

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 #17-2019 NOVEMBER 21, 2019 – 7:00 PM AT DISTRICT OFFICES ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order & Pledge of Allegiance
2. Administrative Matters
 - A. Roll Call
 - B. Previous Meeting Minutes **Page 3**
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed **Page 14**
 - B. Loxahatchee River District Dashboard **Page 15**
5. Consent Agenda (see next page) **Page 16**
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Personnel Policies & Procedures **Page 30**
 - C. Busch Wildlife Sanctuary License Agreement **Page 34**
 - D. Sonoma Isles IQ Agreement **Page 35**
7. Reports (see next page) Pulled for Discussion
8. Future Business **Page 84**
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: November 8, 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. Fixed Asset Disposal – to approve disposal **Page 17**
- B. Island Country Estates Construction Contract – to award contract **Page 19**
- C. Utility Easement Subordination-Roebuck & Loxahatchee Roads – to approve subordination **Page 23**
- D. Lift Stations 57 & 58 Force Main Tie-ins – to award contract **Page 24**
- E. Change Orders – to approve modifications **Page 28**

7. REPORTS

- A. Neighborhood Sewering **Page 42**
- B. Legal Counsel's Report **Page 44**
- C. Engineer's Report **Page 46**
- D. Busch Wildlife Sanctuary **Page 49**
- E. Director's Report **Page 50**

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

MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: November 12, 2019

RE: Approval of Meeting Minutes

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

“THAT THE GOVERNING BOARD approve the minutes of the October 2019 Workshops and 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: #14-2019

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
CHAPTER 31-16 - RIVER ENHANCEMENT - MINUTES
OCTOBER 16, 2019

1. CALL TO ORDER

Chairman Rostock called the Workshop Meeting of October 16, 2019 to order at 1:05 PM.

2. 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 and Mr. Campbell.

3. LOXAHATCHEE RIVER REASONABLE ASSURANCE PLAN

Ms. Julie Espy from the Florida Department of Environmental Protection (FDEP) gave a presentation on the Loxahatchee River Reasonable Assurance Plan (“Plan”).

Staff discussed the Plan with the Board.

Dr. Arrington reviewed the announcements made by Governor DeSantis earlier in the day at the Press Conference held at the District’s plant site.

A break was taken from 2:35 to 2:40 PM.

4. LOXAHATCHEE RIVER NATIONAL WILD AND SCENIC RIVER MANAGEMENT PLAN

Mr. Howard gave a presentation on the 2010 Loxahatchee River Management Plan and the 1999 Stormwater Management Plan for the Wild & Scenic Fork of the Loxahatchee River.

5. RULES CHAPTER 31-16, RIVER ENHANCEMENT DISCUSSION

The Board and Staff discussed the District’s role in river enhancement for the Loxahatchee River and determined that District staff take a leadership role in updating the Loxahatchee River National Wild and Scenic River Management Plan.

Dr. Arrington suggested two action items: (1) digest the Governor’s Blue-Green Algae Task Force recommendations and look for opportunities for the District to advance plan components in the Loxahatchee River Watershed; and (2) District staff should take a leadership role in updating the Loxahatchee River Management Coordinating Council’s Wild and Scenic Management Plan.

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

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

“That the workshop meeting of October 16, 2019 adjourns at 4:15 PM.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref: #15-2019

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

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of October 17, 2019 to order at 7:00 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. Campbell, Mr. Navicky and Mr. Jesteadt.

Consultants in attendance were Mr. Muniz from Hazen & Sawyer, Mr. Pugsley from Baxter & Woodman, Ms. Wood from Holtz Consulting, Mr. Shenkman with Curtis Shenkman, PA and Mr. Rodriguez and Mr. Burt from The Gehring Group.

Ms. Wynne from Busch Wildlife Sanctuary was also in attendance.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearing and Regular Meeting of September 19, 2019 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the September 19, 2019 Public Hearing and Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 5C was deleted.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard gave a progress summary of the oyster restoration monitoring program.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of October 17, 2019 with the exception of Item 5C.”

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

A. Notice of Intent to Assess – Rolling Hills (Resolution #2019-10)

"THAT THE GOVERNING BOARD approve Resolution 2019-10 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the ROLLING HILLS Assessment Area."

B. Notice of Intent to Assess – 18205 Gardiner Ln. (Resolution #2019-11)

"THAT THE GOVERNING BOARD approve Resolution 2019-11 the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the GARDINER LANE-18205 Assessment Area."

C. Island Country Estates Low Pressure Sewer System – to award contract

Deleted.

D. Lawn & Landscape Maintenance Services – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize award of Bid 19-005-LS

LANDSCAPING MAINTENANCE SERVICES to Terracon Services, Inc. for the initial 24 month contract period, in the amount of \$110,610.00.”

and

“THAT THE DISTRICT GOVERNING BOARD authorize an additional contingency amount of \$10,000.00”

E. Polymer (Polydyne) – to authorize annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the “piggy-back” of Indian River County contract (Contract #2018002) extension with Polydyne, Inc. for the provision of bulk polymer at price of \$9.632 per gallon in accordance with their contract terms for the period of October 1, 2019 through September 30, 2020, and authorize the Executive Director to execute an associated annual Purchase Order for an amount not to exceed \$72,800.00.”

F. Biosolids Disposal (Solid Waste Authority) – to authorize annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual Purchase Order not to exceed \$698,250.00 for disposal of dewatered biosolids at the Biosolids Processing Facility in accordance with the Interlocal Government Agreement for Biosolids Processing between Solid Waste Authority and LRECD.”

G. Odor Control (Evoqua) – to authorize renewal

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a Purchase Order to Evoqua Water Technologies, Inc., for the continued provision of odor and corrosion control chemicals and services, in accordance with a "piggy-back" of Lee County contract for a yearly period of October 1, 2019 to September 30, 2020, in an amount not to exceed \$456,908.00 annually" and "THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a Purchase Order to Evoqua Water Technologies, Inc., for Dewaterings LO/PRO scrubber annual maintenance in an amount not to exceed \$25,092.00."

H. Change Orders – to approve modifications

No change orders were presented.

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

No items were pulled for discussion.

B. Employee Health Insurance

Dr. Arrington reviewed his memo on insurance coverages.

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

Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to renew our United Concordia PPO Alliance dental insurance policy and our medical insurance policy with UnitedHealthcare AQOZ Plan as presented and with an effective date of January 1, 2020.”

C. DEP Grant Agreement

Dr. Arrington reviewed the DEP grant agreement.

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

“THAT THE GOVERNING BOARD authorize the Executive Director to execute the DEP Standard Grant Application LPA0033, and, out of the grant funds received, authorizes the Executive Director to apply a \$1,250.00 credit towards the connection fee timely paid according to Rule 31-10 for each of the 216 affected properties.”

D. Loxahatchee River Reasonable Assurance Plan

Mr. Howard reviewed Resolution No. 2019-14 in Support of the Loxahatchee River Pollution Reduction (4e) Plan.

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

"THAT THE GOVERNING BOARD approve Resolution 2019-14 memorializing the District's commitment to completing the Whispering Trails, Imperial Woods and Island Country Estates neighborhood sewer conversion projects in support of the Pollution Reduction Plan for the Loxahatchee River.”

E. Personnel Policies & Procedures

Dr. Arrington reviewed the proposed changes to the District's Personnel Policies & Procedures.

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

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District's “Personnel Policies & Procedures” as revised with an effective date of October 18, 2019 with the exception of paragraph 3.13 and authorize the District's Executive Director to update the Personnel Policies & Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

F. Granite Inliner-Lift Stations 57, 58 and Brentwood/Weldwood Gravity Main Lining Contract

Mr. Dean reviewed his memo on the Main Lining services contract.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggyback” of the City of
Plantation Contract with Granite Inliner ITB 041-14 for main line rehabilitation services in the
amount of \$340,040.00.”

and

“THAT THE DISTRICT GOVERNING BOARD authorize an additional contingency amount
of \$35,000.00.”

G. Baxter & Woodman Continuing Contract Extension

Mr. Dean reviewed his memo on the Baxter & Woodman, Inc. contract extension.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the second and final renewal term
of the Continuing Contract for Professional Engineering Services with Baxter and Woodman,
Inc.”

H. Holtz Continuing Contract Extension

Mr. Dean reviewed his memo on the Holtz Consulting Engineers, Inc. contract extension.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the second and final renewal term
of the Continuing Contract for Professional Engineering Services with Baxter and Woodman,
Inc.”

7. REPORTS

D. BUSCH WILDLIFE SANCTUARY

Ms. Wynne reviewed the Busch Wildlife Sanctuary third quarter report.

The following reports stood as written.

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL’S REPORT

C. ENGINEER’S REPORTS

E. DIRECTOR’S REPORT

8. FUTURE BUSINESS

Dr. Arrington reviewed the Future Business report and the letter from the Town of Jupiter regarding the potential collaboration on the siting of future Floridan aquifer water supply wells.

Dr. Rostock nominated Mr. Boggie to be the District representative to negotiate with the Town of Jupiter.

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

“That the Board authorize Mr. Boggie to respond to the Town of Jupiter’s letter of October 3, 2019 and to include in said discussion a review of all existing agreements between the District and the Town of Jupiter and other items.”

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

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

“That the regular meeting of October 17, 2019 adjourns at 9:15 PM.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref: #16-2019

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
LRD/BUSCH WILDLIFE JOINT WORKSHOP - MINUTES
OCTOBER 28, 2019

1. CALL TO ORDER

Chairman Rostock called the Workshop Meeting of October 28, 2019 to order at 1:00 PM.

2. ROLL CALL

The following were in attendance:

LRD

Mr. Boggie (Board)
Mr. Rockoff (Board)
Mr. Silverman (Board)
Dr. Rostock (Board)
Dr. Arrington (Staff)
Mr. Dean (Staff) (from 1:00 – 3:00)
Mr. Curtis Shenkman (District Attorney)

BWS

Ms. Christine Cooley (Board)
Mr. Tim O’Neill (Board)
Mr. Paul Trablusky (Board)
Mr. Jim Casto (Board)
Ms. Denise Johnson (Staff)
Ms. Amy Kight (Staff)
Ms. Lisa Wynne (Staff)
Ms. Rebecca Reid (left after introductions)
Ms. Stephanie Franczak (left after introductions)
Ms. Amy Wickberg (left after introductions)

3. ADDITIONS AND DELETIONS TO THE AGENDA

No changes were made.

4. COMMENTS FROM THE PUBLIC

No comments were received.

5. DISCUSSION ITEMS

Board and Staff discussed the following items:

- a. BWS 5-year Strategic Plan
Ms. Cooley discussed the 2017-2019 Busch Actions, Added Structures and Bylaws.
Ms. Kight reviewed the BWS Strategic Plan.
- b. BWS 2019-2020 Operating Budget
Mr. O’Neill reviewed the 2019-2020 Busch Operating Budget.

