

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

AGENDA REGULAR MEETING #13-2019 SEPTEMBER 19, 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 4**
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed **Page 9**
 - B. Loxahatchee River District Dashboard **Page 10**
5. Consent Agenda (see next page) **Page 11**
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Clemons Street and Saturn Street Drainage Improvements (S1809) Interlocal with Town of Jupiter **Page 60**
 - C. Attorney Selection **Page 67**
 - D. Final Budget - Fiscal Year 2020 **Page 70**
 - E. Vehicle Purchase – Fiscal Year 2020 **Page 99**
 - F. Generator Purchase – Fiscal Year 2020 **Page 105**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 152**
9. Board Comments
10. Adjournment

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

Submitted by:
Date: September 9, 2019

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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. Notice of Intent to Assess – Hobart Street (Resolution #2019-09) **Page 12**
- B. Notice of Intent to Assess – Thelma Avenue (Resolution #2019-12) **Page 20**
- C. Fixed Asset Disposal – to approve disposal **Page 28**
- D. General Construction Services – to approve contract renewal **Page 29**
- E. Low Pressure Sewer General Construction Services – to award contract **Page 30**
- F. Bill Printing and Mailing Services (Arista) – to authorize annual purchase order **Page 34**
- G. Chlorine Contract (Piggyback Allied/Tarpon Springs) – to approve contract **Page 35**
- H. Home Depot Open Purchase Order – to authorize annual purchase order **Page 37**
- I. Fuel Procurement – to approve purchase of bulk fuel **Page 38**
- J. Girl Scouts of Southeast Florida, Inc. Partnership Agreement – to approve agreement **Page 39**
- K. Change Orders – to approve modifications **Page 54**

7. REPORTS

- A. Neighborhood Sewering **Page 110**
- B. Legal Counsel's Report **Page 112**
- C. Engineer's Report **Page 115**
- D. Busch Wildlife Sanctuary **Page 120**
- E. Director's Report **Page 121**

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

AGENDA
PUBLIC HEARING #12-2019
SEPTEMBER 19, 2019 - 6:55 P.M. AT DISTRICT OFFICES
ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. To receive public comments pertaining to the Fiscal Year 2020 Budget
4. Comments from the Board
5. Adjournment

".... if a person decides to appeal any decision made by the Board, with respect to any matter considered at such meeting or hearing, he/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 be "D. Albrey Arrington".

Submitted by:
Date: September 9, 2019

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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

MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: September 9, 2019

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Regular Meeting of August 15, 2019. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the August 15, 2019 Regular Meeting as submitted.”

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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

Ref: #11-2019

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
August 15, 2019

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of August 15, 2019 to order at 7:08 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

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

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

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

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearings and Regular Meeting of July 18, 2019 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the July 18, 2019 Public Hearings and Regular Meeting as revised.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 5D – Change Orders. The change order for Island Country Estates was deleted.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard gave an update on river related projects that are currently underway or forthcoming that are being undertaken by our sister agencies.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of August 15, 2019 as revised to remove the Island Country Estates change order.”

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

A. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property including fixed asset numbers ME263, TDE202-1, TDE211-1 and TDE183-1 in the schedule above.”

B. Manual of Minimum Construction Standards and Technical Specifications Section 30 Revisions – to approve revisions

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s “Manual of Minimum Construction Standards and Technical Specifications”, as of August 15, 2019, and authorize the District Engineer and Executive Director to update the Construction Standards and Technical Specifications from time to time, and periodically present it to the Governing Board for ratification and approval.”

C. Audit Services Contract – to approve contract renewal

“THAT THE GOVERNING BOARD authorize the Executive Director and Chairman to execute the Nowlen, Holt & Miner, P.A. Engagement Letter dated August 6, 2019 for the provision of Audit Services for the fiscal year 2019.”

D. Change Orders – to approve modifications

“THAT THE GOVERNING BOARD authorize Change Order 1 to BLD Services, Inc. contract for Penn Park Lateral Lining Services in the amount of \$64,837.50.”

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

No items were pulled for discussion.

B. Draft Budget – Fiscal Year 2020

Dr. Arrington reviewed his memo on the Fiscal Year 2020 Draft Budget.
No action was taken.

C. Chapter 31-16 – River Enhancement Rule

Dr. Arrington reviewed his memo on Chapter 31-16, River Enhancement Rule.
No action was taken.

D. Clemons Street and Saturn Street Drainage Improvements (S1809) Interlocal with Town of Jupiter

Mr. Dean reviewed his memo on the proposed Interlocal Agreement.

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

“THAT THE DISTRICT GOVERNING BOARD AUTHORIZE THE Executive Director to execute the Interlocal Agreement with the Town of Jupiter for the Clemons Street and Saturn Street Drainage Improvements (S1809) in the amount of \$146,092.64.”

AND

“THAT THE DISTRICT GOVERNING BOARD AUTHORIZE a contingency for the project of \$10,000.00”

7. REPORTS

The following reports stood as written.

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL’S REPORT

C. ENGINEER’S REPORTS

D. BUSCH WILDLIFE SANCTUARY

E. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Dr. Arrington reviewed the Future Business.

9. COMMENTS FROM THE BOARD

The Board discussed replacing the Board Member chairs and adding a monitor to the board room to improve the visibility of the agenda and notebook.

10. ADJOURNMENT

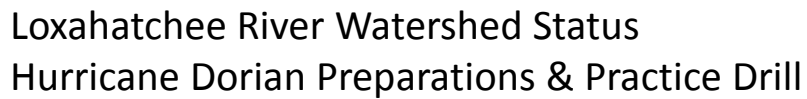
MOTION: Made by Mr. Silverman, Seconded by Mr. Rockoff,
Passed Unanimously.

“That the regular meeting of August 15, 2019 adjourns at 8:25 PM.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY



Note: The cone contains the probable path of the storm center but does not show the size of the storm. Hazardous conditions can occur outside of the cone.

2 AM Tue 2 AM Wed 2 AM Sun 2 AM Mon 2 PM Sat 2 AM Sat 8 AM Fri

Hurricane Dorian
 Friday August 30, 2019
 8 AM AST Intermediate Advisory 24A
 NWS National Hurricane Center

Current information: x
 Center location 24.2 N 69.4 W
 Maximum sustained wind 110 mph
 Movement NW at 12 mph

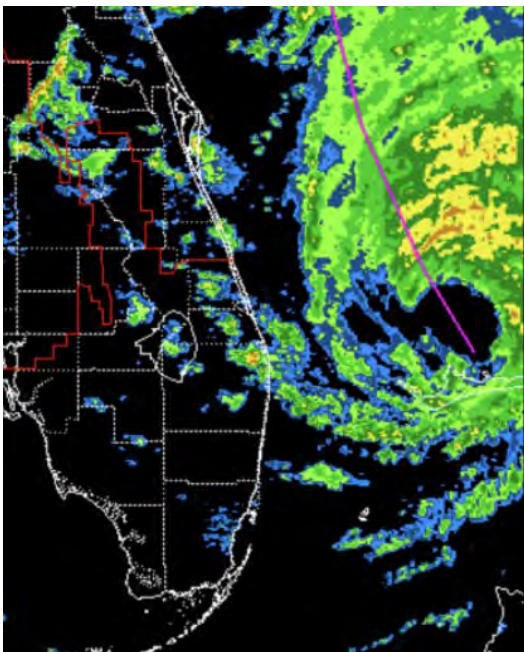
Forecast positions:
 ● Tropical Cyclone ○ Post/Potential TC
 Sustained winds: D < 39 mph
 S 39-73 mph H 74-110 mph M > 110 mph

Potential track area:
 Day 1-3 Day 4-5

Watches:
 Hurricane Trop Stm

Warnings:
 Hurricane Trop Stm

Current wind extent:
 Hurricane Trop Stm



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	# Days MFL Violation	‰	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	min ≥ 20 ‰	90% of sites ≤ 200
Yellow		< 90%	< 8.8	≥ 2	1	1	1	≤1875	≤ 25	< \$9,894,657	≥ 90%	≥ 80%	≥60%	≥60%	-	1	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	not avail	18	1 > 200
2017 Baseline		104%	6.6	1	0	2	0	1,127	9	\$ 30,425,084	95%	85%	98%	85%	0	not avail	23	1 > 200
2018 Baseline		112%	6.8	1	0	2	0	1,216	8	\$ 33,683,858	99%	85%	95%	56%	0	42	23	1 > 200
2018	Aug	106%	6.6	2	0	0	0	1,039	7	\$ 36,911,972	99%	89%	93%	27%	1	0	15.8	7 > 200
	Sept	96%	6.3	3	0	5	0	1,219	8	\$ 35,472,108	100%	87%	93%	27%	0	0	17.6	1 > 200
	Oct	120%	6.4	1	0	2	0	1,296	7	\$ 35,973,349	96%	73%	100%	100%	0	0	29.1	1 > 200
	Nov	120%	6.6	0	0	3	0	1,226	8	\$ 37,075,977	95%	82%	100%	100%	0	0	29.2	1 > 400
	Dec	131%	6.8	0	0	1	0	1,310	5	\$ 37,311,234	103%	84%	100%	67%	1	14	33.3	0 > 200
2019	Jan	105%	7.2	0	0	6	0	1,399	8	\$ 37,478,367	101%	84%	100%	67%	1	17	29.9	1 > 200
	Feb	106%	7.6	0	1	0	0	1,262	7	\$ 39,498,968	101%	86%	100%	83%	0	3	24.5	1 > 400
	Mar	119%	7.2	0	0	2	0	1,170	0	\$ 38,046,365	99%	88%	100%	75%	0	0	30.4	0 > 200
	Apr	79%	6.9	0	0	4	0	1,176	2	\$ 38,021,490	99%	89%	100%	73%	0	0	31.2	0 > 200
	May	113%	6.7	0	0	0	0	1,125	5	\$ 36,569,040	98%	90%	92%	50%	0	0	25.7	0 > 200
	June	98%	6.6	0	0	5	0	1,233	17	\$ 34,111,378	98%	89%	92%	42%	0	0	23.5	1 > 200
	July	85%	6.2	0	0	1	0	1,279	6	\$ 34,005,523	98%	88%	92%	42%	1	0	28.8	0 > 200
	Aug	89%	6.9	1	0	1	2	1,163	8	\$ 33,341,832	107%	89%	92%	33%	1	0	15.9	3 > 200
Consecutive Months at Green		0	123	11	6	0	0	108	2	122	86	8	46	0	0	6	0	11
Metric Owner		O'Neill	Campbell	Dean	Dean	Dean	Campbell	Campbell	Dean	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Campbell	Howard	Howard	Howard

Metric

Environmental Education
Sewer Overflow

Capital Projects: On-time

Employee Safety

Salinity

Fecal Coliform Bacteria

Explanation

Cancellations by summer camp programs and fewer registrations than expected impacted the number of people we educated this month. Also, the River Center was closed for a portion of the month due to facility repairs.

Catastrophic failure of an air release valve (ARV) resulted in an approximate 3,000 gallon sewage spill. The spilled sewage did not reach surface waters. The spill was promptly cleaned up, and the failed ARV has been fixed. Kris' engineering report contains additional information about the spill.

Only 33% of our large capital projects are on schedule. The projects behind schedule are: lift station rehabilitations; Jupiter Ocean Racket Club force main; installation of permanent generators at Lift Station 43 and 62; Island Country Estates neighborhood sewerage; Alt. A1A force main replacement; Master Lift Station rehabilitation; and Olympus force main replacement. We are working to bring these projects to a successful completion. See Kris' engineering report for additional details.

An employee suffered a strained lower back after picking up a heavy tool bag. See Travis' Safety Report for additional information.

Given the 16.2 inches of rainfall that we received in August, it is not surprising that minimum salinities in the estuary were below ideal. See Bud's report for more information.

Our water quality monitoring program observed high fecal coliform bacteria concentrations at Stations 62 (Island Way bridge), 65 (Kitching Creek mouth), and 95 (SIRWCD Canal 2). See Bud's report for more information.

Loxahatchee River District

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

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: September 9, 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. Notice of Intent to Assess – Hobart Street (Resolution #2019-09)
- B. Notice of Intent to Assess – Thelma Avenue (Resolution #2019-12)
- C. Fixed Asset Disposal – to approve disposal
- D. General Construction Services – to approve contract renewal
- E. Low Pressure Sewer General Construction Services – to award contract
- F. Bill Printing and Mailing Services (Arista) – to authorize annual purchase order
- G. Chlorine Contract (Piggyback Allied/Tarpon Springs) – to approve contract
- H. Home Depot Open Purchase Order – to authorize annual purchase order
- I. Fuel Procurement – to approve purchase of bulk fuel
- J. Girl Scouts of Southeast Florida, Inc. Partnership Agreement – to approve agreement
- K. Change Orders – 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 September 19, 2019 as presented.”

Signed,

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

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

CURTIS SHENKMAN, P.A.
ATTORNEY & COUNSELOR AT LAW
4400 PGA BLVD, SUITE 301
PALM BEACH GARDENS, FL 33410
CURTIS@PALMBEACHLAWYER.LAW

LEGAL ASSISTANTS
JUDY MONTEIRO
DENISE B. PAOLUCCI
MELISSA KAJEEJIT

September 12, 2019

Sent by email

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

Re: Initial Resolution for **HOBART STREET** Assessment Area

Dear Dr. Arrington:

Per your request, please attach to this letter the Pending Lien Notice, Notice of Intent to Assess, Resolution 2019-09, the PROPOSED "Exhibit B Description of Improvements", "Exhibit B Map of the Assessment Area", and preliminary List of Property Owners.

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

"THAT THE GOVERNING BOARD approve Resolution 2019-09 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the **HOBART STREET** Assessment Area."

I will bring the originals to be signed at the Governing Board meeting, and leave them for the District to electronically record in the Public Records.

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

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

PENDING LIEN NOTICE
HOBART STREET ASSESSMENT AREA

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

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

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

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

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, herein certifies that on this 19th day of September, 2019, the information contained herein is true and accurate.

WITNESSES:

LOXAHATCHEE RIVER ENVIRONMENTAL
CONTROL DISTRICT

By: _____
D. Albrey Arrington, Ph.D.
EXECUTIVE DIRECTOR

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 19th day of September, 2019, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA
Special/Assessment/PendingLienNotice

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

**NOTICE OF INTENT TO ASSESS
HOBART STREET ASSESSMENT AREA**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida (the “District”) **created in 1971 and existing pursuant to Chapter 2002-358, Laws of Florida**, (the “Act”), hereby gives public notice that the District’s Governing Board on the 19th day of September, 2019, passed Resolution **2019-09**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2019-09**, which is attached hereto as Exhibit “A”. It is the intent of the District to assess the owners of property specially benefited by such sewer improvements, which property is further described on the attached **Exhibit “B”**, and to apportion the District’s costs for the total expenses related to the design and construction of said improvements, based upon each owner’s proportionate share of said costs determined upon a square footage basis, or by other methods as the Governing Board may deem fair and equitable, pursuant to the Act and Rules of the District, as same may be amended from time to time hereafter.

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

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on this 19th day of September, 2019, that the information contained herein is true and accurate.

WITNESSES:

D. Albrey Arrington, Ph.D.
Executive Director

STATE OF FLORIDA
COUNTY OF PALM BEACH

SWORN TO and subscribed before me this 19th day of September, 2019, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, who is personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA

Special/Assessment/NoticeIntentToAssess

RESOLUTION 2019-09

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

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

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

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

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

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

Section 1. Title:

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

Section 2. Nature of Improvements:

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

Section 3. Designation of Streets to be Improved:

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

Section 4. Plans, Specifications and Tentative Apportionment:

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

Section 5. Public Inspection:

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

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

Section 6. Assessment Roll:

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

Section 7. Availability for Connection and Required Connection:

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 19th DAY OF SEPTEMBER, 2019.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
VOTE

DR. MATT H. ROSTOCK

STEPHEN ROCKOFF

GORDON M. BOGGIE

HARVEY M. SILVERMAN

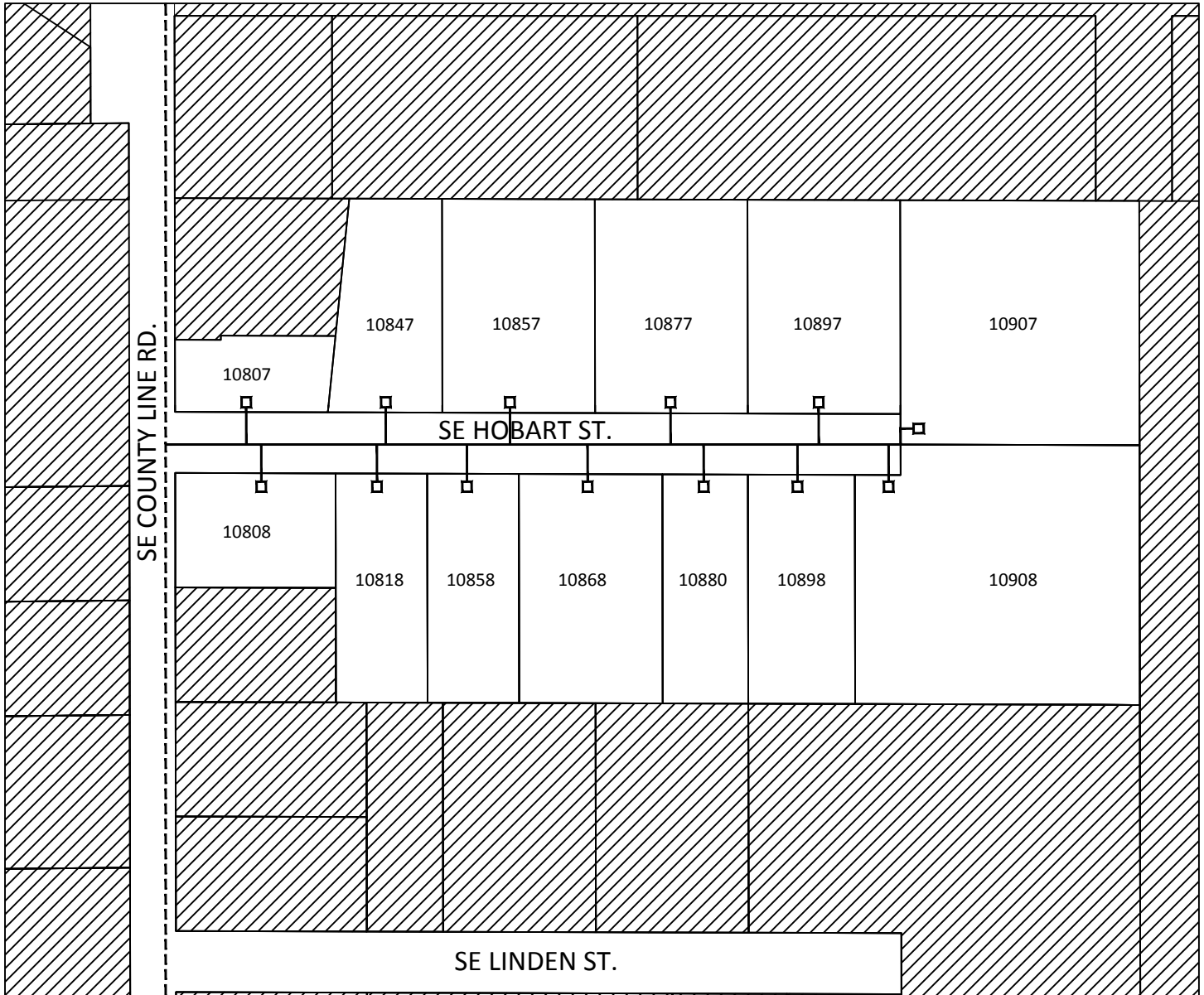
JAMES D. SNYDER

EXHIBIT "B"





SE HOBART STREET

LOW PRESSURE SEWER SYSTEM

ASSESSMENT AREA



LEGEND

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

MARTIN COUNTY

8/22/2019

EXHIBIT “B”

PROPOSED SEWER SERVICE ASSESSMENT AREA

HOBART STREET LOW PRESSURE ASSESSMENT AREA

The properties to be provided sewer service are located within Section 24, Township 40 South, Range 42 East, Unincorporated Martin County, Florida and lies within the following general boundaries:

On the North by SE Tequesta Terrace;
On the South by SE Linden Street;
On the East by Riverside Memorial Park; and
On the West by SE County Line Road

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

500	Lineal Feet of Low Pressure Force Main
13	Services
13	Simplex Low Pressure Pumping Units

Mr. Jason Buckles Tr
10818 SE Hobart St
Tequesta FL 33469
re: 10818 SE Hobart St
24-40-42-003-000-00271-7

Mr. & Mrs. James Matthews
10808 SE Hobart St
Tequesta FL 33469
re: 10808 SE Hobart St
24-40-42-003-000-00280-6

Mr. & Mrs. Anthony Hammer Tr
10858 SE Hobart St
Tequesta FL 33469
re: 10858 SE Hobart St
24-40-42-003-000-00300-2

Ms. Sheila Preble
10868 SE Hobart St
Tequesta FL 33469
re: 10868 SE Hobart St
24-40-42-003-000-00320-8

Mr. & Mrs. Michael Cappello
10880 SE Linden St
Tequesta FL 33469
re: 10880 SE Hobart St
24-40-42-003-000-00340-4

Ms. Carolyn Bell
10898 SE Hobart St
Tequesta FL 33469
re: 10898 SE Hobart St
24-40-42-003-000-00350-1

Mr. Jack Zillessen
10908 SE Hobart St
Tequesta FL 33469
re: 10908 SE Hobart St
24-40-42-003-000-00360-9

Ms. Mary Macchia
10907 SE Hobart St
Tequesta FL 33469
re: 10907 SE Hobart St
24-40-42-003-000-00400-1

Ms. Lisa Anthony
10897 SE Hobart St
Tequesta FL 33469
re: 10897 SE Hobart St
24-40-42-003-000-00430-5

10877 SE Hobart St LLC
10877 SE Hobart St
Tequesta FL 33469
re: 10877 SE Hobart St
24-40-42-003-000-00450-0

Mr. Anderson Sullivan
10857 SE Hobart St
Tequesta FL 33469
re: 10857 SE Hobart St
24-40-42-003-000-00470-6

Mr. & Mrs. Daniel Clark
257 Green Haven Dr
Elkton MD 21921
re: 10847 SE Hobart St
24-40-42-003-000-00490-2

Mr. & Mrs. Cory Bowman
10807 SE Hobart St
Tequesta FL 33469
re: 10807 SE Hobart St
24-40-42-003-000-00500-0

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

CURTIS SHENKMAN, P.A.
ATTORNEY & COUNSELOR AT LAW
4400 PGA BLVD, SUITE 301
PALM BEACH GARDENS, FL 33410
CURTIS@PALMBEACHLAWYER.LAW

LEGAL ASSISTANTS
JUDY MONTEIRO
DENISE B. PAOLUCCI
MELISSA KAJEEJIT

September 12, 2019

Sent by email

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

Re: Initial Resolution for **THELMA AVENUE** Assessment Area

Dear Dr. Arrington:

Per your request, please attach to this letter the Pending Lien Notice, Notice of Intent to Assess, Resolution 2019-12, the PROPOSED "Exhibit B Description of Improvements", "Exhibit B Map of the Assessment Area", and preliminary List of Property Owners.

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

"THAT THE GOVERNING BOARD approve Resolution 2019-12 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the **THELMA AVENUE** Assessment Area."

I will bring the originals to be signed at the Governing Board meeting, and leave them for the District to electronically record in the Public Records.

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

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

PENDING LIEN NOTICE
THELMA AVE. ASSESSMENT AREA

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

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

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

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

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, herein certifies that on this 19th day of September, 2019, the information contained herein is true and accurate.

WITNESSES:

LOXAHATCHEE RIVER ENVIRONMENTAL
CONTROL DISTRICT

By: _____
D. Albrey Arrington, Ph.D.
EXECUTIVE DIRECTOR

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 19th day of September, 2019, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA
Special/Assessment/PendingLienNotice

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

**NOTICE OF INTENT TO ASSESS
THELMA AVE. ASSESSMENT AREA**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida (the “District”) **created in 1971 and existing pursuant to Chapter 2002-358, Laws of Florida**, (the “Act”), hereby gives public notice that the District’s Governing Board on the 19th day of September, 2019, passed Resolution **2019-12**, authorizing the construction of certain local sewer improvements as further described in said Resolution **2019-12**, which is attached hereto as Exhibit “A”. It is the intent of the District to assess the owners of property specially benefited by such sewer improvements, which property is further described on the attached **Exhibit “B”**, and to apportion the District’s costs for the total expenses related to the design and construction of said improvements, based upon each owner’s proportionate share of said costs determined upon a square footage basis, or by other methods as the Governing Board may deem fair and equitable, pursuant to the Act and Rules of the District, as same may be amended from time to time hereafter.

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

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on this 19th day of September, 2019, that the information contained herein is true and accurate.

WITNESSES:

D. Albrey Arrington, Ph.D.
Executive Director

STATE OF FLORIDA
COUNTY OF PALM BEACH

SWORN TO and subscribed before me this 19th day of September, 2019, by D. Albrey Arrington, EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, who is personally known to me.

(NOTARY SEAL)

NOTARY PUBLIC, STATE OF FLORIDA

Special/Assessment/NoticeIntentToAssess

RESOLUTION 2019-12

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

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

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

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

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

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

Section 1. Title:

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

Section 2. Nature of Improvements:

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

Section 3. Designation of Streets to be Improved:

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

Section 4. Plans, Specifications and Tentative Apportionment:

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

Section 5. Public Inspection:

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

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

Section 6. Assessment Roll:

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

Section 7. Availability for Connection and Required Connection:

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 19th DAY OF SEPTEMBER, 2019.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

DR. MATT H. ROSTOCK

STEPHEN ROCKOFF

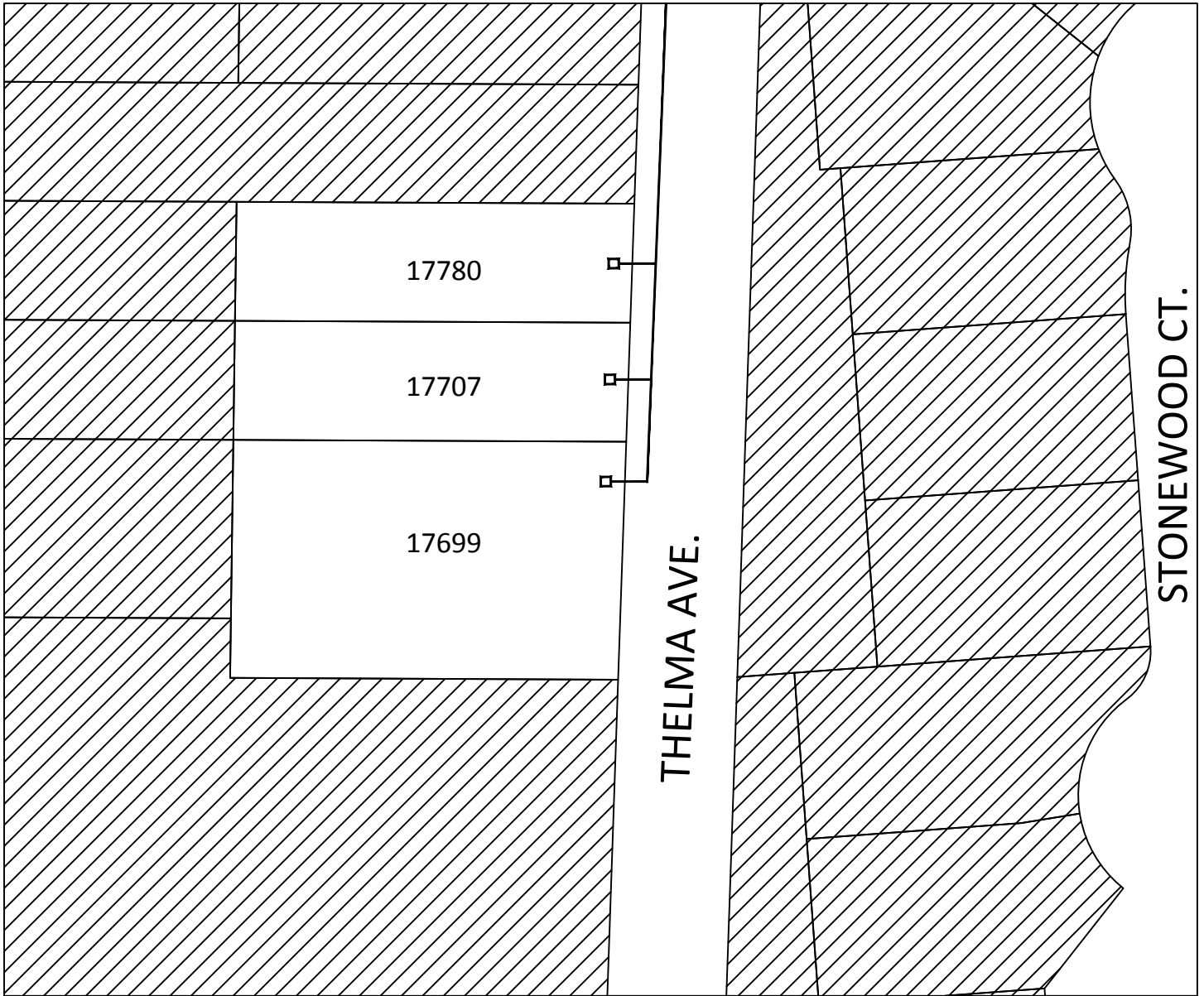
GORDON M. BOGGIE

HARVEY M. SILVERMAN

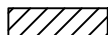

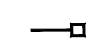
JAMES D. SNYDER

EXHIBIT "B"

THELMA AVENUE NEIGHBORHOOD LOW PRESSURE SEWER SYSTEM ASSESSMENT AREA



LEGEND

-  NOT IN ASSESSMENT AREA
-  PROPOSED LP SEWER MAIN
-  PROPOSED LP SEWER SERVICE

PALM BEACH COUNTY

8/22/2019

EXHIBIT “B”

PROPOSED SEWER SERVICE ASSESSMENT AREA

THELMA AVE. LOW PRESSURE ASSESSMENT AREA

The properties to be provided sewer service are located within Section 3, Township 41 South, Range 42 East, Jupiter, Palm Beach County, Florida and lies within the following general boundaries:

On the North by the Jupiter Cove Subdivision;
On the South by Center Street;
On the East by the Woodland Estates Subdivision; and
On the West by Yancy Avenue.

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

400 Lineal Feet of Low Pressure Force Main
3 Services
3 Simplex Low Pressure Pumping Units

Ms. Lindsay Montgomery
re: 17780 Thelma Ave
PO Box 9053
Jupiter FL 33468
30-42-41-03-06-000-0860

Mr. & Mrs. J A Hall
re: 17707 Thelma Ave
PO Box 1374
Jupiter FL 33468
30-42-41-03-06-000-0870

Thelma Holdings LLC
re: 17699 Thelma Ave
1665 Palm Bch Lakes Blvd, 1000
W Palm Beach FL 33401
30-42-41-03-06-000-0880

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

To: Governing Board
From: Kara Fraraccio, Director of Finance and Administration
Date: September 13, 2019
Subject: Disposal of Fixed Assets

Whenever the District disposes of tangible personal property of a non-consumable nature we are required by Florida Statutes to bring the matter to the attention of the governing body. Therefore, consistent with our procedures, I request your authorization to dispose of the item listed below:

Tag #	F/A #	Description	Date Recorded	Acquired Value	Book Value
1986	PE23-1	Holland Skid Loader	09/30/97	\$ 25,619	\$ -
Total Assets to be Disposed				\$ 25,619	\$ -

This item is no longer of use to the District and will be sold or scrapped.

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

I offer the following motion for your consideration:

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property including fixed asset number PE23-1 in the schedule above.”

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

MEMORANDUM

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

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

DATE: August 30, 2019

SUBJECT: General Maintenance/Repair Services: Contract Renewal

In October, 2015 the District awarded contract ITB#15-005-CTS to Felix Associates of Florida, Inc. for General Maintenance and Repair Services for Wastewater and Reclaimed Water. The contract term was for 2 years with the option for 3 additional 12-month extensions.

In accordance with the original contract, the contractor has requested an extension of the contract with consideration of a CPI-U adjustment to prices.

Felix Associates of Florida, Inc. has satisfactorily performed numerous jobs under this contract and staff are satisfied with the coordination and performance of the contractor. As such, it is recommended that the District renew contract ITB#15-005-CTS with Felix Associates of Florida, Inc. for the third 12-month extension.

The following motion is offered for the Governing Board's consideration:

“THAT THE DISTRICT GOVERNING BOARD authorize the executive director to execute an extension of contract ITB#15-005-CTS with Felix Associates of Florida, Inc. to October 15, 2020 with adjustment to unit prices in accordance with a CPI-U increase of 1.8%”

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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

MEMORANDUM

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

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

DATE: September 12, 2019

SUBJECT: ITB # 19-008LPSSGENCONSTR: Low Pressure Sewer System General Construction Services Contract Award

As we work to complete neighborhood sewerage we frequently have small and mid-sized projects requiring construction of low pressure infrastructure to serve remnant areas. To address these areas in a timely and efficient manner we use a general construction services contract, the previous of which expired in April 2019.

This month we present a new general services contract for approval. This contract allows for an initial two year term with three optional one year renewals. Individual projects will be under \$50,000; however the overall value of the contract is expected to be \$100,000 during the first two year term.

Two bids were received on September 10, 2019 as detailed in the attached Recommendation of Award. The lowest responsive and responsible bidder, Lazarus Group, Inc. has recent, satisfactory experience performing similar work for the District.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize award of an initial 2 year term to contract ITB # 19-008LPSSGENCONSTR with Lazarus Group, Inc. from October 1, 2019 through September 30, 2021 in an amount not to exceed \$100,000.00”

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

MEMORANDUM

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

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

DATE: September 12, 2019

SUBJECT: Engineer's Recommendation of Award: ITB # 19-008LPSSGENCONSTR Low Pressure Sewer System General Construction Services

On September 10, 2019 the District received two sealed bids for the subject project. The Bid provided for installation of a low pressure sewer system general construction services.

