 70.96% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 170.73 million gallons.

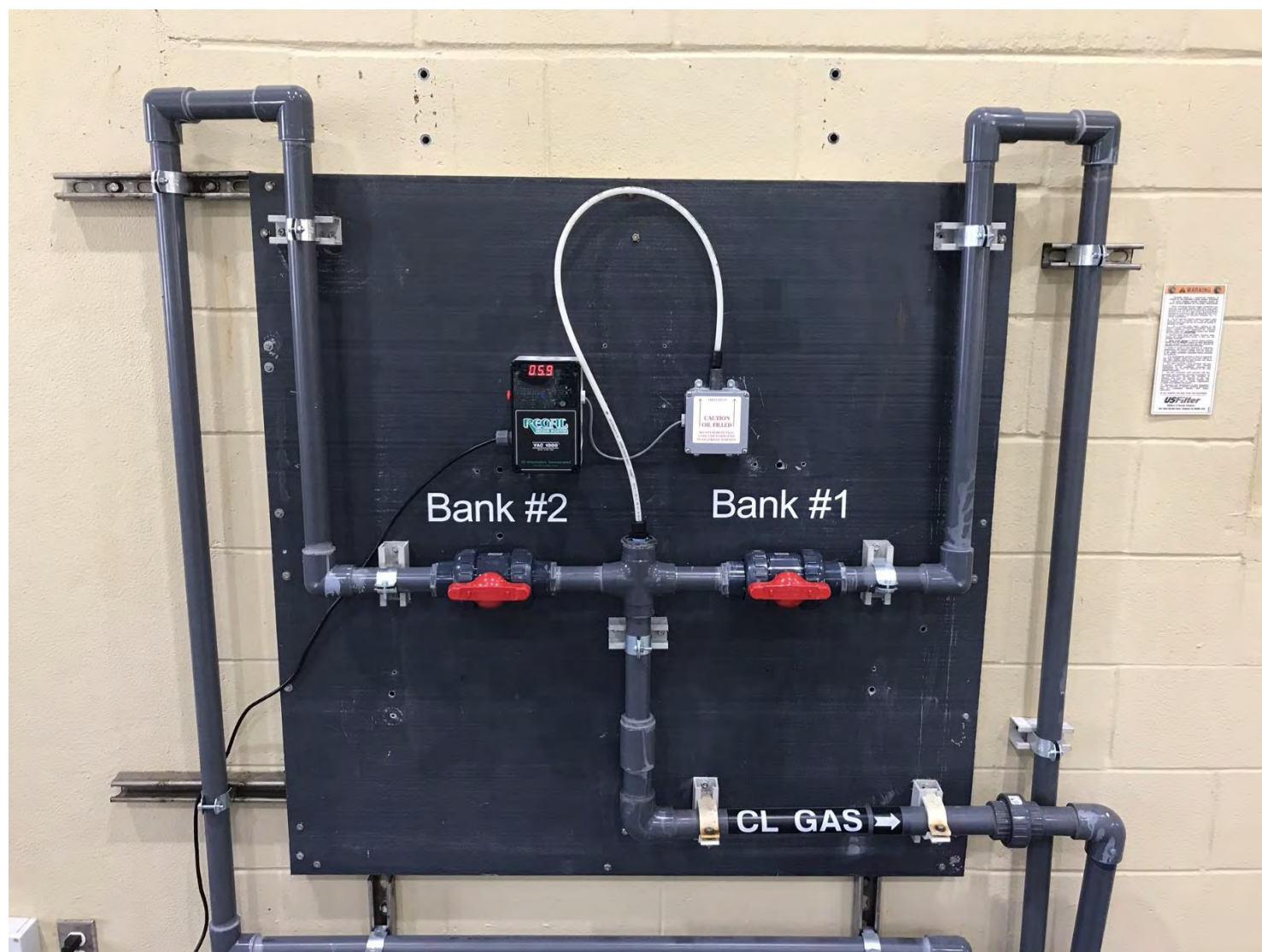
**All monthly reporting has been submitted on time.**

### Sanitary Sewer Overflows

A minor sewer overflow occurred while disassembling a transfer pump at our plant. The overflow was caused by a combination of Operator error and bad judgment by not evacuating discharge line before disassembling pump connection point. Operations is working on better planning prior to starting projects and improving communication between Operators and supervisors. This was a painful reminder to slow down and think before we act.



## Treatment Plant:



This month has been very busy in the plant with a Clarifier rehab and Aerbay cleaning. However, we also found time to complete another stage of our chlorination system upgrade by having a contractor install eight new regal chlorine regulators, regal vacuum monitor, and new valving. With these items completed nearly our entire chlorination system has now been upgraded within the last year. With the improvements of our preventative maintenance schedule this will provide many years of effective chlorination ability for the district. We're furthering our improvements by our IT department and Process Control Consultants tying-in all our upgraded equipment to SCADA allowing for multiple layers of monitoring and control.