- c. BWS 5-year Capital Projects Plan with proposed site plan
Mr. Trabulsy noted the significant improvements achieved recently and recognized diligent efforts by staff and the Busch Board.
- d. LRD-BWS License Agreement discussion items
Dr. Arrington led a review of the marked-up License Agreement.
 - i. Rolling 10-year term
Additional work was identified, including drafting new termination clauses for review.
 - ii. Water usage allocation
Busch will approach the Town of Jupiter.
 - iii. Additional office space needs and potential new building
Board and Staff discussed the future needs of Busch including the potential of the LRD Administration Building.
 - iv. Additional guest parking needs
Mr. Casto and Dr. Arrington will meet to further address this item.
 - v. LRD vs BWS responsibility for maintenance and operating costs for various facilities
Board and Staff discussed the division of responsibilities including the proposed deletion of paragraph 7 of the License Agreement.

6. BWS BOARD CLOSING COMMENTS

Ms. Cooley proposed scheduling an annual Busch-LRD joint meeting.

7. LRD BOARD CLOSING COMMENTS

No comments were received.

8. ADJOURNMENT

The workshop meeting of October 28, 2019 adjourned at 5:45 PM.

BOARD CHAIRMAN

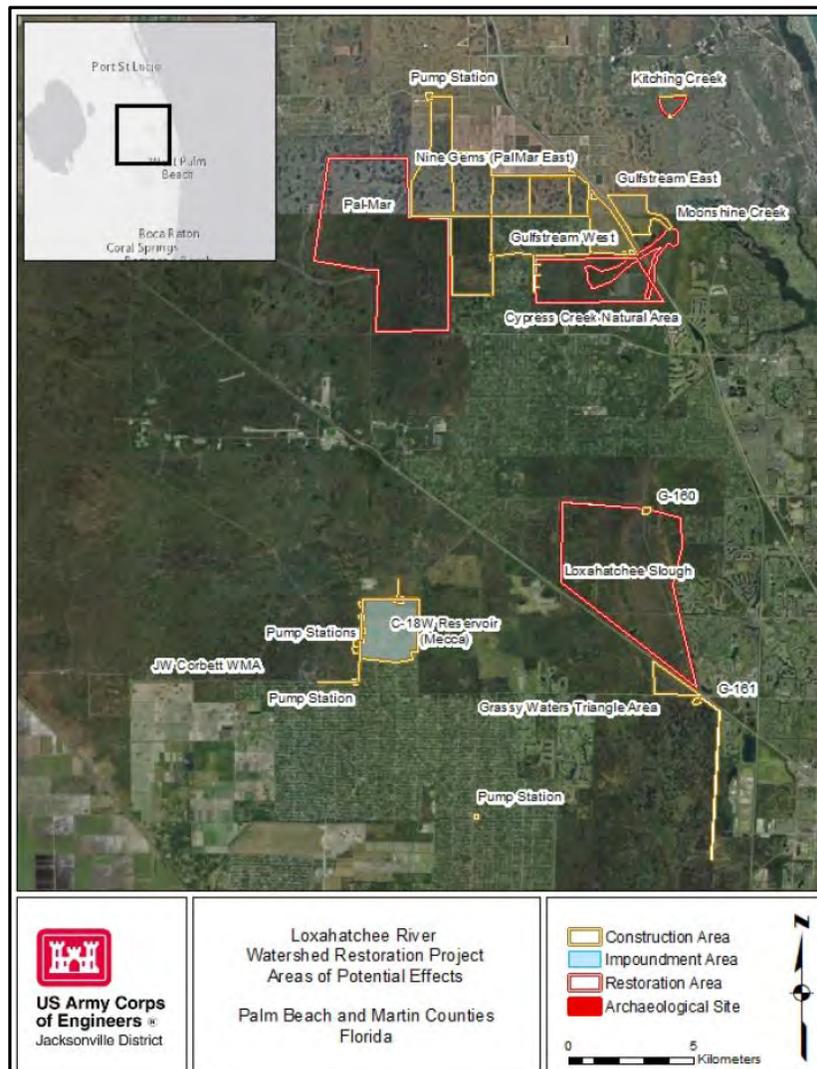
BOARD SECRETARY

RECORDING SECRETARY



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

This month we will provide an update on the USACE and SFWMD Loxahatchee River Watershed Restoration Project. One of the primary objectives of this project is to provide restorative flows to the Northwest Fork of the Loxahatchee River, particularly during the dry season.



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	Oct	120%	6.4	1	0	2	1,296	7	\$ 35,973,349	96%	73%	100%	100%	0	0	29.1	1 > 200
	Nov	120%	6.6	0	0	3	1,226	8	\$ 37,075,977	95%	82%	100%	100%	0	0	29.2	1 > 400
	Dec	131%	6.8	0	0	1	1,310	5	\$ 37,311,234	103%	84%	100%	67%	1	14	33.3	0 > 200
2019	Jan	105%	7.2	0	0	6	1,399	8	\$ 37,478,367	101%	84%	100%	67%	1	17	29.9	1 > 200
	Feb	106%	7.6	0	1	0	1,262	7	\$ 39,498,968	101%	86%	100%	83%	0	3	24.5	1 > 400
	Mar	119%	7.2	0	0	2	1,170	0	\$ 38,046,365	99%	88%	100%	75%	0	0	30.4	0 > 200
	Apr	79%	6.9	0	0	4	1,176	2	\$ 38,021,490	99%	89%	100%	73%	0	0	31.2	0 > 200
	May	113%	6.7	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	1,233	17	\$ 34,111,378	98%	89%	92%	42%	0	0	23.5	1 > 200
	July	85%	6.2	0	0	1	1,279	6	\$ 34,005,523	98%	88%	92%	42%	1	0	28.8	0 > 200
	Aug	89%	6.9	1	0	1	1,163	8	\$ 33,341,832	97%	89%	92%	33%	1	0	15.9	3 > 200
	Sept	74%	6.5	3	1	4	1,125	13	\$ 31,573,764	97%	89%	92%	33%	0	0	12.9	0 > 200
	Oct	116%	6.5	1	0	2	1,298	7	\$ 32,222,812	105%	103%	92%	88%	1	0	26.9	0 > 200
Consecutive Months at Green	1	125	1	1	0	2	110	4	124	88	9	48	1	0	8	1	2
Metric Owner	O'Neill	Campbell	Dean	Dean	Dean	Campbell	Campbell	Dean	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Campbell	Howard	Howard	Howard

Metric

Sewer Overflow
Employee Safety

Explanation

1 sewage spill and 1 reclaimed water spill occurred: (1) collection system - a 4" ductile iron force main failed resulting in a 3,000 gallon sewage spill adjacent to Ocean Walk Blvd (See Kris' engineering report for more details); (2) treatment plant - a 1/2" reclaimed water line inside Headworks split allowing approximately 30 gallons of chlorinated reclaimed water to be sprayed, in a fine mist, on the ground at Headworks (see Tony's report for more details).
A lab technician hurt his back while moving an aquarium in the laboratory. See Travis' Safety Report for more information.

Loxahatchee River District

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



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

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: November 12, 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. Fixed Asset Disposal – to approve disposal
- B. Island Country Estates Construction Contract – to award contract
- C. Utility Easement Subordination-Roebuck & Loxahatchee Roads – to approve subordination
- D. Lift Stations 57 & 58 Force Main Tie-ins – to award contract
- E. 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 November 21, 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

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: November 15, 2019
Subject: Disposal of Fixed Assets

Periodically, it is necessary to dispose of fixed assets. Typically, we dispose of fixed assets because they have exceeded their useful life, are no longer useful to the District, and/or were replaced (i.e., rehabilitated with new components). At this time, the schedule of assets on the following page are slated for disposal because they were decommissioned during the previous fiscal year as part of renewal and replacement projects. These items were replaced because they failed, were in jeopardy of failing, or were part of a broader project. The older items with no remaining book value lasted their full expected life. Some items that had a remaining book value lasted their expected life, but, unfortunately, the depreciation schedule ascribed to these items was too long. We are working comprehensively to improve the accuracy of our depreciation schedules for new capital purchases. Specifically, we are now booking capital assets as components rather than as projects, which allows us to prescribe a shorter life expectancy to a lift station pump than to the lift station wet well, for example.

Items slated for disposal that have remaining value will be sold on GovDeals or sold as scrap metal. Items slated for disposal that have no remaining value will be recycled or otherwise disposed of in an environmentally conscious manner.

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 and the items listed in the attached schedule:

<u>Tag #</u>	<u>F/A #</u>	<u>Description</u>	<u>Date Recorded</u>	<u>Acquired Value</u>	<u>Book Value</u>
	See R&R Disposal Schedule			\$ 2,890,642	\$ 472,695
N/A	TDS0121	28x48 Trailer	10/15/98	62,600	-
Total Assets to be Disposed				\$ 2,953,242	\$ 472,695.03

The 28x48 Trailer, in the schedule above will be donated to Busch Wildlife Sanctuary.

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

I offer the following motion for your approval:

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property including fixed asset number TDS0121 and the assets listed in the attached schedule.”