A summary of the bids is below and attached.

The Lazarus Group, Inc.	\$37,878.00
Hinterland Group, Inc.	\$59,600.00

As the apparent low, an evaluation of The Lazarus Group, Inc.'s bid was performed. They were found to be responsive and responsible, as such, we recommend award of ITB # 19-008LPSSGENCONSTR to Lazarus Group, Inc.

Signed,

A handwritten signature in blue ink, appearing to read "K D", followed by a horizontal line.

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

KD\

Attachments: Bid Tab
Bid Checklist

cc: Hazel Figueroa w/Attachments
Debra Henderson w/Attachments

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

Bid Evaluation Checklist

Invitation to Bid #: 19-008LPSSGENCONSTR

Project Name: Low Pressure Sewer System General Construction Services

Contractor: Lazarus Group, Inc.

Unit Price Bid Schedule - Balanced	Yes
Addendums	Yes, Addendum 1
Questionnaire	Yes
Qualifying Projects	Yes
Licenses	
General Contractor	NA
Underground Utility/Excavation	CUC1224718
Other	CFC1427887
Acknowledgement of Insurance Requirement	Yes
Trench Safety	NA
Drug Free Work Place	Yes
Violations issued by regulatory agency	None

Low Pressure Sewer System General Construction Services - ITB #19-008LPSSGENCONSTR							
UNIT PRICE BID TAB				Lazarus Group		Hinterland	
NO.	ITEM	QUANTITY	UNIT	PRICE/UNIT	TOTAL	PRICE/UNIT	TOTAL
1	Directional Drill up to 3” LP Force Main						
	First 10 LF	1	LS	\$700.00	\$700.00	\$1,500.00	\$1,500.00
	Each Additional Foot	75	LF	\$14.00	\$1,050.00	\$35.00	\$2,625.00
2	Direct Bury up to 3” LP Force Main Less Than or Equal to 48" Depth						
	First 10 LF	1	LS	\$120.00	\$120.00	\$1,000.00	\$1,000.00
	Each Additional Foot	750	LF	\$10.50	\$7,875.00	\$20.00	\$15,000.00
3	Direct Bury up to 3” LP Force Main Greater Than 48" Depth						
	First 10 LF	1	LS	\$120.00	\$120.00	\$1,800.00	\$1,800.00
	Each Additional Foot	10	LF	\$12.00	\$120.00	\$25.00	\$250.00
4	Pneumatic Mole up to 3” LP Force Main						
	First 10 LF	1	LS	\$140.00	\$140.00	\$500.00	\$500.00
	Each Additional Foot	10	LF	\$14.00	\$140.00	\$15.00	\$150.00
5	Core Existing Shallow Manhole and Install up to 3” LP Force Main	1	EA	\$320.00	\$320.00	\$500.00	\$500.00
6	Core Existing Deep Manhole and Install up to 3” LP Force Main	1,121	LF	\$420.00	\$420.00	\$900.00	\$900.00
7	Connect up to 2-1/2” LP Force Main to existing 4" - 12" Force Main Less Than or Equal to 48" Depth						
	4"	1	EA	\$450.00	\$450.00	\$1,200.00	\$1,200.00
	6"	1	EA	\$450.00	\$450.00	\$1,400.00	\$1,400.00
	8"	1	EA	\$450.00	\$450.00	\$1,500.00	\$1,500.00
	10	1	EA	\$450.00	\$450.00	\$1,600.00	\$1,600.00
	12	1	EA	\$450.00	\$450.00	\$1,900.00	\$1,900.00
8	Additional Added to Item 7 for Greater Than 48" Depth	1	EA	\$100.00	\$100.00	\$0.00	\$0.00
9	Additional Added to Item 7 for Connection of 3” LP Force Mains	1	EA	\$100.00	\$100.00	\$0.00	\$0.00
10	Standard Singe Service						
	Short	1	EA	\$1,037.00	\$1,037.00	\$900.00	\$900.00
	Long	1	EA	\$1,274.00	\$1,274.00	\$1,200.00	\$1,200.00
11	2"Single Service						
	Short	1	EA	\$1,237.00	\$1,237.00	\$1,000.00	\$1,000.00
	Long	1	EA	\$1,474.00	\$1,474.00	\$1,300.00	\$1,300.00
12	Double Service						
	Short	1	EA	\$1,354.00	\$1,354.00	\$1,400.00	\$1,400.00
	Long	1	EA	\$1,487.00	\$1,487.00	\$1,800.00	\$1,800.00
13	Connect New Service to an Existing LP Force Main	1	EA	\$377.00	\$377.00	\$800.00	\$800.00
14	Terminal End Flushing Port	1	EA	\$870.00	\$870.00	\$850.00	\$850.00
15	In-line Flushing Port	1	EA	\$1,500.00	\$1,500.00	\$900.00	\$900.00
16	Air/Vacuum Valve	1	EA	\$2,000.00	\$2,400.00	\$2,400.00	\$2,400.00
17	Isolation Valve	1	EA	\$800.00	\$800.00	\$950.00	\$950.00
18	Sod/Seed and Mulch						
	Bahia Sod	100	SY	\$0.20	\$2.00	\$5.00	\$500.00
	St.Augustine Sod	100	SY	\$0.20	\$2.00	\$6.00	\$600.00
	FDOT Seed and Mulch	100	SY	\$0.20	\$2.00	\$4.00	\$400.00
19	Open Cut Road Repair	15	SY	\$125.00	\$1,875.00	\$95.00	\$1,425.00
20	Mill and Overlay						
	Less than 50SY per Mobilization	49	SY	\$80.00	\$3,920.00	\$75.00	\$3,675.00
	50 or more per Mobilization	50	SY	\$55.00	\$2,750.00	\$50.00	\$2,500.00
21	Concrete Driveway Restoration	5	SY	\$48.00	\$192.00	\$45.00	\$225.00
22	Asphalt Sidewalk Restoration	5	SY	\$38.00	\$190.00	\$40.00	\$200.00
23	Concrete Driveway Restoration	10	SY	\$49.00	\$490.00	\$65.00	\$650.00
24	Dewatering w/Wellpoints						
	First Day	1	EA	\$600.00	\$600.00	\$2,100.00	\$2,100.00
	Each Additional Day	1	EA	\$70.00	\$70.00	\$500.00	\$500.00
25	4” SCH40 Casing by Direct Bury	20	LF	\$16.00	\$320.00	\$45.00	\$900.00
26	4” SCH40 Casing by Pneumatic Mole	20	LF	\$30.00	\$600.00	\$30.00	\$600.00
TOTAL BASE BID AMOUNT \$					\$37,878.00		\$59,600.00

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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

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



DATE: September 6, 2019

DEPARTMENT: Information Services
Bud Howard, Director of Information Services

PURCHASE AMT.: Not to exceed \$85,000

BUDGET: Postage: \$65,000 from 40-42-5420
Printing: \$20,000 from 40-42-5340

ACTION REQUEST: Authorization of an annual purchase order for bill printing and mailing services not to exceed \$85,000.

DESCRIPTION:

Each quarter we mail approximately 29,000 print bills and 3,500 past due notices, for a total of approximately 132,000 bills each year. Printing and handling costs are 10.5 cents each, and postage is typically 55 cents each, depending on destination. We also receive a digital copy of each bill for archival purposes for 1 cent each, and now can print on the back of the bills for more message space for approximately 1 cent each depending on print coverage. We regularly encourage our customers to receive their bill by email (eBill) to help contain these costs and we are seeing clear increasing trend in the number of eBill recipients.

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

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

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a purchase order to Arista Information Systems, Inc. in the amount not-to-exceed \$85,000 for printing, postage and digital archives of the District’s sewer bills for Fiscal Year 2019-2020 according to our agreement dated December 22, 2015.

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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

MEMORANDUM

TO: D. Albrey Arrington, Ph.D.

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

DATE: September 3, 2019

SUBJECT: Chlorine: Award of Contract

Chlorine disinfection is an essential part of the plant treatment system and the production of IQ water. We are proposing to “piggy-back” on the City of Tarpon Springs Bid 150124-B-RS for chlorine in 1-ton and 150-pound cylinders. See attached consent from Allied Universal Corporation to the proposed “piggy-back”.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggy-back” of the City of Tarpon Springs Bid # 150124-B-RS and execution of a District purchase order in the amount of \$70,000.00 for the purchase of chlorine from Allied Universal Corporation for the period October 1, 2019 through September 30, 2020.



3901 NW 115 Avenue
Miami, Florida 33178
305-888-2623 office
305-463-8369 fax

August 21, 2019

Loxahatchee River Environmental Control District
Hazel Figueroa
2500 Jupiter Park Drive
Jupiter, FL 33458
Email: Hazel.Figueroa@lrecd.org
Ph.: (561) 747-5700 Ext. 131

**Re: Bid# 150124-B-RS
Chlorine**

Dear Hazel:

Please use this letter as confirmation that Allied Universal Corporation will offer the Loxahatchee River Environmental Control District a piggyback agreement on City of Tarpon Springs, Bid# 150124-B-RS for Chlorine, with pricing listed below.

Chlorine Ton	\$524.00
Chlorine 150#	\$92.00

The term of this "piggyback" agreement is from October 1, 2019 to July 31, 2020 during which the Loxahatchee River Environmental Control District agrees to purchase from Allied Universal Corporation Chlorine for:

Estimated volume CL2 TONS – 40 per year
CL2 150# – 40 per year

If you agree with this offer along with the terms and conditions as stated on the original bid, and wish to be included in this Bid contract please signify by signing this letter and returning by September 25, 2019 by fax to (305) 463-8369 or email to bids@allieduniversal.com

We look forward to hearing from you.

Respectfully,

ALLIED UNIVERSAL CORPORATION

Carlos C. Fernandez, VP of Sales

LOXAHATCHEE RIVER

Title: _____
Date: _____

cc: J. Palmer, AUC President – CEO
R. Bray, Sales Representative
S. Moros, Bid Coordinator

3901 NW 115 Avenue
Miami, Florida 33178
305-888-2623

9501 Rangeline Road
Ft. Pierce, Florida 34987
772-464-6195

30 Neil Gunn Drive
Ellisville, MS 39437
601-477-2550

5215 W. Tyson Avenue
Tampa, Florida 33611
813-832-4868

8350 NW 115 Avenue
Miami, Florida 33166
305-888-2623

204 SCM Road
Brunswick, GA 31525
912-267-9470

2100 Port Road
West Memphis, AR 72301
870-732-3107

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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

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



To: Governing Board
From: Kara Peterson, Director of Finance and Administration
Date: September 13, 2019
Subject: Authorize FY 2020 Open Purchase Order to Home Depot

In accordance with the District's Procurement Policy, Board approval is required for an Open Purchase Order when aggregate fiscal year spending for a vendor is anticipated to exceed \$50,000.

The District is requesting Board consideration and approval of an Annual Open Purchase Order to be issued to Home Depot in the amount of \$60,000. Purchases made against this Annual Open Purchase Order will be for various maintenance, repair, operating supplies, industrial supplies and related products (nuts, bolts, saw blades, ant killer, concrete, bagged lime, etc.) totaling less than \$500. Purchases will be made utilizing the OMNIA Partners (formerly US Communities) contract 16154.

The Open Purchase Order was budgeted in fiscal year 2020. All individual purchases under the Open Purchase Order will be completed in accordance with the District's Procurement Policy. The Open Purchase Order amount is based on historical spending trends.

The following motion is suggested for approval:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual Open Purchase Order to Home Depot at a total cost not to exceed \$60,000 for maintenance, repair, operating supplies, industrial supplies, and related products, in accordance with the District Procurement Policy. “

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



To: Governing Board
From: Kara Peterson, Director of Finance and Administration
Date: September 13, 2019
Subject: Authorize FY 2020 Fuel Procurement

The District is requesting Board approval to purchase bulk fuel (i.e., off-road diesel, on-road diesel, and unleaded gasoline) during the fiscal year 2020 for the following not to exceed quantities:

Diesel No. 2	88,000 Gallons
Unleaded Fuel	1,500 Gallons

**These expected annual quantities are based on historical usage trends.*

Procurement of bulk fuel (essentially a commodity with highly dynamic daily pricing) does not naturally fit into our existing Procurement Policy. Therefore, we are seeking your approval of the quantity of fuel we anticipate needing in FY 2020 and the approach we would like to take when purchasing bulk fuel. We will follow our bulk fuel procurement procedure established last year:

1. Determined there is a need for bulk fuel
2. Obtain real-time bulk fuel availability and pricing from a minimum of three bulk fuel vendors (e.g., Glover Oil Company, Inc., Palmdale Oil Company, Martin County Petroleum).
3. Place order with bulk fuel provider that (1) has the needed fuel available and (2) has the best total unit cost on that date.

The District can purchase bulk fuel by piggybacking the City of Port St. Lucie's contract; however, we have found that we can obtain bulk fuel at a lower cost by shopping around in the manner described above.

The following motion is suggested for approval:

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to purchase bulk diesel and unleaded fuel in quantities not to exceed Diesel No. 2 of 88,000 Gallons and Unleaded Fuel of 1,500 Gallons using the District's bulk fuel procurement procedure."

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

Water Reclamation | Environmental Education | River Restoration

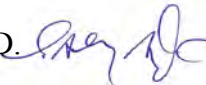
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: SEPTEMBER 10, 2019
SUBJECT: GIRL SCOUTS PARTNERSHIP AGREEMENT

Loxahatchee River District staff take the environmental stewardship portion of our mission seriously. One of our greatest contributions to environmental stewardship is through environmental education where we train the next generation to understand, respect, and value natural resources within the Loxahatchee River watershed. The River Center is at the center of our environmental education efforts, and the River Center's collaborative partnerships with the Girl Scouts of Southeast Florida, Inc. has been among the most fruitful of our environmental education collaborations.

Last year we entered into a more formalized partnership with the Girl Scouts of Southeast Florida, Inc. by signing a partnership agreement, which was authorized by the LRD Governing Board. The Girl Scouts of Southeast Florida, Inc. desire to update their partnership agreements annually. On the following page, Jocelyn O'Neill has drafted a memo explaining her perspective on our collaboration with the Girl Scouts and the proposed Partnership Agreement. Last year Mr. Shenkman, LRD legal counsel, reviewed and provided feedback on the Partnership Agreement.

Because we have had such a successful partnership with the Girl Scouts of Southeast Florida, Inc. and we would like to continue this partnership, Jocelyn and I request your approval of the 2019 Partnership Agreement. In order to streamline administration of future Partnership Agreement renewals, I am seeking approval to execute the Partnership Agreement in subsequent years barring substantial changes. Therefore, the following motion is offered for your consideration:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the Partnership Agreement with the Girl Scouts of Southeast Florida, Inc. for 2019 and subsequent years as long as there are no substantial changes in the terms and conditions of the Partnership Agreement.”

Loxahatchee River District

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

MEMORANDUM

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

FROM: Jocelyn O'Neill, Environmental Education Manager

DATE: September 10, 2019

SUBJECT: Girl Scouts of Southeast Florida Partner Agreement

The River Center has been conducting badge-earning Girl Scout programs since 2009 as part of the Eco-Action partnership with Society of Women Engineers (SWE) and later the ERM Foundation. All our programs, with the exception of the 'Girl Scout Way' badge, have included STEM components. Last year, Girl Scouts of Southeast Florida (GSSEF) formalized its relationship with provider organizations (such as the River Center) through their "partnership" program. We have completed one year under this partnership agreement and are seeking to renew the agreement again for the coming year. GSSEF staff have been responsive and are eager to have our programs in their event listing. Continuing with the agreement will allow the River Center to be included in their event listings, newsletters, and other marketing avenues. The River Center is currently already in compliance with their insurance, safety and integrity requirements. We would need to provide a certificate of insurance listing GSSEF as a certificate holder.

The Girl Scout badge programs are a keystone program for the River Center. Each year we serve over 250 girl scouts that earn badges with a STEM component. In addition to that, our 'Girl Scout Way' campfire brings in over 300 girl scouts each November, exposing new troops and families to the River Center and its programs. Our partnership with SWE continues to be an asset to the River Center as well. Discontinuing this program would affect not only the River Center, but the girls that we serve in our area. Our programs are unique compared to other providers. For these reasons, I recommend that the Loxahatchee River District's River Center accept the partnership agreement with GSSEF to continue our Girl Scout Programs. Agreement is attached.

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

Partner Information Packet for Girl Scout Programming

Greetings from Girl Scouts of Southeast Florida!

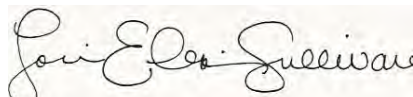
We are excited to provide you and your organization/business with an opportunity to partner with our local Girl Scout Council. We will work together to provide programs and opportunities to more than 9,000 girl members and almost 5,000 adult members – who participate in approximately 1,100 Girl Scout Troops.

Girl Scouts is the world's preeminent organization dedicated to developing leadership in girls. In Girl Scouts, girls partner with caring adults to design fun and challenging activities that empower them to discover, connect, and take action around issues that they care about. Our Partner Information Packet and Agreement allows us to clearly articulate our requirements for implementing quality programs for girls, as well as GSSEF's partnership support and promotion capabilities.

Inside this guide, you will find information on:

- Our Council's Map (our jurisdiction) and Membership
- The Girl Scout Program
- Activity Development and Planning
 - ✓ Scheduling
 - ✓ Registration
 - ✓ Cancellation
- Insurance and Safety
- Marketing and Promotion
- Program Partnership Agreement
- Partner Check List

We look forward to working with you!



Lori Ebinger Sullivan, MBA

Chief Operating Officer

Office: 561-815-1821

lsullivan@gssef.org

Girl Scouts of Southeast Florida, Inc.

Administrative Headquarters

6944 Lake Worth Road

Lake Worth, FL 33467

www.gssef.org

Map and Membership

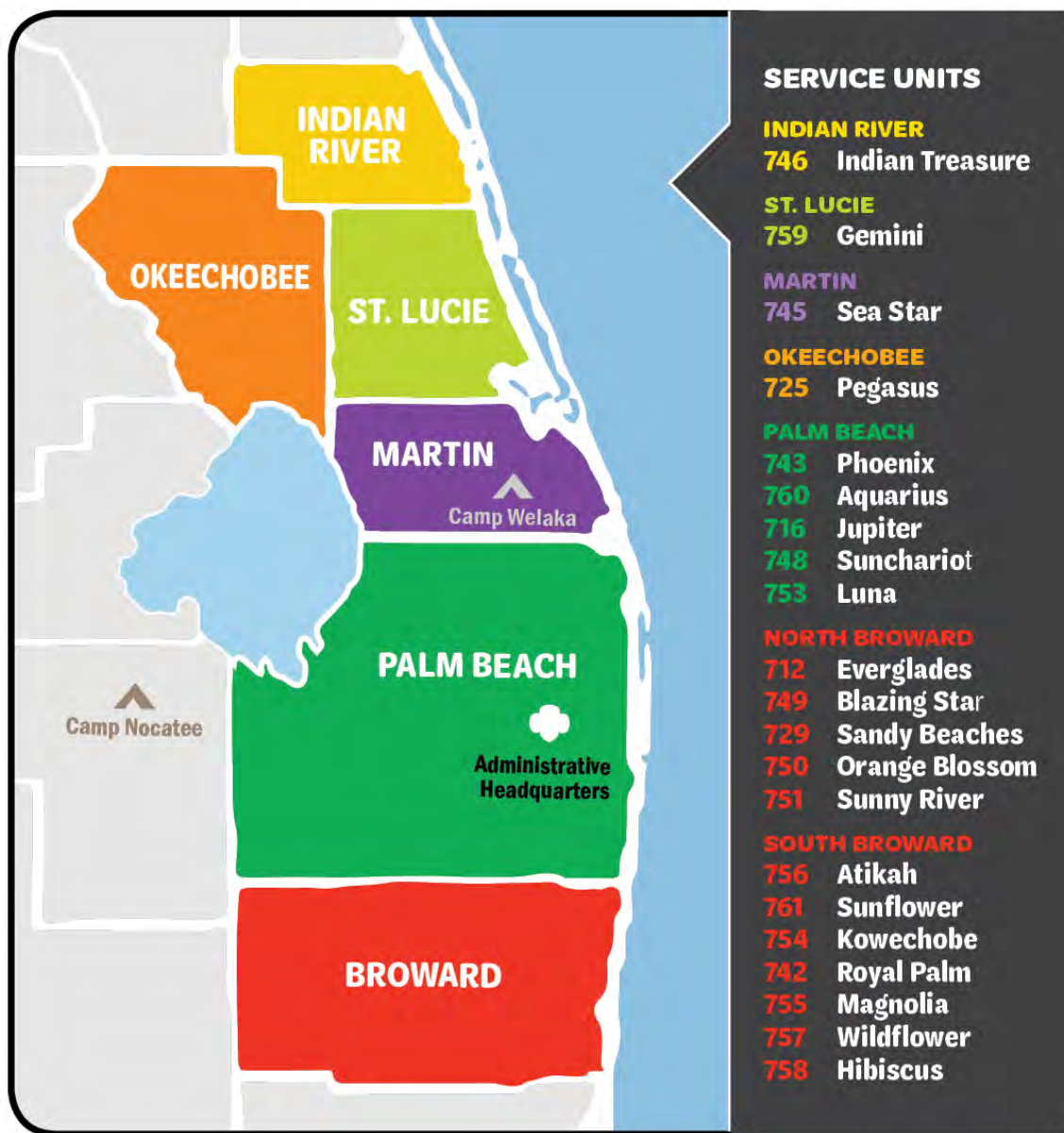
GSSEF serves six counties: Broward, Palm Beach, Martin, Okeechobee, St. Lucie and Indian River.

Dedicated to this specific area of work, GSSEF employs three Girl Experience Managers responsible for the program partnerships in an area, as well as our Leadership Team:

Vice President of Mission Delivery, Heather Hileman
Vice President of Outdoor Initiatives, Cindy McHeran

hileman@gssef.org 561-815-1804
cmcheran@gssef.org 561-815-1803

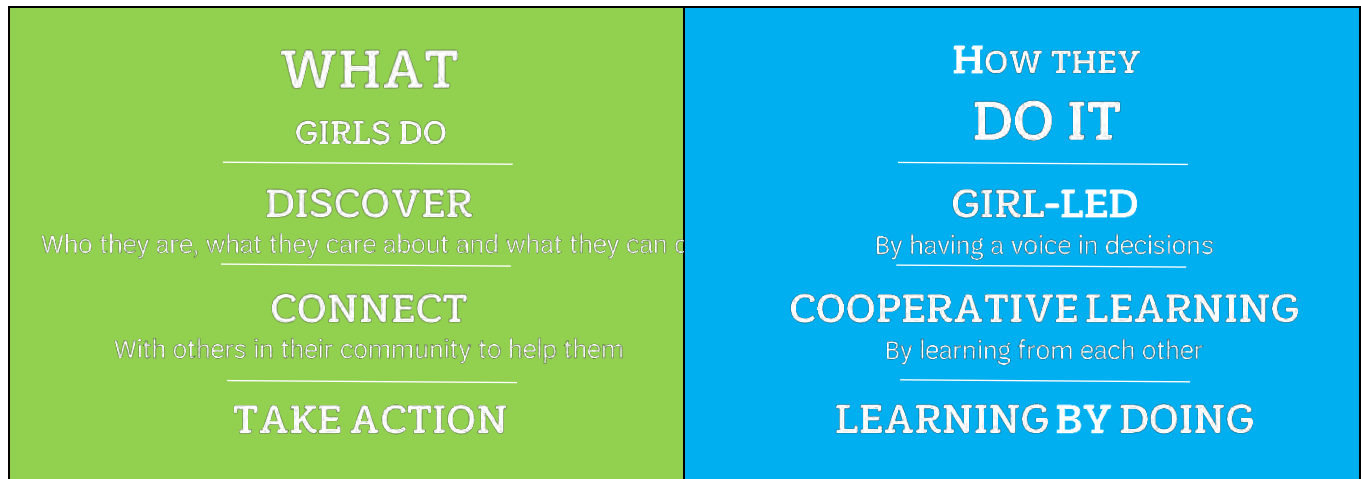
Organizations/businesses located outside our Council's jurisdiction may be eligible to partner with GSSEF when programs are offered at locations in the jurisdiction.



The Girl Scout Program

The Girl Scout Mission is: Girl Scouting builds girls of courage, confidence and character who make the world a better place.

The Girl Scout Leadership Experience (aka. GSLE) is what we use to achieve our mission. In simple terms, our GSLE is what Girl Scouts do and how they do it. Our GSLE is a collection of engaging, challenging and fun activities that includes earning badges, going on trips, selling cookies, exploring science, getting outdoors, doing community service projects – and MUCH more!



Girls Scouts have four focus areas that support the skills and experiences that form her foundation:

- Science, technology, engineering and math (aka. STEM)
- Outdoors
- Life Skills & Healthy Relationships
- Entrepreneurship

The Girl Scout Grade Levels are:

- Daisy Girl Scouts, grades K – 1st
- Brownie Girl Scouts, grades 2nd – 3rd
- Junior Girl Scouts, grades 4th – 5th
- Cadette Girl Scouts, grades 6th – 8th
- Senior Girl Scouts, grades 9th – 10th
- Ambassador Girl Scouts, grades 11th – 12th

Girls, and their families, can register and participate in activities in two ways:

- As members of a Troop with two adult volunteer Leaders
 - Troops may include members in one or more grade-levels
 - Participation in this case, usually means the Troop Leader is organizing the group and making registrations on behalf of the Troop members
- As individual members
 - All girls are members, whether they take part in a Troop, or not
 - Participation in this case, usually means a parent is making registration(s) on behalf of the child(ren)
 - These activities can be wonderful ways to involve family members too

Girl Scouts do not:

- Raise money for other organizations or businesses
- Participate in political campaigns or with those adults seeking election into a political office

Program Development and Planning

Scheduling

Together, GSSEF staff and partners work to select the date(s), time(s) and location(s) for each activity. Additionally, the team will discuss the applicable grade levels and capacity logistics prior to scheduling activities.

GSSEF will:

- Ensure activity dates do not conflict with previously scheduled activities that could potentially have a negative effect on the partner program or Council Signature Program
- Help select the best timing for the partner activity:
 - January and February are Girl Scout Cookie time; that means families, Troops and girls are extremely busy, especially on the weekends
 - Troop activities generally slow down during the summer months (June, July and early August) so ample notice for promotion is important
 - Families and individual registered girls tend to enjoy participating during the summer months (June, July and early August)
 - Activities are not commonly scheduled between Dec. 23-Jan.1 annually.

Partner will:

- Work with GSSEF to determine the Girl Scout Grade-Level(s) best suited for the activity
- Set the minimum and maximum capacity for an activity
- Set the minimum number of registrations to avoid cancellation
- Determine if the activity is best suited for Troop promotion/registration or registration by individual girls and their families

Registration

Participant registration is handled by GSSEF and conducted through our online registration system.

GSSEF will:

- Track registrations and update partner of progress: two weeks in advance of the program, when registration closes and upon request.
- Verify Girl Scout membership status
- Collect fees, which may include a processing fee per participant
- Set registration deadline date at least one week prior to the activity, unless agreed upon differently with the partner, prior to scheduling activities
- Notify registrants if the activity cancels for any reason and handle refunds (when applicable)
- Email confirmation letter with any special information needed (such as: safety guideline/waivers/permissions) to registrants within 4 business days in advance of the program
- Email registrant roster to the partner within 2-7 business days in advance of the program
- Pay partner fees due, based upon receipt of invoice and roster; these are due within 7

business days of the activity and paid within 7 business days

Partner will:

- Provide GSSEF with specific permission forms, waivers or photo release forms, etc.
- Notify GSSEF staff if an emergency cancellation must occur (i.e. inclement weather)
- Use the roster to verify in-person participants
- Document and add any additional participants who arrived and took part in the activity (SEE “ADDITIONAL PARTICIPANTS”)
- Return the attendee roster and invoice to GSSEF within 7 business days of the activity

Cancellation

While uncommon, activity cancellation does occur.

GSSEF will:

- Provide partners with our cancellation policy and procedure
- Publish alternate cancellation policies, should the partner’s policies differ from GSSEF
- Accept refunds requests only until 14 days before the scheduled activity
- Notify registrants of a cancellation via email
- Provide refunds to registrants within 30 days of the cancellation date, which includes refunds for unexpected cancellations
- Cancel all activities that are located in areas where a Hurricane Watch and/or Hurricane Warning have been issued for a span of dates in which the activity is scheduled
- Provide exceptions to the 14-day return request policy in the event of a medical emergency; documentation may be requested

Partner will:

- Provide your cancellation policy, if different from GSSEF’s cancellation policy, prior to scheduling activities
- Provide GSSEF with an on-site contact person (with phone number) who will be available for discussing any unexpected concerns or issues on the day of the scheduled activity
- Abide by the GSSEF cancellation policies
- Opt to cancel an activity due threat of inclement weather that may jeopardize the safety of our members
- Contact the designated GSSEF staff member immediately in the event of an unexpected cancellation

Additional Participants

Sometimes girls, Troops and “extra” family members show-up at the activity without prior registration. This is not a practice endorsed by GSSEF. GSSEF does not require partners to accommodate “extra” participants; this is at the discretion of the partner to determine if they can/will accommodate the people/persons.

Tagalongs are defined by Girl Scouts as: “people not officially affiliated with Girl Scouts, but who are along for the activity.” We discourage partners from accommodating Tagalongs in the activity.

Partners are prohibited from accommodating members who do not meet the pre-established grade-levels, provided at registration. Abiding by Girl Scouts grade-levels ensure peer groups and activities

commensurate with a girl's skills, abilities and interests.

GSSEF will:

- Discourage unregistered participants from going to activities with the expectation that they will be accommodated
- Collect payment(s) for "extra" participants that are accommodated at the activity
- Pay partner fees due, based upon the invoice and roster "extra" participants, provided these are received within 7 business days of the activity (SEE "REGISTRATION")

Partner will:

- Reserve the right to accommodate "extra" participants who arrive unregistered for the activity
- Reserve the right to prohibit Tagalongs from attending any activity by including this distinction to the activity description
- Document and add additional "extra" participants who arrived and took part in the activity, by name(s) and Troop Number
- Return the complete roster and invoice to GSSEF within 7 days of the activity when additional "extra" participants are accommodated
- Treat Girl Scouts and additional "extra" participants politely and respectfully at all times; especially in cases when the partner will not allow additional participants and is offering the explanation

Photography

Should partners wish to take photographs, video, and/or make recordings of our members, GSSEF requires use of a separate photo release form. This is required should partners wish to utilize images on social media platforms as well.

GSSEF will:

- Provide the partner's photo release form to registrants, prior to the activity, as well as directions on how/when to return it

Partner will:

- Provide the photo release form to GSSEF registrants at the time of scheduling
- Require only the name of the minor child as the intended photo subject, name of adult completing the release and the date; partners are prohibited from requesting any contact information from our members
- Keep the photo release documentation

Girl Scout Brand

Girl Scouts is a well-loved and iconic brand. Few brands are able to be identified by a color or shape like the Girl Scout brand. All Girl Scout products and the images and phrases featured on our products serve to raise Girl Scout brand voice, mission and visibility.

Girl Scouts has the sole and exclusive right by virtue of its Congressional Charter, 36 U.S.C. § 80106 et. seq., to have and use all service marks, trademarks, emblems, badges, descriptive or designating marks and words used in carrying out its program and is the owner of the GIRL SCOUTS name, service mark, and trademark, and of all other associated names, marks, slogans, insignias, logotypes, designs, fonts, program titles, program content, patch images, badge images and artwork.

GSSEF is the exclusive local brand owner. Prior approval is required from GSSEF for the use of Girl Scout brand, by our partners. This includes, but is not limited to, digital or printed materials, brochures, or other marketing collateral that is produced for the purpose of marketing services and activities. Additionally, use of

the Girl Scout brand on community partner websites or social media outlets must also be preapproved. Members are referred to as “Girl Scouts.” The business is referred to as a “Girl Scout Council” or “Girl Scouts of Southeast Florida.” Use of capital letters are demonstrated here and expected for use. Use of the word “scouts” (noun) or words “The Scouts” (proper noun) referring to members and use of the word “scouting” (verb) referring to an action or activity are strictly prohibited. Activities may be referred to as “Girl Scouting” when an action verb is needed.

With the execution of the partner agreement, GSSEF allows the partner to utilize our brand assets to showcase the partnership through co-branding opportunities. GSSEF does not permit co-branding or participating in co-activities with organizations considered to be direct competitors. These organizations include, but are not limited to:

- Indian Princesses and Y-Guides (operated through the YMCA)
- Boy Scouts of America or local Boy Scout Councils (also operated as Scouts BSA)
- Girls, Inc.

Privacy and Personal Information

Member information is the property of GSSEF. Protecting the integrity of their data and the privacy of our members is a priority. GSSEF does not release personal contact information of its members. Partners are prohibited to collect member information at Girl Scout activities for any purpose. Partners are prohibited from contacting our Girl Scout members for any reason.

The only exception for requesting information is for Photo Release; in this case, partners may request names only. (SEE “PHOTOGRAPHY”)

Insurance, Safety and Integrity

Insurance

Partners must submit a current certificate of insurance verifying that the organization has a reasonable amount of general liability coverage for the activities. By carrying adequate liability insurance, the partner can accept the responsibility for the actions of its staff and volunteers. GSSEF may not be able to work with a potential partner whose activities are not covered adequately by liability insurance.

The partner must submit a Certificate of Insurance naming GSSEF as a certificate holder. A valid certificate of insurance includes:

- A minimum total per occurrence limit of \$1,000,000
- If providing transportation as part of the program, the COI must also include at least \$1,000,000 of automobile coverage
- Scheduled activity falls within policy period shown
- Certificate holder name as: Girl Scouts of Southeast Florida, Inc., 6944 Lake Worth Road, Lake Worth, FL 33467

If your organization is self-insured, send documentation such as Certificate of Insurance (COI) or other proof of insurance coverage, to verify this. If your organization is not providing insurance, but the location of the activity is providing coverage, please send a copy of the location's liability insurance such as a COI.