## Maintenance Department:



Maintenance has overseen the recent rehabilitation of Clarifier #2 drive system. The vital clarifier components replaced are center column, RAS return pipe, scum box, drive motor and draft tube valves. Construction took approximately 4 days to complete and all work was done by Rebuild-it Services. We've budgeted an additional Clarifier drive to be rebuilt in this year's budget and are currently in the planning stages now.





## Safety / Compliance

Travis Bains, CSHO

### *Respiratory Training*

January was a busy month for select individuals that needed Medical Evaluations and Fit Test. These individuals comprised of operations, re-use and collections. They had a to be medically cleared, don/doff a Scott AV-2000 full face mask and pass a quantitative fit test. No easy task for some. Safety & Boot Center tested over 25 people. For the operations team it is imperative that they also be at the ready due to our storage of chlorine gas. For re-use and collections, they need to be ready for confined space and chlorine storage at Abacoa location. All of this required them to be clean shaven, physically fit, able to comprehend 1910.134, Respirator Fit Test and be willing to go into harm's way if needed. Our very own Director of Operations even volunteered for training, he has from time to time assisted and lead in the changing of the chlorine cylinders.



Training will continue as we build the platforms. We have been working with IT and HR to ensure that quality training will be presented. We are almost done and will be rolling out; new orientation training, CBT for HR, IT and Safety), live classroom training for certain task (e.g. Confined Space, Excavation Trenching & Shoring, Arc Flash). I am currently working on finishing my Train-the-Trainer Course for FRTI. First Response Training International. They are associated with Scuba Diving International, out of Stuart FL. Their First Aid, CPR, AED, along with O2 Provider and Marine Life Hazards are top-notch! They have met all the criteria to become a leader with AHA and Red-Cross. I am excited about this so I can instruct our District.

Safety Dept has begun training on the BBS system, it has been a slow process but nonetheless it is underway. We have also began introducing a JHA, we hope to start doing more training in the following weeks.

The Safety Dept. along with key personnel and Safety Committee has begun identifying Risk Assessments on Task/Scopes of Work that will need additional safety measures.

Three key elements in 2019 that will be followed up on,

1. Training, Coaching, & Mentoring
  - a. Behavioral Based Safety
  - b. Introducing new and more interactive training
  - c. New training for Supervisors
    - I. Introduced by Safety, HR and IT
2. Implementation
  - a. New and Current Safety Policies
  - b. Comprehensive, Hands on, Less CBT
  - c. Reaching out to different training agencies
3. Situational Awareness
  - a. Job Hazard Awareness and Training
  - b. 4 Q's
    - I. What am I about to do?
    - II. How could I get hurt?
    - III. What am I going to do to prevent injury?
    - IV. What do I need to do this and how will I do it safely?
  - c. Changing the mindset of Safety.

For the month of **Jan**, the District had **One** OSHA recordable injuries.  
For the month of **Jan**, the District had **One** lost time injuries to report.

*“it's not just knowing how to do your job, but remembering your training”*



# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

## MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director  
FROM: Bud Howard, Director of Information Services  
DATE: February 14, 2019  
SUBJECT: Monthly Governing Board Update for January 2018

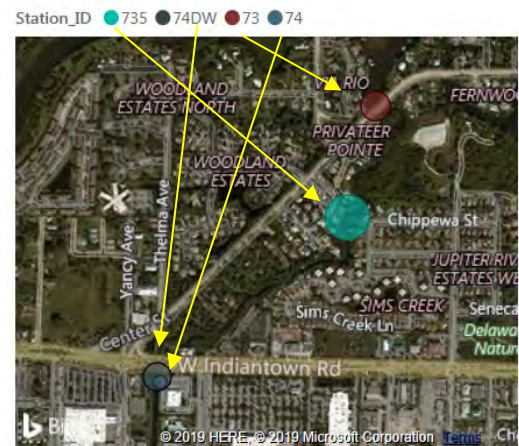
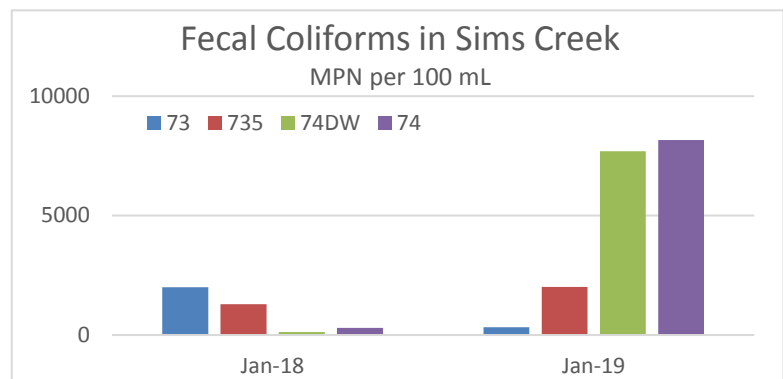
## WildPine Ecological Laboratory

### Riverkeeper Project

In January, District staff collected water quality samples (nutrients and bacteria) from 19 monitoring stations, and Town of Jupiter staff collected bacteria samples at an additional 6 stations. After a banner December of very low nutrients in the system, concentrations fared worse this month for Total Nitrogen (TN), Total Phosphorus (TP) and Chlorophyll-a (Chla) when compared to the State and Federal Numeric Nutrient Criteria (NNC) water quality standards. Bacterial conditions were about the same as last month.