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

James D. Snyder
Chairman

Dr. Matt H. Rostock
Board Member

Harvey M. Silverman
Board Member

FA ID #	Description	Acquired Date	Number of Years Anticipated	Acquired Value	Book Value	%
CTL0216-1	LOXAHATCHEE RIVER RD LPSS F/M	09/30/09	10	169,687.10	-	0%
CTL64-1	REPLACE LS #57, 58 & DOVER RD	09/30/86	60	34,062.39	15,328.11	45%
CTLS0227-1	LS TELEMETRY R & R	09/30/08	10	15,300.00	-	0%
CTLS0238-1	LS TELEMETRY R & R	09/30/09	10	15,880.00	-	0%
CTLS0255-1	UPGRADE IQ BOOSTER #515 TELEMETRY	09/30/10	10	11,742.00	1,174.20	10%
CTLS0338-2	10 HP Flygt Pump s/n 1740046	09/30/17	5	9,175.10	5,505.06	60%
CTLS122-1	LS #200 - ABACOA MASTER LS (SEE NOTES)	09/30/99	25	13,539.18	2,677.23	20%
CTLS122-2	LS #200 MODIFICATIONS (SEE NOTES)	09/30/01	15	10,855.00	-	0%
CTLS144-2	REPLACE TELEMETRY LS #70	09/30/11	10	7,773.00	1,554.60	20%
CTLS17-1	LS #114 - BLUFFS MARCINSKI	09/30/84	25	104,015.10	-	0%
CTLS194-1	LS TELEMETRY R & R	09/30/06	10	3,916.54	-	0%
CTLS213-1	LS TELEMETRY R & R FYE 9/30/07	09/30/07	10	21,883.00	-	0%
CTLS217-1	PUMP R & R FYE 9/30/07 - 4" 3HP FLYGT PUMP @ LS #56	09/30/07	5	3,422.00	-	0%
CTLS48-14	MLS REPAIRS FYE 9/30/06	09/30/06	15	16,536.94	2,205.12	13%
CTLS48-15	MLS PUMP #2 R & R	09/30/10	5	12,329.19	-	0%
CTLS48-19	MLS #1/PUMP #3 REBUILD	09/30/15	5	6,226.30	1,245.26	20%
CTLS48-3	MLS R&R SPARE BREAKER	09/30/90	25	14,553.00	-	0%
CTLS48-5	MLS WET WELL REHAB	09/30/92	25	88,487.71	-	0%
CTLS48-8	MLS IMPROVEMENTS FYE 9/30/95	09/30/95	25	30,360.01	1,214.41	4%
MCE38-1	R&R LIFT STATION TELEMETRY FYE 9/30/94	09/30/94	5	14,205.00	-	0%
ME297-1	TEST EQUIPMENT FOR TELEMETRY SYSTEMS	09/30/00	3	922.00	-	0%
ME53-1	OIL STORAGE & DISPENSING SYSTEM	09/30/88	5	3,774.47	-	0%
ME53-2	EXPAND OIL SYSTEM STORAGE	09/30/89	5	811.28	-	0%
OE0300-1	TELEPHONE SYSTEM	09/30/13	5	36,520.22	-	0%
OE182-1	LAPTOP COMPUTER, INSPIRON 7500	09/30/00	5	3,810.95	-	0%
OE183-1	VOICE MAIL SYSTEM	09/30/00	5	6,744.06	-	0%
OE50-2	AUTOMATIC DOCUMENT FEED, PANASONIC	09/30/95	1	1,456.67	-	0%
TDE0210-2	MATERIALS FOR ABW FILTER REBUILD	09/30/11	5	15,194.78	-	0%
TDE0228-1	CATERPILLAR 1250 KW STANDBY DIESEL	09/30/09	13	51,818.16	8,516.75	16%
TDE0236-3	EXISTING FILTER PLC & MODS.	09/30/09	13	58,562.38	9,610.22	16%
TDE0249-8	RAS PUMP #1 - REPLACE SQUARE D VFD	09/30/13	5	6,357.00	-	0%
TDE0301-2	(3) ITXIL SENSORS @ \$6,520 EA	09/30/12	5	19,560.00	-	0%
TDE0304-1	IQ #502-REPLACE/UPGRADE TELEMETRY	09/30/12	10	11,903.00	3,570.90	30%
TDE0305-1	IQ #505-REPLACE/UPGRADE TELEMETRY	09/30/12	10	9,987.00	2,996.10	30%
TDE12-1	DEEP WELL PUMP STATION	09/30/87	20	102,350.21	-	0%
TDE128-1	FILTER REHAB FYE 9/30/02	09/30/02	10	26,673.52	-	0%
TDE139-1	CLARIFIER RENEWAL FYE 9/30/03	09/30/03	15	95,380.00	-	0%
TDE143-1	FILTER REHAB FYE 9/30/03	09/30/03	10	24,751.30	-	0%
TDE154-1	FILTER REHAB FYE 9/30/04	09/30/04	10	154,868.59	-	0%
TDE190-1	FILTER REHAB FYE 9/30/06	09/30/06	10	2,165.02	-	0%
TDE19-1	NEW FILTERS	09/30/88	20	253,194.27	-	0%
TDE200-1	CLARIFIER REHAB FYE 9/30/07	09/30/07	5	8,440.00	-	0%
TDS0097-1	FILTER REHAB	09/30/08	5	25,354.30	-	0%
TDS0100-1	FILTER REHAB	09/30/09	5	32,531.38	-	0%
TDS0105-1	DENT OPERATIONS BUILDING	09/30/09	30	22,635.18	15,106.95	67%
TDS26-1	FILTER REHAB.	09/30/88	45	16,825.59	5,234.57	31%
TDS27-1	NEW FILTERS	09/30/88	45	1,275,285.79	396,755.55	31%
TDS92-1	06/07 FILTER REHAB	09/30/07	5	10,033.80	-	0%
TE0097-1	UNIT #15 2012 INTERNATIONAL 7600 TANDEM	09/30/11	5	8,782.66	-	0%
	Total			\$ 2,890,642.14	\$ 472,695.03	16%

Loxahatchee River District

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

MEMORANDUM

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

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

DATE: November 15, 2019

SUBJECT: Award of Contract for the Island Country Estates Low Pressure Force Main.

On October 3, 2019, the District received bids on the referenced Neighborhood Sewering Project as summarized below and detailed in the attached Holtz Consulting's Recommendation of Award.

	<u>Low Pressure Force Main</u>	<u>Roadway</u>	<u>Total</u>
The Lazarus Group, Inc.	\$186,067.00	\$256,710.00	\$442,777.00
DBF Construction, Inc.	\$288,010.00	\$211,480.00	\$499,490.00

This project included roadway repairs and mill and resurfacing of the entire neighborhood as an alternate bid item (included in the above summary cost) at the request of the Island Country Estates Homeowners Association, Inc. These roadway costs will be 100% reimbursed by the affected properties.

This is a budgeted project for \$600,000 this fiscal year.

The following motion is offered for your consideration.

“THAT THE DISTRICT GOVERNING BOARD authorize the award of a contract to The Lazarus Group, Inc. for the Island Country Estates Low Pressure Force Main in the amount of \$442,777.00 and an additional contingency amount of \$45,000.00 upon execution of a Cost Share Agreement with Island Country Estates Homeowners Association.”

AND

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

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member



October 7, 2019

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

**Subject: Island Country Estates Low Pressure Force Main System
Recommendation of Award to The Lazarus Group, Inc.**

Dear Mr. Dean,

On October 3, 2019 at 2:00 p.m. bids were opened for the referenced project. There were (2) two bids accepted for the project as follows:

Bidder	Total Bid Amount	Acknowledged Addenda?	Included Bid Security?	Attended Pre-Bid Meeting?
The Lazarus Group, Inc.	\$442,777.00	Y	Y	Y
DBF Construction, LLC	\$499,490.00	N	Y	Y

The bids were reviewed by Holtz Consulting Engineers, Inc. (HCE) to evaluate whether the bids were responsive to the bid submittal requirements. The apparent low bidder was The Lazarus Group with a Total Bid Amount of \$442,777.00. Their bid was reviewed and included the required bid bond in the amount of ten percent of their bid from an acceptable surety company according to the US Department of Treasury. They acknowledged receipt of the addenda in the bid form. The other forms and information required to be submitted with their bid appear to be in order. They also attended the mandatory pre-bid meeting. We therefore consider the bid submitted by The Lazarus Group. to be responsive.

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

Based on the above information, Holtz Consulting Engineers, Inc. considers The Lazarus Group to be the low responsive and responsible bidder and recommends that they be awarded the contract for the Island Country Estates Low Pressure Force Main project in the Total Bid Amount of \$442,777.00.



HOLTZ CONSULTING ENGINEERS, INC

Sincerely,
HOLTZ CONSULTING ENGINEERS, INC.

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

Christine Miranda, PE
Principal Engineer

Island Country Estates Low Pressure Force Main System

Bid Tabulation

October 3, 2019

				Lazarus Group		DBF Construction	
ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Force Main Mobilization/Demobilization	1	LS	\$14,313.00	\$14,313.00	\$20,000.00	\$20,000.00
2	Maintenance of Traffic	1	LS	\$3,790.00	\$3,790.00	\$20,000.00	\$20,000.00
3	Record Drawings	1	LS	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
4	Preconstruction Video	1	LS	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00
5	NPDES Permit/Erosion Measures	1	LS	\$2,500.00	\$2,500.00	\$12,050.00	\$12,050.00
6	2" PVC Force Main & Fittings	5,470	LF	\$12.00	\$65,640.00	\$14.50	\$79,315.00
7	1.5" Single Service (Short)	23	EA	\$1,200.00	\$27,600.00	\$1,190.00	\$27,370.00
8	1.5" Single Service (Long) – Directional Drilled or Moled	15	EA	\$1,500.00	\$22,500.00	\$1,670.00	\$25,050.00
9	Driveway Crossing (Moled)	26	EA	\$300.00	\$7,800.00	\$1,220.00	\$31,720.00
10	Sidewalk Crossing (Moled)	4	EA	\$50.00	\$200.00	\$280.00	\$1,120.00
11	2" Isolation Valve	6	EA	\$777.00	\$4,662.00	\$900.00	\$5,400.00
12	In-Line Flushing Port	3	EA	\$1,700.00	\$5,100.00	\$2,425.00	\$7,275.00
13	Terminal Flushing Port	5	EA	\$977.00	\$4,885.00	\$1,025.00	\$5,125.00
14	Air Release Valve	1	EA	\$2,777.00	\$2,777.00	\$2,275.00	\$2,275.00
15	Connect 2" PVC Force Main to Existing 2.5" PVC Force Main	1	EA	\$2,100.00	\$2,100.00	\$4,960.00	\$4,960.00
16	Roadway Crossing (Directional Drill)	2	EA	\$2,100.00	\$4,200.00	\$13,175.00	\$26,350.00
Total Base LPFM Items				\$186,067.00		\$288,010.00	

17	Roadway Mobilization/Demobilization	1	LS	\$17,000.00	\$17,000.00	\$8,500.00	\$8,500.00
18	Maintenance of Traffic	1	LS	\$3,995.00	\$3,995.00	\$8,500.00	\$8,500.00
19	Mill and Resurface Asphalt Roadway, Including Pavement Markings	14,300	SY	\$14.80	\$211,640.00	\$13.60	\$194,480.00
20	Header Curb Replacement	200	LF	\$42.80	\$8,560.00		\$0.00
21	Asphalt Roadway Removal and Repair, Including Compaction	145	SY	\$107.00	\$15,515.00		\$0.00
Total Base Roadway Items:				\$256,710.00		\$211,480.00	
TOTAL BID ITEMS 1-21				\$442,777.00		\$499,490.00	

*Contractor did not complete these line items

Item 5C

The Utility Easement Subordination for Roebuck Road and Loxahatchee River Road is not ready at this time.

Loxahatchee River District

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

MEMORANDUM

TO: D. Albrey Arrington, Ph.D.

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

DATE: November 14, 2019

SUBJECT: Lift Stations 57 and 58 Conversion from Cascade to Direct Pump

Lift Stations 57 and 58 currently discharge to Lift Station 65's collection system, where the flows are repumped and eventually discharge into the Master Lift Station's collection system in Indiantown Road. This system configuration is commonly referred to as a cascading system. Inevitably in a system such as ours repumping flows through a cascading system on their route to the treatment plant will occur. Ideally, this repumping occurs at stations specifically designed for repumping such as the Master Lift Station, Lift Station 114, Lift Station 200 or Lift Station 070, not a typical quarter section station with a 8' diameter wetwell, such as 65.

As part of our efforts to ensure system reliability and streamline our emergency response in the collection and transmission we are recommending these two stations be connected to the regional transmission system in Tequesta Drive and pump directly to the Master Lift Station. To facilitate construction of this project we are recommending use of our general construction services contract awarded at our September Board Meeting. Attached and summarized below are two quotes, one for Lift Station 57 and one for Lift Station 58, based on this contract for the proposed work.

Lift Station 057	\$39,122.11
Lift Station 058	\$24,024.72
Total	\$63,146.83

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize a purchase order to Felix Associates of Florida, Inc. in the amount of \$63,146.83 for conversion of Lift Stations 57 and 58 from cascading to direct pump to the regional transmission system.

and

“THAT THE DISTRICT GOVERNING BOARD authorize an additional contingency amount of \$6,500.00.”