Activity participants may not be registered Girl Scouts members; therefore these people are not covered by Girl Scouts insurance.

Safety

Nothing is more important than ensuring the health and safety of girls, whether they're engaged in a real world activity or exploring online. Girl Scouts works hard to build safety consciousness in adults, staff, volunteers, girls and with our partners. This diligence is intended to ensure proper supervision, prevent accidents and incidents and maintain program resources.

GSSEF expects our partners to work with us to ensure the health and safety of our members – as well upholding the standards and integrity of the Girl Scout Promise and Law at activities.

GSSEF will:

- Provide access to Girl Scouts “Safety Activity Checkpoints,” as well as any requested clarification or explanation as it relates to an activity
- Provide access to GSSEF “Volunteer Policies and Procedures,” as well as any requested clarification or explanation as it relates to an activity
- Provide access to GSSEF “Accident Report” for girls and adults
- Record all reported safety concerns or incidents
- Follow internal policies and procedures regarding disciplinary actions with members regarding a safety concern or incident
- Provide necessary follow up with members regarding a safety concern or incident
- Facilitate the utilization of insurance resources, for members involved in an incident, through all applicable providers

Partner will:

- Read and follow applicable standards in the national Girl Scouts “Safety Activity Checkpoints” (Check www.gssef.org and search for words “Safety Activity Checkpoints” to access the most recent version)
- Read and follow applicable standards in the GSSEF “Volunteer Policies and Procedures” (Check www.gssef.org and search for words “Policies and Procedures” to access the most recent version)
- Read and utilize the GSSEF “Accident Report” for girls and adults, when applicable (Check www.gssef.org and search for words “Accident Report” to access the most recent versions)
- Provide and/or follow the Adult-to-Girl ratio required for any Girl Scout activity
 - Partners may opt to fill this ratio with its staff members or,
 - Require registering adults to provide this ratio, and
 - Troop activities normally maintain the ratio with the Troop’s registered and screened volunteers
 - If girls are attending individually, parents must stay on the property where the activity is held
- Know and report the signs or concerns of abuse to a child (SEE “REPORTING ABUSE”)
- Provide a stocked first aid kit at the location of an activity
- Provide a currently certified first aid/CPR adult on-site (when applicable)
 - Troops are required to provide a certified first aid/CPR volunteer with girls, at the activity. However, if the activity is for individuals (i.e. not Troop registration), the partner is required to provide a certified first aid/CPR adult on-site
- Document any safety concerns or incidents by providing situational details with the names of those involved, to the GSSEF staff member in writing, within one day of the incident
- Contact emergency services (i.e. 9-1-1) in an emergency situation, and then,
- Contact the designated GSSEF staff member via cellular phone, as soon as the participant’s

immediate health and safety have been addressed appropriately

Adult-to-Girl Ratio

Our Adult-to-Girl ratio requires two unrelated adults, ONE of which MUST be female, for every:

- 6 Daisy Girl Scouts (K-1 graders)
- 12 Brownie Girl Scouts (2-3 graders)
- 16 Junior Girl Scouts (4-5 graders)
- 20 Cadette Girl Scouts (6-8 graders)
- 24 Senior and Ambassador Girl Scouts (9-12 graders)

Plus, one adult for each additional:

- 4 Daisy Girl Scouts
- 6 Brownie Girl Scouts
- 8 Junior Girl Scouts
- 10 Cadette Girl Scouts
- 12 Senior and Ambassador Girl Scouts

Reporting of Abuse

Florida state law requires any individual who suspects that a child or vulnerable adult has been abused, neglected or abandoned by any person to report that to the Florida Abuse Hotline. GSSEF strictly adheres to Florida Statute 39 regulated by the Florida Department of Children and Families, and it is therefore a requirement of our partners to adhere to the Statute as well.

According to Florida Statute 39, a “Child” is defined as an unmarried person less than 18 years old who has not been emancipated by order of the court; and “Abuse” on a child is defined by Florida law as any willful or threatened act or omission that results in any physical, mental, or sexual injury or harm that causes or is likely to cause the person’s physical, mental, or emotional health to be significantly impaired.

GSSEF will:

- Provide access and explanation of Florida Statute 39 regulated by the Florida Department of Children and Families
- Provide access to the Florida Abuse Hotline at 1-800-96-ABUSE (1-800-962-2873)
- Make the report should the partner feel uncomfortable doing so
- Record all reported concerns

Partners will:

- Acknowledge Florida Statute 39 regulated by the Florida Department of Children and Families
- Know and understand the signs of abuse on a child
- Report concerns by calling the Florida Abuse Hotline at 1-800-96-ABUSE (1-800-962-2873), or
- Contact the GSSEF staff member to make the report if you are uncomfortable doing so

Weather

The safety of our members is the most important consideration, both during the activity and when traveling to and from it.

GSSEF will:

- Cancel all activities that are located in areas where a Hurricane Watch and/or Hurricane Warning have been issued for a span of dates in which the activity is scheduled
- Encourages partners to plan an indoor contingency plan or establish a make-up date, prior to the activity

Partners will:

- Abide by the GSSEF cancellation policies regarding dangerous weather
- Opt to cancel an activity due to threat of inclement weather that may jeopardize the safety of our members
- Contact the designated GSSEF staff member immediately in the event of an unexpected cancellation
- Plan an indoor contingency plan or establish a make-up date (when applicable)

Impact of a Hurricane Watch or Warning on Girl Scout Programs and Activities

The safety of our Girl Scout members is our highest priority. Hurricane season begins June 1 and ends November 30 (annually). When the National Weather Service issues a Hurricane “Watch” or “Warning” for any geographic portion of our Council’s jurisdiction during any time period for which an activity is scheduled, it will be automatically postponed. When the National Weather Service lifts the Hurricane “Watch” or “Warning,” and GSSEF operations have resumed, together we will determine if the activity can be rescheduled. Tropical Storm “Watch” or “Warning” will be handled on a case-by-case basis.

Adherence to the Girl Scout Promise and Law

It is the standard and procedure of GSSEF to provide all volunteers, members, employees and girls with an environment free from forms of harassment and characterized by dignity, respect, courtesy, and conduct that is in alignment with the principals of the Girl Scout Promise and Law. GSSEF expects our partners to work with us to ensure members uphold these standards when attending activities.

Part of being an effective and responsible Girl Scout adult member or volunteer includes being an appropriate role model. Girls learn about leadership and appropriate health and safety standards directly and indirectly from the adults around them.

GSSEF will:

- Provide access and explanation of the Girl Scout Promise and Law
- Provide access and explanation of the GSSEF Code of Conduct
- Record all reported concerns or incidents
- Follow internal policies and procedures regarding disciplinary actions with members regarding Code of Conduct
- Provide necessary follow up communication with members regarding concern or incidents

Partner will:

- Read the Girl Scout Promise and Law (Check www.gssef.org and search for words “Who We Are” to access the Girl Scout Promise and Law)
- Read and ensure the standards in the GSSEF “Code of Conduct” are met (Check www.gssef.org and search for words “Volunteer Policies and Procedures” to access the most recent version)
- Document concerns or incidents by providing situational details with the names of those involved, to the GSSEF staff member in writing, within one (1) day of the incident
- Contact the designated GSSEF staff member via cellular phone immediately in the event of an egregious breach of the Girl Scout Promise and Law or GSSEF “Code of Conduct”

Marketing and Promotion

GSSEF actively promotes activities through a wide-range of successful marketing tools. It is our objective to share the opportunities for activities with our partners, highlight activities and program elements offered exclusively for Girl Scout members.

Regular marketing and promotion of activities utilizes year-round interactive and trackable tools, supported by our in-house marketing team of professionals. Our GSSEF marketing tools currently include:

- Bi-weekly e-newsletter for all registered members and subscribers, entitled “Trefoil Talk”
- Monthly e-magazine for all Troop Leaders, entitled “Linking Leaders”
- Social media channels on Facebook, Instagram and Twitter
- Council’s website, online Activities Calendar
- Council’s Blog
- Targeted large-group email capabilities through our membership database

Partners work closely with the GSSEF staff member to establish which of the marketing tools will be implemented for each individual activity. Additionally, GSSEF will identify the designated Marketing staff member to interface with the partner.

Partners may opt to create promotional assets too. If so, partners are required to follow the standards set forth in the “Girl Scout Brand” section of the packet, as well as the following requirements.

GSSEF will:

- Utilize the marketing tools described in the packet to reach the desired registration capacity for activities
- Approve partner-produced promotional materials prior to production or distribution (SEE “GIRL SCOUT BRAND”)

Partners will:

- Request approval of promotional materials regarding partner activities prior to production or distribution.
 - Request approval prior to using the Girl Scout brand with additional brands, other than that of the specific single named partner, such as logos for funders or other collaborators. (This includes digital platforms like website or social media pages)
 - Abide by the limitations regarding “co-branding” (SEE “THE GIRL SCOUT BRAND”)
 - Referred to members as “Girl Scouts”
 - Refer to the business as a “Girl Scout Council” or “Girl Scouts of Southeast Florida”
 - Refrain from use of the word “scouts” (noun) or the words “The Scouts” (proper noun) when referring to members
 - Refrain from use of the word “scouting” (verb) referring to an action or activity; activities may be referred to as “Girl Scouting” when an action verb is needed
- Use Arial as the font for all copy; or one of the Girl Scouts five families of bespoke fonts, designed exclusively for our brand

Program Partnership Agreement

The relationship between Girl Scouts of Southeast Florida, Inc. and partners is voluntary and can be dissolved at any time for non-compliance with our safety and risk management standards, insurance requirements, and actions that do not align with the mission and values of Girl Scouts.

The authorized individual should initial each item to verify that the partner organization understands these requirements and will work to adhere to the information and standards stated in the "Partner Information Packet" document. Print, sign and date the bottom of this Agreement.

Failure to comply with the standards and expectations set forth, or included, in the "Partner Information Packet" will result in the immediate termination of the partner relationship which will include termination of a currently signed agreement(s), cancellation future/scheduled activities and may include legal action.

___ My/Our organization/business supports Girl Scouts in its efforts to make Girl Scouting available to all girls and adults, regardless of race, ethnicity, religion, age, national origin, gender, veteran status, sexual orientation, marital status, or the presence of any physical, sensory, or mental disability (provided that the participant can safely undertake the activity).

___ I/We have read and understand this GSSEF "Partner Information Packet" and agree to comply.

___ I/We have read and understand this Partnership Agreement is valid for a period not to exceed one year, beginning: _____ (start date, xx/xx/xxxx) and ending: _____ (final date: xx/xx/xxxx).

___ I/We have read and understand the GSUSA "Safety Activity Checkpoints" applicable to our activity/ies and agree to comply.

___ I/We have read and understand the GSSEF "Volunteer Policies and Procedures" applicable to our activity/ies and agree to comply.

___ I/We have included a current certificate of general liability insurance. Scheduled Program Providers should carry at least \$1,000,000 in general liability coverage.

___ I/We understand that GSSEF cannot guarantee activity attendance to/for an activity.

___ I/We understand that GSSEF will pay the partner the agreed price per person for the guaranteed or actual participants, based upon the roster and invoice, provided within seven days of the activity.

___ I/We acknowledge that a W-9 Request of Taxpayer Identification Number & Certification form is required in order to receive payment from GSSEF.

___ I/We have included a copy of the waiver/agreement that will be distributed to parents/guardians of girls attending events. (Initial here, only if applicable).

___ I/We have included a photo release form. (Initial here, only if applicable)

Partner Business Name: _____ Representative Name: _____

Contact Email: _____ Contact Phone: _____

Authorized Representative Signature and Date: _____

Partner Check List

This is a handy planning tool that will help guide the activity development process!

Partner Business Name: _____

Contact Name: _____

Contact Email: _____ Contact Phone: _____

☐ GSSEF Staff Contact Person: _____

Office Phone: _____ Cellular Phone: _____

Email: _____

☐ Activity Title: _____

☐ Activity Venue: _____

☐ Activity Date: _____

☐ Troop Registration (or) ☐ IRM/Family Registration

Check all Girl Scout grade levels that apply:

☐ Daisy (K-1) ☐ Brownie (2-3) ☐ Junior (4-5) ☐ Cadette (6-8) ☐ Senior (9-10) ☐ Ambassador (11-12)

☐ Minimum Registration Required: _____ (and) ☐ Maximum Registration Allowed: _____

☐ Registration "Open" Date: _____ (and) ☐ Registration Close Date: _____

☐ Photo Release Required

☐ Tagalongs Permitted

☐ Specific clothing, equipment or proficiencies required: _____

☐ Any additional info needed for this activity: _____

☐ Partner/Business logo needed for promotional purposes

☐ Yes! This partner/business is interested in receiving additional information about these other opportunities: sponsorship, collaboration on one (or more) of the Council's Signature Programs or creation of an official Patch Program.

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

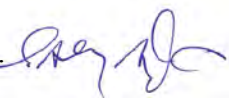
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: SEPTEMBER 12, 2019
SUBJECT: DEEP BED FILTER ENGINEERING CHANGE ORDER

Hazen and Sawyer provided engineering services for our new Deep Bed Filters. The construction project is complete, and the filters are fully in service (and performing very well). In closeout of project documents, Hazen and Sawyer has requested we consider the attached change order. In short, Change Order #4 is for \$161,477.90 and is based upon Hazen and Sawyer's provision of 94 additional days of additional inspection services. These additional days of inspection services can be broken down into 74 days caused by 'legitimate' change orders on the construction contract plus an additional 20 days.

This project was originally expected to last 650 days to Substantial Completion and 715 days to Final Completion. Ultimately it lasted 942 days to Substantial Completion and 1148 days to Final Completion. Throughout the entire duration of this project Hazen and Sawyer staff were available and diligent in their work on this project.

The three previous change orders were for:

CO #1 \$ 57,430.00 Electrical System Improvements

CO #2 \$ 134,500.00 Water Quality Testing of old and new filters

CO #3 \$ 20,000.00 Geotechnical Engineering and Material Testing Services (pass through)

I am very pleased this project is complete. I appreciate the effort Hazen and Sawyer invested into this project, and our wastewater treatment plant operators and I are pleased to report our new filters are performing very well.

I support Hazen's request for these additional days, and I request approval of the following motion:

"THAT THE GOVERNING BOARD authorize Change Order #4 to the Engineering Services Contract with Hazen & Sawyer for the Deep Bed Filters Contract in an amount of \$161,477.90."

TASK ORDER No. 20 – Change Order No. 4

Loxahatchee River Environmental Control District

Wastewater Treatment Plant

Deep Bed Sand Filters – Additional Construction Services

Date: September 12, 2019

PREAMBLE

The existing traveling bridge filters and filter structure at the Loxahatchee River District (hereinafter LRD) wastewater treatment facility have served the LRD for over 20 years and in need of rehabilitation and repair. Hence, in lieu of repair and replacement, it is the LRD staff's desire to replace the filters with deep bed sand filters. Deep bed filters offer additional benefits over traveling bridge filters including denitrification (i.e., nutrient removal) capabilities as well as proven performance during plant upset conditions. The LRD Board authorized Hazen and Sawyer, P.C. (hereinafter CONSULTANT) to provide engineering services for the design, permitting, bidding, construction management, inspection and startup of new deep bed filters to replace the existing traveling bridge filters at the LRD wastewater treatment facility. This authorization was provided under CONSULTANT Task Order No. 20 (approved at the April 17, 2014 Board meeting).

Subsequent to the approval of Task Order No. 20, a Contractor was obtained via competitive bid, with a bid price of \$8,450,000.00. A Notice-to-Proceed (NTP) was issued on January 18, 2016 with an original Substantial Completion date of October 29, 2017 (650 calendar days) and a Final Completion date of January 2, 2018 (715 calendar days from NTP). Five Contractor change orders were processed during the project, which are summarized in Attachment A. Without including the 'Contractor Delay Claim' time and cost, change orders increased the Substantial Completion date to January 11, 2018 (724 calendar days; an additional 74 days) and the Final Completion to April 9, 2018 (812 calendar days; an additional 97 days).

Task Order No. 20 included compensation for resident project representation (RPR) based for 340 working days or approximately 476 calendar days. It was deemed necessary by all parties that an increased level of inspection was required due to shortcomings in the Contractor's staffing. CONSULTANT provided additional on-site RPR services for the additional Contract Time of 74 calendar days plus 20 supplemental days for a total of 94 calendar days, which was not included within the original Task Order.

This Change Order No. 4 to Task Order No. 20 provides compensation for the additional RPR services that were required due to changes in Contract Time and level of Detailed Observation required. The work was previously performed by CONSULTANT, with compensation requested on a Lump Sum basis.

SCOPE OF SERVICES

Task 7 – Detailed Observation

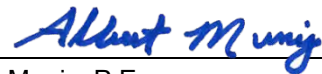
The CONSULTANT provided a RPR as described in the contract scope of services.

COMPENSATION

The compensation for additional engineering services provided under this Task Order 20 Change Order No. 4 shall be on a lump sum basis for a total amount of \$161,477.90. A cost breakdown by task for engineering services described in this task order follows:

DESCRIPTION	ORIGINAL	CHANGE ORDER No. 4	TOTAL
Task 7 – Detailed Observation			
7.1 – Resident Project Representative	\$584,068.00	\$161,477.90	\$745,545.90

While an increase in construction oversight was required, the project has been completed as designed and is performing as anticipated.



Albert Muniz, P.E.
Vice President / Hazen and Sawyer

September 12, 2019
Date

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458
(561) 747-5700 FAX (561) 747-9929

CHANGE ORDER # 4
DATE: September 12, 2019

PROJECT NAME: DEEP BED SAND FILTERS CONTRACT

OWNER: LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

CONTRACTOR: HAZEN & SAWYER

THE FOLLOWING CHANGES:

Provide additional inspection services during construction with proposal attached.

JUSTIFICATION:

Hazen provided 74 calendar days of detailed observation plus 20 calendar days of supplemental inspection to oversee construction of the Deep Bed Filter Project.

CHANGE TO CONTRACT PRICE:

Original CONTRACT PRICE: \$1,412,268.00

Current Contract Price: \$1,624,198.00

Contract Price due to this Change Order
will be *INCREASED* by: \$ 161,477.90

The New Contract Price including
this Change Order will be: \$1,785,675.90

CHANGE TO CONTRACT TIME:

The DATE OF COMPLETION of all work will be: UNCHANGED

APPROVED BY CONTRACTOR: Albert Muniz September 12, 2019
HAZEN & SAWYER DATE

APPROVED BY OWNER: _____
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT DATE

Attachment A
LRD Deep Bed Filter Change Order Summary

Five change orders were processed during the project as summarized below:

Contract	\$8,450,000.00	
C.O. No. 1	\$0.00	Added 30 calendar days
C.O. No. 2	\$7,494.20	Added 0 calendar days
C.O. No. 3	(\$5,928.53)	Added 0 calendar days
C.O. No. 4	\$88,964.81	Added 20 calendar days, 41 calendar days for FC (asphalt)
C.O. No. 6A*	(\$26,973.58)	Added 24 calendar days, 26 calendar days for FC
Approved	\$8,513,556.90	74 calendar days for SC, 97 calendar days for FC
C.O. No. 6B*	\$235,177.57	Added 218 calendar days for SC, 336 calendar days for FC
Approved	\$8,748,734.47	292 calendar days for SC, 433 calendar days for FC
% Change	3.5353%	Overall
	0.7522%	Overall, without final delay change (C.O. No. 6B)
	(0.3007)%	Overall, without final delay change or asphalt change

**C.O. 6 is broken out into Part A and Part B. Part A references all project changes not including the “Contractor Delay Claim” part of the change order. Part B includes the “Contractor Delay Claim” part of the change order.*

Without the “Contractor Delay Claim” changes:

Substantial Completion was extended from 10/29/17 to 01/11/18 (74 calendar days)

Final Completion was extended from 01/02/18 to 04/09/18 (97 calendar days)

The contractor’s actual Substantial Completion was achieved on August 17, 2018 which was 218 calendar days behind schedule. Final Completion was achieved on March 11, 2019 which was 336 calendar days behind schedule

Actual contractor Substantial Completion

650 days	Contract
74 days	Per change orders
724 days	Total (RPR contract was 476 days)
218 days	Additional services due to “Contractor Delay Claim” change

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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



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: September 3, 2019

SUBJECT: Clemons Street and Saturn Street Drainage Improvements (S1809) REVISED Interlocal with
Town of Jupiter

Last month the Board approved the subject interlocal agreement with the Town of Jupiter. We are resubmitting a REVISED interlocal this month due to a math error in calculating our costs for General Bid Items. Revisions are attached for review.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD AUTHORIZE THE Executive Director to execute the Interlocal Agreement with the Town of Jupiter for the Clemons Street and Saturn Street Drainage Improvements (S1809) in the amount of \$164,751.49.”

AND

“THAT THE DISTRICT GOVERNING BOARD AUTHORIZE a contingency for the project of \$10,000.00”

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

**INTERLOCAL AGREEMENT BETWEEN THE
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
AND
THE TOWN OF JUPITER
FOR
THE JOINT PROJECT PARTICIPATION IN THE CLEMONS STREET AND SATURN
STREET DRAINAGE IMPROVEMENTS PROJECT**

THIS AGREEMENT, hereinafter referred to as the AGREEMENT, made and entered into this _____ day of _____, 2019, by and between the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, hereinafter referred to as “LRECD”, and the TOWN OF JUPITER, hereinafter referred to as the “TOWN”.

WITNESSETH:

WHEREAS, the LRECD and TOWN are authorized to enter into this AGREEMENT pursuant to Section 163.01, Florida Statutes, as amended, which permits local governmental units to make the most efficient use of their power by enabling them to cooperate with other agencies on a basis of mutual advantage; and

WHEREAS, the TOWN has cause to prepare plans and specifications for the Clemons Street and Saturn Street Drainage Improvements Project, herein referred to as the PROJECT; and

WHEREAS, the LRECD has requested the TOWN include replacement of aging gravity sewer infrastructure including 8-inch vitrified clay pipe and appurtenances as part of the PROJECT, and

WHEREAS, the LRECD and TOWN declare that it is in the public’s interest to incorporate this replacement as part of the PROJECT and under one contract, and

WHEREAS, the TOWN has received bids for the PROJECT, including replacement of LRECD infrastructure, the lowest of which is herein referred to and included as Attachment “A”;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the TOWN and LRECD do hereby agree as follows:

1. The recitals set forth above are hereby adopted and incorporated herein by this reference.
2. The TOWN agrees to perform the following LRECD work:
 - A. Make recommendation to the LRECD and Jupiter Town Council for award of a construction contract for the PROJECT in accordance with the TOWN’S procurement procedures. LRECD shall provide consent by execution of this Interlocal Agreement with Attachment “A”.

B. Any Changes to Attachment "A" of this document shall be approved by LRECD prior to execution by the TOWN. Approval by LRECD shall not be unreasonably denied.

3. LRECD agrees to reimburse the TOWN for the LRECD WORK in the amount of **\$110,751.00** for Sanitary Sewer Bid Items and **25.38% (\$52,762.99)**~~17% (\$35,341.64)~~ for General Bid Items **and 50% (\$1,237.50) for muck removal and replacement (Greater than 2-feet Thick)**, based upon unit prices and calculated as shown in Attachment "A" of this document. LRECD shall have 30 days after receipt of the TOWN's reimbursement invoice to submit payment to the TOWN.
4. The LRECD shall be responsible for any and all change order costs associated with the work being performed on behalf of the LRECD. The TOWN shall obtain written approval from the LRECD in advance of any change orders issued related to any work being performed on behalf of the LRECD. The LRECD's approval of change orders shall not be unreasonably withheld.
5. The parties agree to budget sufficient funds for the PROJECT. However, once the construction contract has commenced, it shall be prosecuted to completion and the AGREEMENT shall be binding upon the parties and neither party shall have the right to terminate the subject AGREEMENT for the reason that sufficient funds are not available for the construction project.
6. TOWN shall indemnify, defend, and hold harmless the LRECD against any actions, claims, or damages arising out of TOWN'S negligence in connection with this AGREEMENT to the extent permitted by law. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Section 768.28, Florida Statutes, nor shall the same be construed to constitute agreement to indemnify the LRECD for the LRECD'S negligent acts or omissions.
7. The LRECD shall indemnify, defend, and hold harmless the TOWN against any actions, claims, or damages arising out of LRECD'S negligence in connection with this AGREEMENT to the extent permitted by law. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Section 768.28, Florida Statutes, nor shall the same be construed to constitute agreement to indemnify the TOWN for the TOWN'S negligent acts or omissions.
8. MISCELLANEOUS PROVISIONS:

Notices. All notices, requests, consents and other communications required or permitted under this AGREEMENT shall be in writing and shall be hand delivered by prepaid express overnight courier or messenger service, or mailed by registered or certified mail to the following addresses:

As to TOWN: Town of Jupiter Utilities
Attn: David L. Brown, Director of Utilities
17403 Central Boulevard
Jupiter, Florida 33458

Phone: 561-741-2273
Fax: 561-747-5634

As to LRECD: Loxahatchee River Environmental Control District
Attn: D. Albrey Arrington, Executive Director
2500 Jupiter Park Drive
Jupiter, Florida 33458
Phone: 561-747-5700
Fax: 561-747-9929

If either party changes its mailing address or designated recipient for notices, such change shall be communicated in writing to the other party within thirty (30) days of the change.

9. This AGREEMENT shall be construed by and governed by the laws of the State of Florida. Venue for any and all legal actions necessary to enforce the AGREEMENT shall be held in Palm Beach County, Florida.
10. No remedy herein conferred upon any party is intended to be exclusive of any other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.
11. This AGREEMENT constitutes the entire contract between the parties hereto and supersedes all prior understandings if any. There are no other oral or written promises, conditions, representations, understandings or term of any kind as conditions of inducement to the execution hereof, and none have been relied upon by either party. Any subsequent conditions, representations, warranties or agreement shall not be valid and binding upon the parties unless they are in writing and signed by both parties and executed in the same manner of the AGREEMENT.
12. In the event any terms or provisions of the AGREEMENT shall be held invalid, such invalid terms or provisions shall not affect the validity of any other term or provision hereof and all other terms and provisions hereof shall be enforceable to the fullest extent permitted by law as if such invalid terms or provisions had never been a part of the AGREEMENT.
13. This AGREEMENT shall become effective upon its execution by the TOWN and LRECD.
14. This AGREEMENT may be terminated in writing by either party if construction has not commenced within twelve (12) months of execution of this AGREEMENT, by the respective parties.
15. SEVERABILITY

Should any part, term or provision of this AGREEMENT be by the courts decided to be invalid, illegal or in conflict with any law of the State, the validity of the remaining portion or provision shall not be affected thereby.

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

ATTEST

TOWN OF JUPITER

By: _____
Sally M. Boylan, Town Clerk

By: _____
Todd Wodraska, Mayor

TOWN SEAL

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Thomas J. Baird, Town Attorney

ATTEST

LOXAHATCHEE RIVER
ENVIRONMENTAL CONTROL DISTRICT

By: _____
Kris Dean, P.E.
Deputy Executive Director

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

DISTRICT SEAL

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Curtis L. Shenkman, District Attorney

TOWN OF JUPITER
Clemons and Saturn Street Drainage Improvements
S1809
July 16, 2019, 2:00 PM Bid Opening

Contractor				Hinterland Group, Inc.		D.S. Eakins Construction Corporation		Johnson-Davis, Inc.		CK Contractors and Development, LLC		DBF Construction, LLC	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE
General Bid Items:													
1	General Conditions/Contract Administration	1	LS	\$15,000.00	\$15,000.00	\$33,750.00	\$33,750.00	\$18,000.00	\$18,000.00	\$4,500.00	\$4,500.00	\$30,000.00	\$30,000.00
2	Indemnification	1	LS	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
3	Mobilization/Demobilization (may not exceed 5% of Total Bid)	1	LS	\$30,000.00	\$30,000.00	\$11,963.00	\$11,963.00	\$20,000.00	\$20,000.00	\$36,500.00	\$36,500.00	\$20,000.00	\$20,000.00
4	Shop Drawings/Record Drawings/GPS Data	1	LS	\$8,500.00	\$8,500.00	\$13,228.00	\$13,228.00	\$9,500.00	\$9,500.00	\$4,850.00	\$4,850.00	\$20,000.00	\$20,000.00
5	Maintenance of Traffic	1	LS	\$4,500.00	\$4,500.00	\$14,384.00	\$14,384.00	\$14,200.00	\$14,200.00	\$13,250.00	\$13,250.00	\$20,000.00	\$20,000.00
6	Removal and Replacement of Asphalt Roadway	1,540	SY	\$62.00	\$95,480.00	\$62.10	\$95,634.00	\$85.00	\$130,900.00	\$60.00	\$92,400.00	\$43.00	\$66,220.00
7	Mill and Replace Asphalt	405	SY	\$38.00	\$15,390.00	\$24.20	\$9,801.00	\$31.00	\$12,555.00	\$40.00	\$16,200.00	\$27.00	\$10,935.00
8	Miscellaneous Restoration	1	LS	\$7,500.00	\$7,500.00	\$22,909.00	\$22,909.00	\$14,500.00	\$14,500.00	\$52,900.00	\$52,900.00	\$85,000.00	\$85,000.00
9	Erosion and Sediment Control	1	LS	\$4,500.00	\$4,500.00	\$6,123.00	\$6,123.00	\$2,200.00	\$2,200.00	\$18,000.00	\$18,000.00	\$15,000.00	\$15,000.00
Total General Bid Items: (Item Nos. 1-9)					\$180,970.00		\$207,892.00		\$221,955.00		\$238,700.00		\$267,255.00
Storm Drain Bid Items:													
10	30-Inch Slotted RCP and Exfiltration Trench Installation	145	LF	\$250.00	\$36,250.00	\$171.00	\$24,795.00	\$250.00	\$36,250.00	\$282.00	\$40,890.00	\$232.00	\$33,640.00
11	24-Inch Slotted RCP and Exfiltration Trench Installation	352	LF	\$200.00	\$70,400.00	\$153.00	\$53,856.00	\$220.00	\$77,440.00	\$232.00	\$81,664.00	\$218.00	\$76,736.00
12	30-Inch RCP Installation	308	LF	\$120.00	\$36,960.00	\$130.00	\$40,040.00	\$125.00	\$38,500.00	\$128.00	\$39,424.00	\$173.00	\$53,284.00
13	24-Inch RCP Installation	53	LF	\$90.00	\$4,770.00	\$104.00	\$5,512.00	\$130.00	\$6,890.00	\$132.00	\$6,996.00	\$141.00	\$7,473.00
14	15-Inch RCP Installation	25	LF	\$65.00	\$1,625.00	\$98.00	\$2,450.00	\$150.00	\$3,750.00	\$440.00	\$11,000.00	\$124.00	\$3,100.00
15	Stormwater Structure with Inlet, Clemons Street, S-1	1	LS	\$4,500.00	\$4,500.00	\$6,126.00	\$6,126.00	\$5,500.00	\$5,500.00	\$4,400.00	\$4,400.00	\$4,385.00	\$4,385.00
16	Stormwater Structure with Inlet, Clemons Street, S-2	1	LS	\$5,000.00	\$5,000.00	\$7,505.00	\$7,505.00	\$6,500.00	\$6,500.00	\$5,400.00	\$5,400.00	\$4,850.00	\$4,850.00
17	Stormwater Structure with Inlet, Clemons Street, S-3	1	LS	\$10,000.00	\$10,000.00	\$13,135.00	\$13,135.00	\$12,000.00	\$12,000.00	\$10,900.00	\$10,900.00	\$8,780.00	\$8,780.00
18	Stormwater Structure with Inlet, Clemons Street, S-4	1	LS	\$10,000.00	\$10,000.00	\$11,446.00	\$11,446.00	\$9,800.00	\$9,800.00	\$9,975.00	\$9,975.00	\$7,250.00	\$7,250.00
19	Stormwater Structure with Inlet, Clemons Street, S-5	1	LS	\$10,000.00	\$10,000.00	\$12,215.00	\$12,215.00	\$10,200.00	\$10,200.00	\$10,000.00	\$10,000.00	\$7,185.00	\$7,185.00
20	Stormwater Structure with Inlet, Clemons Street, S-6	1	LS	\$10,000.00	\$10,000.00	\$11,839.00	\$11,839.00	\$9,800.00	\$9,800.00	\$9,600.00	\$9,600.00	\$6,800.00	\$6,800.00
21	Stormwater Structure with Inlet, Saturn Street, S-7	1	LS	\$12,000.00	\$12,000.00	\$12,690.00	\$12,690.00	\$10,800.00	\$10,800.00	\$11,300.00	\$11,300.00	\$7,385.00	\$7,385.00
22	Stormwater Structure with Inlet, Saturn Street, S-8	1	LS	\$4,500.00	\$4,500.00	\$6,196.00	\$6,196.00	\$5,500.00	\$5,500.00	\$4,950.00	\$4,950.00	\$4,850.00	\$4,850.00
23	Modify Existing Storm Structure, Saturn Street, STA 0+00	1	LS	\$6,500.00	\$6,500.00	\$9,965.00	\$9,965.00	\$9,800.00	\$9,800.00	\$10,500.00	\$10,500.00	\$10,550.00	\$10,550.00
24	Removal of Existing 18-Inch RCP	219	LF	\$10.00	\$2,190.00	\$13.00	\$2,847.00	\$35.00	\$7,665.00	\$26.00	\$5,694.00	\$20.00	\$4,380.00
25	Removal of Existing 15-Inch RCP	25	LF	\$10.00	\$250.00	\$13.00	\$325.00	\$30.00	\$750.00	\$30.00	\$750.00	\$20.00	\$500.00
26	Abandon Existing 18-Inch RCP	48	LF	\$45.00	\$2,160.00	\$50.00	\$2,400.00	\$40.00	\$1,920.00	\$60.00	\$2,880.00	\$14.00	\$672.00
27	Removal of Existing Stormwater Structures	4	EA	\$1,200.00	\$4,800.00	\$500.00	\$2,000.00	\$1,000.00	\$4,000.00	\$750.00	\$3,000.00	\$1,625.00	\$6,500.00
28	Concrete Collar for Connection to Existing RCP	5	EA	\$800.00	\$4,000.00	\$1,750.00	\$8,750.00	\$1,000.00	\$5,000.00	\$1,350.00	\$6,750.00	\$1,600.00	\$8,000.00
29	Unforeseen Conditions Allowance	1	AL	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
30	Install Type "F" Concrete Curb	806	LF	\$26.00	\$20,956.00	\$39.70	\$31,998.20	\$38.00	\$30,628.00	\$35.00	\$28,210.00	\$43.50	\$35,061.00
31	Remove and Replace Valley Gutter	78	LF	\$38.00	\$2,964.00	\$39.70	\$3,096.60	\$45.00	\$3,510.00	\$36.00	\$2,808.00	\$49.00	\$3,822.00
32	Install Concrete Sidewalk	92	SY	\$45.00	\$4,140.00	\$69.50	\$6,394.00	\$85.00	\$7,820.00	\$84.00	\$7,728.00	\$50.00	\$4,600.00
Total Storm Drain Bid Items: (Item Nos. 10-32)					\$313,965.00		\$325,580.80		\$354,023.00		\$364,819.00		\$349,803.00
Sanitary Sewer Bid Items:													
33	8" SDR-26 PVC Gravity Sewer Piping, 0' – 6' Deep	22	LF	\$140.00	\$3,080.00	\$96.00	\$2,112.00	\$85.00	\$1,870.00	\$132.00	\$2,904.00	\$128.00	\$2,816.00
34	8" SDR-26 PVC Gravity Sewer Piping, 6' – 8' Deep	92	LF	\$180.00	\$16,560.00	\$96.00	\$8,832.00	\$90.00	\$8,280.00	\$120.00	\$11,040.00	\$128.00	\$11,776.00
35	8" SDR-26 PVC Gravity Sewer Piping, 8' – 10' Deep	202	LF	\$220.00	\$44,440.00	\$101.00	\$20,402.00	\$105.00	\$21,210.00	\$105.00	\$21,210.00	\$128.00	\$25,856.00
36	8" SDR-26 PVC Gravity Sewer Piping, 10' – 12' Deep	133	LF	\$240.00	\$31,920.00	\$200.00	\$26,600.00	\$130.00	\$17,290.00	\$135.00	\$17,955.00	\$128.00	\$17,024.00
37	8" SDR-26 PVC Gravity Sewer Piping, 12' – 14' Deep	44	LF	\$340.00	\$14,960.00	\$600.00	\$26,400.00	\$200.00	\$8,800.00	\$600.00	\$26,400.00	\$131.00	\$5,764.00
38	Furnish and Install Sanitary Manhole in Pavement, MH-10	1	LS	\$6,500.00	\$6,500.00	\$6,766.00	\$6,766.00	\$11,200.00	\$11,200.00	\$4,900.00	\$4,900.00	\$6,400.00	\$6,400.00
39	Furnish and Install Sanitary Manhole in Pavement, MH-09	1	L	\$9,000.00	\$9,000.00	\$7,160.00	\$7,160.00	\$12,800.00	\$12,800.00	\$5,800.00	\$5,800.00	\$6,250.00	\$6,250.00
40	All Work Associated with Demolition of 8-Inch Gravity Sewer	497	LF	\$5.00	\$2,485.00	\$7.00	\$3,479.00	\$25.00	\$12,425.00	\$11.00	\$5,467.00	\$31.00	\$15,407.00
41	All Work Associated with Demolition of Gravity Sewer Manholes	2	EA	\$1,500.00	\$3,000.00	\$500.00	\$1,000.00	\$1,200.00	\$2,400.00	\$1,375.00	\$2,750.00	\$3,950.00	\$7,900.00
42	Bypass Pumping System	1	LS	\$3,500.00	\$3,500.00	\$8,000.00	\$8,000.00	\$18,000.00	\$18,000.00	\$54,535.00	\$54,535.00	\$50,000.00	\$50,000.00
Total Sanitary Sewer Bid Items: (Item Nos. 33-42)					\$135,445.00		\$110,751.00		\$114,275.00		\$152,961.00		\$149,193.00
Total Base Bid Price: (Item Nos. 1-42)					\$630,380.00		\$644,223.80		\$690,253.00		\$756,480.00		\$766,251.00