Fecal coliform bacteria scored “poor” for 4 of the 25 stations (16%) based on DEP’s threshold of 800 MPN/100 mL. Sims Creek stations 74 and 74DW had the highest concentrations at over 7,000 MPN/100 mL. The drainage basin for Sims Creek extends down to Donald Ross Road, through a canal system that spills over a weir structure on the south side of Indiantown Road between Taco Bell and Walgreens. In January, fecal bacteria concentrations were highest in the canal upstream of the control structure (St. 74) and gradually declined downstream to the Center Street bridge over Sims Creek (St. 73). Interestingly, in January 2018, we had the reverse pattern of concentrations (albeit much lower counts) as indicated in the graph above.

Since we started monitoring all those sites back in mid-2017, Station 735, approximately midway down Sims Creek, has had the highest average fecal counts. There are many factors involved in these bacteria observations including time of sampling, tide stage, and spatial distribution, rainfall, etc., but these are consistently among the highest fecal counts we have historically observed in the watershed.



Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

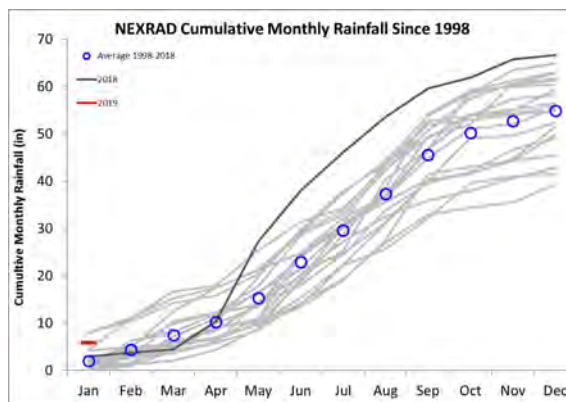
Enterococcus bacteria levels in the brackish and marine segments of the river were slightly better than last month with 47% of the stations scoring “poor”. Sims Creek also had two stations reporting the highest concentration of enterococci (4,884 MPN/100 mL) at Indiantown Road downstream of the weir (74DW) and midway down Sims Creek (St. 735).

Total Phosphorus (TP) concentrations worsened in January with 24% (6 out of 25) of the stations exceeding the NNC for each river segment. The maximum value was 0.144 mg/L at St. 107 (River’s Edge) which was sampled at end of ebb tide where the water depth was extremely low. The average TP for all sites was 0.044 mg/L.

Almost half (44%) of the 25 stations tested for chlorophyll were “poor” in January when compared to the stringent NNC for each river segment. Station 86 in the C-18 canal which feeds into the southwest fork of the river had the highest concentration at 15 µg/L, which according to the water quality criteria is still “good” for its river region (NNC=20 µg/L). The stations representing “poor” quality are all in the marine and brackish segments of the river with much more stringent criteria. The average for all sites was 6 µg/L which is slightly over the NNC of 5.5 µg/L for brackish waters.

Total Nitrogen (TN) was generally good with only 1 of the 25 stations exceeding the NNC for each river segment. The maximum concentration was 1.1 mg/L at Stations 86 and 107 (C-18 and Rivers Edge) which still scored “good” for their river segment. St. 20 (Cato’s Bridge) was the only site that scored “poor” at 0.8 mg/L, relative to the NNC for that segment of 0.32 mg/L. The average for all 25 sites was 0.6 mg/L.

**Hydrologic Monitoring** Rainfall in January was unusual with a total of 5.9”, more than double the 2” monthly average (since 1998). We had 3.1” fall on January 27. Spatially, more rainfall fell on the eastern portion of the watershed, and the most rain occurred near the central embayment of the river (Figure on the next page). The January rainfall had a noticeable impact on river flows and salinity. Since December and lasting well into January, the South Florida Water Management District had been operating the Northwest Fork with an oscillating flow schedule with three days of flow above the 35 cfs minimum followed by four days of very low flows. Water managers delivered supplemental flows through the G-161 control station averaging 8-9 cfs, until the heavy rains of January 27 when flows over Lainhart Dam reached nearly 180 cfs. There were some brief, low flows (<150 cfs) out of the S-46 flood control structure.



*Cumulative annual rainfall using NEXRAD radar-based data. Red line indicates current 2019 cumulative rainfall total. Blue circles indicate mean cumulative rainfall since 1998. (2018 indicated as dark gray line).*

The diminished river flows were reflected in the salinity data. In the lower estuary, the North Bay site showed full marine conditions with only slight fluctuations caused mainly by the rain event at the end of the month. Upstream, in the Northwest Fork, the sharp increase in flow over Lainhart Dam resulted in a decrease in mean daily salinity and an increase in daily salinity fluctuation as measured at the oyster reef (OY) datasonde water quality monitoring station. Bottom salinity measured at USGS River Mile 9.1 monitoring station repeatedly exceeded 2 ppt throughout January until heavy rains on the 27<sup>th</sup>.