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



Proposal

8526 SW KANSAS AVENUE
STUART, FL 34997

PROPOSAL SUBMITTED TO:	DATE 09/13/19	Proposal #: LRD-2019-7
COMPANY: Loxahatchee River Environmental Control District	JOB NAME: LS 57	
CONTACT: Kris Dean	PHONE: (561) 747-5700	
ADDRESS: 2500 Jupiter Park Drive	CITY, STATE & ZIP: Jupiter, FL 33458	

We hereby submit a Proposal for:

Directional Drilling a 4 inch FM into 16" Force Main: 2 Crews on site(One Drill Crew, one support/tie-in crew)
Locates are complete.
Day1: MOT signage for the work zone per FDOT standards and potholing
Day2: Wellpoint
Day3: HDD
Day4: Cut-In on North Side of Tequesta & Connect to HDD
Day5: Wet Tap on South Side of Tequesta & Connect to HDD
Day6: Restoration/ Demobilization, pouring valve pads

Repairs: \$8050.00(K3)+\$8,530.69(C&M)+\$450(Rangeline 4" Wet Tap)=\$17,030.69

Item	Qty	Units	Unit Price	Total Price
Mobilization First Day	1	EA	\$ 3,043.82	\$ 3,043.82
Mobilization Each Additional Day	5	EA	\$ 1,173.44	\$ 5,867.20
Bahia Sod	100	SY	\$ 4.53	\$ 453.00
MOT -Signage /day	6	Days	\$ 304.38	\$ 1,826.28
MOT-Sign board / day	6	Days	\$ 131.20	\$ 787.20
Point/Leak Repairs, and/or General Crew Equipment Rate	16	HR	\$ 283.39	\$ 4,534.24
Materials Allowance	1	LS	\$ 17,100.00	\$ 17,100.00
Dewatering First Day	1	EA	\$ 3,831.02	\$ 3,831.02
Dewatering Each Additional Day	1	EA	\$ 1,679.35	\$ 1,679.35
			Total	\$ 39,122.11

We hereby propose to furnish labor, equipment and materials to complete this work by means of: Unit Price per item. Payment is to be made within 30 days following the receipt of a monthly invoice.

All materials are guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specified work involving extra costs will be executed only upon written orders, and will become an additional charge over and above the change order. All agreements contingent upon strikes, accident or delays beyond our control. This change order subject to acceptance within 30 days of the above written date and is void thereafter at the option of the undersigned.

Authorized Signature



Proposal

8526 SW KANSAS AVENUE
STUART, FL 34997

Acceptance of Proposal

The above prices, specifications, scope of work and conditions are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above.

ACCEPTED: Date: _____

Signature

Printed Name / Title



Proposal

8526 SW KANSAS AVENUE
STUART, FL 34997

PROPOSAL SUBMITTED TO:	DATE 09/10/19	Proposal #: LRD-2019-7
COMPANY: Loxahatchee River Environmental Control District	JOB NAME: LS 58	
CONTACT: Kris Dean	PHONE: (561) 747-5700	
ADDRESS: 2500 Jupiter Park Drive	CITY, STATE & ZIP: Jupiter, FL 33458	

We hereby submit a Proposal for:
 Bypassing a 4 inch FM into 16" Force Main: 1 Pipe Crew
 Locates are complete.
 Day1: MOT signage for the work zone per FDOT standards and potholing
 Day2: Wellpoint
 Day3: Bypass and Tie-In
 Day4: Restoration
 Materials: \$6,437.79(C&M)+\$450(Wet Tap: Rangeline)= \$6,887.79

Item	Qty	Units	Unit Price	Total Price
Mobilization First Day	1	EA	\$ 3,043.82	\$ 3,043.82
Mobilization Each Additional Day	3	EA	\$ 1,173.44	\$ 3,520.32
Bahia Sod	100	SY	\$ 4.53	\$ 453.00
MOT -Signage /day	4	Days	\$ 304.38	\$ 1,217.52
MOT-Sign board / day	4	Days	\$ 131.20	\$ 524.80
Point/Leak Repairs, and/or General Crew Equipment Rate	16	HR	\$ 283.39	\$ 4,534.24
Materials Allowance	1	LS	\$ 6,900.00	\$ 6,900.00
Dewatering First Day	1	EA	\$ 3,831.02	\$ 3,831.02
			Total	\$ 24,024.72

We hereby propose to furnish labor, equipment and materials to complete this work by means of: Unit Price per item. Payment is to be made within 30 days following the receipt of a monthly invoice.

All materials are guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specified work involving extra costs will be executed only upon written orders, and will become an additional charge over and above the change order. All agreements contingent upon strikes, accident or delays beyond our control. This change order subject to acceptance within 30 days of the above written date and is void thereafter at the option of the undersigned.

Authorized Signature

Acceptance of Proposal

The above prices, specifications, scope of work and conditions are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above.

ACCEPTED: Date: _____

Signature

Printed Name / Title

Change Orders

No Change Orders are presented for Board consideration this month.

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Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: NOVEMBER 14, 2019
SUBJECT: PERSONNEL POLICIES & PROCEDURES UPDATE

Last month the LRD Governing Board approved updates to the District's Personnel Policies & Procedures, but delayed action on proposed creation of Section 3.13 Extraordinary Pay; a new section that attempts to clearly explain how the District pays employees through a declared emergency (e.g., a hurricane).

Staff have assimilated Board comments and worked with Lara Donlon, our Human Resources legal counsel, to improve Section 3.13. Our payroll procedure can be quite complex given the diversity of shifts and schedules of our workers; therefore, the proposed text offers several examples to help staff clearly understand how the policy will be applied.

On the following pages you can review the proposed Section 3.13 of our Personnel Policies & Procedures manual. These suggested revisions were reviewed and approved by Lara Donlon, our Human Resources legal counsel who specializes in labor and employment law.

Staff request your approval of the following motion:

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District's Personnel Policies & Procedures Section 3.13 as revised with an effective date of November 22, 2019, and authorize the District's Executive Director to update the Personnel Policies & Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

Please note, staff also are drafting proposed revisions to Workers Compensation Policy to provide supplemental pay and a Military Differential Pay Policy. These revisions are not yet ready for your review and approval.

Sections with Proposed Revisions:

3.13 Emergency Pay Procedures

The District Executive Director or his designee shall have the authority to declare an emergency for the District and will determine the beginning and ending time for each Emergency Conditions level (e.g., EMCON-2) for purposes of this procedure. The Executive Director or his designee will determine when to close and reopen District offices; this is determined to be the Declared Emergency Period (e.g., the time period between the conclusion of EMCON-4 and the conclusion of EMCON-5). During the Declared Emergency Period, all normal District activities shall cease. During this period, employees should regularly contact their applicable department Director for information and instructions, and, when directed, report back to work.

During a Declared Emergency Period Non-Essential Personnel who are regularly scheduled to work may be relieved of duty. Essential Personnel, employees whose absence would jeopardize the continuation of essential functions or those positions deemed essential by the District, will be directed by their Supervisor to work before, during, and/or after a declared emergency. They are required to perform duties assigned by their supervisor or Director that may not be consistent with normal responsibilities or work schedules.

During a Declared Emergency, paid time off (PTO) may be cancelled at the discretion of a District Director. If an Essential Employee is already on vacation or using PTO when EMCON-1 is declared, the Essential Employee must make every effort to check with his or her Director for further instructions and may be required to report back to work.

While all possibilities and occurrences due to curfews, traffic bans, etc., that occur during an emergency or natural disaster cannot be predicted or listed, a number of basic foreseen pay possibilities are set forth below:

- The District will compensate all employees straight time for the hours they were otherwise scheduled to work during the Declared Emergency Period. This pay will be classified as Emergency Administrative Pay. Emergency Administrative Pay is an authorized leave of absence, with pay, issued to replace regularly scheduled hours during official District building closures. Emergency Administrative Pay will not be paid for normal scheduled days off during the Declared Emergency Period. Emergency Administrative Pay is not charged against an employee's earned leave. Emergency Administrative Pay counts as time worked for the computation of Overtime. Night Shift Differential is not eligible for Emergency Administrative Pay.
- Employees who are on approved leave (Vacation, Sick, Workers Compensation, Family Medical Leave, etc.) during a Declared Emergency Period will not have their leave changed to Emergency Administrative Pay unless the employee physically works during the Declared Emergency Period or the approved leave is cancelled no later than the beginning of EMCON-2. Approved sick leave for appointments that are cancelled at the request of a provider during the Declared Emergency Period will not be charged to the employee's balance and will be replaced with Emergency Administrative Pay. There will be no other change in pre-approved leave status unless approved by the Executive Director.
- Extraordinary Pay shall be earned when a District employee works during a Declared Emergency Period based upon a pre-approved requirement for that employee to work and or remain on duty to provide essential services during a Declared Emergency Period. Extraordinary Pay shall be paid as straight time and shall count as time worked for the computation of Overtime. Extraordinary pay is not subject to Night Shift Differential. All hours worked by employees during the Declared Emergency Period will be compensated in the form of Extraordinary Pay. No compensatory time will be allowed or reported.

- If a District observed holiday falls during the Declared Emergency Period, Holiday Pay will be paid in accordance with the District's policies. Employees will not receive Emergency Administrative Pay on a District observed holiday. Notwithstanding, employees whose job description requires them to work on holidays will receive both Emergency Administrative Pay and Holiday Pay during a Declared Emergency Period. Furthermore, employees whose job description requires them to work on holidays and who actually work on a holiday during a Declared Emergency Period will receive Extraordinary pay, Emergency Administrative Pay, and their Holiday Pay will be converted to Vacation time.
- Employees recently hired who are scheduled to start on a date when the District is closed due to a Declared Emergency will be paid consistent with their offer letter and as with other staff.
- Part-time employees and interns will only be paid for hours worked during a Declared Emergency Period.
- On-Call Pay will be cancelled for all Plant and WildPine Lab personnel during the Declared Emergency Period, i.e., when Plant Essential Staff are required to be on-site, and will resume when Plant Essential Staff are released from duty. On-Call Pay for Field personnel will be cancelled while sustained winds are 35 miles per hour or greater.
- If an employee is classified as Essential Personnel by their Director and that employee is unable to work during the Declared Emergency Period, the employee will be required to use leave time as appropriate. If all leave is exhausted, the employee will not be paid for the non-worked time in accordance with applicable law.
- During a Declared Emergency Period, Exempt employees designated as Essential Personnel shall receive Extraordinary Pay only for hours worked outside of regular business hours.
- Exempt employees who are scheduled to work but are not required to work during the Declared Emergency may be released from duty and shall be paid their regular pay for the Declared Emergency Period and for the remainder of the work week in which the emergency was declared. Thereafter, exempt employees will be paid their regular salary during the following work week(s), if the Declared Emergency Period continues.
- In anticipation of a forecasted emergency or disaster, employees may request to use their accrued leave time, as appropriate, in order to secure their families and/or personal properties. Employees on approved leave will not be granted Emergency Administrative Pay.
- If employees are unable to travel to their office due to the effects of a Declared Emergency, and the Declared Emergency Period has ended, such employees shall not be granted Emergency Administrative Pay. Such employees may request to use available leave, as appropriate, to cover absence(s) from work.