Additive Bid Item:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE
43	Muck Removal and Replacement (Greater than 2-feet Thick)	55	CY	\$45.00	\$2,475.00	\$45.00	\$2,475.00	\$130.00	\$7,150.00	\$42.00	\$2,310.00	\$23.00	\$1,265.00
Total Bid Price: (Item Nos. 1-43)					\$632,855.00		\$646,698.80		\$697,403.00		\$758,790.00		\$767,516.00

See Note 1

	Contractor			Ferreira Construction Southern Division Co., Inc.		Man Con Incorporated		Foster Marine Contractors, Inc.		Ranger Construction Industries, Inc.		V Engineering & Consulting Corp.	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE
General Bid Items:													
1	General Conditions/Contract Administration	1	LS	\$72,657.00	\$72,657.00	\$11,522.00	\$11,522.00	\$85,000.00	\$85,000.00	\$252,000.00	\$252,000.00	\$75,000.00	\$75,000.00
2	Indemnification	1	LS	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
3	Mobilization/Demobilization (may not exceed 5% of Total Bid)	1	LS	\$18,495.00	\$18,495.00	\$44,200.00	\$44,200.00	\$42,000.00	\$42,000.00	\$70,000.00	\$70,000.00	\$45,000.00	\$45,000.00
4	Shop Drawings/Record Drawings/GPS Data	1	LS	\$12,268.00	\$12,268.00	\$9,651.00	\$9,651.00	\$13,500.00	\$13,500.00	\$15,700.00	\$15,700.00	\$60,000.00	\$60,000.00
5	Maintenance of Traffic	1	LS	\$7,950.00	\$7,950.00	\$13,000.00	\$13,000.00	\$59,000.00	\$59,000.00	\$87,000.00	\$87,000.00	\$45,000.00	\$45,000.00
6	Removal and Replacement of Asphalt Roadway	1,540	SY	\$88.00	\$135,520.00	\$62.30	\$95,942.00	\$75.00	\$115,500.00	\$56.00	\$86,240.00	\$18.00	\$27,720.00
7	Mill and Replace Asphalt	405	SY	\$56.00	\$22,680.00	\$41.20	\$16,686.00	\$43.00	\$17,415.00	\$21.40	\$8,667.00	\$11.00	\$4,455.00
8	Miscellaneous Restoration	1	LS	\$44,021.00	\$44,021.00	\$78,260.00	\$78,260.00	\$63,000.00	\$63,000.00	\$113,000.00	\$113,000.00	\$20,000.00	\$20,000.00
9	Erosion and Sediment Control	1	LS	\$5,389.00	\$5,389.00	\$5,850.00	\$5,850.00	\$5,000.00	\$5,000.00	\$9,080.00	\$9,080.00	\$30,000.00	\$30,000.00
Total General Bid Items: (Item Nos. 1-9)					\$319,080.00		\$275,211.00		\$400,515.00		\$641,787.00		\$307,275.00
Storm Drain Bid Items:													
10	30-Inch Slotted RCP and Exfiltration Trench Installation	145	LF	\$286.00	\$41,470.00	\$323.00	\$46,835.00	\$394.00	\$57,130.00	\$330.00	\$47,850.00	\$375.00	\$54,375.00
11	24-Inch Slotted RCP and Exfiltration Trench Installation	352	LF	\$243.00	\$85,536.00	\$282.00	\$99,264.00	\$274.00	\$96,448.00	\$300.00	\$105,600.00	\$275.00	\$96,800.00
12	30-Inch RCP Installation	308	LF	\$158.00	\$48,664.00	\$225.00	\$69,300.00	\$255.00	\$78,540.00	\$130.00	\$40,040.00	\$325.00	\$100,100.00
13	24-Inch RCP Installation	53	LF	\$153.00	\$8,109.00	\$203.00	\$10,759.00	\$250.00	\$13,250.00	\$140.00	\$7,420.00	\$225.00	\$11,925.00
14	15-Inch RCP Installation	25	LF	\$192.00	\$4,800.00	\$241.00	\$6,025.00	\$230.00	\$5,750.00	\$120.00	\$3,000.00	\$200.00	\$5,000.00
15	Stormwater Structure with Inlet, Clemons Street, S-1	1	LS	\$6,690.00	\$6,690.00	\$4,828.00	\$4,828.00	\$4,400.00	\$4,400.00	\$6,160.00	\$6,160.00	\$5,000.00	\$5,000.00
16	Stormwater Structure with Inlet, Clemons Street, S-2	1	LS	\$7,493.00	\$7,493.00	\$5,761.00	\$5,761.00	\$5,300.00	\$5,300.00	\$6,710.00	\$6,710.00	\$5,250.00	\$5,250.00
17	Stormwater Structure with Inlet, Clemons Street, S-3	1	LS	\$9,766.00	\$9,766.00	\$8,952.00	\$8,952.00	\$7,100.00	\$7,100.00	\$17,400.00	\$17,400.00	\$11,000.00	\$11,000.00
18	Stormwater Structure with Inlet, Clemons Street, S-4	1	LS	\$10,614.00	\$10,614.00	\$13,053.00	\$13,053.00	\$9,700.00	\$9,700.00	\$14,600.00	\$14,600.00	\$10,000.00	\$10,000.00
19	Stormwater Structure with Inlet, Clemons Street, S-5	1	LS	\$11,662.00	\$11,662.00	\$15,337.00	\$15,337.00	\$12,000.00	\$12,000.00	\$14,600.00	\$14,600.00	\$9,700.00	\$9,700.00
20	Stormwater Structure with Inlet, Clemons Street, S-6	1	LS	\$10,687.00	\$10,687.00	\$14,495.00	\$14,495.00	\$9,200.00	\$9,200.00	\$9,420.00	\$9,420.00	\$9,500.00	\$9,500.00
21	Stormwater Structure with Inlet, Saturn Street, S-7	1	LS	\$10,104.00	\$10,104.00	\$13,858.00	\$13,858.00	\$16,600.00	\$16,600.00	\$11,500.00	\$11,500.00	\$10,000.00	\$10,000.00
22	Stormwater Structure with Inlet, Saturn Street, S-8	1	LS	\$7,313.00	\$7,313.00	\$6,967.00	\$6,967.00	\$4,800.00	\$4,800.00	\$8,410.00	\$8,410.00	\$5,500.00	\$5,500.00
23	Modify Existing Storm Structure, Saturn Street, STA 0+00	1	LS	\$6,191.00	\$6,191.00	\$13,000.00	\$13,000.00	\$19,500.00	\$19,500.00	\$17,100.00	\$17,100.00	\$7,500.00	\$7,500.00
24	Removal of Existing 18-Inch RCP	219	LF	\$26.00	\$5,694.00	\$30.00	\$6,570.00	\$25.00	\$5,475.00	\$79.00	\$17,301.00	\$200.00	\$43,800.00
25	Removal of Existing 15-Inch RCP	25	LF	\$40.00	\$1,000.00	\$20.00	\$500.00	\$25.00	\$625.00	\$120.00	\$3,000.00	\$150.00	\$3,750.00
26	Abandon Existing 18-Inch RCP	48	LF	\$34.00	\$1,632.00	\$58.00	\$2,784.00	\$13.00	\$624.00	\$79.00	\$3,792.00	\$150.00	\$7,200.00
27	Removal of Existing Stormwater Structures	4	EA	\$1,822.00	\$7,288.00	\$2,265.00	\$9,060.00	\$1,000.00	\$4,000.00	\$2,430.00	\$9,720.00	\$5,000.00	\$20,000.00
28	Concrete Collar for Connection to Existing RCP	5	EA	\$445.00	\$2,225.00	\$2,894.00	\$14,470.00	\$1,050.00	\$5,250.00	\$3,220.00	\$16,100.00	\$5,000.00	\$25,000.00
29	Unforeseen Conditions Allowance	1	AL	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
30	Install Type "F" Concrete Curb	806	LF	\$37.00	\$29,822.00	\$49.50	\$39,897.00	\$32.00	\$25,792.00	\$38.00	\$30,628.00	\$27.00	\$21,762.00
31	Remove and Replace Valley Gutter	78	LF	\$64.00	\$4,992.00	\$49.50	\$3,861.00	\$32.00	\$2,496.00	\$53.00	\$4,134.00	\$25.00	\$1,950.00
32	Install Concrete Sidewalk	92	SY	\$86.00	\$7,912.00	\$91.00	\$8,372.00	\$81.00	\$7,452.00	\$130.00	\$11,960.00	\$65.00	\$5,980.00
Total Stom Drain Bid Items: (Item Nos. 10-32)					\$379,664.00		\$463,948.00		\$441,432.00		\$456,445.00		\$521,092.00
Sanitary Sewer Bid Items:													
33	8" SDR-26 PVC Gravity Sewer Piping, 0' – 6' Deep	22	LF	\$79.00	\$1,738.00	\$141.00	\$3,102.00	\$142.00	\$3,124.00	\$790.00	\$17,380.00	\$125.00	\$2,750.00
34	8" SDR-26 PVC Gravity Sewer Piping, 6' – 8' Deep	92	LF	\$59.00	\$5,428.00	\$158.00	\$14,536.00	\$176.00	\$16,192.00	\$370.00	\$34,040.00	\$150.00	\$13,800.00
35	8" SDR-26 PVC Gravity Sewer Piping, 8' – 10' Deep	202	LF	\$120.00	\$24,240.00	\$175.00	\$35,350.00	\$192.00	\$38,784.00	\$320.00	\$64,640.00	\$175.00	\$35,350.00
36	8" SDR-26 PVC Gravity Sewer Piping, 10' – 12' Deep	133	LF	\$128.00	\$17,024.00	\$205.00	\$27,265.00	\$235.00	\$31,255.00	\$250.00	\$33,250.00	\$200.00	\$26,600.00
37	8" SDR-26 PVC Gravity Sewer Piping, 12' – 14' Deep	44	LF	\$172.00	\$7,568.00	\$719.00	\$31,636.00	\$308.00	\$13,552.00	\$2,000.00	\$88,000.00	\$250.00	\$11,000.00
38	Furnish and Install Sanitary Manhole in Pavement, MH-10	1	LS	\$6,645.00	\$6,645.00	\$4,827.00	\$4,827.00	\$7,500.00	\$7,500.00	\$6,900.00	\$6,900.00	\$4,000.00	\$4,000.00
39	Furnish and Install Sanitary Manhole in Pavement, MH-09	1	L	\$7,075.00	\$7,075.00	\$6,158.00	\$6,158.00	\$11,500.00	\$11,500.00	\$12,700.00	\$12,700.00	\$5,500.00	\$5,500.00
40	All Work Associated with Demolition of 8-Inch Gravity Sewer	497	LF	\$53.00	\$26,341.00	\$16.00	\$7,952.00	\$5.00	\$2,485.00	\$41.00	\$20,377.00	\$40.00	\$19,880.00
41	All Work Associated with Demolition of Gravity Sewer Manholes	2	EA	\$4,402.00	\$8,804.00	\$2,976.00	\$5,952.00	\$1,000.00	\$2,000.00	\$3,220.00	\$6,440.00	\$8,500.00	\$17,000.00
42	Bypass Pumping System	1	LS	\$26,653.00	\$26,653.00	\$23,068.00	\$23,068.00	\$15,000.00	\$15,000.00	\$73,800.00	\$73,800.00	\$20,000.00	\$20,000.00
Total Sanitary Sewer Bid Items: (Item Nos. 33-42)					\$131,516.00		\$159,846.00		\$141,392.00		\$357,527.00		\$155,880.00
Total Base Bid Price: (Item Nos. 1-42)					\$830,260.00		\$899,005.00		\$983,339.00		\$1,455,759.00		\$984,247.00

Additive Bid Item:													
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE	UNIT PRICE	VALUE
43	Muck Removal and Replacement (Greater than 2-feet Thick)	55	CY	\$93.00	\$5,115.00	\$90.00	\$4,950.00	\$120.00	\$6,600.00	\$110.00	\$6,050.00	N/A	N/A
Total Bid Price: (Item Nos. 1-43)					\$835,375.00		\$903,955.00		\$989,939.00		\$1,461,809.00		N/A

- Note 1DBF Construction, LLC listed an incorrect Value for Bid Item No. 23 resulting in a different total for their Total Base Bid Price and Total Brid Price
- Note 2Ranger Construction Industries, Inc. listed an incorrect Value for Bid Item No. 33 resulting in a different total for their Total Bid Base Bid Price and Total Bid Price
- Note 3V Engineering & Consulting Corp. did not use the Bid Scheduled of Values revised by Addendum 4 which resulted in no unit price provided for Additive Bid Item No. 43 deeming their bid Non-Responsive

See Note 2

See Note 3

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration


2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: SEPTEMBER 11, 2019
SUBJECT: ATTORNEY SELECTION – LRD GENERAL COUNSEL

On August 23, 2019 I received an email and letter (“Request for Authorization of Attorney Representation”) from Curt Shenkman, Esq. representing the law firm Smith, Gaskill & Shenkman, P.A. and Curtis Shenkman, P.A., which informed me that Curt Shenkman retired from Smith, Gaskill & Shenkman, P.A. after 35 years of service. The letter referenced a concern for LRD as a client, and identified two immediate options: (1) have LRD legal representation continued by Smith, Gaskill & Shenkman, P.A.; or (2) have LRD legal representation continued by Curtis Shenkman, P.A. The same day I forwarded the email and letter to the LRD Governing Board and solicited verbal input and discussion from any concerned Board Members.

Following up with Mr. Shenkman, I questioned if I, as Executive Director, have explicit authority to engage (select, hire, terminate) legal counsel. Mr. Shenkman provided Section 6(1) of our Enabling Act and his legal opinion that yes, in fact, the LRD Executive Director has explicit authority to employ and remove legal staff and set their compensation. For your convenience, I have provided our Enabling Act, Section 6(1) here:

Section 6. In order to effectuate the purposes of this act, the District acting through the Board shall have the power: (1) To employ and set the compensation of a director who shall serve at its pleasure. Within available funds, the director may employ and set the compensation of professional, technical, legal, and clerical staff as may be necessary, and may remove these personnel. The director, with the consent of the Board, may acquire the services of consultants and enter into contracts on behalf of the Board.

Based on Mr. Shenkman’s legal counsel and a strong desire to maintain continuity of legal counsel for the District, I subsequently completed the “Request for Authorization of Attorney Representation” and selected to have Curtis Shenkman, P.A. to continue representing LRD as our general counsel (see attached). I also confirmed the rates that we will be paying Curtis Shenkman, P.A. (see attached), which were negotiated in 2017.

If you are unhappy with my decision to have Curtis Shenkman, P.A. serve as LRD general counsel, then this is a clear opportunity for you, as the LRD Board, to direct me to work through a process of interviewing and assessing alternate potential candidates that could serve as LRD General Counsel.

If you support my decision, I request you confirm it by approving the following motion:

“THAT THE DISTRICT GOVERNING BOARD confirm selection of Curtis Shenkman, P.A. as LRD General Counsel effective September 1, 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

Smith, Gaskill & Shenkman, P.A.
11891 US Highway One, Ste 100
North Palm Beach, FL 33408
561-622-2700
shenkman@lawpalmbeach.com

Curtis Shenkman, P.A.
4400 PGA Blvd, Suite 301
Palm Beach Gardens, FL 33410
561-543-4080
Curtis@PalmBeachLawyer.Law

August 23, 2019

Request for Authorization of Attorney Representation.

Dear Loxahatchee River Environmental Control District, attention Dr. Albrey Arrington, PhD. Executive Director, and/or Kris Dean, P.E., Deputy Executive Director, and/or Bud Howard, Director

We are writing this letter to advise you that after 35 years of dedicated service, Curtis L. Shenkman, Board Certified Real Estate Attorney, retired from the firm effective August 31, 2019. He can be contacted at his new office, Curtis Shenkman, P.A. at 4400 PGA Blvd., Suite 301, Palm Beach Gardens, FL 33410. His cell phone number is 561-543-4080.

As in any case of legal representation, your best interests are foremost among our considerations, and all attorneys are involved in this change of practice have committed themselves to exchange of information and material on matters you may have. You as the client have the option of continued representation by whomever you authorize.

A billing for legal services rendered may be sent by and payable to Smith, Gaskill. Future billings after August 31, 2019 will be rendered by the firm you choose to continue your work. To the extent any transition work is necessary or required, appropriate arrangements can be made for the billing and payment of that work.

To ensure a smooth transition, we request your indicating below which party you wish to handle your representation, and if applicable, authorize the transfer of your files. Please sign and return the letter by email to expedite matters. All of us appreciate the opportunity to be of service to you, and we look forward to being of assistance in the future.

Sincerely,

Smith, Gaskill & Shenkman, P.A.

By: Curtis Shenkman, Esq.

I authorized to have my representation continued by:

☐ Smith, Gaskill & Shenkman, P.A.

☒ Curtis Shenkman, P.A.

I also authorize transfer of the applicable files if necessary, after payment of any account balance for services and costs.

8/28, 2019
Date

Loxahatchee River Environmental Control District

By: 
Signature

Dr. Albrey Arrington, Executive Director
Please Print Name & Title

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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



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

MEMORANDUM

TO: CURTIS SHENKMAN, ESQ., CURTIS SHENKMAN, P.A.
FROM: D. ALBREY ARRINGTON, Ph.D. EXECUTIVE DIRECTOR
DATE: AUGUST 28, 2019
SUBJECT: STANDARD ATTORNEY CHARGES EFFECTIVE SEPTEMBER 1, 2019

This memo sets forth the mutually agreed upon Standard Attorney Charges for the Law Firm of Curtis Shenkman, P.A. effective September 1, 2019.

Standard Attorney Charges for Delinquent Account Processing:

Flat Fee Schedule for typical processing:

'Final Notice Before Lien' Letter	\$100.00
Lien Processing and Recording	\$265.00
Lien Amendment Processing and Recording	\$265.00

Non-Standard Attorney Fee Schedule for Delinquent Account Processing:

Senior/Partner Attorney	\$400.00 per hour
Attorney	\$300.00 per hour
Paralegal	\$125.00 per hour
Administrative	\$25.00 per hour
Reimbursable Costs*	

Standard Attorney Charges for all other legal matters plus Reimbursable Costs*

Calendar monthly retainer	\$4000.00 per month
Attorney	\$175.00 per hour
Reimbursable Costs*	

*Reimbursable Costs include, but are not limited to, recording fees (currently \$14.60), electronic recording fees (currently \$4.50), certified mail (currently \$10.00), regular postage (currently \$0.50), courier fees (currently \$15.00), title search (currently \$125.00), bankruptcy search (currently \$10.00), and all such similar costs actually incurred in connection with Legal representation.

These charges may be changed from time to time with reasonable notification and in accordance with law.

Loxahatchee River District

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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: SEPTEMBER 12, 2019
SUBJECT: FISCAL YEAR 2020 – BUDGET APPROVAL

This month we seek your approval of our proposed (Final Draft) Fiscal Year 2020 (FY19) Budget, which is provided following this memo.

We will hold a Public Hearing at 6:55 pm on September 19, 2019 (prior to the regularly scheduled Board Meeting) during which members of the public may provide comment on the proposed budget. During the regularly scheduled Board Meeting, following the Public Hearing, you will vote on Resolution Number 2019-13, which is attached following this page and included within the proposed FY2020 Budget. Approval of Resolution No. 2019-13 will result in adoption of the Fiscal Year 2020 Budget.

The proposed Budget includes the following (% decrease from FY2019):

\$15,744,021	Operating Expenses	(0.0% decrease)
\$ 7,614,464	Capital Improvements	(31.4% decrease)
<u>\$ 5,964,643</u>	<u>Renewal & Replacement</u>	<u>(20.2% decrease)</u>
\$29,323,128	Total	(14.6% decrease)

A comprehensive, high-level budget summary is provided immediately following this memo.

There are two notable changes relative to the draft budget presented last month:

1. We added \$455,000 to the capital improvements with the majority of this driven by improvements to onsite IQ piping.
2. We decreased our IQ Water revenues by \$260,000, which is driven by the anticipated loss of Seacoast IQ Water.

I believe this is cost-effective budget balances fiscal conservatism with systematic, proactive efforts to achieve our mission (*protecting public health and preserving the Loxahatchee River watershed and its natural habitats through innovative wastewater solutions, research, and environmental stewardship.*). While many of our core values can be seen in this budget, this budget is a tangible example of our efforts to be lean (*We seek to be effective and efficient in all we do.*). I am pleased to offer the following motion for your consideration:

"THAT THE GOVERNING BOARD approve Resolution 2019-13 adopting the Loxahatchee River Environmental Control District's annual budget for the 2020 Fiscal Year."

Budget Summary

	FY 2019 Budget	FY 2020 Budget	Percent Change
Revenues			
<i>Operating Revenues</i>			
Regional Sewer Service	\$ 17,067,530	\$ 17,324,020	1.50%
IQ Water Charges	2,264,000	2,004,752	-11.45%
Standby Sewer Service	157,550	98,458	-37.51%
Administration and Engineering Fees	48,865	42,295	-13.45%
Other Revenue	183,000	300,000	63.93%
<i>Subtotal Operating Revenues</i>	<u>19,720,945</u>	<u>19,769,525</u>	<u>0.25%</u>
<i>Capital Revenues</i>			
Line Charges	232,575	201,337	-13.43%
Assessments	824,000	864,897	4.96%
Plant Charges	1,402,600	1,012,727	-27.80%
Capital Contributions	917,000	1,000,000	9.05%
<i>Subtotal Capital Revenues</i>	<u>3,376,175</u>	<u>3,078,961</u>	<u>-8.80%</u>
<i>Other Revenues</i>			
Interest Income	1,217,500	1,127,200	-7.42%
Carryforward of Surplus from Prior Years	10,021,401	5,347,442	-46.64%
Total Revenues	<u><u>\$ 34,336,021</u></u>	<u><u>\$ 29,323,128</u></u>	<u><u>-14.60%</u></u>
Expenses			
<i>Operating Expenses (by category)</i>			
Salaries and Wages	\$ 5,687,700	\$ 5,873,500	3.27%
Payroll Taxes	416,500	427,300	2.59%
Retirement Contributions	710,900	734,200	3.28%
Employee Health Insurance	1,339,800	1,308,800	-2.31%
Workers' Compensation Insurance	114,600	99,800	-12.91%
General Insurance	346,716	364,107	5.02%
Supplies and Expenses	1,138,160	1,132,675	-0.48%
Utilities	1,409,350	1,394,850	-1.03%
Chemicals	672,570	452,000	-32.80%
Repairs and Maintenance	1,830,615	1,814,429	-0.88%
Outside Services	1,852,110	1,917,360	3.52%
Contingency	225,000	225,000	0.00%
<i>Subtotal Operating Expenses</i>	<u>15,744,021</u>	<u>15,744,021</u>	<u>0.00%</u>
<i>Capital</i>			
Capital Improvements	11,113,500	7,614,464	-31.48%
Renewal and Replacement	7,478,500	5,964,643	-20.24%
<i>Subtotal Capital</i>	<u>18,592,000</u>	<u>13,579,107</u>	<u>-26.96%</u>
Total Expenses	<u><u>\$ 34,336,021</u></u>	<u><u>\$ 29,323,128</u></u>	<u><u>-14.60%</u></u>
Excess Revenues Over (Under) Expenses	\$ -	\$ -	

Resolution No. 2019-13

WHEREAS, under the provisions of Section 189.016, Florida Statutes, the proposed annual budget for the Loxahatchee River Environmental Control District has been submitted this 19th day of September, 2019.

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Loxahatchee River Environmental Control District that the budget for fiscal year ending September 30, 2020, a copy of which is hereto attached and made a part of this resolution as fully as if set forth verbatim herein, is hereby approved and adopted:

REVENUES

Operating Revenue	\$ 19,769,525
Capital Revenue	3,078,961
Nonoperating Revenue	1,127,200
Carryforward of Surplus from Prior Years	5,347,442
TOTAL REVENUES	<u>\$ 29,323,128</u>

EXPENSES

Operating Expenses	\$ 15,744,021
Capital Improvements	7,614,464
Renewal and Replacement	5,964,643
TOTAL EXPENSES	<u>\$ 29,323,128</u>

This Resolution adopted by the Governing Board of the Loxahatchee River Environmental Control District on this 19th day of September, 2019.

Dr. Matt Rostock, Chairman

Vote: _____

Stephen Rockoff, Vice Chairman

Vote: _____

Gordon Boggie, Treasurer

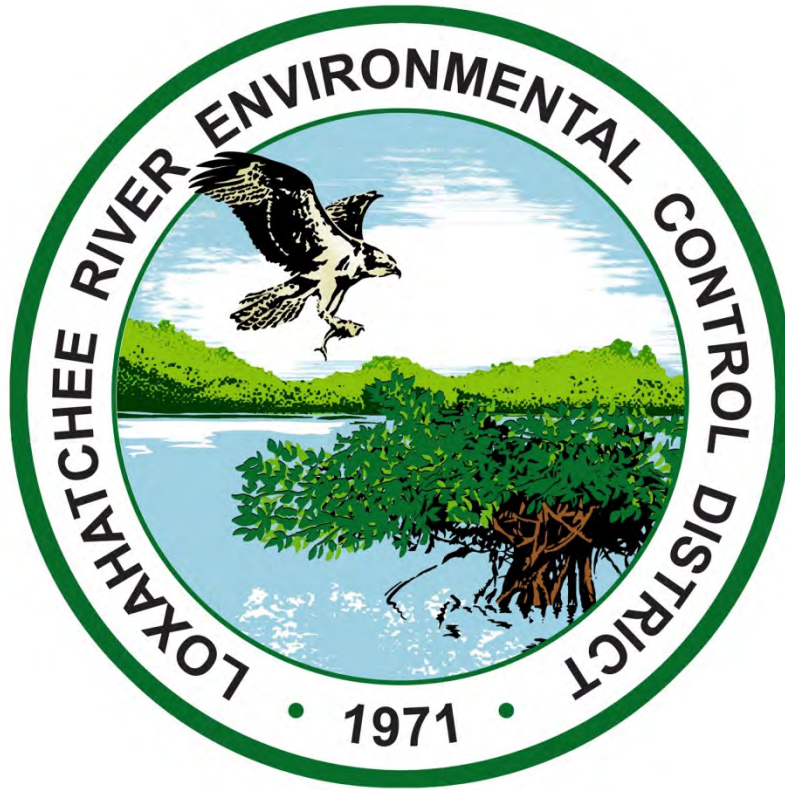
Vote: _____

Harvey Silverman, Secretary

Vote: _____

James Snyder, Assistant Secretary/Treasurer

Vote: _____



Loxahatchee River Environmental Control District

Annual Budget **For the Fiscal Year Ending September 30, 2020**

Governing Board

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

Chairman
Vice Chairman
Treasurer
Secretary
Asst. Secretary/Treasurer



Executive Director

D. Albrey Arrington, Ph.D.

Deputy Executive Director

Kris Dean, P.E.

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Capital Revenue	3,078,961
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TOTAL REVENUES	<u>\$ 29,323,128</u>

EXPENSES

Operating Expenses	\$ 15,744,021
Capital Improvements	7,614,464
Renewal and Replacement	5,964,643
TOTAL EXPENSES	<u>\$ 29,323,128</u>

This Resolution adopted by the Governing Board of the Loxahatchee River Environmental Control District on this 19th day of September, 2019.