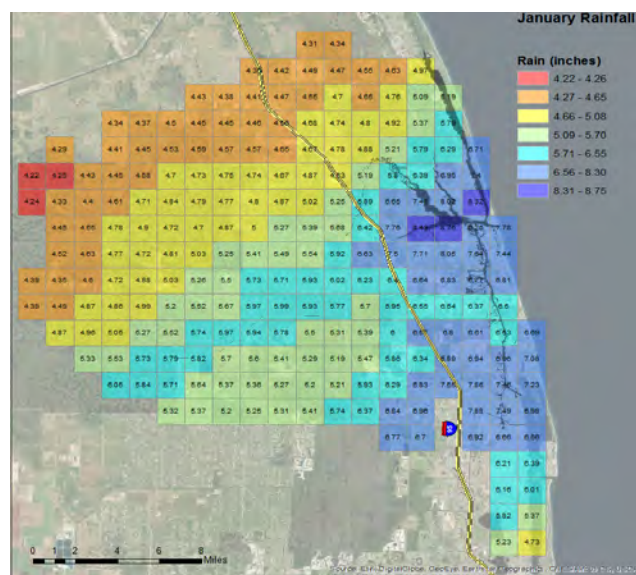
### Minimum Flow & Level (MFL) Monitoring

The South Florida Water Management District (SFWMD) adopted the Minimum Flow and Level Rule that established minimum flow and salinity limits to prevent harm to the habitats in the Northwest Fork of the Loxahatchee River (Chapter 40E-8.221(4), F.A.C.). This rule contains both a flow and salinity components. By rule, flows, measured at Lainhart Dam, should not fall below 35cfs for more than 20 consecutive days. The salinity criteria states that the mid-depth salinity, expressed as a 20-day moving average, should not exceed 2 ppt measured at river mile 9.1. The SFWMD contracts the US Geological Survey (USGS) to collect the flow and salinity data in support of this monitoring. Flows are computed from water levels above and below Lainhart Dam. The USGS water quality monitoring station provides temperature, salinity/conductivity and water level readings at the surface and near the bottom every 15 minutes. Results are transmitted by radio telemetry in real-time to the USGS and SFWMD websites.

Many of us have been focused on monitoring the flow criteria. We realize and appreciate that SFWMD water managers have limited water supplies and work hard to try and provide adequate flows to the river. The alternating high and low flow management approach, implemented during Lainhart and Masten Dam refurbishment construction project, tries to strike a balance for hydrating the watershed and reducing saltwater intrusion, providing recreation use on the weekends and significantly reducing flows during the weekday to conserve/stockpile water. However, we had not studied the consequences of this flow management approach on salinity.

In support of monitoring the flow and salinity aspects of the MFL, we created some new data visualization tools, like others we are implementing throughout our organization. Early each morning, the software downloads the flow and salinity observations from USGS, computes the mid-depth and 20-day rolling average salinity, then presents this information in interactive charts and summary tables. As indicated on the bottom chart in the screenshot below, the 20-day rolling average salinity has exceeded the 2 ppt threshold, violating the MFL in December 2018 and January/February 2019.

We believe this will be a valuable tool to water managers and interested parties to easily and conveniently monitor conditions and compliance with the MFL, and adaptively manage the river flows. Click [HERE](#) to access the [Minimum Flow and Level \(MFL\) & S-46 Explorer Tool](#) (screenshot 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.*



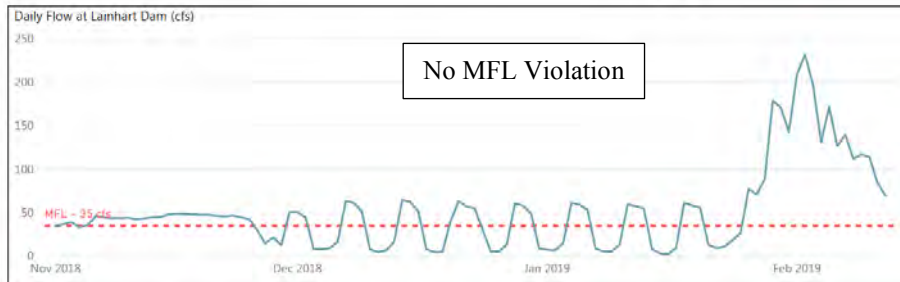


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WildPine Laboratory  
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Loxahatchee River Flow at Lainhart Dam and Salinity at River Mile 9.1 Relative to the Minimum Flow & Level (MFL)  
Data from USGS