2020 LRD Emergency Conditions Guide

Tropical Storm / Hurricane Name: _____

	STATUS	Anticipated Storm Impact	Predicted date/time*	Actual date/time*
Pre-Emergency Period	EMCON 1: Danger is Possible	36-72 hours away		
	A storm watch is expected to be issued within this period. Staff should review emergency procedures, and coordinate ongoing activities and necessary preparations with supervisors.			
	EMCON 2: Danger is probable within 36 hours	24-36 hours away		
	A storm warning should have been issued at the onset of this period. Staff should transition from routine to critical activities. Coordination with your supervisor is critical.			
	EMCON 3: Danger expected within 24 hours.	12-24 hours away		
A storm warning is in place. Confirm essential staff designations. Essential staff should confirm prioritization of pre-storm check lists and complete assigned tasks. Non-essential staff should begin evacuation [†] or sheltering.				
Declared Emergency Period	EMCON 4: Danger is imminent.	<12 hours away		
	Essential staff should coordinate with supervisors and confirm completion of all pre-storm check lists and emergency activities. All facilities should be secured. Essential staff should receive written assignments for Declared Emergency Period and/or EMCON 5. Staff should be sheltered or evacuated [†] before sustained winds reach 35 mph.			
	Emergency Present: Danger is present, e.g., sustained winds > 35 mph.	Ongoing		
All normal District activities shall cease. Essential staff may be required to shelter in LRD facilities.				
Declared Emergency Period	EMCON 5: Danger is past.	Post Emergency		
	At the predicted onset of EMCON 5, but not before sustained winds have subsided below 35 mph, all essential staff should report for duty. Staff with a pre-determined assignment should proceed per their pre-determined assignment. You must routinely communicate with your designated point of contact. All staff without a pre-determined assignment should report to the Operations Building for further instructions. If you are unable to report for duty, you must call the District (561)747-5708 and your supervisor and inform them why you cannot report for duty.			

**The Executive Director, or his designee, will use the best available information to predict the onset of each EMCON status. Conditions may change, and the predicted timing of the EMCON status may be revised.*

†Staff planning on evacuating the area should inform their supervisor of their desire to evacuate and their evacuation plans as soon as possible.

Item 6C

The Busch Wildlife Sanctuary License Agreement will be presented at a later Board Meeting.

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

2500 Jupiter Park Drive, Jupiter, Florida 33458

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



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

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: NOVEMBER 14, 2019
SUBJECT: SONOMA ISLES IQ WATER AGREEMENT AMENDMENT

On June 6, 2006 the Loxahatchee River District entered into an Irrigation Quality Water Agreement with Communities Finance Company, LLC to provide 1,000,000 gallons per day of Irrigation Quality Water to the property that is presently known as Sonoma Isles. This IQ Water Agreement was made possible because of the “Interlocal Agreement Between The Town of Jupiter and The Loxahatchee River District For The Establishment of Enhanced Intergovernmental Coordination With Respect to Regional Water Supply to the Public’s Benefit” (i.e., the Nano Agreement) dated June 20, 2006, and amended on April 19, 2012. The Nano Agreement caused approximately 2 million gallons per day of the Town of Jupiter’s nano filtration concentrate to be piped to and blended with the LRD’s reclaimed water. Thus, the Town’s nano filtration concentrate increased LRD’s supply of reclaimed water. This increased supply of reclaimed water was necessary for LRD to have sufficient IQ Water to meet anticipated demands at Sonoma Isles and Jupiter Country Club (what was then referred to as Parcel 19).

Much has happened over the past thirteen years. Parcel 19 was divided into two properties, those properties changed hands, and resulting developments are significantly different than original development plans. Presently, DiVosta Homes, L.P. owns and is developing Sonoma Isles and holds the Irrigation Quality Water Agreement for this property. The existing Irrigation Quality Water Agreement requires DiVosta Homes, L.P. to design, construct, own, operate, and maintain facilities necessary to receive IQ Water; however, these facilities have not yet been built.

Furthermore, the Town of Jupiter’s development order approving Sonoma Isles is definitive in providing water quality protections for the Northwest Fork of the Loxahatchee River. The Town of Jupiter imposed a clear requirement to transition off irrigation with IQ Water and to irrigation with potable water if phosphorus concentrations are exceeded in stormwater being discharged from Sonoma Isles to the Loxahatchee River. In the attached letter from DiVosta Homes, L.P. the developer acknowledges recent water quality sampling has found ambient phosphorus concentrations exceeding the phosphorus limit. Therefore, DiVosta Homes, L.P. has requested to terminate the existing Irrigation Quality Water Agreement for Sonoma Isles so they can pursue potable water to meet their irrigation needs.

I support the notion that LRD’s IQ Water should not be used to meet landscape irrigation needs at Sonoma Isles as long as water quality limits are being exceeded in stormwater discharged from Sonoma Isles. But, the Town of Jupiter and the Loxahatchee River District expended meaningful capital and accepted long-term costs and impacts to operational flexibility when working to make IQ Water available to Sonoma Isles. Among these costs is a requirement in the Nano Agreement that stipulates “The District shall provide compensation for such usage to the Town in the amount of \$0.24 per 1,000 gallons....” The LRD views the \$0.24 per 1,000 gallons paid to the Town as a pass through from the customer to the Town via LRD.

Presently, LRD is contractually obligated to provide 980,000 gallons per day of IQ Water to Sonoma Isles. The Town of Jupiter’s pass-through rate for nano filtration concentrate is \$0.2796 (the Town has authority

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

to adjust this rate from time to time). Because this cost is directly attributable to LRD working in good faith to meet the needs of the developer, it is my opinion that this cost should continue to be borne by DiVosta Homes, L.P.

Consequently, Mr. Shenkman and I have drafted an Amendment #2 to the Irrigation Quality Water Agreement for Sonoma Isles that achieves the following:

1. There is no more provision of IQ Water to Sonoma Isles.
2. DiVosta Homes, L.P. is required to only pay the pass-through costs for up to 980,000 gallons per day of the Town of Jupiter's nano filtration concentrate as documented on monthly water bills from the Town of Jupiter.
3. DiVosta Homes, L.P. is relieved of the requirement to design, construct, own, operate, and maintain facilities necessary to receive IQ Water.
4. The term of the agreement expires on June 19, 2026.

This is a quite unique situation. Given our role as protectors of the Loxahatchee River, I believe it is correct and appropriate to revise this agreement to stop provision of IQ Water to Sonoma Isles. Given our commitment to our rate payers, I believe it is correct and appropriate to revise this agreement so DiVosta Homes, L.P. continues to pay the pass-through costs for the Town of Jupiter's nano filtration concentrate.

I look forward to answering any questions you may have.

I offer the following motion for your consideration:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute Amendment #2 to the Irrigation Quality Water Agreement Sonoma Isles.”

Prepared by:
Curtis Shenkman, Esq.
4400 PGA Blvd, Ste 301
Palm Beach Gardens, FL 33410

Amendment #2 to IRRIGATION QUALITY WATER AGREEMENT
SONOMA ISLES

This Amendment #2 dated November __, 2019 is to the Irrigation Quality Water Agreement date June 6, 2006, recorded June 28, 2006, in Official Records Book 20538, Page 0164, as Assigned to DIVOSTA HOMES, L.P. by Assignment recorded January 30, 2015 in Official Records Book 27311, pages 0305-0313, as amended by Amendment #1 dated June 17, 2016, recorded June 20, 2016 in Official Records Book 28376, Page 1666, of the Public Records of Palm Beach County, Florida, including amendments thereto, herein referred to collectively as the “Agreement”. The Agreement is now between DIVOSTA HOMES, L.P., a Delaware limited partnership, by Divosta Homes Holdings, LLC, a Delaware limited liability company, its General Partner, authorized to do business in the State of Florida, its successors and assigns, herein referred to as “Divosta” and the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, referred to as the “District”.

Whereas Divosta has requested the District to cease providing Irrigation Quality Water Availability to the “Property” described in Exhibit “A” attached hereto and made a part hereof, and the District has considered doing so only if Divosta pays the rates, fees and charges the Town of Jupiter (“Jupiter”) charges the District for 980,000 gallons per day of Nano concentrate water under the Interlocal Agreement Between The Town of Jupiter and The Loxahatchee River District For The Establishment of Enhanced Intergovernmental Coordination With Respect to Regional Water Supply to the Public’s Benefit dated June 20, 2006 , as amended by First Amendment dated April 19, 2012.

In Consideration of the covenants and agreements herein set forth, the receipt and sufficiency of such consideration being hereby acknowledged as adequate, the parties agree as follows. All paragraph number references are to the original Irrigation Quality Water Agreement dated June 6, 2006:

1. Paragraph 1 is deleted and replaced as follows: 1. There shall be no more provision of Irrigation Quality Water Availability.
2. Paragraph 2 remains.
3. Paragraph 3 remains.

4. Paragraph 4 is deleted and replaced as follows: 4. The Town of Jupiter and the District have made substantial costs and investments in order to make IQ Water Available to the Property. To offset its fair share of these investments, Divosta shall pay as a pass through the then going rate, as charged by Jupiter, for up to 980,000 gallons per day of Nano Concentrate, as adjusted annually by Jupiter and as shown on bills to the District from Jupiter (Account #143188, Customer #0001343; see current activity Nano Concentrate).
5. Paragraph 5 is deleted and replaced with 5. Intentionally left blank.
6. Paragraph 6 is deleted and replaced with 6. Intentionally left blank.
7. Paragraph 7 is deleted and replaced with 7. Intentionally left blank.
8. Paragraph 8 is deleted and replaced with 8. Term. The term of the Agreement expires on June 19, 2026.
9. Paragraphs 9 through 13 remain.

Remainder of page intentionally left blank

In witness whereof, the parties hereto have set their hands and seals this November __, 2019.

Witnesses: Loxahatchee River Environmental Control District

Print name: _____ By: _____
D. Albrey Arrington, PhD., Executive Director

Print name: _____

State of Florida
County of Palm Beach

The foregoing instrument was acknowledged before me this November __, 2019, by D. Albrey Arrington, PhD., Executive Director, on behalf of the Loxahatchee River Environmental Control District. He is personally known to me or produced _____ as identification.

(NOTARY SEAL)
NOTARY PUBLIC

Witnesses: DIVOSTA HOMES, L.P., a Del. Limited Partnership

Print name: _____ By: _____
_____ of Divosta Homes Holdings, LLC, a Del limited liability company, its General Partner

Print name: _____

State of Florida
County of Palm Beach

The foregoing instrument was acknowledged before me this November __, 2019, by _____.
He is personally known to me or produced _____ as identification.

(NOTARY SEAL)
NOTARY PUBLIC

DIVOSTA®

November 6, 2019

D. Albrey Arrington Ph.D.
Executive Director
Loxahatchee Rive District
2500 Jupiter Park Dr.
Jupiter FL 33458

RE: Sonoma Isles – IQ Water Agreement

Mr. Arrington,

Per Ordinance No.17-15 of the Town of Jupiter, we, the owner, must demonstrate that no more than 47 parts per billion (ppb) of phosphorus is being discharged from our site. Recent samplings have indicated that we are exceeding this threshold and correct measure need to be taken. **Section 5.a.iv.** of the ordinance states that if 47 ppb at the outfall is not achieved, the owner shall begin construction of the infrastructure such that **potable water** shall become the source of irrigation water. We are currently taking steps to initiate this transition.