Dr. Matt Rostock, Chairman

Vote: _____

Stephen Rockoff, Vice Chairman

Vote: _____

Gordon Boggie, Treasurer

Vote: _____

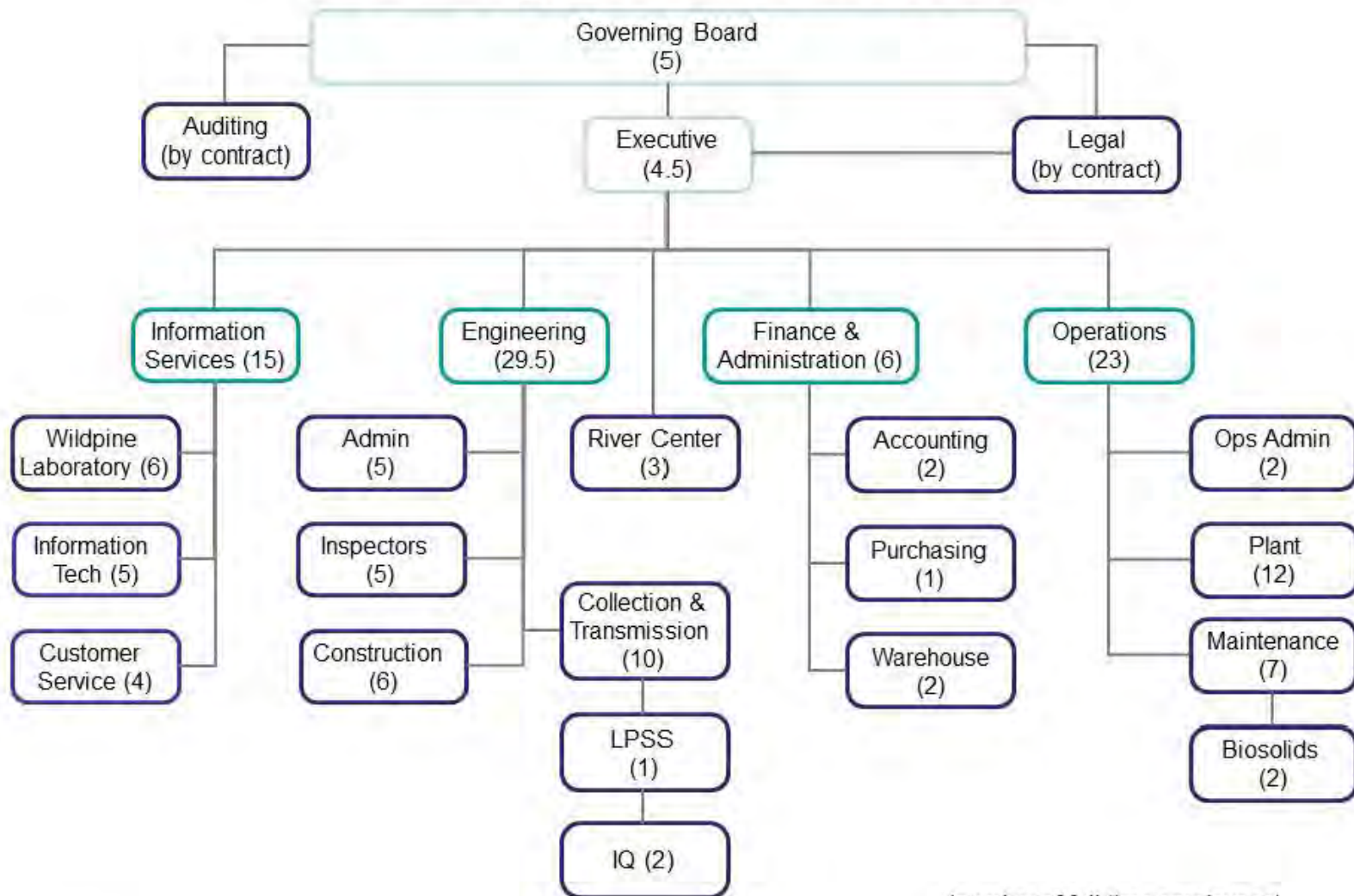
Harvey Silverman, Secretary

Vote: _____

James Snyder, Assistant Secretary/Treasurer

Vote: _____

LRD Organizational Chart



(number of full-time employees)
Total full-time employees = 82

2019-08-08

Budget Summary

	FY 2019 Budget	FY 2020 Budget	Percent Change
Revenues			
<i>Operating Revenues</i>			
Regional Sewer Service	\$ 17,067,530	\$ 17,324,020	1.50%
IQ Water Charges	2,264,000	2,004,752	-11.45%
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Administration and Engineering Fees	48,865	42,295	-13.45%
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<i>Capital Revenues</i>			
Line Charges	232,575	201,337	-13.43%
Assessments	824,000	864,897	4.96%
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Capital Contributions	917,000	1,000,000	9.05%
<i>Subtotal Capital Revenues</i>	3,376,175	3,078,961	-8.80%
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Total Revenues	\$ 34,336,021	\$ 29,323,128	-14.60%
Expenses			
<i>Operating Expenses (by category)</i>			
Salaries and Wages	\$ 5,687,700	\$ 5,873,500	3.27%
Payroll Taxes	416,500	427,300	2.59%
Retirement Contributions	710,900	734,200	3.28%
Employee Health Insurance	1,339,800	1,308,800	-2.31%
Workers' Compensation Insurance	114,600	99,800	-12.91%
General Insurance	346,716	364,107	5.02%
Supplies and Expenses	1,138,160	1,132,675	-0.48%
Utilities	1,409,350	1,394,850	-1.03%
Chemicals	672,570	452,000	-32.80%
Repairs and Maintenance	1,830,615	1,814,429	-0.88%
Outside Services	1,852,110	1,917,360	3.52%
Contingency	225,000	225,000	0.00%
<i>Subtotal Operating Expenses</i>	15,744,021	15,744,021	0.00%
<i>Capital</i>			
Capital Improvements	11,113,500	7,614,464	-31.48%
Renewal and Replacement	7,478,500	5,964,643	-20.24%
<i>Subtotal Capital</i>	18,592,000	13,579,107	-26.96%
Total Expenses	\$ 34,336,021	\$ 29,323,128	-14.60%
Excess Revenues Over (Under) Expenses	\$ -	\$ -	

Executive Department**40-10**

Account	Description	FY 2020 Budget
<i>Personal Services</i>		
5110	Special Pay - Governing Board	\$ 6,500
5120	Salaries and Wages	552,100
5140	Overtime	4,000
5210	Payroll Taxes	36,200
5220	Retirement Contributions	68,200
5230	Life, Health, and Dental Insurance	90,700
5240	Workers Compensation Insurance	1,600
<i>Subtotal</i>		\$ 759,300
<i>Operating Expenses</i>		
5340	Other Contractual Services	\$ 48,500
5400	Travel and Per Diem	16,200
5410	Communications	37,600
5420	Freight and Postage	10,000
5430	Utility Services	1,000
5450	Insurance	22,330
5460	Repair and Maintenance - General	65,800
5461	Repair and Maintenance - Vehicles	1,000
5510	Office Supplies	2,500
5520	Operating Supplies	35,020
5522	Fuel, Diesel, Oil	3,250
5540	Books, Publications, Memberships, and Subscriptions	24,025
5550	Training and Education	9,520
<i>Subtotal</i>		\$ 276,745
Total		\$ 1,036,045

Personnel Schedule	FY 2020 FTE
Executive Director	1.0
Deputy Executive Director	1.0
Executive Secretary	1.0
Human Resource Generalist	1.0
Safety Officer	1.0
Total	5.0

Professional Services Department**40-20**

Account Description		FY 2020 Budget
<i>Operating Expenses</i>		
5311	Engineering	\$ 20,000
5312	Engineering Support Services	60,000
5313	Legal Expense - Non-Litigation	75,000
5314	Legal Expense - Litigation	60,000
5315	Legal Expense - Collections	5,000
5316	Pension Advisor	10,000
5317	Human Resource Law	10,800
5321	Audit Services	34,800
<i>Subtotal</i>		<u>\$ 275,600</u>
Total		<u>\$ 275,600</u>
Personnel Schedule		FY 2020 FTE

Finance Department**40-30**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 462,000
5140 Overtime	5,000
5210 Payroll Taxes	34,500
5220 Retirement Contributions	61,500
5230 Life, Health, and Dental Insurance	121,200
5240 Workers Compensation Insurance	1,100
<i>Subtotal</i>	\$ 685,300
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 33,500
5460 Repair and Maintenance - General	5,000
5461 Repair and Maintenance - Vehicles	1,000
5495 Tax Collector Fees and Discounts	70,000
5510 Office Supplies	2,500
5520 Operating Supplies	29,580
5522 Fuel, Diesel, Oil	500
5540 Books, Publications, Subscriptions, and Memberships	2,070
5550 Training and Education	3,840
<i>Subtotal</i>	\$ 147,990
Total	\$ 833,290

Personnel Schedule	FY 2020 FTE
Director of Finance and Administration	1.0
Accountant II	1.0
Accountant I	1.0
Purchasing Agent	1.0
Warehouse Coordinator	2.0
Total	6.0

Public Education Department**40-40**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 168,700
5130 Other Salaries and Wages	69,600
5140 Overtime	10,000
5210 Payroll Taxes	15,400
5220 Retirement Contributions	24,000
5230 Life, Health, and Dental Insurance	43,600
5240 Workers Compensation Insurance	400
<i>Subtotal</i>	\$ 331,700
<i>Operating Expenses</i>	
5310 Professional Services	\$ 5,000
5340 Other Contractual Services	9,000
5430 Utility Services	25,000
5450 Insurance	4,450
5460 Repair and Maintenance - General	53,675
5461 Repair and Maintenance - Vehicles	7,000
5470 Printing and Publications	8,950
5520 Operating Supplies	97,660
5522 Fuel, Diesel, Oil	750
5525 Gift Shop	-
5550 Training and Education	5,600
<i>Subtotal</i>	\$ 217,085
Total	\$ 548,785

Personnel Schedule	FY 2020 FTE
Environmental Education Manager	1.0
Environmental Education Coordinator	1.0
Community Outreach Coordinator	1.0
Total	3.0

WildPine Lab Department**40-41**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 542,200
5130 Other Salaries and Wages	20,000
5140 Overtime	10,000
5210 Payroll Taxes	42,500
5220 Retirement Contributions	72,800
5230 Life, Health, and Dental Insurance	86,500
5240 Workers Compensation Insurance	11,300
<i>Subtotal</i>	\$ 785,300
<i>Operating Expenses</i>	
5310 Professional Services	\$ 51,000
5340 Other Contractual Services	3,000
5450 Insurance	3,327
5460 Repair and Maintenance - General	1,000
5461 Repair and Maintenance - Vehicles	8,500
5462 Repair and Maintenance - Equipment	18,000
5520 Operating Supplies	66,500
5522 Fuel, Diesel, Oil	4,000
<i>Subtotal</i>	\$ 155,327
Total	\$ 940,627

Personnel Schedule	FY 2020 FTE
Director of Information Services	1.0
Lab Manager	1.0
Senior Scientist	1.0
Lab Technician II	3.0
Lab Technician I	1.0
Total	7.0

Customer Service Department**40-42**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 199,700
5140 Overtime	2,500
5210 Payroll Taxes	15,000
5220 Retirement Contributions	27,100
5230 Life, Health, and Dental Insurance	48,400
5240 Workers Compensation Insurance	400
<i>Subtotal</i>	\$ 293,100
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 107,000
5420 Freight and Postage	65,000
5460 Repairs and Maintenance - General	24,000
5520 Operating Supplies	6,500
<i>Subtotal</i>	\$ 202,500
Total	\$ 495,600

Personnel Schedule	FY 2020 FTE
Customer Service Coordinator	1.0
Customer Service Rep II	3.0
Total	4.0

Information Technology Department**40-43**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 363,700
5140 Overtime	500
5210 Payroll Taxes	26,700
5220 Retirement Contributions	40,600
5230 Life, Health, and Dental Insurance	114,800
5240 Workers Compensation Insurance	700
<i>Subtotal</i>	\$ 547,000
<i>Operating Expenses</i>	
5310 Professional Services	\$ 90,000
5340 Other Contractual Services	1,000
5460 Repair and Maintenance - General	3,000
5520 Operating Supplies	11,000
5540 Books, Publications, Memberships, and Subscriptions	8,000
5550 Training and Education	10,000
<i>Subtotal</i>	\$ 123,000
Total	\$ 670,000

Personnel Schedule	FY 2020 FTE
IT Manager	1.0
System Specialist II	2.0
Asset Management Coordinator	1.0
IT Help Desk	1.0
Total	5.0

Engineering and Inspection Department**40-50**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 683,800
5140 Overtime	7,500
5210 Payroll Taxes	50,800
5220 Retirement Contributions	89,400
5230 Life, Health, and Dental Insurance	196,700
5240 Workers Compensation Insurance	13,900
<i>Subtotal</i>	\$ 1,042,100
<i>Operating Expenses</i>	
5400 Travel and Per Diem	\$ 3,000
5460 Repair and Maintenance - General	5,000
5461 Repair and Maintenance - Vehicles	10,000
5462 Repair and Maintenance - Equipment	10,000
5520 Operating Supplies	45,000
5522 Fuel, Diesel, Oil	16,150
5550 Training and Education	6,000
<i>Subtotal</i>	\$ 95,150
Total	\$ 1,137,250

Personnel Schedule	FY 2020 FTE
Engineering Supervisor	1.0
Chief Construction Inspector	1.0
Construction Coordinator	1.0
Construction Inspector	2.0
Utility Locate and Compliance Technician	2.0
Engineering/GIS Tech	1.0
Engineering Assistant	1.0
Projects Coordinator	1.0
Total	10.0

Construction Department**40-51**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 344,400
5140 Overtime	36,500
5210 Payroll Taxes	28,400
5220 Retirement Contributions	47,600
5230 Life, Health, and Dental Insurance	86,100
5240 Workers Compensation Insurance	9,900
<i>Subtotal</i>	\$ 552,900
<i>Operating Expenses</i>	
5460 Repair and Maintenance - General	\$ 5,000
5461 Repair and Maintenance - Vehicles	50,000
5462 Repair and Maintenance - Equipment	5,000
5520 Operating Supplies	31,000
5522 Fuel, Diesel, Oil	16,500
5550 Training and Education	5,000
<i>Subtotal</i>	\$ 112,500
Total	\$ 665,400

Personnel Schedule	FY 2020 FTE
Construction System Foreman	1.0
Construction System Operator A	2.0
Construction System Operator B	1.0
Construction System Operator C	2.0
Total	6.0

Operations Administrative Department**50-10**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 150,700
5140 Overtime	1,000
5210 Payroll Taxes	11,200
5220 Retirement Contributions	18,200
5230 Life, Health, and Dental Insurance	39,500
5240 Workers Compensation Insurance	2,900
<i>Subtotal</i>	\$ 223,500
<i>Operating Expenses</i>	
5310 Professional Services	\$ 30,000
5340 Other Contractual Services	7,500
5400 Travel and Per Diem	5,000
5410 Communications	44,400
5420 Freight and Postage	5,000
5450 Insurance	334,000
5460 Repair and Maintenance - General	92,260
5510 Office Supplies	6,000
5520 Operating Supplies	39,350
5521 Operating Supplies - Safety	28,000
5540 Books, Publications, Memberships, and Subscriptions	34,525
5550 Training and Education	5,750
<i>Subtotal</i>	\$ 631,785
Total	\$ 855,285

Personnel Schedule	FY 2020 FTE
Director of Operations	1.0
Administrative Assistant	1.0
Total	2.0

Collection and Transmission Department**50-40**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 664,900
5140 Overtime	85,000
5210 Payroll Taxes	55,900
5220 Retirement Contributions	96,700
5230 Life, Health, and Dental Insurance	170,200
5240 Workers Compensation Insurance	19,200
<i>Subtotal</i>	\$ 1,091,900
<i>Operating Expenses</i>	
5430 Utility Services	\$ 340,850
5440 Rentals and Leases	35,000
5460 Repair and Maintenance - General	145,500
5461 Repair and Maintenance - Vehicles	60,000
5462 Repair and Maintenance - Equipment	250,000
5463 Repair and Maintenance - Structures and Grounds	50,000
5520 Operating Supplies	65,000
5521 Operating Supplies - Chemicals	215,000
5522 Fuel, Diesel, Oil	35,000
5523 Fuel, Diesel, Oil - Generators	10,000
5550 Training and Education	3,800
<i>Subtotal</i>	\$ 1,210,150
Total	\$ 2,302,050

Personnel Schedule	FY 2020 FTE
Collections System Superintendent	1.0
Collection and Distribution Foreman	1.0
Collection and Distribution Operator A	5.0
Collection and Distribution Operator B	0.0
Collection and Distribution Operator C	4.0
Total	11.0

Treatment and Disposal Department**50-50**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 1,087,700
5140 Overtime	125,000
5210 Payroll Taxes	90,400
5220 Retirement Contributions	151,800
5230 Life, Health, and Dental Insurance	261,300
5240 Workers Compensation Insurance	31,200
<i>Subtotal</i>	\$ 1,747,400
<i>Operating Expenses</i>	
5340 Other Contractual Services	\$ 6,110
5430 Utility Services	543,000
5440 Rentals and Leases	51,500
5460 Repair and Maintenance - General	10,000
5461 Repair and Maintenance - Vehicles	17,000
5462 Repair and Maintenance - Equipment	442,094
5463 Repair and Maintenance - Structures and Grounds	186,000
5466 Repair and Maintenance - Outside Services	80,600
5520 Operating Supplies	263,410
5521 Operating Supplies - Chemicals	2,000
5522 Fuel, Diesel, Oil	25,000
5523 Fuel, Diesel, Oil - Generators	100,000
5550 Training and Education	13,700
<i>Subtotal</i>	\$ 1,740,414
Total	\$ 3,487,814

Personnel Schedule	FY 2020 FTE
Plant Chief Operator	1.0
Plant Maintenance Foreman	1.0
Plant Electrician	3.0
Waste Water Treatment Plant Operator A	2.0
Waste Water Treatment Plant Operator B	4.0
Waste Water Treatment Plant Operator C	5.0
Plant Maintenance Operator II	1.0
Plant Maintenance Operator I	2.0
Total	19.0

Reuse Department**50-60**

Account Description		FY 2020 Budget
<i>Personal Services</i>		
5120	Salaries and Wages	\$ 127,600
5140	Overtime	7,500
5210	Payroll Taxes	10,000
5220	Retirement Contributions	18,100
5230	Life, Health, and Dental Insurance	35,100
5240	Workers Compensation Insurance	3,600
<i>Subtotal</i>		\$ 201,900
<i>Operating Expenses</i>		
5410	Communications	\$ 10,500
5430	Utility Services	312,500
5460	Repair and Maintenance - General	5,000
5461	Repair and Maintenance - Vehicles	5,000
5462	Repair and Maintenance - Equipment	95,000
5463	Repair and Maintenance - Structures and Grounds	40,000
5490	Other Current Charges and Obligations	221,500
5520	Operating Supplies	12,500
5521	Operating Supplies - Chemicals	80,000
5522	Fuel, Diesel, Oil	5,100
5550	Training and Education	2,000
<i>Subtotal</i>		\$ 789,100
Total		\$ 991,000
Personnel Schedule		FY 2020 FTE
Reuse System Operator A		2.0
Total		2.0

Bio-Solids Department**50-80**

Account Description	FY 2020 Budget
<i>Personal Services</i>	
5120 Salaries and Wages	\$ 124,400
5140 Overtime	11,000
5210 Payroll Taxes	10,300
5220 Retirement Contributions	18,200
5230 Life, Health, and Dental Insurance	14,700
5240 Workers Compensation Insurance	3,600
<i>Subtotal</i>	\$ 182,200
<i>Operating Expenses</i>	
5440 Rentals and Leases	\$ 23,900
5460 Repair and Maintenance - General	2,000
5461 Repair and Maintenance - Vehicles	4,500
5462 Repair and Maintenance - Equipment	43,500
5463 Repair and Maintenance - Structures and Grounds	13,000
5490 Other Current Charges and Obligations	848,250
5520 Operating Supplies	3,500
5521 Operating Supplies - Chemicals	155,000
5522 Fuel, Diesel, Oil	1,500
5550 Training and Education	2,925
<i>Subtotal</i>	\$ 1,098,075
Total	\$ 1,280,275
	FY 2020
Personnel Schedule	FTE
Waste Water Treatment Plant Operator A	1.0
Plant Maintenance Operator II	1.0
Total	2.0

Contingency

Account	Description	FY 2020 Budget
<hr/>		
<i>Contingency</i>		
	5990 Contingency	\$ 225,000
Total		\$ 225,000
		<hr/>
Total Operating Budget		\$ 15,744,021

Capital Improvement Summary

Description	FY 2019 Budget	FY 2020 Budget	Change
Account			
Contingency	\$ 225,000	\$ 1,234,464	\$ 1,009,464
Land	10,000	10,000	-
Buildings	128,000	-	(128,000)
Improvements Other than Buildings (Infrastructure)	71,000	93,000	22,000
Machinery and Equipment	1,648,000	1,804,880	156,880
Vehicles	495,000	252,263	(242,737)
Construction in Progress	1,387,000	1,040,000	(347,000)
Construction in Progress - Neighborhood Sewering	6,173,000	3,270,000	(2,903,000)
Construction in Progress - Lift Station	4,450,000	2,354,500	(2,095,500)
Construction in Progress - Gravity System	475,000	1,545,000	1,070,000
Construction in Progress - Force Main	3,185,000	1,515,000	(1,670,000)
Construction in Progress - LPSS	5,000	40,000	35,000
Construction in Progress - Permanent Generator	170,000	170,000	-
Construction in Progress - Telemetry	170,000	250,000	80,000
Total	<u>\$ 18,592,000</u>	<u>\$ 13,579,107</u>	<u>\$ (5,012,893)</u>

Executive Department**40-10**

Account	Description	FY 2020 Budget
6000	Contingency	\$ 1,234,464
6100	Land	-
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ 1,234,464

Finance Department**40-30**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ -

Public Education Department**40-40**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ -

WildPine Lab Department**40-41**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	10,000
6400	Machinery and Equipment	30,000
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ 40,000

Customer Service Department**40-42**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ -

Information Technology Department**40-43**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ -

Engineering and Inspection Department**40-50**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	65,934
6500	Construction in Progress	-
Total		\$ 65,934

Construction Department**40-51**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	58,455
6500	Construction in Progress	-
Total		\$ 58,455

Operations Administrative Department**50-10**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	-
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ -

Collection and Transmission Department**50-40**

Account	Description	FY 2020 Budget
6100	Land	\$ 10,000
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	25,000
6400	Machinery and Equipment	911,880
6410	Vehicles	35,659
6500	Construction in Progress	-
6510	Construction in Progress - Neighborhood Sewering	3,270,000
6520	Construction in Progress - Lift Station	2,354,500
6530	Construction in Progress - Gravity System	1,545,000
6540	Construction in Progress - Force Main	1,515,000
6550	Construction in Progress - LPSS	40,000
6560	Construction in Progress - Permanent Generator	170,000
6570	Construction in Progress - Telemetry	250,000
Total		<u>\$ 10,127,039</u>

Treatment and Disposal Department**50-50**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	58,000
6400	Machinery and Equipment	438,000
6410	Vehicles	92,215
6500	Construction in Progress	690,000
Total		<u>\$ 1,278,215</u>

Reuse Department**50-60**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	335,000
6410	Vehicles	-
6500	Construction in Progress	350,000
Total		\$ 685,000

Bio-Solids Department**50-80**

Account	Description	FY 2020 Budget
6100	Land	\$ -
6200	Buildings	-
6300	Improvements Other than Buildings (Infrastructure)	-
6400	Machinery and Equipment	90,000
6410	Vehicles	-
6500	Construction in Progress	-
Total		\$ 90,000

Total Capital Improvement**\$ 13,579,107**

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

MEMORANDUM

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

FROM: Ryan Chernekoff, Construction Coordinator

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

DATE: September 6, 2019

SUBJECT: On-Road Vehicle Fleet Replacement

In the course of construction, inspection, operation and maintenance of the District's infrastructure we utilize a fleet of on-road vehicles. Our on-road vehicle fleet currently includes 33 light-, medium- and heavy-duty vehicles. As part of our Fleet Maintenance Program we have initiated a scheduled 10 year/200,000 mile replacement cycle for our on-road vehicles excluding the vacuum/line washing trucks. This year we have identified 5 units for replacement.

We are proposing to "piggy-back" on the existing Florida Sheriffs Association and Association of Counties (FSA&AC) Cooperative Purchasing Program (CPP) contract Number FSA18-VEH16.0, Cab & Chassis Trucks and Heavy Equipment and contract Number FSA18-VEL26.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans with Coggin Auto for purchasing fleet vehicles for fiscal year 2020. Below is a summary of the proposed vehicles to be purchased.

(1) 2020 F150 EXTENDED CAB 4x4 SRW XL	\$30,487.00 each
(1) 2020 F250 EXTENDED CAB 4x4 SRW XL	\$35,659.00 each
(1) 2020 F250 CREW CAB 4x4 SRW XL	\$35,447.00 each
(1) 2020 FORD CREW CAB & CHASSIS 4x2 DRW XL CRANE TRUCK	\$92,215.00 each
(1) 2020 FORD EXTENDED CAB & CHASSIS 4x4 DRW XL DUMP BED	\$58,455.00 each

Staff recommend the following motion:

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order in the amount of \$252,263.00 for a "piggy-back" to the Coggin's Auto Florida Sheriffs Association and Association of Counties (FSA&AC) Cooperative Purchasing Program (CPP) contract Number FSA18-VEH16.0, Cab & Chassis Trucks and Heavy Equipment and contract Number FSA18-VEL26.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans."



QUOTE

Vendor: Coggin Ford
 Address: 9650 Atlantic Blvd.
 Jacksonville, FL 32225
 Off # 904-609-4640
 From: Michelle Adm
 Email: eadm@cogginauto.com
 FEID: 47-3473001

Requester: Ryan Chernekoff
 Date: 7/22/2019
 Agency: Loxahatchee River District
 Contact # 561-401-4187
 E-Mail ryan.chernekoff@irecd.org

FSA Contract 18-VEL26.0

Spec#	Commodity	Description	Quantity	Unit Price	Extended Total
56	X1E	2020 F150 EXTENDED CAB 4x4 SRW XL	1	\$24,579.00	\$24,579.00
	Options				
	99B	3.3L V6 GAS ENGINE	1	INC	INC
	446	6 SPEED AUTO TRANSMISSION	1	INC	INC
	XL6	LIMITED SLIP 3.73 AXLE RATIO	1	INC	INC
	85A	POWER WINDOWS, LOCKS, KEYLESS ENTRY	1	INC	INC
	53B/2BB	TRAILER TOW PACKAGE	1	\$598.00	\$598.00
	53B/2BB	ADD PINTLE COMBO	1	\$185.00	\$185.00
	R/V-S	VENT VISORS	1	\$160.00	\$160.00
	4C/LED	FOUR CORNER STROBES, CLEAR	1	\$785.00	\$785.00
	FTC	ROLL-N-LOCK TONNEAU COVER	1	\$1,895.00	\$1,895.00
	A	VINYL 40/20/40 FRONT SEAT	1	INC	INC
	AG	MEDIUM EARTH GRAY INTERIOR	1	INC	INC
	YZ	OXFORD WHITE EXTERIOR	1	INC	INC
		<u>NON-OPTIONS:</u>			
	3KW INV	3,000 WATT INVERTER	1	\$1,560.00	\$1,560.00
	WFM	WEATHER TECH FLOOR MATS	1	\$325.00	\$325.00
	STCV-F	COVERCRAFT CLOTH CANVAS SEAT COVER FOR F150 SPLIT BENCH SEAT	1	\$400.00	\$400.00
		Unless color is specified, the vehicle will be ordered White		TOTAL	\$30,487.00

Accepted By: _____
 Date: _____



QUOTE

Vendor: Coggin Ford
 Address: 9650 Atlantic Blvd.
 Jacksonville, FL 32225
 Off # 904-609-4640
 From: Michelle Adm
 Email: eadm@cogginauto.com
 FEID: 47-3473001

Requester: Ryan Chernenkoff
 Date: 7/25/2019
 Agency: Loxahatchee River District

Contact # 561-401-4187
 E-Mail ryan.chernenkoff@irecd.org

FSA Contract 18-VEL26.0

Spec#	Commodity	Description	Quantity	Unit Price	Extended Total
64	W2B	2020 F250 CREW CAB 4x4 SRW XL	1	\$28,099.00	\$28,099.00
	Options				
	996	6.2I V8 FLEX-FUEL GAS ENGINE	1	INC	INC
	44S	6 SPEED AUTO TRANSMISSION	1	INC	INC
	X3E	LIMITED SLIP 3.73 AXLE RATIO	1	INC	INC
	90L	POWER WINDOWS, LOCKS, KEYLESS ENTRY	1	INC	INC
	CV/HITCH	TRAILER TOW PACKAGE	1	\$1,225.00	\$1,225.00
	CV/HITCH	ADD PINTLE COMBO	1	\$325.00	\$325.00
	4C/LED	FOUR CORNER STROBES, CLEAR	1	\$785.00	\$785.00
	TINT	DEEP TINTED GLASS FOR CREW CAB	1	\$314.00	\$314.00
	R/V-S	VENT VISORS	1	\$160.00	\$160.00
	62X	CROSSBED ALUMINUM TOOLBOX	1	\$529.00	\$529.00
	STDCM	BACK UP CAMERA	1	INC	INC
	A	VINYL 40/20/40 FRONT SEAT	1	INC	INC
	AG	MEDIUM EARTH GRAY INTERIOR	1	INC	INC
	YZ	OXFORD WHITE EXTERIOR	1	INC	INC
		NON-OPTIONS:			
	3KW INV	3,000 WATT INVERTER	1	\$1,560.00	\$1,560.00
	100 GAL	100 GALLON TRANSFER TANK	1	\$1,725.00	\$1,725.00
	WFM	WEATHER TECH FLOOR MATS	1	\$325.00	\$325.00
	STCV-F	COVERCRAFT CLOTH CANVAS SEAT COVER FOR F250 SPLIT BENCH SEAT	1	\$400.00	\$400.00
		Unless color is specified, the vehicle will be ordered White		TOTAL	\$35,447.00

Accepted By: _____
 Date: _____



QUOTE

Vendor: Coggin Ford
 Address: 9650 Atlantic Blvd.
 Jacksonville, FL 32225
 Off # 904-609-4640
 From: Michelle Adm
 Email: eadm@cogginauto.com
 FEID: 47-3473001

Requester: Ryan Chernenkoff
 Date: 7/22/2019
 Agency: Loxahatchee River District
 Contact # 561-401-4187
 E-Mail ryan.chernenkoff@irecd.org

FSA Contract 18-VEL26.0

Spec#	Commodity	Description	Quantity	Unit Price	Extended Total
62	X2B	2019 F250 EXTENDED CAB 4x4 SRW XL	1	\$26,411.00	\$26,411.00
	Options				
	996	6.2I V8 FLEX-FUEL GAS ENGINE	1	INC	INC
	44S	6 SPEED AUTO TRANSMISSION	1	INC	INC
	X3E	LIMITED SLIP 3.73 AXLE RATIO	1	INC	INC
	90L	POWER WINDOWS, LOCKS, KEYLESS ENTRY	1	INC	INC
	CV/HITCH	TRAILER TOW PACKAGE	1	\$1,225.00	\$1,225.00
	CV/HITCH	ADD PINTLE COMBO	1	\$325.00	\$325.00
	4C/LED	FOUR CORNER STROBES, CLEAR	1	\$785.00	\$785.00
	TINT	DEEP TINTED GLASS FOR CREW CAB	1	\$314.00	\$314.00
	R/V-S	VENT VISORS	1	\$160.00	\$160.00
	STDCM	BACK UP CAMERA	1	INC	INC
	62X	CROSSBED ALUMINUM TOOLBOX	1	\$529.00	\$529.00
	A	VINYL 40/20/40 FRONT SEAT	1	INC	INC
	AG	MEDIUM EARTH GRAY INTERIOR	1	INC	INC
	YZ	OXFORD WHITE EXTERIOR	1	INC	INC
		<u>NON-OPTIONS:</u>			
	100 GAL	100 GALLON TRANSFER TANK	1	\$1,725.00	\$1,725.00
	2 SD TANK	SIDE BOXES	2	\$800.00	\$1,900.00
	3KW INV	3,000 WATT INVERTER	1	\$1,560.00	\$1,560.00
	WFM	WEATHER TECH FLOOR MATS	1	\$325.00	\$325.00
	STCV-F	COVERCRAFT CLOTH CANVAS SEAT COVER FOR F250 SPLIT BENCH SEAT	1	\$400.00	\$400.00
		Unless color is specified, the vehicle will be ordered White		TOTAL	\$35,659.00

Accepted By: _____

Date: _____

QUOTE



Vendor: Coggin Ford
Address: 9650 Atlantic Blvd.
Jacksonville, FL 32225
Off # 904-609-4640
From: Michelle Adm
Email: eadm@cogginauto.com
FEID: 47-3473001

Requester: Ryan Chernekoff
Date: 7/23/2019 REVISED 8/5/19
Agency: Loxahatchee River District
Contact # 561-401-4187
E-Mail ryan.chernekoff@irecd.org

FSA Contract 18-VEH16.0

Spec#	Commodity	Description	Quantity	Unit Price	Extended Total
10	F5G	2020 FORD CAB & CHASSIS 4x2 DRW XL	1	\$34,875.00	\$34,875.00
	Options				
	W5G	CREW CAB MODEL	1	\$4,140.00	\$4,140.00
	99T	6.7L POWER STROKE DIESEL ENGINE	1	INC	INC
	44W	6 SPEED AUTO TRANSMISSION	1	INC	INC
	X8L	LIMITED SLIP 4.88 AXLE RATIO (REQ'D W/ 68M)	1	\$359.00	\$359.00
	68M	GVWR INCREASE TO 19,500 LBS	1	\$1,150.00	\$1,150.00
	90L	POWER WINDOWS, LOCKS, KEYLESS ENTRY	1	\$914.00	\$914.00
	512	SPARE TIRE AND JACK	1	INC	INC
	66S	UPFITTER SWITCHES	1	INC	INC
	65C	DUAL DIESEL FUEL TANKS	1	\$620.00	\$620.00
	585	SYNC RADIO (REQ'D W/ DUAL TANKS)	1	\$549.00	\$549.00
	4C/LED	FOUR CORNER STROBES, CLEAR	1	\$785.00	\$785.00
	84CA	84" CAB TO AXLE 192" WB	1	\$160.00	\$160.00
	11FTCB	11' CRANE BODY	1	\$18,900.00	\$18,900.00
	C/SLD	CAB SHIELD PROTECTOR	1	\$698.00	\$698.00
	BUC	BACK UP CAMERA AND INSTALL	1	\$685.00	\$685.00
	A	VINYL 40/20/40 FRONT SEAT	1	INC	INC
	AS	MEDIUM EARTH GRAY INTERIOR	1	INC	INC
	Z1	OXFORD WHITE EXTERIOR	1	INC	INC
		<u>NON-OPTIONS:</u>			
	3KW INV	3,000 WATT INVERTER	1	\$1,560.00	\$1,560.00
	6K CRANE	6000 LB E/H CRANE, RE-INFORCEMENT OF BODY, E/H OUTRIGGERS	1	\$24,100.00	\$24,100.00
	MLS	MASTERLOCKING SYSTEM FOR CRANE BODY	1	\$1,220.00	\$1,220.00
	LEDWL	LED WORK LIGHTS	1	\$850.00	\$850.00
	CERT	CERTIFICATION FOR CRANE AND HITCH	1	\$650.00	\$650.00
		<u>SUGGESTIONS:</u> *ADD LED COMPARTMENT LIGHTS TO BODY FOR \$1200.00			
		Unless color is specified, the vehicle will be ordered White		TOTAL	\$92,215.00

Accepted By: _____

Date: _____

QUOTE

Vendor: Coggin Ford
 Address: 9650 Atlantic Blvd.
 Jacksonville, FL 32225
 Off # 904-609-4640
 From: Michelle Adm
 Email: eadm@cogginauto.com
 FEID: 47-3473001

Requester: Ryan Chernekoff
 Date: 7/23/2019 REVISED 8/5/19
 Agency: Loxahatchee River District

Contact # 561-401-4187
 E-Mail ryan.chernekoff@irecd.org

FSA Contract 18-VEH16.0

Spec#	Commodity	Description	Quantity	Unit Price	Extended Total
11	F5H	2020 FORD CAB & CHASSIS 4x4 DRW XL	1	\$37,552.00	\$37,552.00
	Options				
	X5H	EXTENDED CAB MODEL	1	\$3,180.00	\$3,180.00
	99T	6.7L POWER STROKE DIESEL ENGINE	1	INC	INC
	44W	6 SPEED AUTO TRANSMISSION	1	INC	INC
	X4N	LIMITED SLIP 4.88 AXLE RATIO	1	INC	INC
	68M	GVWR INCREASE TO 19,500 LBS	1	\$1,150.00	\$1,150.00
	90L	POWER WINDOWS, LOCKS, KEYLESS ENTRY	1	\$914.00	\$914.00
	512	SPARE TIRE AND JACK	1	INC	INC
	66S	UPFITTER SWITCHES	1	INC	INC
	65C	DUAL DIESEL FUEL TANKS	1	\$620.00	\$620.00
	585	SYNC RADIO (REQ'D W/ DUAL TANKS)	1	\$549.00	\$549.00
	4C/LED	FOUR CORNER STROBES, CLEAR	1	\$785.00	\$785.00
	84CA	84" CAB TO AXLE 192" WB	1	\$160.00	\$160.00
	3Y/DB	2-3 YARD DUMP FOR 84" CA	1	\$11,300.00	\$11,300.00
	BUC	BACK UP CAMERA AND INSTALL	1	\$685.00	\$685.00
	A	VINYL 40/20/40 FRONT SEAT	1	INC	INC
	AS	MEDIUM EARTH GRAY INTERIOR	1	INC	INC
	Z1	OXFORD WHITE EXTERIOR	1	INC	INC
		<u>NON-OPTIONS:</u>			
	3KW INV	3,000 WATT INVERTER	1	\$1,560.00	\$1,560.00
		Unless color is specified, the vehicle will be ordered White		TOTAL	\$58,455.00

Accepted By: _____

Date: _____

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

MEMORANDUM

TO: D. Albrey Arrington, Ph.D.