Date Selector - Slide ends of bar to change dates or enter dates in boxes

11/1/2018 2/12/2019

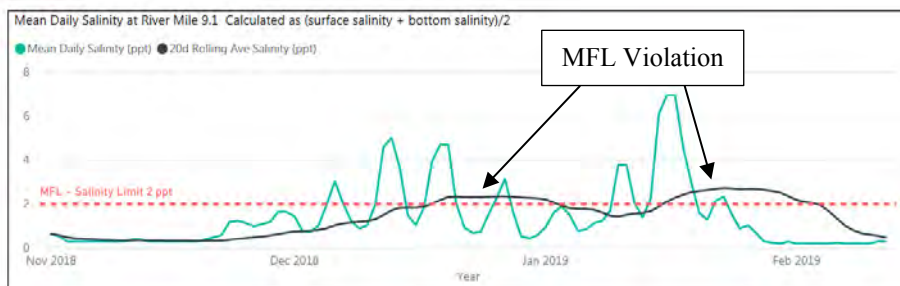


Average flow (cfs) for Selected Dates

51.5

Days of Flow Less Than MFL for Selected Dates

38



Average Salinity (ppt) for Selected Dates

1.42

The new Minimum Flow & Level (MFL) Data Explorer Tool showing river flows at Lainhart Dam (top figure), and daily and 20-day rolling average salinity measured at river mile 9.1. Data from USGS.

## Oyster Settlement Monitoring

Oyster spat settlement monitoring indicated expected wintertime lull in spawning and settlement. The Northwest Fork had a mean density of 44 spat m<sup>2</sup>. Oyster settlement in the Southwest Fork was a bit higher with overall mean density of 100 spat m<sup>2</sup>.



## Volunteer Water Quality Monitoring Program

The average Volunteer Water Quality monitoring for January scored a "B". Most of the sites scored an "A", with the exception of station 107 (Rivers Edge) that scored a "D". This site was only sampled prior to the rains and indicated noticeably higher than usual salinity and pH which scored poorly. Likewise, the salinity at Site 62 was elevated most of the month which pulled down the grade to a "B".

## Customer Service

### Payment Processing

First Quarter Bills went out to customers on January 9 and are due February 13. We received a new record number of payments received the first month of the quarter, with more 12,100 payments totaling \$1.84M from our quick paying customers. Roughly half of these payments were by paper check. We look forward to seeing the new counts of customers utilizing the highly efficient autopay service.

### Delinquency Processing

This quarter we sent out 100 of the District's "Seriously Delinquent" letters customers, the attorney processed 20 new liens, and 31 lien amendments. All of these counts are similar to those over the past year.

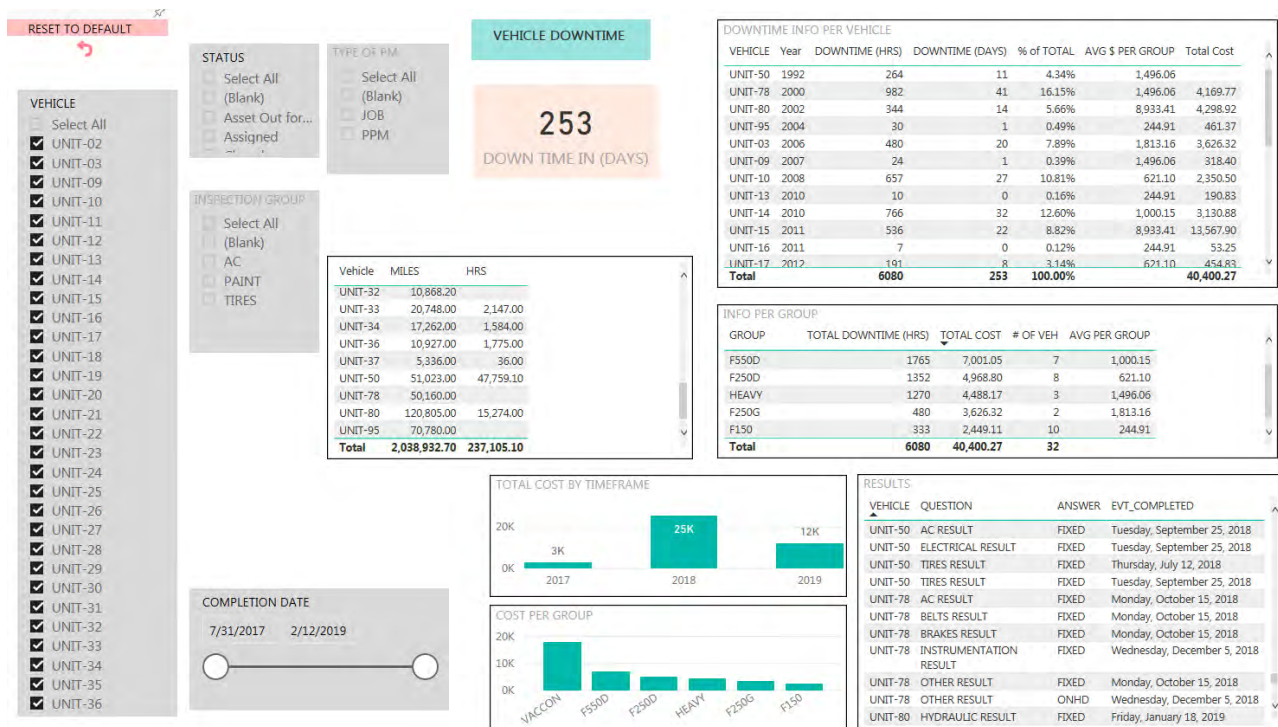
## Information Technology

### New Phone System

Staff have been busy preparing for the transition to a new phone system. The reliability and performance of the old system declined with the expiration of the State of Florida contract that we utilized. The new provider has consistently scored best in independent reviews and they have been very thorough in the transition planning and training. The new phones were activated on Monday, January 10 with minimal interruption. Kudos to Joe and Joel for making this a generally smooth transition.