With this in mind, we are requesting that the existing IQ Water Agreement between DiVosta Homes L.P. and LRD for the Sonoma Isles Project be terminated. The site will no longer require I.Q. Water and we will be working with the Town of Jupiter to install infrastructure for potable water as an irrigation source.

While we work on a water service agreement with the Town of Jupiter, the Sonoma Isles HOA will continue to pay LRD the monthly pass through cost for the IQ water that goes to the Town of Jupiter. This will ensure that LRD does not incur any cost associated with the termination of the agreement.

Should you have any question, please feel free to contact me. We appreciate your consideration.

Sincerely,



Garrett Dinsmore
Manager of Land Development
DiVosta Homes LP
4400 PGA Blvd., Suite 700
Palm Beach Gardens, FL 33410
Cell : (304) 290-6022
Garrett.Dinsmore@Pulte.com



Town of Jupiter
 210 Military Trail
 PO Box 8900
 Jupiter, FL 33468-8900
 www.jupiter.fl.us/water

Contact Inquiries

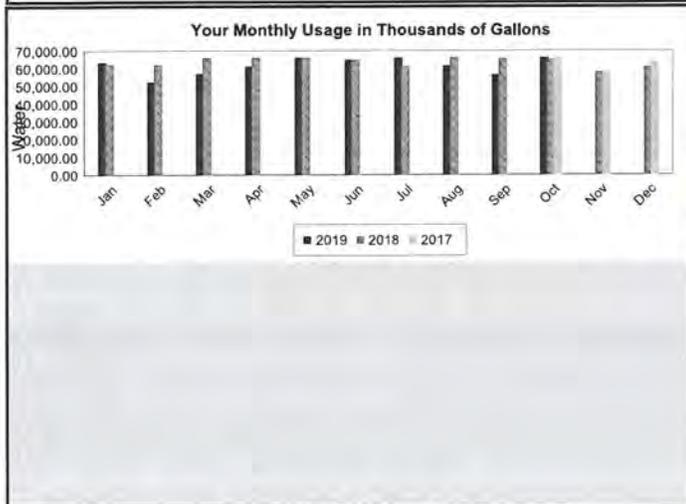
Monday-Thursday 7:30 am - 5:30 pm
 Friday 8:00 am - 5:00 pm

Billing and Customer Service (561) 741-2300
 Emergencies (561) 741-2609

Manage your account online at www.jupiter.fl.us	
Customer #	Account #
0001343	143188
Please use payment number for online/bank payments. 0001343143188	
CUSTOMER NAME	L R E C D
SERVICE ADDRESS	17403 S CENTRAL BLVD NANO
BILLING DATE	10/31/2019
TOTAL DUE	18,453.60
CURRENT ACTIVITY DUE	11/21/2019

92 01

Service	Meter Number	Service Period	Previous Read	Current Read	Days	Consumption (in thousands)
Water	0870147765	9/30/2019 to 10/31/2019	39255.0	66000.0	31	66,000.00



ACCOUNT ACTIVITY

Last Bill	15,809.14
Payment - Thank You	-15,809.14
Balance Forward	0.00
Current Activity	
Nano Concentrate	(66,000.00 X \$0.28) 18,453.60
Current Activity	18,453.60
Total Due	18,453.60

IMPORTANT MESSAGES

PLEASE FOLD ON PERFORATION BEFORE TEARING - RETURN BOTTOM PORTION WITH YOUR PAYMENT



Town of Jupiter
 PO Box 8900
 Jupiter, FL 33468-8900

Pay online at www.jupiter.fl.us

Customer/Account # 0001343/143188
 Service Address 17403 S CENTRAL BLVD NANO

MAKE CHECKS PAYABLE TO: **TOWN OF JUPITER**
 Please DO NOT staple or tape your payment to the remittance
 Please indicate address changes below

Due Date	11/21/2019
TOTAL DUE	18,453.60
Amount Enclosed	<input type="text"/>

L R E C D
 NANO ACCOUNT
 17403 S CENTRAL BLVD NANO
 JUPITER FL 33458

TOWN OF JUPITER
 PO BOX 8900
 JUPITER FL 33468-8900

00001343143188000018453605

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 Notified to Connect – October 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	2	Notified Owner – April + Aug 2017 Design started – August 2017 Notice of Intent – December 2018	2018	2019
	US Highway 1 (13440-13500)	3	Notified Owners – August 2017 Notice of Intent – March 2019	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 Notice of Intent to Assess – October 2019	2017	2020
FF	Gardiner Lane	1	Notified Owner – July 2013 Private Road Notice of Intent to Assess – October 2019	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.

4400 PGA BLVD, SUITE 301
PALM BEACH GARDENS, FLORIDA 33410
TELEPHONE (561) 822-3939

Curtis@PalmBeachLawyer.Law

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

November 9, 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

NONE

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

NONE



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: November 14, 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 November 14, 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

- A meeting was held on November 13, 2019 with HCE staff, the Contractor, the Lazarus Group, the arborist, and A Cut Above Landscape & Irrigation, the company that will be installing the root barrier at the entrance based upon the arborist plan. Based upon discussions at the meeting, pricing will be provided to do the work by November 18, 2019. This information will be forwarded to the homeowner's association for their review, and upon approval, a change order will be issued to the Contract for the additional work and extension of the contract time. The work should take approximately three days to complete.

Island Country Estates Low Pressure Sewer System

- *The bid opening occurred on October 3, 2019. Two bids were received for the project. Upon review of the bids accepted, a recommendation of award to the lowest responsive and responsible bidder, The Lazarus Group Inc., was made in the amount of \$442,777.00. We are waiting direction from District Staff as how to proceed with the project.*

Lift Station No. 082 Master Plan and Improvements

- The field visits and follow-up correspondence in order to obtain the pump information for the private lift stations within the Lift Station No. 082 sewer shed has been obtained by HCE Staff. This information is currently being inputted into the model. The model and corresponding technical memorandum will be completed and transmitted to District staff by December 6, 2019. Once the model is complete, the design for Lift Station No. 082 can commence and be completed in accordance with the schedule in the agreement.



***Loxahatchee River Environmental Control District
Monthly Status Report
November 14, 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 November 14, 2019.

Alternate A1A 16-Inch Force Main Extension

B&W and the District 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. During the last monthly period B&W, the District, E.W. Consultants (District's Environmental Permitting Consultant) and USACOE engaged in numerous correspondence to identify an acceptable mitigation strategy. The District is currently reviewing potential sites, which are owned by Town of Jupiter, which could be utilized for site mitigation purposes.

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 was required within sixty-five (65) days of Substantial or September 14, 2019 vs. Contract Final Completion date of August 3, 2019
- Civil & Architectural walkthrough completed & Formal Punchlist issued September 10, 2019
- Completion of Punch List items continues
- Final Inspection and Close-out anticipated by November 30, 2019

Whispering Trails Gravity Sewer System

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

- Sewer system testing is in process (3 days anticipated till completion)
- Final lift of asphalt roadway scheduled for placement end of November 2019
- Completed 95% restoration of disturbed drainage swales
- Restoration and repair of damaged driveway aprons is in process
- Contractor is behind Contract Substantial Completion date

- There is a pending time extension (FPL Conflicts & PBC Drainage Repairs), however it remains unclear whether or not the extension will be commensurate with the project delay duration.

Jupiter Farms Elementary Sanitary Sewer System

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

- Horizontal Directional Drilling (HDD) work 100% complete
- Connections between HDD segments 100% complete
- Force main & electrical service conduit on School District property 100% complete
- Pressure testing of the force main 100% complete
- Lift Station wet well renovation 100% complete
- Lift station electrical & controls 100% complete.
- Florida Department of Health – Palm Beach County Certification 100% complete
- Lift station startup was successfully completed on November 14, 2019
- Contract Substantial Completion was October 19, 2019 (with weather delays)
- Contract Final Completion is December 23, 2019 (with weather delays)

Irrigation Quality Pump Station 518 Chlorine Study

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

- The preparation and submission of the DRAFT Chlorine Study Report is pending. B&W will submit the DRAFT report to the District no later than November 20, 2019.

Jupiter Inlet Lighthouse Septic to Sewer Conversion – Surveying Services

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

- FINAL survey was submitted to District on October 22, 2019.
- Project was completed over the previous period.

Respectfully Submitted by:

BAXTER & WOODMAN, INC.



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

Busch Wildlife Sanctuary

The 4th Quarter Report will be presented at the
January 2020 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

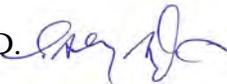
2500 Jupiter Park Drive, Jupiter, Florida 33458-8964

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

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



MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: NOVEMBER 14, 2019
SUBJECT: CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

I am pleased to report that our FY2018 comprehensive annual financial report was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA)! Also, the GFOA presented an Award of Financial Reporting Achievement to our Finance Department (Kara Fraraccio, Sue Bruce, and Cheryl Cripe).

During our recent Strategic Planning efforts, the Finance Department identified as an opportunity being recognized by the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program award. This award requires governments to go beyond the minimum requirements of generally accepted accounting principles and prepare a comprehensive annual financial report that evidences the spirit of transparency and full disclosure. Financial reports submitted to the program are reviewed by selected members of the GFOA professional staff and the GFOA Special Review Committee, which is comprised of individuals with expertise in public sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals. The decision to award or not is the result of a thorough examination of the GFOA Special Review Committee.

In addition to receiving the Certificate of Achievement for Excellence in Financial Reporting, i.e., being recognized for meeting the highest standards of governmental accounting, the District received the highest grade possible (i.e., Proficient) in all 13 applicable grading categories. The Award of Financial Reporting Achievement was presented to our Finance Department (Kara Fraraccio, Sue Bruce, and Cheryl Cripe), because they are the people that prepare our comprehensive annual financial reports – their efforts are being recognized.

On the following pages, you will see a copy of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Award. Also, you will find a letter from Government Finance Officers Association to LRD Board Chairman Dr. Rostock notifying him of the achievement of excellence, which is duly noted as "the highest form of recognition in governmental accounting and financial reporting ... its attainment represents a significant accomplishment by a government and its management."

Please join me in celebrating the Finance Department's terrific accomplishment!

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



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Loxahatchee River
Environmental Control District
Florida**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2018

Christopher P. Morill

Executive Director/CEO



The Government Finance Officers Association
of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Finance Department

Loxahatchee River Environmental Control District, Florida



The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrill

Date November 6, 2019



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

November 6, 2019

Dr. Matt Rostock
Chairman
Loxahatchee River Environmental Control District
2500 Jupiter Park Drive
Jupiter, FL 33458

Dear Dr. Rostock:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended 2018 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services Center



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

11/06/2019

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: mlevine@gfoa.org

(Chicago, Illinois)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Loxahatchee River Environmental Control District** by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s) or department designated by the government as primarily responsible for preparing the award-winning CAFR.

The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500 members and the communities they serve.