FROM: Tony Campbell, Director of Operations

THROUGH: Kris Dean, Deputy Executive Director/Director of Engineering

DATE: September 5, 2019

SUBJECT: Portable Generator Purchase: Award of Contract

This is an item currently in the proposed 2020 budget. We are requesting authorization from the Board to proceed with award of this contract now with an anticipated delivery date of February or March of 2020. In addition to expedited delivery, we will also secure current contract pricing which expires on September 30, 2019.

We are proposing to “piggy-back” on the existing Florida Sherriff Association, and the Florida Association of Counties (FSA&AC) 150KW Mobile Generators Package Specification # 77 contract with ACF Standby Systems for 150KW (MDG175DF4) and 44KW (MMG55DF4) portable generators. The following is a summary of the generators to be purchased.

(4) Generac MDG175DF4	(150KW)	\$413,280.00
(8) Generac MMG55DF4	(44KW)	\$305,600.00
Total:		\$718,880.00

2 of the MDG175DF4 models will replace existing generators that have exceeded their useful life. The additional (2) MDG175DF4 and the (8) MMG55DF4 models will add to our existing fleet and expand our abilities to respond during significant power outage events.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggy-back” of the FSA&AC contract with ACF Standby Systems for 150KW Mobile Generator Package Specification # 77 to purchase portable generators in accordance with ACF proposal in the amount of \$718,880.00.”

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



ACF Standby Systems
Power Generation



20290876

Date: September 5, 2019

Reference: Loxahatchee River District

We are pleased to offer the following quote for the above project:

FSA 18-VEH16.0 CAB & CHASSIS TRUCKS AND HEAVY EQUIPMENT

150KW Mobile Generator Package Specification #77 / 2018-2019

ITEM I

- 150KW Mobile Generator Package Specification # 77 2019 Generac MMG175DF4..... \$ 85,500.00
- Downgrade to MMG55DF4 44kw Prime/48kw Stand by..... \$ -47,300.00

Sub-Total: \$ 38,200.00

Total investment for the above equipment (Not including any applicable tax): QTY 8.....\$305,600.00

Factory Discount (if 8 are ordered)\$ -6,000.00

Total investment for the above equipment (Not including any applicable tax): QTY 8.....\$299,600.00

Delivery to Jobsite Off Loading by others.

Clarifications and Exceptions:

- No Enclosure Wind Load P.E. Calculations. Optional adder.
- Buyers referenced to local, state, or federal government requirements.
- No Anchoring Calculations and/or anchors.
- No Offloading.
- No installation.
- No rigging.
- No power systems or selective coordination study.
- Equipment performance beyond manufacturer's design.
- No Storage or insurance.
- No third-party electrical apparatus testing / inspections, and/or special testing (emissions, noise, harmonics, etc...
- NO NETA Testing Must be performed by third party agency.
- No Special testing equipment (oscilloscope, thermal camera, harmonic analyzer, etc...
- No general, civil and/or plumbing work or materials.
- No electrical and/or mechanical work including materials.
- No engineering or permitting.
- No third-party testing agency.
- No Sound Testing by ACF.
- No fuel or equipment rental.
- No Sub-base in field pressure integrity testing.
- No Maintenance Contract by ACF.

Notes

1. This Quotation is based upon Engineering Specifications ___N/A___ & Drawings N/A. No other sections shall apply. Based of sizing by engineer
2. Quotation is valid for 60 days. If not released to production within 60 days, pricing, delivery extension and escalation charges may apply.
3. ACF Standby Systems is not responsible for any delays in delivery due to Act of Nature, explosion, fire, strikes, accidents, war, terrorism, flood, accidents or other causes beyond our company control. Quoted shipping schedules are not guaranteed and subject to change without notice. In no case is ACF Standby Systems responsible for incidental or consequential damages.
4. ACF Standby Systems does not accept liquidated damages as a part of third party contracts.
5. Equipment will be invoiced (and payment expected according to ACF's Terms and Conditions) at the time of shipment or when ready to ship from point of origin. Delays by the buyer may result in storage fees and/or additional freight charges.
6. The warranty is that of the above-named manufacturer(s). Refer to the manufacturer's warranty statement for details. No special warranty is implied. The Manufacturer's warranty begins on the day of start-up or 6 months after shipment, whichever occurs first, not substantial completion. It is the contractor's responsibility to coordinate start-up along with the date of substantial completion.
7. If the generator set is not installed and ready for startup within 6 months of shipment it will require long term storage procedures. Please refer to the Operation and Maintenance Manual for such requirements. All costs related to long term storage is the responsibility of the purchaser. Failure to follow these procedures may void warranty and affect equipment operation. Contact ACF Standby Systems for assistance.
8. Additional sets of O&M manuals are available at an additional cost. The manufacturer's standard format shall apply. Custom O&M manuals will be available at an additional charge.
9. Startup services will not proceed until the buyer's account is current and in good standing.
10. Quotation does not include offloading, rigging, anchoring, installation, exhaust plumbing, exhaust insulation, fuel or permitting.
11. ACF Standby Systems is not responsible for testing of fuel tank(s) provided by any party. Fuel tank testing, as required by FDEP (Florida Department of Environmental Protection) Chapters 62-761 and 62-762, is the responsibility of the installing Contractor and Generator Permit Applicant. ACF Standby Systems LLC is not responsible for damages or costs incurred by any party, when a fuel tank is filled before field testing required under FDEP or testing mandated by a Local Inspector of Authority under FBC, is performed.
12. Pricing is subject to ACF Standby Systems Payment Terms.

Terms and Conditions

This proposal is subject to ACF Terms and Conditions of Sale, attached.

Sincerely,

John Agnes



www.ACFStandbySystems.com

John Agnes

Sales Engineer

Mobile (352) 277-6403

Fax (813) 621-6980

Email j.agnes@acfpower.com

Connect

Acceptance of Quote

Prior to ordering equipment or services, please sign and return as a confirmation of the content of this proposal and the attached terms and conditions

Customer Signature



A-F Standby Systems
Power Generation



20287886R1

Date: August 23, 2019

Reference: Loxahatchee River District

We are pleased to offer the following quote for the above project:

FSA 18-VEH16.0 CAB & CHASSIS TRUCKS AND HEAVY EQUIPMENT

150KW Mobile Generator Package Specification #77 / 2018-2019

ITEM I

- **150KW Mobile Generator Package Specification # 77 2019 Generac MDG175DF4..... \$ 85,500.00**
- **Optional Equipment 4 Position Phase Switch..... \$ 3,130.00**
- **Optional Equipment Paralleling Gear..... \$11,690.00**

Sub-Total: \$ 100,320.00

Total investment for the above equipment (Not including any applicable tax):\$ 100,320.00

MDG175DF4:

120/208,120/240,277/480- 3 phase- 173kwStandby 140kw Prime

120/240 - single phase - 150kwStandby 138kw Prime

See Spec Sheet Attached

Delivery to Jobsite Off Loading by others.

Clarifications and Exceptions:

- No Enclosure Wind Load P.E. Calculations. Optional adder.
- Buyers referenced to local, state, or federal government requirements.
- No Anchoring Calculations and/or anchors.
- No Offloading.
- No installation.
- No rigging.
- No power systems or selective coordination study.
- No Storage or insurance.
- No third-party electrical apparatus testing / inspections, and/or special testing (emissions, noise, harmonics, etc...
- NO NETA Testing Must be performed by third party agency.
- No Special testing equipment (oscilloscope, thermal camera, harmonic analyzer, etc...
- No general, civil and/or plumbing work or materials.
- No electrical and/or mechanical work including materials.
- No engineering or permitting.
- No third-party testing agency.
- No Sound Testing by ACF.
- No fuel or equipment rental.
- No Sub-base in field pressure integrity testing.
- No Maintenance Contract by ACF.

Notes

1. This Quotation is based upon Engineering Specifications ___N/A___ & Drawings N/A. No other sections shall apply. Based of sizing by engineer
2. Quotation is valid for 60 days. If not released to production within 60 days, pricing, delivery extension and escalation charges may apply.
3. ACF Standby Systems is not responsible for any delays in delivery due to Act of Nature, explosion, fire, strikes, accidents, war, terrorism, flood, accidents or other causes beyond our company control. Quoted shipping schedules are not guaranteed and subject to change without notice. In no case is ACF Standby Systems responsible for incidental or consequential damages.
4. ACF Standby Systems does not accept liquidated damages as a part of third party contracts.
5. Equipment will be invoiced (and payment expected according to ACF's Terms and Conditions) at the time of shipment or when ready to ship from point of origin. Delays by the buyer may result in storage fees and/or additional freight charges.
6. The warranty is that of the above-named manufacturer(s). Refer to the manufacturer's warranty statement for details. No special warranty is implied. The Manufacturer's warranty begins on the day of start-up or 6 months after shipment, whichever occurs first, not substantial completion. It is the contractor's responsibility to coordinate start-up along with the date of substantial completion.
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Terms and Conditions

This proposal is subject to ACF Terms and Conditions of Sale, attached.

Sincerely,

John Agnes



www.ACFStandbySystems.com

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Sales Engineer

Mobile (352) 277-6403

Fax (813) 621-6980

Email j.agnes@acfpower.com

Connect

Acceptance of Quote

Prior to ordering equipment or services, please sign and return as a confirmation of the content of this proposal and the attached terms and conditions

Customer Signature

LOXAHATCHEE RIVER DISTRICT

Neighborhood Sewering Schedule



Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
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	2020
16	181 st 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 Construction Started – July 2019	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 Start Date
C	FDOT Turnpike Station <i>(institutional)</i>	3 ECs	Notified to Connect – February 2016 Variance requested – May 2016	2012	2020
H	Olympus Dr, Juno (LP)	2	Notified Owners – June 2013 Prelim. Design started – August 2017 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
	Thelma Ave. LPSS	3	Notified Owners – September 2017 Notice of Intent to Assess–September 2019	2020	2020
EE	Hobart St SE (Martin Co.)	13	Notified Owners – January 2013 Notice of Intent to Assess–September 2019	2016	2020
	197 th PI N	3	Notified Owners – April 2019		2020

Private Road Areas – Page 2

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
AA	Peninsular Road	5	Private Road Notice of Intent – February 2010 Partial construction complete - June 2013 Soliciting easements for remainder of project	2010	AEO
BB	Rivers Edge Road (Martin Co.)	35	Notified Owners – August 2010 Private Road-Easements Solicited –May 2014 Notice of Intent – February 2014 Project Delayed	2013	AEO
CC	171 st Street (Martin Co.)	7	Private Road - In House Design Owners notified October 2012 Easement rec'd from Church – April 2017 Grant received	2014	AEO
CC	Jamaica Dr	11	Private Road Owners notified Oct 2012	2014	AEO
CC	66 th Terr+Way	19	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 Notice of Intent to Assess – September 2017 Notified to Connect – August 2019	2016	2018
FF	Rolling Hills	50	Notified Owners – January 2013 Private HOA	2017	2020
FF	Gardiner Lane	1	Notified Owner – July 2013 Private Road	2017	2019
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 Working with BLM for options to move forward	2019	2020

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

TBD = To be determined

AEO = As easements are obtained

CURTIS L. SHENKMAN
Board Certified
Real Estate Attorney

CURTIS SHENKMAN, P.A.

123 SUNSET BAY DRIVE
PALM BEACH GARDENS, FLORIDA 33418
TELEPHONE (561) 543-4080
Curtis@PalmBeachLawyer.Law

LEGAL ASSISTANTS

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

September 6, 2019

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

OTHER LITIGATION

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

TYPE OF ACTION: Mortgage Foreclosure by Lender, 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- 9/06/19	No change in status

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

NONE

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: September 10, 2019

FILE: 42009-034

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

- Hazen has submitted task orders for an odor control study and an evaluation of Green Gas Emissions. Task Orders are currently being reviewed by LRD staff
- Hazen is routinely communicating with LRD staff to discuss plant operations

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:

- Hazen's final change order is being developed for review by LRD
- The filter sampling program to determine the effectiveness of removal of contaminants of emerging concern (CECs) and cryptosporidium/giardia filter was completed. A memorandum to discuss findings is being prepared for review and discussion with LRD staff

Injection Well Operating Permit Renewal – The renewal operating permit application for the Class I Injection Well was submitted to FDEP along with subsequent responses to comments. FDEP is in the process of finalizing the permit and no additional work is required at this time.

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



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

MEMORANDUM

To: Kris Dean, PE, Deputy Director/Director of Engineering, Loxahatchee River Environmental Control District
From: Christine Miranda, PE, Holtz Consulting Engineers, Inc.
Date: September 5, 2019
Subject: **Loxahatchee River Environmental Control District Monthly Status Report**

The following is a summary of work performed by Holtz Consulting Engineers, Inc. (HCE) on Loxahatchee River District projects through September 5, 2019. **Note: Any information that is historical or repeated from previous months are shown in italics. Otherwise, all information as shown below is newly reported information.**

Imperial Woods Low Pressure Sewer System

- The project walkthrough for the project occurred on July 24, 2019 and the Contractor has completed all punch list items. HCE has submitted for and obtained clearance from the Florida Department of Environmental Protection to place the low-pressure sewer system into operation. HCE met with the arborist on August 20, 2019 at the entrance to Imperial Woods to discuss the root pruning plan and to assess the overall health of each of the oak trees. The root pruning plan should be completed by the end of this month. *Upon completion of the development of the root pruning plan, HCE will provide this information to the Contractor for the execution of the pruning of the trees and the installation of root barrier in the island at the entrance to the development.*

Island Country Estates Low Pressure Sewer System

- The design plans have been revised to reflect the roadway restoration based upon visual site inspection of the roadways to determine point repair locations and upon the confirmation that the existing asphalt roadway is 1-inch thick. An addendum was issued on August 30, 2019 which included the revised plans and extended the bid opening date to October 3, 2019. Based upon the bid opening date, it is anticipated that a recommendation of award to the lowest responsive and responsible bidder will be brought to the October board meeting for approval.

Lift Station No. 082 Master Plan and Improvements

- On August 20, 2019, HCE and District Staff met at the lift station to install a Volucalc Flow Monitoring System on the lift station. This system was removed last Thursday due to the threat of hurricane Dorian. HCE is currently working on analyzing the data received as well as data sent by District staff on August 22nd and inputting this into the model. Upon completion of the model calibration, the different modeling scenarios will be completed. A technical memorandum summarizing the results of the modeling efforts will be provided to District staff by September 27, 2019.



***Loxahatchee River Environmental Control District
Monthly Status Report
September 12, 2019***

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

The following is a summary of work performed by Baxter and Woodman, Inc. (B&W), on District projects for the monthly period ending September 12, 2019.

Alternate A1A 16-Inch Force Main Extension

B&W continued to coordinate with the U.S. Army Corps of Engineers to address potential impacts to mangrove plants on the south side of the bridge. B&W previously submitted responses to USACOE Request for Information No's. 1 through 3. Contractor previously completed all possible project work. The remaining work includes a 225-ft section of force main south of the Alternate A1A Bridge. USACOE has indicated that the application is complete and is under review. B&W is waiting on final confirmation from USACOE.

Master Lift Station No. 1 Rehabilitation

The following items were ongoing or completed during the last monthly period:

- Substantial Completion was achieved on July 11, 2019.
- Final Completion is required within sixty-five (65) days of Substantial or September 14, 2019 vs. Contract Final Completion date of August 3, 2019.
- There have been substantial delays associated with the coordination and completion of the site electrical service work required to be performed by Florida Power and Light (FPL).
- Interior painting is 100% complete.
- Asphalt restoration and site work is 95% complete.
- All parties performed a civil/architectural walkthrough on September 10, 2019.
- Final Completion and project close-out is anticipated by mid-October.

Whispering Trails Gravity Sewer System

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

- Sewer system installation completed.
- Lift station start-up completed on August 13, 2019.
- Contractor is in the process of performing quality testing of all installed gravity sewer system components.

- Contractor is in the process of performing final field survey for the purposes of preparing final record drawings.
- 1st lift of asphalt roadway reconstruction complete.
- Restoration of disturbed drainage swales is in progress.
- Restoration of damaged driveway aprons is in progress.
- Contractor is behind Contract Substantial Completion date of July 18, 2019.
- There is a pending time extension to account for unanticipated delays associated with FPL and PBC Drainage System repairs.

Jupiter Farms Elementary Sanitary Sewer System

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

- Contractor's progress was very slow at first but he has made up substantial time by working overtime and weekends.
- Completed installation of the force main on September 6, 2019.
- Began force main testing on September 9, 2019. Testing work will be performed in sections.
- Lift station wet well modifications 80% complete.
- Completion of site and lift station electrical work pending. No work completed to date.
- Contract Substantial Completion date is October 15, 2019.
- Contract Final Completion date is December 19, 2019.

Irrigation Quality Pump Station 518 Chlorine Study

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

- Project Notice-to-Proceed was issued on August 5, 2019.
- B&W has completed its review of the existing chlorine storage and feed system components.
- B&W's detailed evaluation of the existing chlorine usage data is delayed while the District reviews the validity of the historical data recorded by the facility SCADA system.
- B&W has begun to evaluate alternative disinfection methodologies/approaches.
- DRAFT Chlorine Study Report is scheduled for submission on or before September 16, 2019. Submission of the DRAFT Report will likely be impacted pending receipt of existing chlorine usage data.



Jupiter Inlet Lighthouse Septic to Sewer Conversion – Surveying Services

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

- Preliminary field survey work completed September 6, 2019.
- Survey drafting in process.
- DRAFT survey to be submitted to District by September 19, 2019.

Respectfully Submitted by:

BAXTER & WOODMAN, INC.

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

Busch Wildlife Sanctuary

The 3rd Quarter Report will be presented at the
October 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
- ▶ Safety Report attach. #6
- ▶ Other Matters (as needed) attach. #7

J:\Board\Notebook\Directors Report

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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

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



To: Governing Board
From: Kara Fraraccio, Director of Finance and Administration
Date: September 13, 2019
Subject: Monthly Financial Report

Cash and Investments

Balances as of August 31, 2019

Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Interest Earned	Market Value
TD Bank	5 Years	09/22/19	2.09%	\$ 2,000,000	\$ 3,929	\$ 2,217,444
Bank United	18 Months	02/04/20	2.65%	1,000,000	2,206	1,014,981
Bank United	2 Years	04/02/20	2.46%	2,000,000	4,214	2,020,981
US Bank	18 Months	05/01/20	3.00%	1,507,875	3,926	1,544,756
Bank United	18 Months	06/07/20	2.88%	1,500,000	3,738	1,531,899
US Bank	2 Years	01/29/21	2.71%	1,011,450	2,359	1,027,326
Bank United	2 Years	03/11/21	2.60%	1,000,000	2,227	1,012,367
Subtotal				\$10,019,325	\$ 22,599	\$10,369,754

Money Market Accounts:

Synovus - Public Demand	2.00%	\$ 21,282	\$ 12,195,946
TD Bank - NOW	2.22%	15,170	8,151,663
Subtotal		\$ 36,452	\$20,347,609

Checking Account:

SunTrust-Hybrid Business Account	0.50%		\$ 2,624,469
Subtotal		\$ -	\$ 2,624,469

Total		\$ 59,051	\$33,341,832
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Average weighted rate of return on investments is: 2.12%

As of 8/31/19:

3 month Short Term Bond: 1.99%

1 month Federal Fund Rate: 2.13%

Cash position for August 2018 was \$36,911,972. Current Cash position is **down** by \$3,570,140.

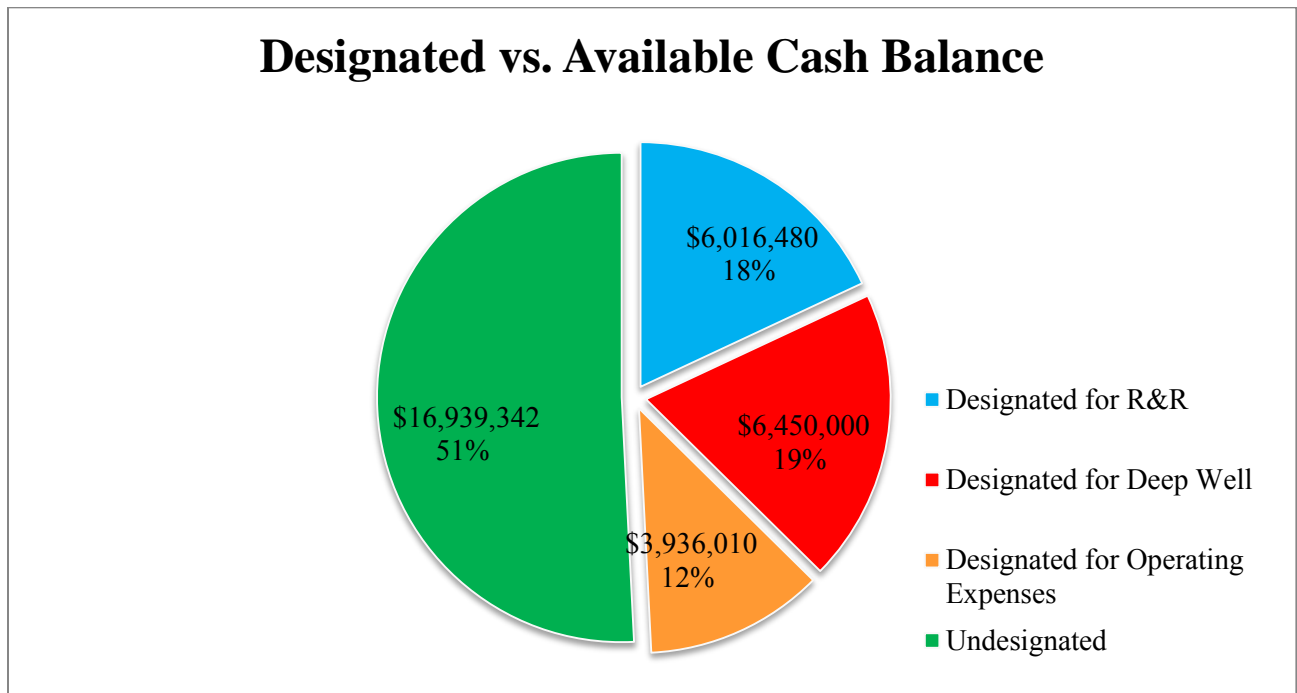
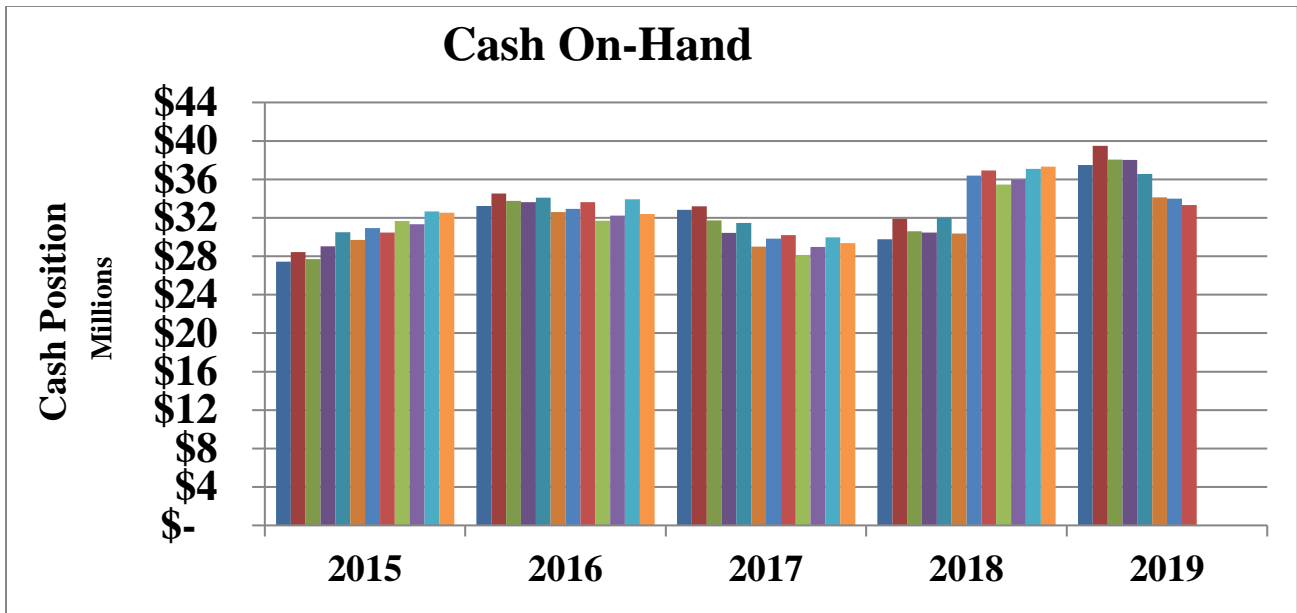
Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member



Financial Information

- Legal fees billed for the month of August were **(\$265)**. The fiscal year-to-date total is \$86,277.
- There was no Septage billing for the month of August. The fiscal year-to-date total is \$310.
- Developer's Agreement – No new Developer agreements were entered into in August.
- I.Q. Water Agreements – Town Center I is past due for July and August and Abacoa Plaza is past due for August.
- Estoppel fees collected in August totaled \$6,750. The fiscal year-to-date total is \$82,350.

Summary of Budget vs. Actual

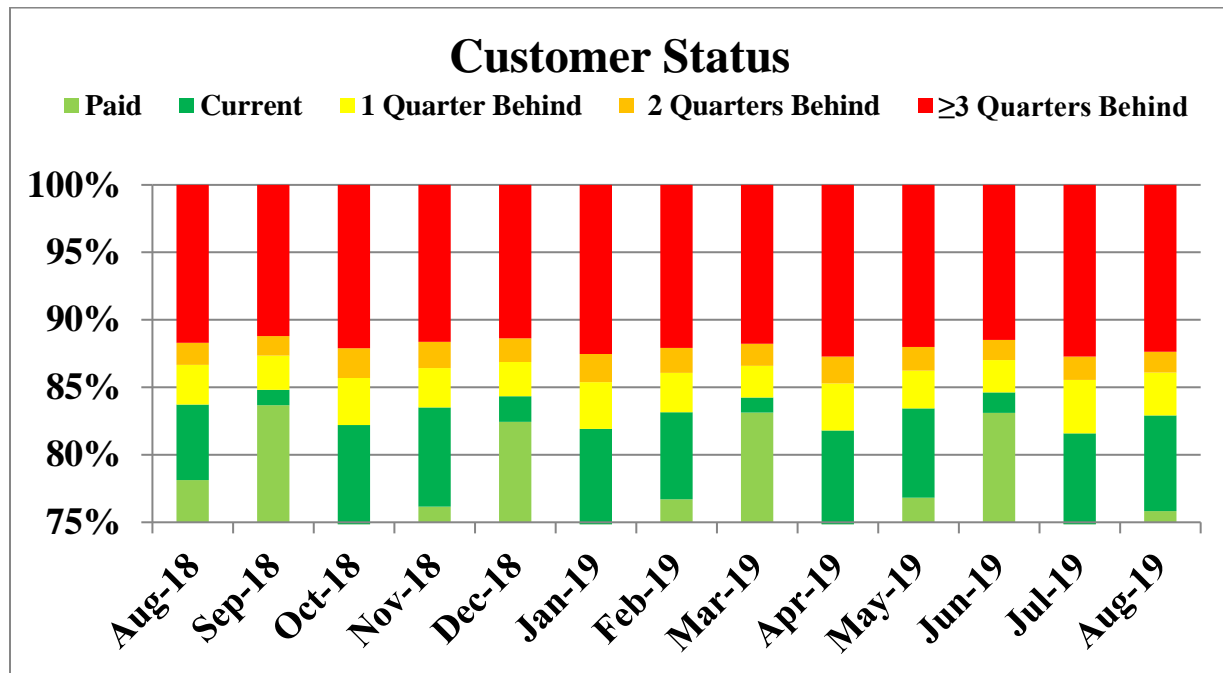
<i>Budget Benchmark</i> 92.00%	Aug-19 Actual	YTD Actual	FY 19 Budget	Favorable (Unfavorable)	Budget Expended	Aug-18 YTD
Revenues						
Operating Revenues						
Regional Sewer Service	\$1,405,275	\$15,396,892	\$ 17,067,530	\$ (1,670,638)	90.21%	\$15,348,816
Standby Sewer Service	8,328	90,758	157,550	(66,792)	57.61%	112,086
IQ Water Charges	196,205	2,165,577	2,264,000	(98,423)	95.65%	2,115,617
Admin. and Engineering Fees	2,239	40,436	48,865	(8,429)	82.75%	97,809
Other Revenue	16,281	431,948	183,000	248,948	236.04%	470,472
Subtotal Operating Revenues	1,628,328	18,125,611	19,720,945	(1,595,334)	91.91%	18,144,800
Capital Revenues						
Assessments	2,808	1,213,236	824,000	389,236	147.24%	5,315,245
Line Charges	10,804	195,405	232,575	(37,170)	84.02%	491,822
Plant Charges	30,137	448,019	1,402,600	(954,581)	31.94%	1,260,230
Capital Contributions	34,348	90,480	917,000	(826,520)	9.87%	467,434
Subtotal Capital Revenues	78,097	1,947,140	3,376,175	(1,429,035)	57.67%	7,534,731
Other Revenues						
Grants	1,833	28,599		28,599	100.00%	13,991
Interest Income	60,068	1,315,866	1,217,500	98,366	108.08%	410,828
Subtotal Other Revenues	61,901	1,344,465	1,217,500	126,965	110.43%	424,819
Total Revenues	\$ 1,768,326	\$ 21,417,216	\$ 24,314,620	\$ (2,897,404)	88.08%	\$ 26,104,350
Expenses						
Salaries and Wages	\$594,957	\$4,648,329	\$ 5,687,700	\$ 1,039,371	81.73%	\$4,500,076
Payroll Taxes	45,645	350,154	416,500	66,346	84.07%	339,187
Retirement Contributions	62,934	669,416	710,900	41,484	94.16%	688,412
Employee Health Insurance	90,133	996,676	1,339,800	343,124	74.39%	1,077,314
Workers Compensation Insurance		89,197	114,600	25,403	77.83%	87,406
General Insurance	723	339,888	346,716	6,828	98.03%	328,813
Supplies and Expenses	88,851	907,012	1,138,160	231,148	79.69%	938,828
Utilities	104,981	1,182,659	1,409,350	226,691	83.92%	1,216,349
Chemicals	29,653	460,948	672,570	211,622	68.54%	606,630
Repairs and Maintenance	166,769	1,728,763	1,830,615	101,852	94.44%	1,349,799
Outside Services	130,036	1,537,440	1,852,110	314,670	83.01%	1,531,595
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,314,682	12,910,482	15,744,021	2,833,539	82.00%	12,664,409
Capital						
Capital Improvements	1,208,796	7,537,815	11,088,500	3,550,685	67.98%	4,358,591
Renewal and Replacement	222,058	4,564,500	7,278,500	2,714,000	62.71%	3,026,621
Contingency			225,000	225,000	0.00%	40,495
Subtotal Capital	1,430,854	12,102,315	18,592,000	6,489,685	65.09%	7,425,707
Total Expenses	\$ 2,745,536	\$ 25,012,797	\$ 34,336,021	\$ 9,323,224	72.85%	\$ 20,090,116
Excess Revenues						
Over (Under) Expenses	\$ (977,210)	\$ (3,595,581)	\$ (10,021,401)	\$ 6,425,820		\$ 6,014,234

Pending/Threatened Litigation

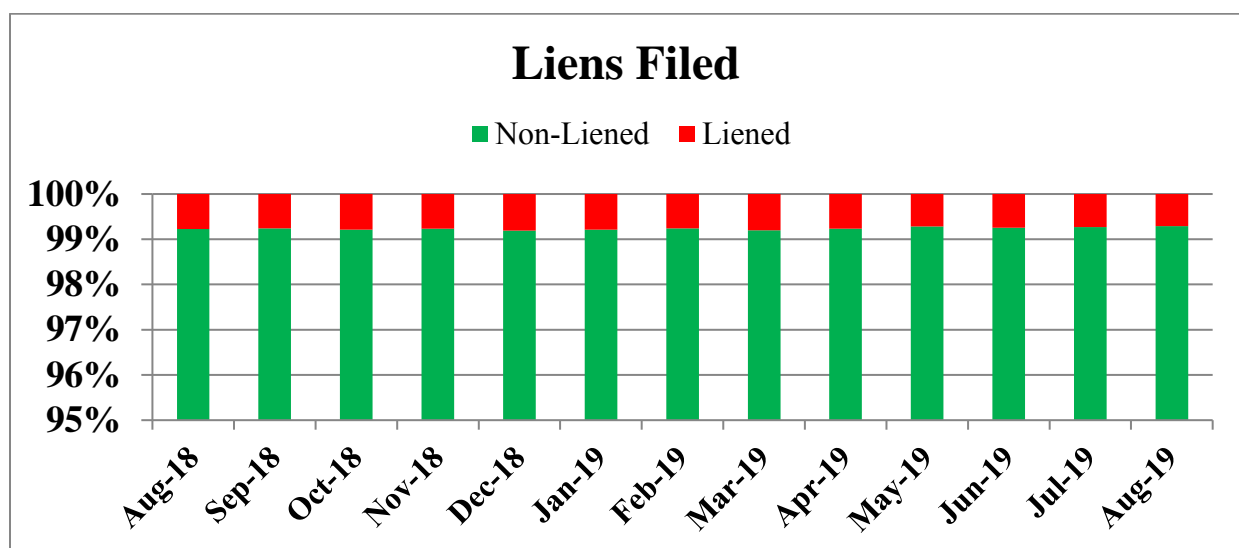
- No pending or threatened litigation.