### Fleet Management Tools

To provide a better understanding of the District's fleet vehicle maintenance issues, downtime and costs, we have created some new analytics reporting that utilizes data from our work order management system. This tool should help staff better monitor maintenance and repairs, and evaluate the performance and repair costs of different types of vehicles.



# Loxahatchee River Environmental Center

## February 2019

### 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
<b>Green Level</b>	≥ 90%	≥ 90%	≥ 90%	≥ 90%	≥ 90%	< 5%	≥ 90%	≥ 90%	≥ 4	≥ 4	≥ 90%	≥ 85% but ≤ 105%	≥ 90%
<b>Yellow</b>	≥ 75%	≥ 75%	≥ 75%	≥ 75%	≥ 75%	< 10%	≥ 75%	≥ 75%	≥ 3	≥ 3	≥ 80%	≥ 80%	≥ 75%
<b>Red</b>	< 75%	< 75%	< 75%	< 75%	< 75%	> 10%	< 75%	< 75%	< 3	< 3	< 80%	< 80% or > 105%	< 75%
<b>2017 Baseline</b>	103%	103%	179%	127%	141%		118%	50%	4.8	4.0	87%	102%	114%
<b>2018</b>													
Jan	121%	78%	117%	122%	15%	0%	233%	98%	4.9	4.2	88%	96%	101%
Feb	118%	133%	169%	155%	186%	8%	162%	67%	5.0	4.1	90%	85%	87%
Mar	104%	83%	263%	143%	186%	13%	79%	46%	4.7	3.9	93%	93%	75%
Apr	89%	68%	227%	113%	480%	0%	205%	84%	4.2	4.0	88%	91%	49%
May	139%	81%	120%	282%	0%	11%	295%	54%	4.8	3.6	97%	83%	41%
June	100%	113%	181%	108%	0%	24%	99%	79%	5.0	3.9	99%	87%	86%
July	102%	90%	202%	114%	0%	0%	145%	78%	4.8	3.9	98%	91%	78%
Aug	106%	59%	157%	109%	0%	42%	79%	136%	4.6	4.6	87%	88%	102%
Sept	96%	95%	168%	144%	0%	9%	138%	163%	4.8	3.3	93%	82%	100%
Oct	120%	163%	120%	214%	160%	0%	150%	150%	4.5	4.2	83%	101%	160%
Nov	120%	157%	780%	206%	430%	9%	142%	45%	4.5	4.2	83%	101%	160%
Dec	131%	89%	130%	203%	0%	0%	122%	49%	4.9	4.4	97%	93%	62%
Jan	105%	74%	450%	139%	70%	18%	281%	53%	4.7	4.3	94%	114%	58%
<b>Consecutive Months at Green</b>	9	0	13	13	0	0	5	0	13	4	2	0	0
<b>Metric Owner</b>	O'Neill	Harris	Harris/Duggan	Harris/Duggan	Duggan	Harris	Harris	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
School & Camp Visitors	One week of January was Winter Break (no field trips); we had scheduled one day for staff to travel to another nature center; we had 2 school groups cancel.
RC Guest Appearances	We had one outreach to Riverband Park for an event. No other outreaches were scheduled.
Program Cancellations	We had 2 school groups cancel their programs.
1st Time Visitors	We only had 53 new visitors and average is around 100.
Expenses	The new chillers for the reef tank and Wild and Scenic tank were encumbered in January. Installation happened in February.
Revenue	We have had fewer paid programs over the last couple of months. Mostly free family programs.

### River Center General

District staff have reviewed the River Center's dashboard and noticed a downward trend in first time visitors. Several action items are being developed to address this underperforming metric. In addition, staff assessments for field trip programs have also had a downward trend and discussion has revealed some potential causes. We are working to establish new group management strategies and fresh content for the tour section of the programs.



## ***River Center General***

### ***Lecture Series***

On Friday, February 1st the River Center hosted our monthly lecture series. This month we welcomed researchers from FWC's Manatee Rescue team. Our speaker Emily provided information on typical rescue methods, rehabilitation, and how the general public can help our local manatees. Emily was a wonderful and knowledgeable speaker and provided useful information to our group. We had 63 attendees for this presentation.