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: November 15, 2019
 Subject: Monthly Financial Report

Cash and Investments

Balances as of October 31, 2019

Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Interest Earned	Market Value
Bank United	18 Months	02/04/20	2.65%	\$ 1,000,000	\$ 2,290	\$ 1,019,555
Bank United	2 Years	04/02/20	2.46%	2,000,000	4,231	2,029,298
US Bank	18 Months	05/01/20	3.00%	1,507,875	3,945	1,552,511
Bank United	18 Months	06/07/20	2.88%	1,500,000	3,756	1,539,281
US Bank	2 Years	01/29/21	2.71%	1,011,450	2,370	1,031,984
Bank United	2 Years	03/11/21	2.60%	1,000,000	2,237	1,016,764
Subtotal				\$ 8,019,325	\$ 18,829	\$ 8,189,393

Money Market Accounts:

Synovus - Public Demand	1.75%	\$ 18,169	\$ 12,233,510
TD Bank - NOW	2.15%	13,289	8,179,357
Subtotal		\$ 31,458	\$20,412,867

Checking Account:

SunTrust-Hybrid Business Account	0.50%		\$ 3,620,552
Subtotal		\$ -	\$ 3,620,552

Total		\$ 50,287	\$32,222,812
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Average weighted rate of return on investments is: 1.96%

As of 10/31/19:

3 month Short Term Bond: 1.54%

1 month Federal Fund Rate: 1.55%

Cash position for October 2019 was \$35,973,349. Current Cash position is **down** by \$3,750,537.

Gordon M. Boggie
Board Member

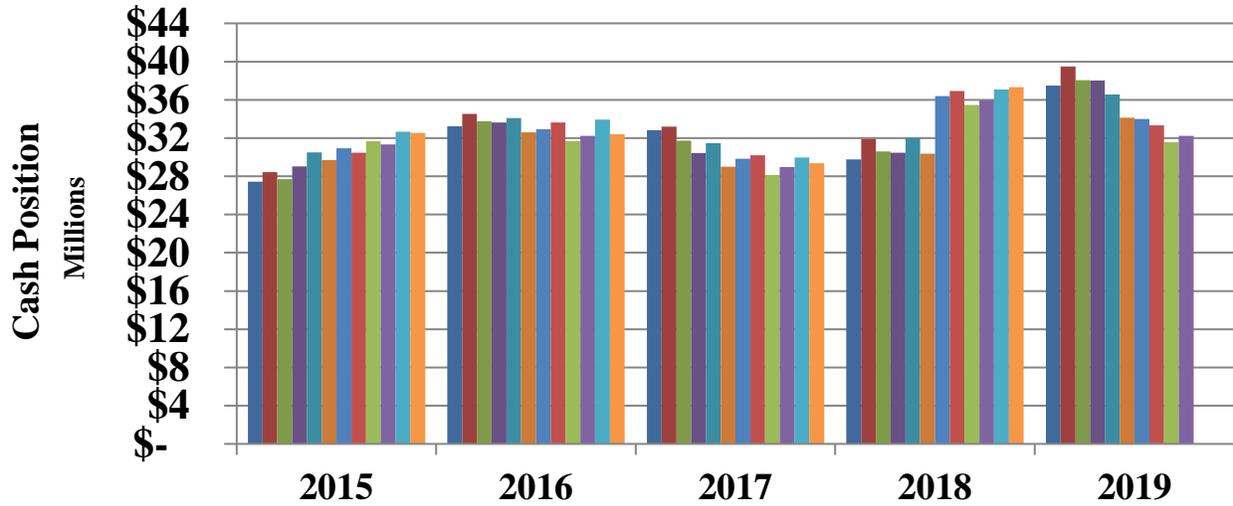
Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

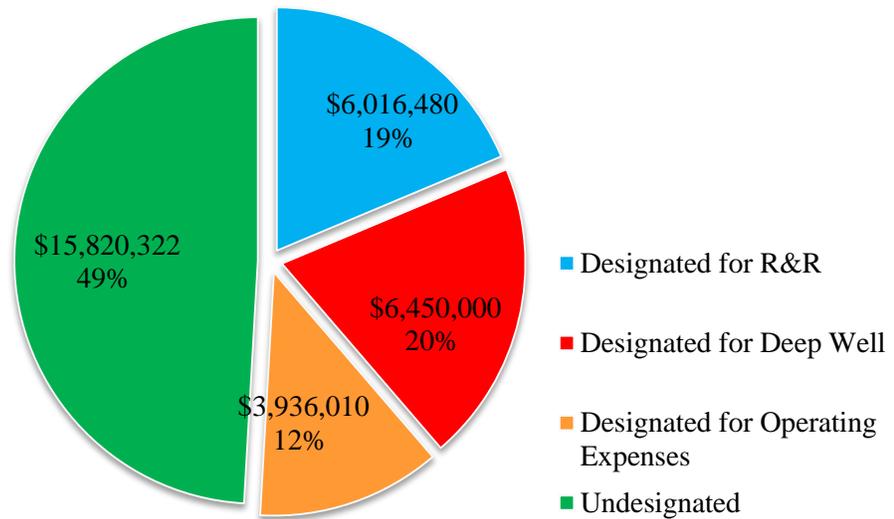
Harvey M. Silverman
Board Member

James D. Snyder
Board Member

Cash On-Hand



Designated vs. Available Cash Balance



Financial Information

- Legal fees billed for the month of October were \$20,405. The fiscal year-to-date total is \$20,405.
- There was no Septage billing for the month of October. The fiscal year-to-date total is \$0.
- Developer’s Agreement – No new Developer agreements were entered into in October.
- I.Q. Water Agreements – Abacoa Plaza is past due for August, September and October; New Haven 7A, New Haven 7B, Town Center Phase I, and Sophia are all past due for October.
- Estoppel fees collected in October totaled \$9,000. The fiscal year-to-date total is \$9,000.

Summary of Budget vs. Actual

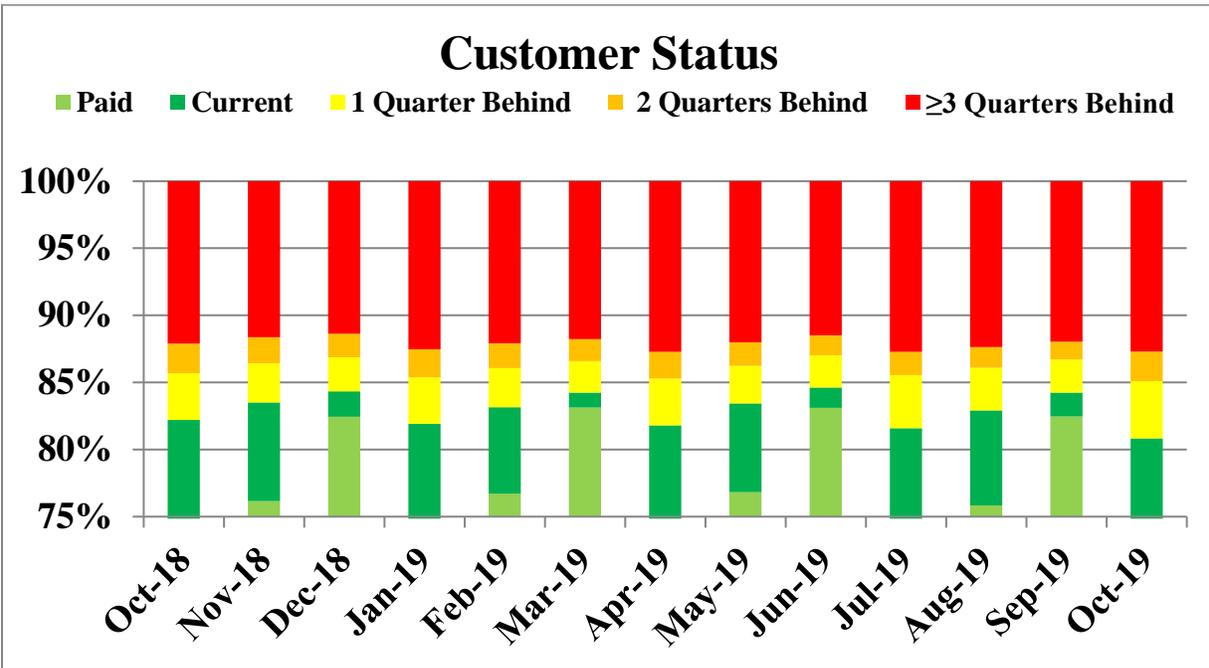
<i>Budget Benchmark</i> 8.00%	Oct-19 Actual	YTD Actual	FY 20 Budget	Favorable (Unfavorable)	Budget Expended	Oct-18 YTD
Revenues						
<i>Operating Revenues</i>						
Regional Sewer Service	\$1,416,488	\$1,416,488	\$17,324,020	\$ (15,907,532)	8.18%	\$1,391,918
Standby Sewer Service	7,308	7,308	98,458	(91,150)	7.42%	7,629
IQ Water Charges	199,340	199,340	2,004,752	(1,805,412)	9.94%	198,099
Admin. and Engineering Fees	2,308	2,308	42,295	(39,987)	5.46%	5,783
Other Revenue	61,638	61,638	300,000	(238,362)	20.55%	60,057
Subtotal Operating Revenues	1,687,082	1,687,082	19,769,525	(18,082,443)	8.53%	1,663,486
<i>Capital Revenues</i>						
Assessments	8,004	8,004	864,897	(856,893)	0.93%	
Line Charges	11,875	11,875	201,337	(189,462)	5.90%	29,064
Plant Charges	187,503	187,503	1,012,727	(825,224)	18.51%	62,081
Capital Contributions			1,000,000	(1,000,000)	0.00%	
Subtotal Capital Revenues	207,382	207,382	3,078,961	(2,871,579)	6.74%	91,145
<i>Other Revenues</i>						
Grants				-	100.00%	
Interest Income	50,864	50,864	1,127,200	(1,076,336)	4.51%	59,836
Subtotal Other Revenues	50,864	50,864	1,127,200	(1,076,336)	4.51%	59,836
Total Revenues	\$ 1,945,328	\$ 1,945,328	\$ 23,975,686	\$ (22,030,358)	8.11%	\$ 1,814,467
Expenses						
Salaries and Wages	\$285,350	\$285,350	\$5,873,500	\$ 5,588,150	4.86%	\$565,950
Payroll Taxes	21,145	21,145	427,300	406,155	4.95%	41,516
Retirement Contributions	41,650	41,650	734,200	692,550	5.67%	53,776
Employee Health Insurance	88,823	88,823	1,308,800	1,219,977	6.79%	88,992
Workers Compensation Insurance	46,864	46,864	99,800	52,936	46.96%	7,960
General Insurance	211,868	211,868	364,107	152,239	58.19%	28,771
Supplies and Expenses	164,796	164,796	1,132,675	967,879	14.55%	92,003
Utilities	84,667	84,667	1,394,850	1,310,183	6.07%	68,174
Chemicals	26,566	26,566	452,000	425,434	5.88%	13,007
Repairs and Maintenance	301,705	301,705	1,814,429	1,512,724	16.63%	203,654
Outside Services	76,677	76,677	1,917,360	1,840,683	4.00%	89,108
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,350,111	1,350,111	15,744,021	14,393,910	8.58%	1,252,911
<i>Capital</i>						
Capital Improvements	1,597,617	1,597,617	13,579,107	11,981,490	11.77%	1,413,474
Subtotal Capital	1,597,617	1,597,617	13,579,107	11,981,490	11.77%	1,413,474
Total Expenses	\$ 2,947,728	\$ 2,947,728	\$ 29,323,128	\$ 26,375,400	10.05%	\$ 2,666,385
Excess Revenues						
Over (Under) Expenses	\$ (1,002,400)	\$ (1,002,400)	\$ (5,347,442)	\$ 4,345,042		\$ (851,918)