Accounts Receivable

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



The District serves approximately 32,600 customers. Currently, the District has 232 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: September 7, 2019

SUBJECT: Engineering Services Report – September 2019 Board Meeting

ENGINEERING IN-HOUSE PROJECTS

Lift Station Fall Protection: After evaluating nets, hand rails and grates staff have agreed a retro-fitted safety grate is the preferred approach to providing fall protection at lift stations. The initial field evaluation is complete and staff are coordinating with the manufacturer to specify the preferred installation and 1-2 alternates for locations where the preferred option will not fit. Once the installation options are determined we will go out to bid and award a contract to have the fall protection installed at all lift stations.

Lift Station Rehabilitations General Construction Services: Rehabilitation requirements on three stations have been finalized and purchase orders issued for their rehabilitation. Completion dates for the rehabilitation projects have slipped. We anticipate completion in October. Staff are working with homeowners, the Town of Jupiter and FPL on streetlight relocation and driveway configurations at a fourth station.

Cellular Telemetry: IT and Engineering staff are working on a project to test cellular telemetry installation at existing stations with no telemetry. The third alternate option is online and staff will begin working on the procurement process once the viability of the options is determined. It is anticipated that we will select up to three suppliers to source telemetry units through a competitive bid process.

181st Street Gravity Sewer System: This project will serve 11 lots located just off Limestone Creek Rd. The new system will tie into an existing gravity system in Limestone Creek Rd. Design is complete. Comments from PBC Land Development have finally been resolved; however the permit has not been issued. We anticipate bidding the project through October 2019 with actual construction beginning in early 2020.

New Palm Beach Heights Low Pressure Sewer System: This project will serve 36 lots located just off US 1 south of Donald Ross Rd. The new system will tie into an existing gravity system serving the commercial property to the north. Construction has commenced and is expected to conclude in September, this year.

Olympus Drive Force Main Replacement: This project is part of our asbestos cement (AC) force main replacement program and will replace approximately 2,000 feet of AC force main in Juno Beach. Soft digs were completed but results were not conclusive. Staff are investigating further with GPR and potholing as required. This project has been significantly delayed from the original schedule but the importance of the utility locates given the nature of the proposed directional bore installation warrants the delay.

LS 43 Emergency Generator: A project to provide a permanent emergency standby generator at LS 43. This station is part of the cascading lift station system along Country Club Drive in Tequesta. This project bid on May 7, 2019. Construction has commenced and is scheduled to complete in October/November, this year.

LS 62 Emergency Generator: A project to provide a permanent emergency standby generator at LS 62. This station is a significant repump station serving areas Tequesta and Jupiter Island. This project bid on May 7, 2019. Construction has commenced and is scheduled to complete in October/November, this year.

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 is complete. Staff are coordinating internally for lift station panel and pump upgrades to accommodate the increased head pressures.

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. The station went fully online as we prepared for Hurricane Dorian. It is anticipated the contract will complete in September.

Radio Telemetry System: Recent rehabilitation of our existing radio telemetry system is complete. 62 out of 65 lift stations are online with system polling times below 75% of the maximum allowed. The three stations that are offline will be converted to a cellular telemetry system in the future.

Penn Park Lateral Lining: 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. Lateral lining is underway as well as final punch list items from the main lining and final cleanout installations. The contractor has double his work force in this area and anticipates completion this month.

Lift Station 097 Main Lining: Main lining in LS097 collection system began in June. Main lining completed in August. Staff are coordinating with the contractor for inspection videos.

CONSTRUCTION DEPARTMENT



Staff completed the **LAST** cleanout installation in the Penn Park area. The Construction department installed 69 cleanouts at the right-of-way throughout Penn Park in coordination with the lateral and main lining project. Similar to the effort by inspection staff to locate the cleanouts, this work by construction significantly reduces project cost and results in a long term improvement on our ability to access and maintain our collection system.

COLLECTIONS/REUSE



Staff performed annual preventative maintenance at Lift Station 105. This station was rehabilitated in 2017, and while it does have a safety grate staff are still using the visual deterrent while the safety grate is open for pump removal.



SANITARY SEWER OVERFLOWS

There was 1 sanitary sewer overflow in the collection/transmission system for the month of August. The overflow occurred from an air release valve (ARV) on the force main located along US 1 north of County Line Road. The failure was caused by degradation of a reinforced nylon locking clamp and valve body. We met with the manufacturer's representative who determined that excess hydrogen sulfide gas vented from the force main collects in high concentrations in the ARV manhole causing degradation of the ARV over time. This is the only reinforced nylon bodied ARV in our system that we have seen this severe degradation. We replaced the ARV in this location with a 316SS valve and will monitor our other nylon installations but do not at this time anticipate revisions to our standards to move away from nylon bodied valves.



Loxahatchee River District

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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: September 11, 2019

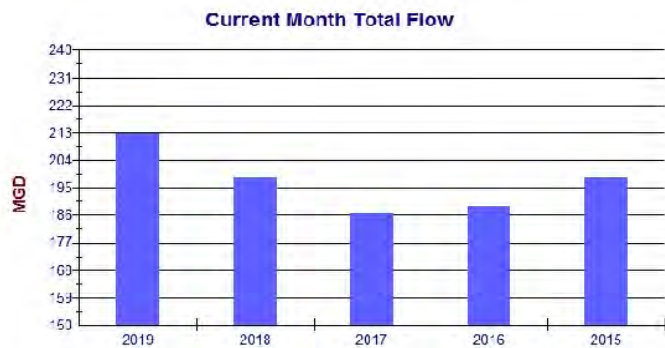
SUBJECT: Operations Department Monthly – Report for August 2019

Treatment Plant Division

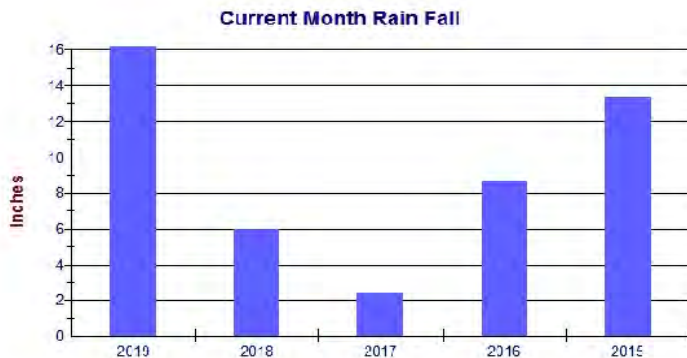
Strategic Plan and District Values:

In the month of August Operations stepped outside the box and expanded our knowledge in SCADA operation and programming. Our Strategic planning map clearly spells out areas of opportunity especially in the use of departmental Technology. We began brainstorming with our IT department and devised a plan to improve our knowledge and capabilities in SCADA with one of our Operators. By attending SCADA training our department expanded its ability to make more precise and better-informed decisions when streamlining plant controls. As we work through our current control system, we're looking for opportunities of improvement in displaying our Key Performance Indicators (KPI's) and tighten alarm notifications on these parameters. These improvements will reduce the likeliness of permit exceedances, avoidable sewer overflows and operator complacency. Taking a proactive stance at programming will keep Operations on track toward achieving our Strategic goals. This training is an excellent example of Strategic objective **2.5 Optimizing the use of technology and objective** and the District's Values of **Innovation and Collaboration**. Operations will continue toward finding additional opportunities to accomplish more of our Districts strategic plan objectives and our District Core Values.

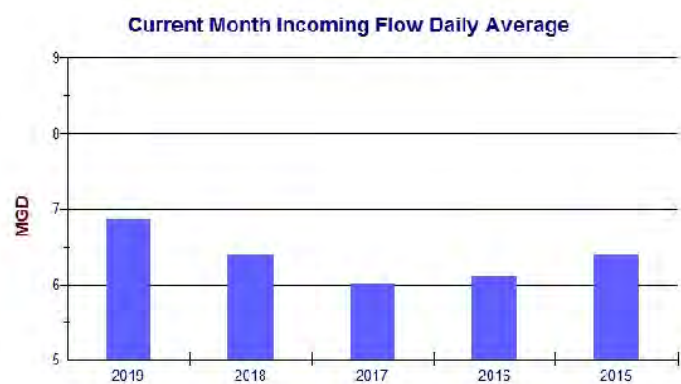




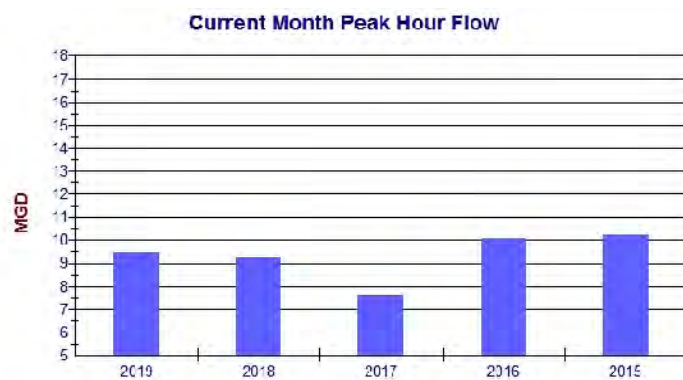
The plant total flow for the month of August was 212.66 million gallons.



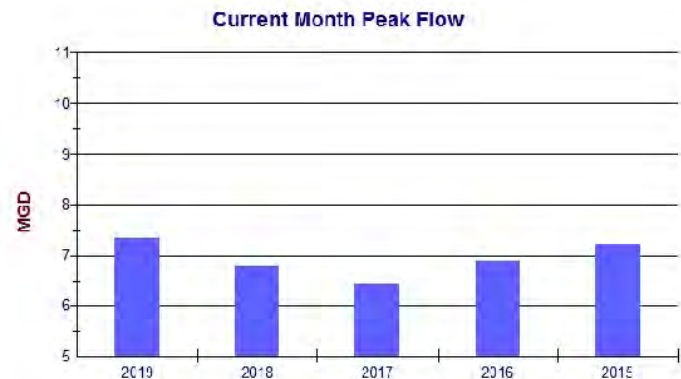
16.18 inches of rain was recorded at the plant site during the month of August.



The treatment plant incoming flow for the month of August averaged 6.86 MGD compared to 6.39 MGD one year ago, for the same month.

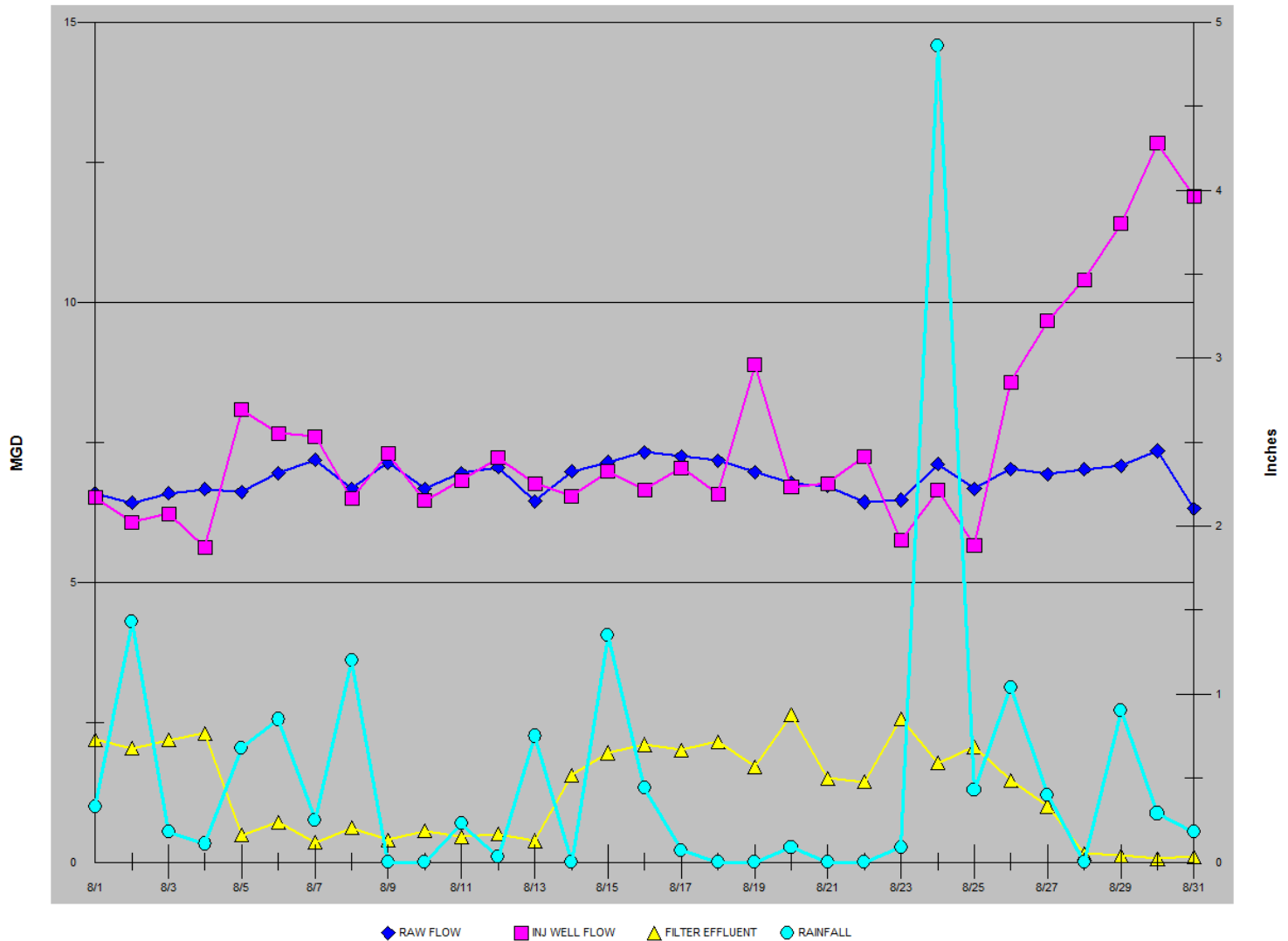


The peak hourly flow rate in August was 9.49 MG.



The greatest single day average flow in August was 7.35 MGD.

For the month of August, the plant received 212.66 MG of influent flow of which 39.46 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 16.18 inches of rain during the month and 235.02 million gallons of blended effluent was diverted to the Injection Well. Overall, 18.56% of incoming flows were recycled for IQ use and the plant delivered 54.37 million gallons of IQ water to the Reuse customers.



Year to date, the plant recycled 61.34% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 1,104.39 million gallons.

All monthly reporting has been submitted on time.

Treatment Plant:

Recently Operations and IT department worked together towards a solution to reduce the amount of redundant alarms. This is critical to eliminate bad actors and doesn't allow complacency for abundant false alarms. As an example, below is a photo of our alarm page just after startup of plant generator #3, the delay in power instantly overloaded the alarm screen resulting in the possibility of real alarms getting missed. To remedy the issue, we've added a time delay on these alarms allowing power to be restored, since the delay the alarm overload has been corrected.

Below shows a project Operations assisted Maintenance with this past month. The photo to the right shows a new set of belts installed on our dewatering presses. Belts are changed every 6 months to assure the District is receiving the highest efficiency possible from both presses.

[illegible]**Plant Permit Exceedance:**

This month Operations had 2 permit exceedances, which ended our 72-month run of no permit exceedances. We are viewing these exceedances as opportunities for improvement. Unfortunately, these opportunities were found the hard way. On August 20th an Operator attempted to place our synthetic Media Filters into service, a routine task that has been done numerous times before. However, the filters were placed online without following our well-established standard operating procedure (SOP). As such, an operational error occurred that resulted in a brief but unacceptable spike in total suspended solids (TSS) of our Chlorinated effluent leaving the plant. Technically, our TSS limit exceedance lasted for 6 minutes before processes were implemented to stop the exceedance. This frustrating experience has brought mandatory training with both our Plant Operating Permit and Plant Operation & Maintenance Manual to assure Operations staff, especially plant operators, are well informed on all our permit limitations and Standard Operating Procedures.

The second permit exceedance occurred when higher than acceptable total dissolved solids (TDS) were sent to our deep injection well. At the time of the exceedance, the Town of Jupiter's nanofiltration concentrate and our treated effluent were being diverted to the Deep Injection Well (because our lakes were full). When our Deep Bed Filters went into a backwash cycle, it decreased the amount of treated effluent being blended with the nano concentrate and caused the total dissolved solids concentration to increase significantly. The plant operator acted quickly and appropriately to divert the nano concentrate to our storage lakes (in accordance with standard operating procedures); nonetheless, the 15-minute average total dissolved solid concentration technically exceeded our permit limit. Operations has since added additional SCADA alarm to increase the response time operators have to address such an event in the future.

Both events, though frustrating, have been used as opportunities to strengthen our current protocols, standard operating procedures, training, and alarms. Operations appreciates the collaborative support provided by IT staff, consulting engineers, and others throughout the District as we work to implement effective solutions to avoid such missteps in the future. We take pride in the work we do and the water we produce.

Maintenance Department:



The photo to the left shows a newly fabricated support bracket that secures our emergency waste piping. For years this pipe was layed across the walkway creating a safety hazard for whoever walked on-top of the Aeration Basin. This newly fabricated bracket not only eliminates a safety hazard, but it also adds strength and support for the 6-inch waste line that discharges into Aerbay #1. Great job to the Maintenance Department for recognizing this safety concern and finding a resolution.



Maintenance and Operations department worked collaboratively together installing a new flow tube that measures the amount of sludge being sent to our belt presses from our sludge storage tank. The old meter was original equipment and was having issues while trying to calibrate.



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

MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director
FROM: Bud Howard, Director of Information Services
DATE: September 12, 2019
SUBJECT: Monthly Governing Board Update for August 2019

WildPine Ecological Laboratory

Riverkeeper Project

In August, staff from the District, JD State Park and Town of Jupiter collected water quality samples from 44 monitoring stations throughout the watershed. Ten of the forty-four stations were sampled twice during the month as part of our new additional monitoring work in partnership with FDEP in Jones Creek and Dubois drainage basins. Town of Jupiter staff collected 8 bacteria samples from Jones and Sims Creeks as well. Overall, water quality degraded in August when compared to July. This change in water quality is driven, at least in part, by the near record rainfall amounts again this year as explained in the Hydrologic section below. One particular hotspot for the poorest water quality appears to be related to canal operation and heavy rainfall. Station 104 at Hobe Grove Canal, a tributary into the NW Fork, had major drawdown of the canal which may have mobilized silt in the water column as shown in the picture at right. The turbidity was 100 ntu, our highest ever recorded in the watershed. Total Phosphorus (1.0 mg/L), Total Nitrogen (2.6 mg/L), Chlorophyll (65 ug/L), and fecal coliform (2,755 per 100 mLs) results were all far exceeding FDEP/EPA water quality standards. Lab staff communicated our findings with the staff for agency that controls that canal.



Total Phosphorus (TP) concentrations worsened in August with 20 out of 44 (45%) Riverkeeper stations exceeding the FDEP/EPA Numeric Nutrient Criteria (NNC) water quality standards, up from 31% of the station no meeting the criteria in July. Hobe Grove Canal (St. 104) which drains into the northwest fork (NWF) had the highest concentration at 1.0 mg/L, almost ten times as high as the NNC (0.12 mg/L) for that region. The average for all stations in August was twice as high as July at 0.1 mg/L TP.

Total Nitrogen (TN) concentrations in August were a bit worse with 3 out of 44 (8%) Riverkeeper stations exceeding the NNC. Hobe Grove Canal (St. 104) also had the highest concentration of TN at 2.6 mg/L, almost twice as high as the NNC (1.54 mg/L) for that region. The average for all stations in August was slightly higher than July at 0.1 mg/L TN.

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

Harvey M. Silverman
Board Member

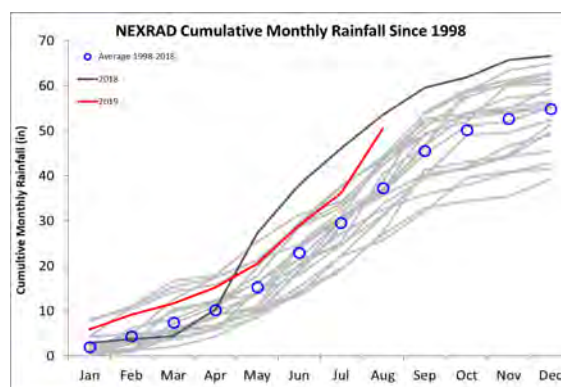
James D. Snyder
Board Member

Chlorophyll (Chla) concentrations in August scored “Poor” at 23 out of 44 (52%) Riverkeeper stations when compared to the stringent (NNC) for each river segment, down slightly from 65% of the sites in July. The Papaya Village Neighborhood outfall (St. 56), which drains a septic tank community and golf course directly into JDSP had the highest concentration at 229 ug/L, ten times higher than the NNC (20 ug/L) for that basin. The average chlorophyll value for all stations was also higher than July at 18 ug/L.

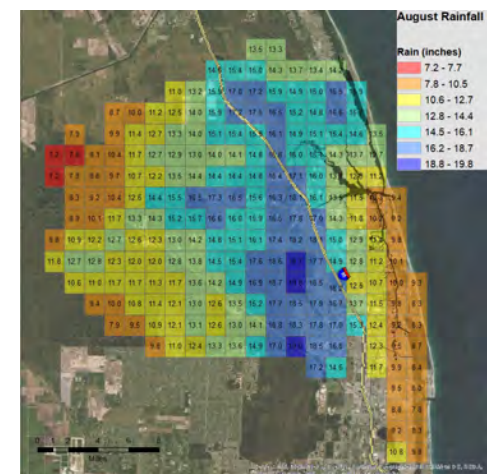
Lastly, fecal coliform bacteria scored “Poor” at 13 of the 52 (25%) stations when scored to DEP’s threshold of 800 MPN/100 mL, compared to 15% of the stations in July. The average bacteria count for all stations sampled increased to 900 MPN/100 mL in August, up from 356 MPN/100 mL in July. Once again, the Jones Creek station CALC, sampled on 8/12/19 had the highest concentration of fecal coliform bacteria at 6,488 MPN/100 mL, up from 2,909 MPN/100 mL last month. The turbidity of a grab sample taken together with the bacteria sample on 8/12/19 was moderately high at 12 ntu. But our continuous recording datasonde instrument, that is part of our special study with FDEP, collected high turbidity readings of approximately 30 ntu on August 12th and turbidity readings throughout the month at that site were recorded up to 75 ntu.

Hydrologic Monitoring

An interesting story for the watershed this year continues to be the rainfall amounts. Total rainfall measured in August was 14.3”, 84% higher than the twenty-one year average for August of 7.8”. No single major rain event impacted the watershed during August, rather there were 7 days throughout the month in which total rainfall was 1” or more with the highest single day total of 1.6” occurring on August 24. Additionally, there were no days during August in which rain was *not* detected within the watershed. Cumulative rainfall for the calendar year through August is 50.5” which is 35% above the twenty-one year average of 37.3” typically observed January through August (Figure-right). This total is just 3” short of the record rainfall measured through the same time period



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).



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.

of last year making 2019 (so far) the second consecutive wettest year since the radar-based rainfall measurements began in 1998.

The greatest amount of rain fell along the central regions of the watershed including parts of Jonathan Dickinson State Park, Riverbend Park, and parts of Abacoa which experienced nearly 20” of rain (Figure-left). The driest regions included areas along the coast and to the far west areas of the watershed near Hungryland Conservation Area and Nine Gems area which experienced just over 7” of rain in August.

Flows over Lainhart Dam during August ranged from 113 to 413 cfs with a mean flow of 248 cfs. For comparison, flow during the the same period in 2018, which had record rainfall, ranged from 50 to 235 cfs with a daily mean of 172 cfs. The S-46 flood control structure showed substantial flow during the month in

response to the higher than normal rainfall and releases to lower water levels in preparation for Hurricane Dorian. Mean daily flow was 170cfs with a pulse flow schedule of 7 days on, 4 days off throughout much of the month. Flows peaked at a daily average of 816 cfs on August 30 ahead of Hurricane Dorian.

Recently, the USGS added a water salinity and depth monitoring station near the lower estuary at the fishing pier adjacent to the US-1 Bridge. Mean salinity (bottom) measured at this structure during July was stable at 34.4 (SD \pm 2.0; Figure-below), but during August, in response to the increased flows down the NW Fork and from the S-46 Flood Control Structure, mean salinity became highly variable and decreased to 30.8 (SD \pm 5.3) as indicated by the green line in the figure below.

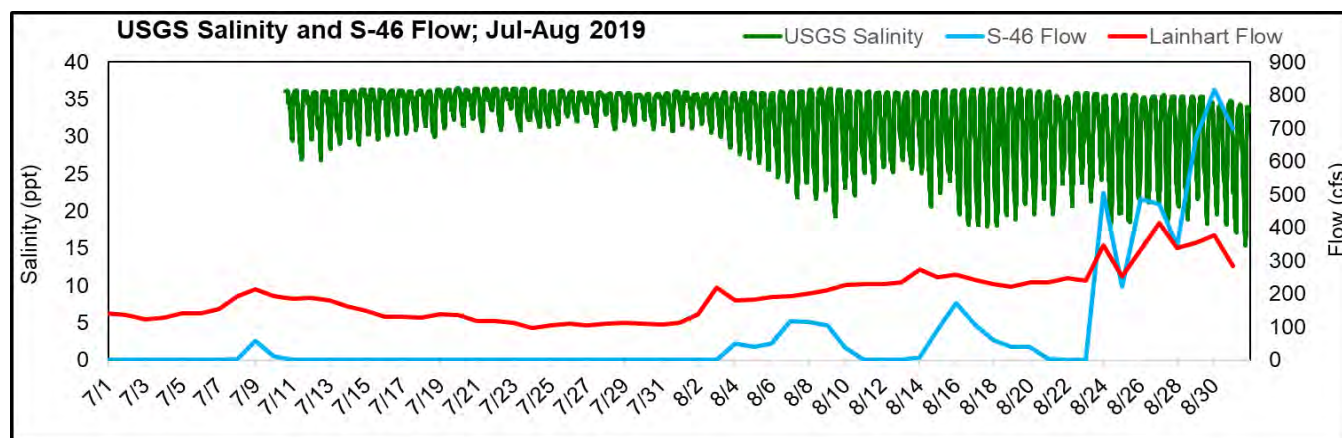


Figure shows continuous salinity (green line) measured at USGS station located at the US Highway 1 bridge (26° 56.8 N, 80° 5.1 W) shown in response to the flows in the NW Fork measured at Lainhart Dam, a fixed-weir structure (red line) and the S-46 Flood Control Structure (blue line) in the SW Fork.

Oyster Spawning and Settlement Monitoring

Oyster monitoring for the 28-day period ending August 22 indicates much higher than average oyster settlement in the Northwest Fork while in the Southwest Fork settlement slowed to near the historic average. Average settlement density in the Northwest Fork was 9,646 spat m², slightly higher than last month and 77% more than the 5,460 spat m² counted during the same period in 2018 (Figure-right). A substantial majority, 72%, of the settlement was observed at the downstream site.

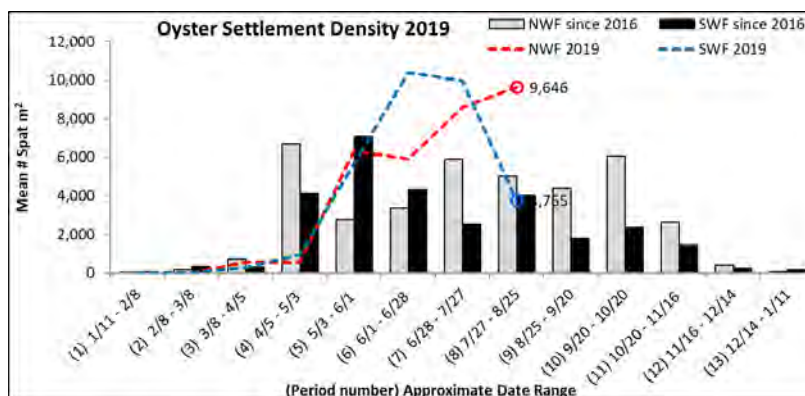
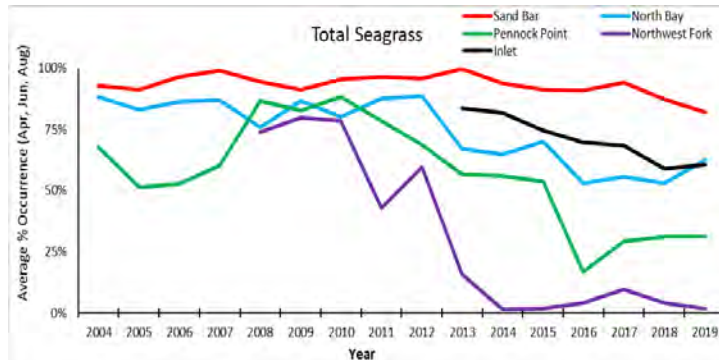


Figure shows mean oyster spat settlement for the Northwest Fork (gray bars) and the Southwest Fork (black bars) since 2016. Dashed lines

Settlement activity in the Southwest Fork was very near average at 3,765 spat m²; down considerably from last month, but over six times higher than the same period in 2018, which had 609 spat m². Spat density observed between the upstream and downstream sites in the Southwest Fork was nearly even with the downstream site having 58% of the spat settlement.

Bimonthly Seagrass Monitoring

The summertime bimonthly seagrass monitoring for 2019 is complete and shows that, overall, seagrass presence has somewhat stabilized throughout the estuary (Figure-below). The North Bay site has exhibited a modest increase in total seagrass percent occurrence compared to last year while total seagrass at the Inlet and Pennock Point sites have remain mostly unchanged. The good news is for the first time since 2013, seagrass presence has not shown an overall decline at three sites: Inlet, North Bay and Pennock Point. Seagrass at both the Sand Bar and Northwest Fork sites have experienced an overall decline in presence since last summer. Seagrass growth at the Northwest Fork site appeared to be heading toward a slow recovery following the sharp decline following the 2012 season. However, after 2017 seagrass at this site has once again shown declining presence. The slight decline in total seagrass at the Sand Bar site is less concerning given the sites history of having a high occurrence of seagrass- the highest among the monitoring sites.



Time-series of total seagrass presence at each monitoring site as percent occurrence. The X axis represents the mean percent occurrence of total seagrass for April, June, and August of each year.



Volunteer Water Quality Monitoring Program

The Volunteer Water Quality Monitoring grade for August was a low “C”. Five out of six stations scored a “C” or below and one station (107, a tributary to the NW Fork) had a “F”. Only the station at the Inlet had an “A” average for the month. The weekly grades degraded toward the end of the month at all the sites. This is likely due to the heavy rains and associated stormwater runoff and flows.

Average Parameter Values for August 2019								Scores for Monthly Parameter Averages							
Site	Temp (F)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Score	Grade
LR10V	84.9	2.0	30.2	8.1	6.0	93.2	1.2	Good	Good	Good	Fair	Good	Good	91.7	A
LR30V	83.6	1.4	24.5	8.1	4.9	72.1	1.3	Good	Fair	Good	Fair	Good	Fair	75.0	C
LR40V	83.6	1.4	24.5	8.1	4.9	72.1	1.3	VAB	Fair	Fair	N/A	N/A	Good	66.7	D
LR52.5V	79.7	0.4	11.3	7.6	5.3	71.0	1.5	Good	Fair	Fair	Good	Good	Fair	75.0	C
LR60.1V	82.4	VAB	15.0	7.8	4.3	59.7	1.0	Good	Poor	Fair	Good	Good	Poor	60.0	D
LR107V	79.9	0.3	0.8	6.8	3.3	41.0	1.4	Poor	Good	Poor	Fair	Fair	Good	50.0	F
Average	82.4													71.7	C
scale: 0=poor 2=fair 4=good															

VAB (Visible at Bottom)
DO (Dissolved Oxygen)

Customer Service

Payment Processing

With 3rd Quarter Bills due on August 15 staff were busy processing over 17,000 payments totaling nearly \$2.1M. We saw another slight uptick in the proportion of payments coming by digital means and just missed the first ever 80% threshold of digital payments (versus paper check or cash) for the month. For the month that bills are due we have a greater proportion of digital payments because auto-payments are processed – this time 6,623, another 3.4% increase over last quarter, but we also saw over 500 fewer paper check/cash payments compared to last quarter.