### ***Special Programs***

#### **Wild and Scenic River Boat Tour**

On Wednesday, January 2nd, twelve visitors took a journey up the beautiful, Wild and Scenic Loxahatchee River aboard the "Osprey," Aqua Adventure Tours, led by a River Center Naturalist. During the afternoon, we saw different estuarine habitats and explored the untouched and protected areas of the river. We saw ospreys building a nest, manatees traveling by the lighthouse, and an juvenille alligator swimming by the mangroves at Jonathan Dickinson State park. Participants had a gorgeous afternoon out on the river. The River Center is partnering with Aqua Adventures to provide these experiences once a month.



#### **Art in Nature**

On Wednesday, January 2nd the River Center hosted an "Art in Nature" workshop. This course was led by Brenda Nickolaus from Art in Nature, and provided instruction for students to create their own work of art. The inspiration is to get outside and help children connect with nature on a new level. This workshop will be offered monthly with different themes, art mediums, and techniques. We had 5 participants in this workshop.



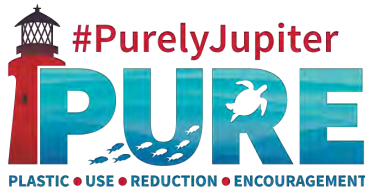
#### **Homeschool Workshop: Marine Mammals**

The River Center hosted a Homeschool Workshop on Friday, January 4th for students ages 5 to 11 years old. Thirty-five children participated in a marine mammal lesson titled Mermaids and Manatees: Myths and Legends. Students designed a mythical creature that was based on an actual animal and had to describe what kind of animal they created, where it lives, what it eats, and what defense mechanisms allow its survival. They then learned about marine mammals; their unique characteristics, adaptations, and interesting locations they are found. Every student was assigned their own marine mammal, some were

threatened, endangered, and others extinct. They learned the importance and significant of these animals and what we can do on a local, community, and global level to protect them.



## P.U.R.E. Jupiter Family Fun Program



The River Center held its first program as a partner with the Pure Jupiter campaign with the Town of Jupiter in early January. On August, 9, 2018 the Town of Jupiter Town Council passed Resolution 63-18, supporting the voluntary elimination of single-use plastic straws and overall reduction of single-use plastics. The resolution also supports an outreach and education campaign to support Jupiter's businesses and residents in working toward the

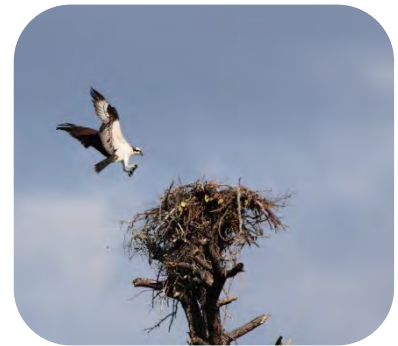
reduction. The result is the PURE Campaign, Plastic Use Reduction Encouragement, an effort involving the entire Jupiter area community. By encouraging businesses to eliminate or reduce their use of plastic straws and encouraging consumers to refuse straws, together we can all do the right thing and protect our oceans, waterways, natural areas, and wildlife. Participants learned about what plastic is, how it gets into the environment, what marine debris is and microplastics. The activities (Plastic Voyagers, Trash on the Beach, and A Drop in the Bucket) showed how precious having clean drinking water, clean oceans, and a clean community is important to us all.

### Naturalist Series: Jupiter Ridge Natural Area Hike

The River Center held its first nature hike of the new year on Tuesday, January 8th. Megan Harris along with Jocelyn O'Neill, Sara Duggan, and intern Taylor James led twenty participants for a guided walk through Jupiter Ridge Natural Area. This property is managed by Palm Beach County Environmental Resources Management Division and has over 270-



acres of scrub, scrubby flatwood, mesic flatwoods, depression marsh and mangrove swamp ecosystems are in this natural area. We took a walk down the path to "Ski Beach" which is the longest shoreline along the Intracoastal Waterway of any other natural area in the County. We spotted manatees, osprey, woodpeckers, various animal tracks, and the endangered Wild Pine orchid.

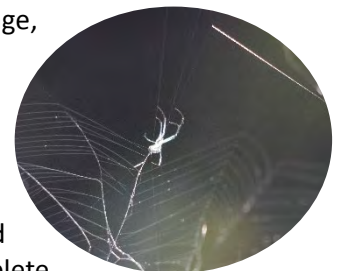


### Girl Scout Workshop: Night at the Aquarium



On Saturday, January 19th the River Center hosted an evening teen Girl Scout workshop. Thirty-three Cadette and Senior Girl Scouts along with their leaders came to our Sky Party to earn their Legacy Naturalist Sky and Night Owl Badges. The evening included a discussion on air and light pollution and global climate change, investigating the science of the skies, and stargazing. Girls also learned about adaptations, behaviors, and biology of nocturnal animals. We went

spider hunting searching for their reflective eyes and setup a test to locate and identify night flying insects. Of course, the evening could not have been complete without making SWAPS to share, a campfire, and s'mores.



### **Project WILD and Growing up WILD Educator Workshop**

River Center Educators Megan Harris and Sara Duggan hosted a Project WILD and Growing Up WILD Educator Workshop at the River Center on Saturday, January 26th. This was a free event and all materials were provided and funded by the Florida Fish and Wildlife Conservation Commission and the Loxahatchee River District. This educator training was open to anyone interested in gaining knowledge to teach outdoor wildlife activities focusing on children ages 3-8. Twenty participants from throughout the state came to the workshop including: nature center educators, volunteers, education specialists, pre-school teachers, and homeschool parents. The goal of Project WILD is to assist students of any age in developing awareness, knowledge, skills, and commitment that result in informed decisions, responsible behavior, and constructive actions concerning wildlife and the environment.



### **Documentary Night**

On Friday, January 18th, the River Center hosted a Documentary Night featuring the movie "Bag It." This movie highlighted our use of single-use plastic bags and how they impact our lives and the environment. After the movie we had a brief discussion about what we can do in our everyday lives and how we can reduce our reliance on plastic bags. We had 24 participants for this event and we hope to continue with this program in the future. This event was one of several different programs that the River Center has planned to promote the PURE Campaign.

### **Outreach**



### **Riverbend: Battlefield Education Day**

On Friday, January 25th the River Center participated in Riverbend Park's education day in conjunction with their annual battlefield re-enactment. This event brought out students from various schools in Palm Beach County to learn all about the events that took place in Riverbend so long ago. At our River Center table, we discussed how the river got its name and what animals live in this type of habitat. It was a beautiful day to be outside and we saw about 140 students at our table.



### ***Volunteer of the Month – Skylar Short & Carly Griffith***

This month the River Center would like to acknowledge two outstanding volunteers, Skylar Short and Carly Griffith. Both are interns from Jupiter High School and are currently finishing their senior year in the Environmental Field Studies Academy. Skylar has accumulated 94 hours of service and Carly has accumulated 97 hours of service since the start of the school year. Skylar and Carly are always a joy to have at the center. They are energetic, friendly and great with all visitors. They love to help with craft activities, organizing, and feeding the various

aquariums in the center. We are so glad to have these girls this year and hope for their continued support in the future.

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## ***Upcoming River Center Events***

RSVP at [www.lrdrivercenter.org/events-calendar](http://www.lrdrivercenter.org/events-calendar)  
[rivercenter@lrecd.org](mailto:rivercenter@lrecd.org) or 561-743-7123

**February 22, 2 pm – 4 pm: Sandbar & Sea Shells Boat Tour:** Join the River Center for an exciting family-friendly boat tour! Hop on-board the Osprey for a trip up the Central embayment of the Loxahatchee River. Hunt for shells and creatures at the sandbar and soak up some sunshine! Make sure to bring water, snacks, water shoes, and snorkel gear! The boat will launch from Burt Reynold's Park. Registration is required to attend. Space is Limited!

**February 28, 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.

**March 1, 12 pm – 1 pm: Lecture:** Join the River Center on Friday, March 1st for our monthly lecture series! This month we are featuring Lee Wisnioski, President of the Palm Beach County Beekeepers Association, for his exciting presentation discussing entitled “The Buzz about Bees.” Prior to the lecture a light lunch will be served.

**March 16th, 8 am – 4 pm: 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 a deposit is 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.



**March 19, 9:30 am – 12:30 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.

**March 20, 9 am – 10:30 am: Nature Hike – Cypress Creek Natural Area:** Join the River Center for our Nature Walk through Cypress Creek Natural Area managed by Palm Beach County's Environmental Resources Management Division. Interested participants should wear closed toed shoes, comfortable clothing and bring plenty of water. Make sure to RSVP to this event! Space is limited.

**March 21, 10 am – 12 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.

**March 23, 1 pm – 3 pm: Kayak Tour:** Join the River Center for our Public Kayak Tour to Fullerton Island and Sawfish Bay. Our naturalist will guide you through the restored Fullerton Island and over to Sawfish Bay to check out our estuary critters. All equipment will be provided but interested participants should bring water shoes, sunscreen, and plenty of water! The cost for this program is \$20 per person. Make sure to reserve your spot today! Space is limited!

# Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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

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



## MEMORANDUM

TO: Governing Board

FROM: Administration Staff

DATE: February 15, 2019

SUBJECT: Consultant Payments

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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		\$35,911.57
Hazen	\$5,064.95	\$34,962.58
Holtz		\$51,297.50
Mathews		\$127,614.11

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

J:\BOARD\Consult2019.docx

Gordon M. Boggie  
Board Member

Stephen B. Rockoff  
Board Member

Dr. Matt H. Rostock  
Chairman

Harvey M. Silverman  
Board Member

James D. Snyder  
Board Member

# Future Business



## Neighborhood Sewering:

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

## Other:

- Final Audit
- Chapter 31-10 Rates, Fees and Charges
- Lift Station 43 & 62 Permanent Generators
- Chapter 31-14 Stormwater Management
- Chapter 31-16 River Enhancement
- Change April & May meeting dates to 4/25 & 5/23?
- River Center Re-envisioning workshop 2/22, 2pm at River Center