As of September 12th, 92% of our customers had satisfied their accounts. The distribution of Past Due notices started September 9.

Information Technology (IT)

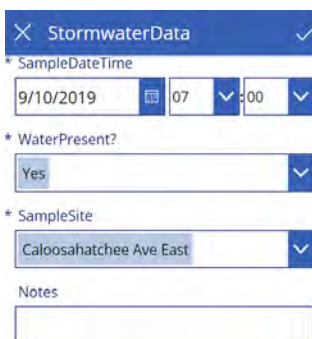
Mobile Data Capture, Management and Visualization Tool Development

Microsoft has been actively developing a new suite of software tools that simplify the development of systems to capture, manage/process and visualize/analyze data. Over the past couple of years we have been capitalizing on the visualization and analysis tools using PowerBI throughout the District.

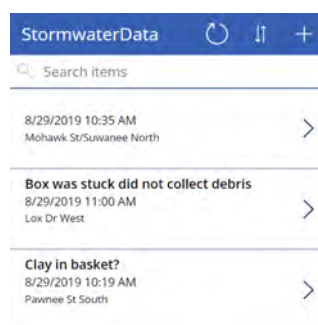
As part of our continuous improvement, we have been eager to begin gaining experience with Microsoft's new data capture and management tools named Power Apps and Flow.

Staff in the Wildpine Lab were seeking a tool where they could collect data for the stormwater filter project in the field, while on site. The IT staff saw this as a great opportunity to jump in and begin to utilize the new software to quickly and easily build data entry forms for use on a smartphone or tablet (figures below), push that data into a centralized data management system, download the data into spreadsheets, and visualize/analyze the data in a Power BI interface.

Now that staff are gaining experience with these highly effective and efficient tools, we are excited to provide other solutions to staff throughout the District.

A screenshot of a mobile application interface titled "StormwaterData". It features a form with several fields: "SampleDateTime" with a date picker set to 9/10/2019 and a time picker set to 07:00; "WaterPresent?" with a dropdown menu showing "Yes"; "SampleSite" with a dropdown menu showing "Caloosahatchee Ave East"; and a "Notes" field at the bottom.

New inspection entry form on mobile device.

A screenshot of the "StormwaterData" mobile app showing a list of previous inspections. The list includes entries with dates, times, and locations, such as "8/29/2019 10:35 AM Mohawk St/Suwannee North" and "8/29/2019 11:00 AM Lox Dr West". Each entry has a right arrow icon for more details.

Form to review previous inspections on mobile device.



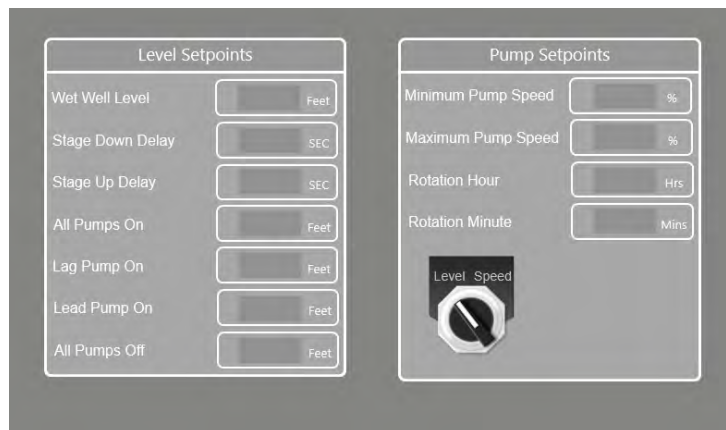
Map of sampling locations available on mobile device and desktop computer.

Lift Station 70 SCADA Application

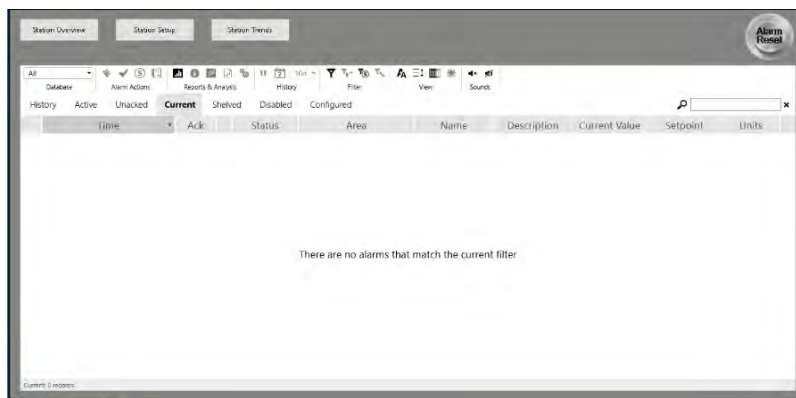
In coordination with Engineering Department, Alan, our Supervisory Control and Data Acquisition (SCADA; telemetry/control system) specialist, has developed a new SCADA system for Lift Station 70, which serves a cascading system of pumping stations in Tequesta. Now the District's Collections staff can monitor station performance, make operating adjustments, and retrieve alarm information in the field or in the office. Below are some sample screens for Station 70 control and monitoring.



Illustration of the Pump Station



Station configuration screen



Data review screens

oxahatchee River Environmental Center

September 2019

River Center Summary Statistics



LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD

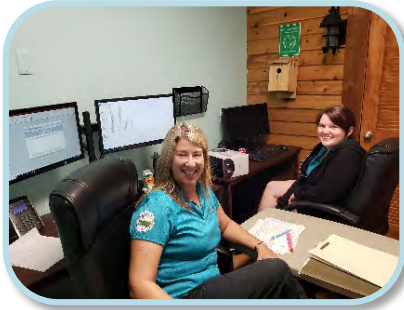


	Total Visitors	School & Camp Visitors	RC Offsite Programs	RC Onsite Programs	RC Staff Guest Appearances	Program Cancellations	Volunteer Engagement	1st Time Visitors	Visitor Satisfaction	Staff Assessment	Environmental Stewardship	Expenses	Program Revenue
Benchmark / Customer Expectation	% of Target	% of Target	% of Target	% of Target	% of Target	% of programs	% of Target	% of Target	Rating Average	Rating Average	Positive Responses	% within budget	% of Target
Green Level	≥ 90%	≥ 90%	≥ 90%	≥ 90%	≥ 90%	< 5%	≥ 90%	≥ 90%	≥ 4	≥ 4	≥ 90%	≥ 85% but ≤ 105%	≥ 90%
Yellow	≥ 75%	≥ 75%	≥ 75%	≥ 75%	≥ 75%	< 10%	≥ 75%	≥ 75%	≥ 3	≥ 3	≥ 80%	≥ 80%	≥ 75%
Red	< 75%	< 75%	< 75%	< 75%	< 75%	> 10%	< 75%	< 75%	< 3	< 3	< 80%	< 80% or > 105%	< 75%
2017 Baseline	103%	103%	179%	127%	141%		118%	50%	4.8	4.0	87%	102%	114%
2018 Aug	106%	59%	157%	109%	0%	0%	79%	136%	4.7	3.9	93%	83%	41%
Sept	96%	95%	168%	144%	0%	11%	138%	163%	4.8	3.6	97%	87%	86%
Oct	120%	163%	120%	214%	160%	24%	150%	150%	5.0	3.9	99%	91%	78%
Nov	120%	157%	780%	206%	430%	0%	142%	45%	4.8	3.9	98%	88%	102%
Dec	131%	89%	130%	203%	0%	42%	122%	49%	4.6	4.6	87%	82%	100%
2019 Jan	105%	74%	450%	139%	70%	9%	281%	53%	4.8	3.3	93%	101%	160%
Feb	106%	142%	129%	92%	103%	0%	238%	88%	4.5	4.2	83%	101%	160%
Mar	119%	112%	268%	148%	203%	9%	119%	156%	4.5	4.2	83%	93%	62%
Apr	79%	75%	553%	77%	282%	0%	270%	99%	4.9	4.4	97%	86%	73%
May	113%	113%	960%	164%	0%	33%	250%	74%	4.8	4.5	91%	89%	66%
June	98%	84%	151%	156%	0%	0%	121%	119%	4.7	4.1	93%	97%	56%
July	85%	88%	199%	68%	0%	18%	104%	95%	4.8	4.1	92%	110%	82%
Aug	89%	10%	58%	122%	0%	67%	62%	272%	4.7	5.0	86%	100%	71%
Consecutive Months at Green	0	0	13	0	0	0	11	2	13	7	5	0	0
Metric Owner	O'Neill	Harris	Harris/Duggan	Harris/Duggan	Duggan	Harris	Harris	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

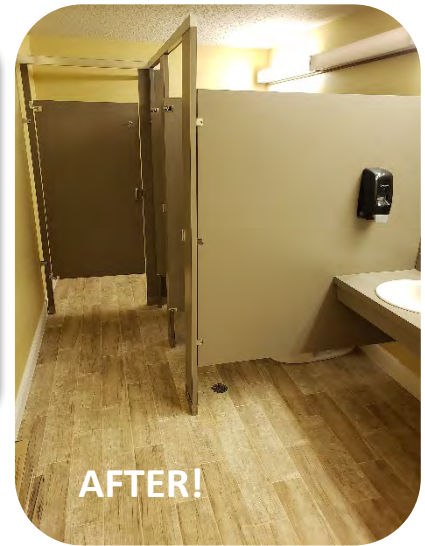
Metric	Explanation
Total Visitors	For some reason, camps did not book programs for the last week of summer. Most school camps are finished by this week, but other non-school based camps did not book either. This affected our total visitation numbers.
School / Camp Visitors	See reason above. Also, we only had 5 days that programs could be booked in August. We added two kayak tours and a boat tour to offer some programs that week.
RC Offsite Programs	Very limited time in August in which we could offer offsite programs before school started.
RC Guest Appearance	We were not invited to any outreach programs.
Program Cancellations	Only three programs were booked for this month (Jupiter Outdoor Center) and two were cancelled for their Thursday trip to Riverbend.
Environmental Stewardship	We had one score of only 72% that brought this average down. No comment was made as to why the score was low.
Program Revenue	August is a slow month for programs and we did have cancellations.

River Center General

Painting is complete in the new, small office space (photo below). We closed the River Center for a week to renovate the women's restroom. Tile for the ladies restroom is complete (photos to the right). Due to an unforeseen issue with the subfloor, work was delayed one day, but it was **only** one day due to the efforts of the maintenance crew that came right over to fix the issue. Thank you so much!!



The entire subfloor had to be replaced due to water damage. This team got the job done in one day!



Praise for Summer Programs

"Just wanted to take a moment to thank you and your staff for continuing to provide such a wonderful experience at River Center. It is SO difficult to find enjoyable summer camps for tweens and teenagers. We are super grateful to you and the entire organization for offering this experience to our local kids. As you know, it's become an annual tradition in our house, and we are so appreciative of all you do to support these growing kids!"

"She had an awesome week thus far and we were all really impressed with the staff and felt like it was a week of fun that was also SAFE! Thanks for a wonderful learning experience. We look forward to seeing pics from the week on Facebook."

"Nico is having a blast! This is his favorite camp of the summer. Loved hearing about all the creatures they caught. Now that he's older he is able to remember where he went in the area so that's exciting! Hoping to recreate some experiences later with our family. Thanks so much for teaching him about our environment!"

Lecture Series

The September lecture was cancelled due to Hurricane Dorian.

Special Programs



Fishing Clinic – August 3rd

For the final fishing clinic of the summer, 20 children and 10 adults participated in our Family Fishing Clinic. This program begins with a classroom session lasting about 45 minutes, where we covered fishing regulations, knot tying, various forms of tackle, fish identification, and the importance of safety while fishing. After the basics are covered, we went outside to try some casting with our fishing



poles. The last 45 minutes of the clinic are all about fishing. Our guests bait their hooks and take to the dock to await their potential catches. It was a great day to be outdoors.

Volunteer Appreciation Event – August 3rd

The River Center hosted a Volunteer Appreciation Night to celebrate all our dedicated volunteers- complete with dinner and activities. With a team of more than 100 individuals, adults and students, great stories and accomplishments were shared and recognized. The event was topped off with a make your own sundae bar and carnival games. Even the light showers did not stop the team from having a great time. Thank you, volunteers, - we could not do what we do without all of you!!!



Sandbar and Seashells Family Boat Tour – August 7th

The River Center hosted its last Sandbar and Seashells Boat Tour of the summer season. We worked with Aqua Adventures to provide these boating experiences all summer long geared towards families. This trip provided the opportunity for guests to get out of the boat and into the water and open the throttle and speed around the central embayment. This trip had five kids and four parents onboard to snorkel at Bird Island, dip net on the sandbar, and boat around the lighthouse. This was the perfect experience to get families out on the water to enjoy and explore the Loxahatchee River.



Kayaking 101 – August 7th

On Wednesday, August 7th the River Center hosted an Intro to Kayaking course. Participants in these workshops had the opportunity to practice basic kayak strokes, learn safety tips and demonstrate how to be a proficient paddler on the water. Our courses are conducted by one of our River Center Level 2 Kayak instructors and are great opportunities to become a better paddler. We had 8 participants in this workshop.

Kayak Tour – Cypress Creek Natural Area – August 8th

On August 8th the River Center participated in a Public Kayak Tour of Cypress Creek Natural Area by PBC Environmental Resources Management. This site is home to the historic Hatcher House, the Old Indiantown Road, and the connection to Riverbend and Battlefield Park. It was a great morning out on the water with twelve guests, seven of which were children, to paddle the freshwater lake. This trip took paddlers through tall reeds, along the banks of the Hatcher Lake, and into the restored cypress swamp channels. The water was so clear, guests could see fish and turtles swimming by.

Jr. Angler Fishing Tournament and Fish Fry – August 9th



Returning for its sixth year, our Jr. Angler Fishing tournament was a great success this summer. We had 39 anglers participate this summer for our 5-week competition. The young anglers were hooked and the competition exceeded our expectations again this year. We are thrilled to report that the tournament more than achieved its goal of helping contestants to explore the diversity of local fisheries and learn more about the area's unique aquatic habitats, all while honing their fishing skills. The tournament lasted five weeks and participants reeled in over 3,252 fish! In hopes of accommodating all interested participants, both fresh and saltwater photo submissions were accepted. Some kids enjoyed fishing from the lake in their backyard for a trophy bass, while others preferred heading offshore in hopes of reeling in snappers. It was important for our tournament to cater to each angler's preferences. The excitement of the tournament culminated in a family fish fry at the River Center on August 9th, where the winners were announced, and prizes awarded. A hearty congratulation goes out to the grand prize winner, Jr. Angler

Cameron Burlage who managed to reel in and photograph more than 450 fish and caught 45 different species! After collaborative efforts from our ever-growing list of sponsors and partners, we are proud to announce that the completion of our sixth Jr. Angler Tournament was just as successful as the first. With such tremendous turnout and interest in the tournament, the River Center hopes to continue building on this accomplishment. We are already looking forward to next year's competitive and educational summer adventure.

Blooming in the Garden – August 10th



The River Center hosted its final Blooming in the Garden early learning program of the summer. The theme this month was birds. The program included story time, a bird themed craft, and a chance to plant some seeds to take home. Each child became a bird watcher with their own borrowed pair of binoculars. Families went outside to our garden to learn how to use binoculars and go on a scavenger hunt to locate different birds that were placed in the garden. We had nine children and eight adults enjoy a morning learning about birds and being out in nature.

Pratt – Whitney Garden Workday – August 24th



On August 24th the River Center partnered with employees from Pratt Whitney to conduct a group volunteer service project. Fifteen Pratt Whitney employees along with five volunteers from the Native Plant Society developed and implemented the newest phase of the River Center's pollinator garden. Volunteers created and installed vine trellises, cocoon and caterpillar fences, and new flower boxes. They also planted over 30 new pollinator plants, rare, threatened, or endangered species as well as mulched and watered the completed project. This is the third volunteer work project that the River Center has hosted for this group, and we cannot thank them enough for their hard work, tireless commitment, and ongoing passion to help our community.

Outreach

We were not invited to any outreach events this month.



Volunteer of the Month – John Fenner

August 2019 Volunteer of the Month recipient is John Fenner. John has been volunteering at the River Center since 2016. He loyally arrives on Tuesdays and Thursdays each week to make sure all our fish are fed and then dutifully attends to any other River Center needs. John averages over 325 hours every year—to date he has generously contributed over 1,268 hours. John even came in to feed the fish when the River Center was closed for renovations! Thank you John, for your dedication, great company and all that you do.

Upcoming River Center Events

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

September 14, 8:30 am – 12:30 pm: Girl Scout Workshop – Woodworking for Animal Habitats: Wildlife is all around us, you just have to start looking. All girls will learn about wild animals, special and endangered habitats, focusing on Florida wildlife. Girls will investigate and explore local habitats through the River Center's exhibits and aquariums. Finally, girls will help protect animal's habitats and put their skills to the test by creating animal houses. Each participant will leave the workshop with an animal box that they created and decorated themselves to help make their backyard and community more animal friendly. By being good woodworkers and advocates for wild animals, we can all help make the world a better place.

September 19, 10 am – 11:30 am: Art in Nature: Brenda Nicklaus of Art in Nature will lead a program for children ages 5 and up to explore nature and make art.

September 21, 9 am – 11 am: International Coastal Cleanup: Help keep our beaches and waterways beautiful! Join us at Coral Cove Park!

September 21, 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.

September 26, 5 – 7 pm: Kayaking Tour: Winding Waters Natural Area.

September 28, 10 am – 11:30 am: Bloomin' in the Garden: Let's go explore! Join the River Center for our summer Bloomin' in the Garden program, designed for children ages 3-7. The program will start at 10:00 am in the River Center with a story time and a garden-themed craft. We will then move to our garden for a garden themed hands-on activity. When it's time to go home, children will receive a plant to take home to start their own garden! So, don't miss this exciting opportunity for your little ones to enjoy nature! Adults and children should come prepared and dress comfortable for being outside in the garden. All equipment will be provided, and this program is free of charge. Donations are always welcome. Please RSVP to attend!

October 4, 12 pm – 1 pm: Lecture – Join us for a presentation by Stephen Kajiura about Blacktip Reef Sharks.

October 18, 6 – 9 pm: Mad Science Lab Halloween Campfire: You're invited to experiment with us at our Mad Scientist Halloween Laboratory! Grab your lab coat and your safety goggles for an explosive good time at the River Center's Mad Science Halloween! Costumes are encouraged and welcome! Activities include: Games, Crafts, Experiments, Campfire, S'mores, Trick or Treating, Science Demonstrations, Family Fun, and Hayrides.

The River Center Hooks Another Successful Tournament



Grand Prize Winner: Cameron Burlage
Most Days Fished in Tournament Winner:
Reid Robertson. Also pictured: Sara Duggan
Tournament contestant Maxwell McGovern

Sporting Goods, Florida Fish and Wildlife

The Jr. Angler Fishing Tournament returned for its sixth year this summer with 42 anglers participating in the 5-week competition. This tournament spans multiple weeks to allow anglers time to catch as many fish as possible. Points are awarded not only for the number of fish caught, but also for the number of different species represented in the submissions. The more fish you catch and the more species you catch, the better your chances are to win! These innovative guidelines encourage contestants to spend time throughout the summer exploring the diversity of habitats and fish species in our Palm Beach and Martin Counties, all while honing their fishing skills. Our participants reeled in over 3,000 fish!

In hopes of accommodating all interested participants, both fresh and salt water photo submissions were accepted. Some kids enjoyed fishing from the lake in their backyard for a trophy bass, while others preferred heading offshore in hopes of reeling in snappers. It was important for our tournament to cater to each angler's preferences. The excitement of the tournament culminated in a family fish fry at the River Center on August 9th, where the winners were announced, and prizes awarded. A hearty congratulation goes out to the grand prize winner, Cameron Burlage who managed to reel in and photograph more than 416 fish and caught 45 different species!

With such tremendous turnout and interest in the tournament, the River Center hopes to continue building on this accomplishment. We are already looking forward to next year's competitive and educational summer adventure. The River Center would like to thank our 2019 Sponsors for their support of our Jr. Anglers: Fishing Headquarters, Marine Industries Association of Palm Beach County, Bass Pro Shop, West Palm Beach Fishing Club, D.O.A. Lures, Dick's Sporting Goods, Florida Fish and Wildlife Conservation Commission, and the Loxahatchee River District.

The River Center is located at 805 N. US Highway 1 in Jupiter at Burt Reynolds Park. Hours of operation: September 1st - May 31st, Tuesday and Wednesday 12pm to 4pm and Thursday through Saturday, 9am to 4pm; June 1st - August 31st, Tuesday through Saturday 9am to 4pm. This unique environmental center presents some of the largest aquatic exhibits in the area with an interactive exploration of the river, diverse wildlife, and its majestic environmental value. In addition, guests learn where their water comes from, how it is consumed, and recycled back into the community. There are multi-media and live aquatic exhibits, and a touch tank teeming with aquatic life. For more information about the River Center, please call 561-743-7123 or visit www.lrdrivercenter.org.

HURRICANE SEASON

*Be prepared with extra
ropes, chains, anchors,
shackles, etc.*

Manila Rope / Nylon Rope
 Custom Splicing • Anchors
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 WEST PALM BEACH, FL 334054
 (561) 758-8758

BOYNTON INLET - TIDE CHART

Boynton Beach, FL Station ID: 8722706

Referenced to Station: GOVERNMENT CUT, MIAMI HARBOR ENTRANCE (8723178)

Time offset in mins (high:65 low: 127) Height offset in feet (high:* 1.06 low: *1.07)

Date	Day	Time	Hgt	Time	Hgt	Time	Hgt	Time	Hgt
9/01	Sun	06:20 AM	-0.23L	11:58 AM	3.44H	6:46 PM	-0.15L		
9/02	Mon	12:20 AM	3.38H	07:11 AM	-0.23L	12:50 PM	3.39H	7:38 PM	0.02L
9/03	Tue	01:08 AM	3.27H	08:03 AM	-0.14L	1:43 PM	3.27H	8:32 PM	0.23L
9/04	Wed	01:58 AM	3.11H	08:59 AM	-0.00L	2:38 PM	3.11H	9:30 PM	0.46L
9/05	Thu	02:51 AM	2.93H	09:57 AM	0.17L	3:36 PM	2.94H	10:31 PM	0.65L
9/06	Fri	03:48 AM	2.77H	10:59 AM	0.32L	4:38 PM	2.81H	11:35 PM	0.78L
9/07	Sat	04:50 AM	2.65H	12:02 PM	0.43L	5:42 PM	2.72H		
9/08	Sun	12:37 AM	0.84L	05:53 AM	2.60H	1:02 PM	0.49L	6:44 PM	2.71H
9/09	Mon	01:35 AM	0.84L	06:54 AM	2.61H	1:58 PM	0.49L	7:39 PM	2.74H
9/10	Tue	02:27 AM	0.80L	07:49 AM	2.67H	2:47 PM	0.48L	8:26 PM	2.81H
9/11	Wed	03:14 AM	0.72L	08:36 AM	2.76H	3:31 PM	0.45L	9:07 PM	2.88H
9/12	Thu	03:55 AM	0.64L	09:18 AM	2.84H	4:12 PM	0.43L	9:44 PM	2.94H
9/13	Fri	04:33 AM	0.56L	09:58 AM	2.92H	4:50 PM	0.43L	10:20 PM	2.98H
9/14	Sat	05:09 AM	0.50L	10:35 AM	2.97H	5:26 PM	0.45L	10:54 PM	2.99H
9/15	Sun	05:43 AM	0.47L	11:13 AM	3.00H	6:00 PM	0.50L	11:29 PM	2.97H
9/16	Mon	06:16 AM	0.46L	11:50 AM	2.99H	6:34 PM	0.58L		
9/17	Tue	12:03 AM	2.92H	06:49 AM	0.47L	12:28 PM	2.96H	7:08 PM	0.67L
9/18	Wed	12:38 AM	2.85H	07:23 AM	0.50L	1:08 PM	2.91H	7:45 PM	0.77L
9/19	Thu	01:15 AM	2.77H	08:02 AM	0.54L	1:51 PM	2.85H	8:27 PM	0.88L
9/20	Fri	01:55 AM	2.70H	08:47 AM	0.58L	2:39 PM	2.79H	9:17 PM	0.97L
9/21	Sat	02:42 AM	2.64H	09:41 AM	0.62L	3:35 PM	2.75H	10:18 PM	1.03L
9/22	Sun	03:40 AM	2.63H	10:46 AM	0.63L	4:39 PM	2.77H	11:26 PM	1.02L
9/23	Mon	04:47 AM	2.67H	11:55 AM	0.57L	5:46 PM	2.85H		
9/24	Tue	12:35 AM	0.91L	05:58 AM	2.79H	1:02 PM	0.46L	6:50 PM	2.99H
9/25	Wed	01:37 AM	0.72L	07:06 AM	2.99H	2:04 PM	0.30L	7:48 PM	3.18H
9/26	Thu	02:34 AM	0.47L	08:07 AM	3.23H	3:00 PM	0.16L	8:41 PM	3.36H
9/27	Fri	03:27 AM	0.23L	09:03 AM	3.45H	3:53 PM	0.05L	9:31 PM	3.50H
9/28	Sat	04:18 AM	0.02L	09:56 AM	3.63H	4:44 PM	0.01L	10:19 PM	3.58H
9/29	Sun	05:07 AM	-0.12L	10:47 AM	3.72H	5:35 PM	0.04L	11:06 PM	3.59H
9/30	Mon	05:56 AM	-0.16L	11:38 AM	3.72H	6:24 PM	0.15L	11:53 PM	3.52H

ON THE WATER

The River Center Hooks Another Successful Tournament!

The Junior Angler Fishing Tournament returned for its sixth year this summer with 42 anglers participating in the five-week competition. This tournament spans multiple weeks to allow anglers time to catch as many fish as possible. Points are awarded not only for the number of fish caught, but also for the number of different species represented in the submissions. The more fish you catch and the more species you catch, the better your chances are to win! These innovative guidelines encourage contestants to spend time throughout the summer exploring the diversity of habitats and fish species in our Palm Beach and Martin Counties, all while honing their fishing



skills. Our participants reeled in over 3,000 fish!

In hopes of accommodating all interested participants, both fresh and saltwater photo submissions were accepted. Some kids enjoyed fishing from the lake in their backyard for a trophy bass, while others preferred heading offshore in hopes of reeling in snappers. It was important for our tournament to cater to each angler's preferences. The excitement of the tournament culminated in a family fish fry at the River Center on Aug. 9, where the winners were announced, and prizes awarded. A hearty congratulations goes out to the grand prize winner, Cameron Burlage who managed to reel in and photograph more than 416 fish and caught 45 different species!

With such tremendous turnout and interest in the tournament, the River Center hopes to continue building on this accomplishment. We are already looking forward to next year's competitive and educational summer adventure. The River Center would like to thank our 2019 sponsors for their support of our junior anglers:

Fishing Headquarters, Marine Industries Association of Palm Beach County, Bass Pro Shop, West Palm Beach Fishing Club, D.O.A. Lures, Dick's Sporting Goods, Florida Fish and Wildlife Conservation Commission and the Loxahatchee River District.

The River Center is located at 805 N. U.S. Highway 1 in Jupiter at Burt Reynolds Park. Hours of operation: Sept. 1 to May 31, Tuesday and Wednesday, 12 p.m. to 4 p.m. and Thursday through Saturday, 9 a.m. to 4 p.m.; June 1 to Aug. 31, Tuesday through Saturday, 9 a.m. to 4 p.m. This unique environmental center presents some of the largest aquatic exhibits in the area with an interactive exploration of the river, diverse wildlife and its majestic environmental value. In addition, guests learn where their water comes from, how it is consumed and recycled back into the community. There are multimedia and live aquatic exhibits, and a touch tank teeming with aquatic life. For more information about the River Center, please call (561) 743-7123 or visit www.lrivercenter.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



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

MEMORANDUM

To: D. Albrey Arrington, Ph.D., Executive Director
From: Travis Bains, CSHO, ENS, Safety Compliance Officer
Date: September 4, 2019, 2019
Subject: District Safety Report for August 2019

Safety is a Core Value at LRD

Our conduct is shaped by a personal commitment to protect the health and safety of ourselves and our colleagues. Safety is driven through education, training, planning, protective equipment, and individual accountability.

Safety Metrics: August 2019

OSHA recordable injuries: One

Lost time injuries: None

TRIR: **5.1**

TRIR (Total Recordable Incident Rate) is an industry standard metric for assessing safety performance and is calculated for the proceeding 12 month period. We have benchmarked TRIR among our colleagues (local water and wastewater utilities) and currently we are in the 50-75th percentile. Our realistic goal is to reduce this number to 4.4 or lower (better than the median) and our aspirational goal is to be at or below 2.0 (in the top 25th percentile).

Synopsis of Injury

Collections crew member was scheduled to perform maintenance on a Low-Pressure Station on 8/7/2019. It is stated that he arrived on site and while setting up, he grabbed a heavy tool bag from an awkward position. He stated, his footing was uneven, and he had to reach for the tool bag. Once he had the bag, he states he felt a sharp pain in his lower back causing him to drop the bag and take a knee. There were no witnesses. The following morning, Employee reported injury to the Safety Officer, and Safety officer immediately escorted him to Jupiter Medical Center where the attending Physician's Assistant stated employee strained his lower back. Employee was placed on a five (5) days of light duty status. We followed up at the end of the five days of light duty, and employee was cleared of light duty status and returned to full duty. There was no Lost Time.

Training

- An audit of our Safety Data Sheets found a deficiency of information on chemicals kept at the District. The District has over 150 known chemicals kept in various locations. OSHA requires that all chemicals kept within a business have a SDS that is kept on file in a location accessible to all employees. The Safety Department with assistance from other Departments reconciled these deficiencies, and now we have 100% of the necessary SDS on site and accessible to all employees.

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

- Right-To-Know training was conducted in the month of August for all District staff. We were able to complete 100% of the training. Training was done during morning meetings and in classroom settings. The Globally Harmonized System ensures that all workers are trained on the chemicals in their workplace and instructs them on the use of the 16-section format of the SDS (Safety Data Sheets). This training is required to be done annually for all employees or when a change has occurred with a chemical.

Hazard Analysis & Individual Accountability

The District Safety Officer works daily with supervisors and staff throughout the organization to assess and evaluate potential hazards by addressing the 4 Qs:

1. What am I about to do?
2. How could I get hurt?
3. What am I going to do to prevent injury?
4. What do I need to do this job and how will I do it safely?

This month the District Safety Officer worked with relevant staff to conduct targeted hazard analyses for the following projects:

Low Pressure System PM

PM includes checking the LP systems at various locations throughout the District

Primary hazards: environmental hazards; electrical hazards; insects; pinch points

Job Hazard Analysis: completed and reviewed by participating staff

Job site safety assessment conducted

Press Belt Change-Out

Project included a removal of old belt while threading the new belt onto rollers and pinning together

Primary hazards: Electrical power had to be on, panel set to jog rollers only, pinch points, limited illumination, ergonomics, sharp-edges, heavy lifting (of new belt on roller-stand)

Job Hazard Analysis: completed and reviewed by participating staff.

Job site safety assessment conducted.

Non-Permitted Confined Space, Pulling out and in of new feeder wire for pumps

Project included pulling out wire from motors and from switch gear, pulling of new wire back to motor and switch gear

Primary hazards: monitoring atmospheric hazards, life-line assist, use of crane with pulley system, over-head hazards, pinch points, sharp-edges, heat stress, ventilation.

Job Hazard Analysis: completed and reviewed by participating staff

Job site safety assessment conducted

Permitted Confined Space, installing 90° elbow in manhole

Project included removal of existing and install of a 90° elbow in manhole

Primary hazards: monitoring atmospheric hazards, lifeline assist with davit arm, heat stress

Job Hazard Analysis: completed and reviewed by participating staff.

Job site safety assessment conducted.

Annual Fire Extinguisher Inspection

The District was required to do an annual fire extinguisher inspection for the fiscal year 2019. Royal Fire & Safety spent four days inspecting, moving, recharging and cleaning 100 plus fire extinguishers. They were able to relocate several fire extinguishers to more appropriate locations and updated some of our older, outdated fire extinguishers. This inspection is done in accordance with NFPA 10, Standard for Portable Fire Extinguishers. This is an annual inspection.

Annual signage

This project includes inspecting appropriateness and sufficiency of safety-related signage associated with District-owned assets. For example, potentially hazardous or dangerous areas are reviewed for appropriate signage, e.g., hazard communication, chemical labeling, noise hazard, confined space, electrical hazard. Assessment has been completed within our wastewater treatment facility. Signs have been ordered to remedy identified deficiencies.

Safety Quote of the month: : *“safety is not a gadget but a state of mind”*

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



MEMORANDUM

TO: Governing Board

FROM: Administration Staff

DATE: September 12, 2019

SUBJECT: Consultant Payments

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

	<u>Prior Month</u>	<u>Fiscal YTD</u>
Smith, Gaskill & Shenkman, PA	\$6,067.19	\$124,741.07
Hazen	\$3,150.00	\$131,287.96
Holtz	\$7,225.50	\$123,314.55
Baxter & Woodman (fka Mathews)	\$	\$347,237.39

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

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Board Member

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Board Member

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Future Business



Neighborhood Sewering:

- 181st Street Gravity Construction Contract
- Island Country Estates Construction Contract
- Notice of Intent to Assess - Rolling Hills
- Notice of Intent to Assess - 18205 Gardiner Ln.
- Preliminary Assessment - Imperial Woods

Other:

- Olympia Force Main Replacement Construction Contract
- Lift Station 82 Conversion
- Chapter 31-16 Workshop (Wed, 10/16 @ 1:00 pm)
- LRD/BWS Workshop (Mon, 10/28 @ 1:00 pm)
- Landscape Maintenance Contract
- Greenhouse Gas Emissions Study
- Bulk Polymer procurement
- Employee Health Insurance