Pending/Threatened Litigation

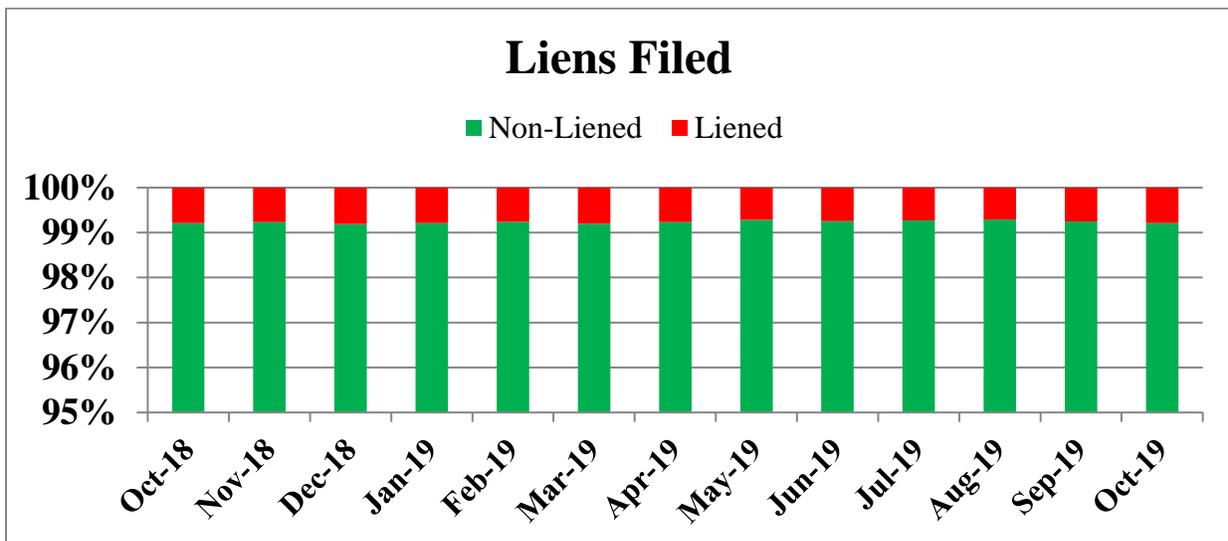
- No pending or threatened litigation.

Accounts Receivable

The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 81% billing.



The District serves approximately 32,600 customers. Currently, the District has 256 liens filed which represent approximately 1% of our customers.



Loxahatchee River District

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

MEMORANDUM

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

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

DATE: November 14, 2019

SUBJECT: Engineering Services Report – November 2019 Board Meeting

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. Staff have completed their evaluation of field installation options and are coordinating with a consultant for a work authorization to proceed with development of bid documents and installation observation.

Lift Station Rehabilitations General Construction Services: The rehabilitation of the second of three stations is nearing completion. Our overall lift station rehabilitation projects are falling behind schedule but staff are working on procedures to expedite the evaluation, purchase order and construction processes under the new general construction services contract.



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.

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

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 December 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. PBCHD has released the project for operation. Staff will coordinate with the contractor for close out of the contract and determine the final assessment amount over the next couple of months.

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. To expedite the project we are coordinating with a consultant for design/bid services.

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 is complete.

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 of Tequesta and Jupiter Island. This project is complete.

Lift Station 57 and 58 Tie-in to Transmission System: See Tab 5D

Fiscal Year 2020 Main Lining Projects: Staff and the contractor attended the preconstruction meeting this month and discussed overall project coordination and schedule. We anticipate the contractor mobilizing in January 2020 with completion by the end of February 2020.

Additionally, we had 3 staff members attend the NASSCO Inspector Training and Certification Program for Cured in Place Pipe (CIPP). This was a two-day training and certification program held in Wellington that provided information on how existing pipe defects could impact lining, an overview of the various CIPP technologies and field installation of CIPP. As we continue to ramp up our lining program we are also investing in staff to ensure adequate oversight of our contractors and a quality end product.



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. Staff and the contractor are working to resolve communication and monitoring points between the control panel, generator and data flow telemetry system.

CONSTRUCTION DEPARTMENT

As noted in the sanitary sewer overflow section below there was a force main failure on Ocean Walk Blvd. To the right, Construction crews use Unit 80 to vacuum excavate adjacent to the palm and a paver brick road. Excavation using this method did not damage the tree or paver brick road and save considerable time and cost on the repair.



At right is shown the failed section of pipe. At first staff thought the material was ductile iron due to a peen pattern on the pipe surface (a trait commonly seen on ductile iron pipe) however, the peen pattern is due to the mold used in centrifugally cast pipe, both ductile and cast iron. Observing the failure mode and reviewing record information we determined that the pipe was most likely cast iron, not ductile. Our current standards discontinued the use of cast iron pipe

at some point in the past. A brief review of record information would indicate this occurred at some point in the late 70s or early 80s when the use of ductile iron was becoming more prominent. As we continue to investigate ways to increase reliability in our system we will be looking our history with CI pipe and determining if existing field installations need to be part of our replacement program.

COLLECTIONS/REUSE



With the Master Lift Station Rehabilitation wrapping up and Lift Stations 43, 70 and 62 Emergency Generator projects completing Collections has several new resources online in the system. These generators along with generators at Jupiter Inlet Colony, Abacoa



Booster Station and Lift Stations 114 and 71 should greatly increase our ability to respond to emergency power outages by ensuring critical stations are fully functional while we disperse throughout the remainder of our system with portable generators.



SANITARY SEWER OVERFLOWS

There was one sanitary sewer overflow in the collection/transmission system in October.

The October overflow occurred on Ocean Walk Blvd. A 4" CI force main failed resulting in an estimated spill of 3,000 gallons which entered the storm system. The failure was a circumferential crack in the pipe which occurred directly under a palm tree. It is suspected that the 45 plus year old CI force main finally succumbed to abnormal external forces imposed by the root ball and weight of the tree.

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: November 13, 2019

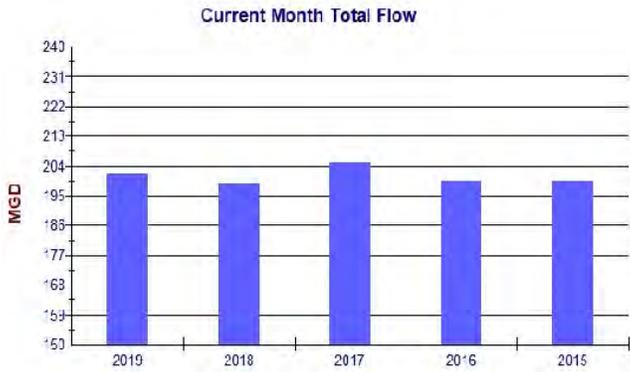
SUBJECT: Operations Department Monthly – Report for October 2019

Treatment Plant Division

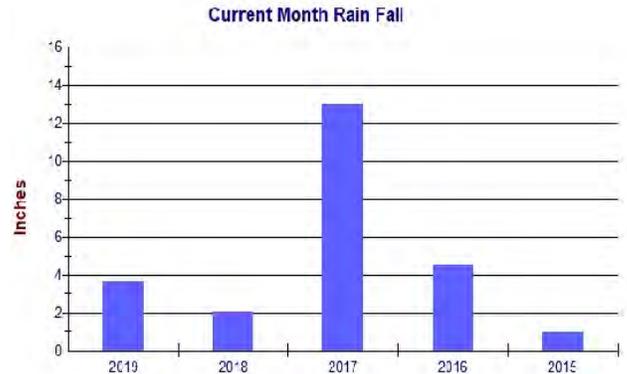
Tony's Top Ten

1. Deveyand Dave obtained his Industrial Pretreatment A license, and is reviewing our Rule 31-16.
2. Interdepartmental Cross-training with dewatering press maintenance.
3. Ongoing valve exercise valve rehabilitation.
4. Maintenance Departments Vac-con dump station rehabilitation.
5. Ongoing SCADA control improvements.
6. Dewatering Automation upgrades.
7. EAM: PM improvements, e.g., Facility lighting and Deep Bed Filters
8. Asset safety audit. (Safety audit on all of Operations and Maintenance)
9. We're on track for Operations Capital and R&R fy 2020 budget.
10. Kirk-key training for Maintenance and Operations.

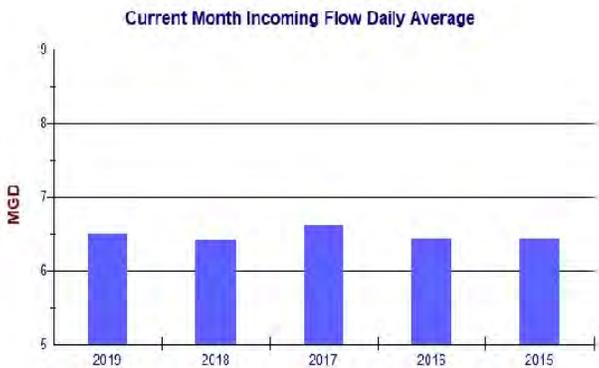
We've had great month of no permit exceedances.



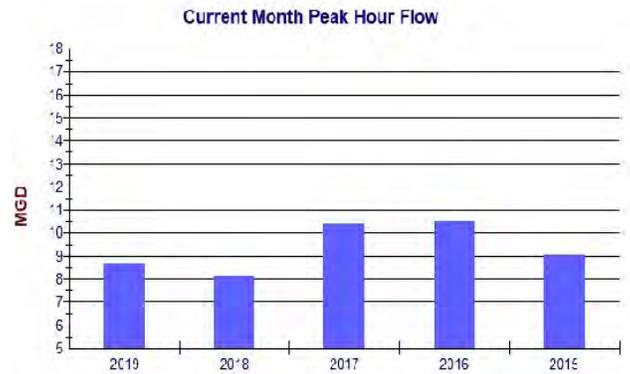
The plant total flow for the month of October was 201.36 million gallons.



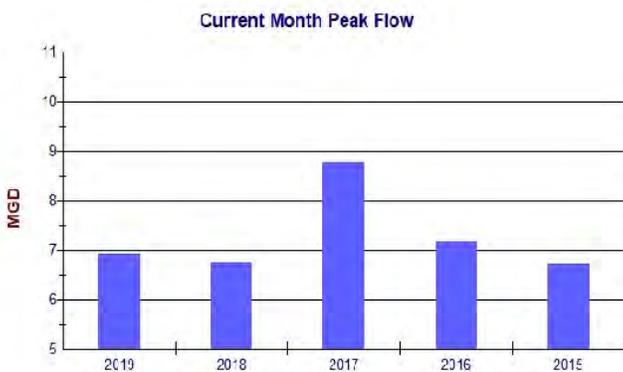
3.62 inches of rain was recorded at the plant site during the month of October.



The treatment plant incoming flow for the month of October averaged 6.50 MGD compared to 6.41 MGD one year ago, for the same month.

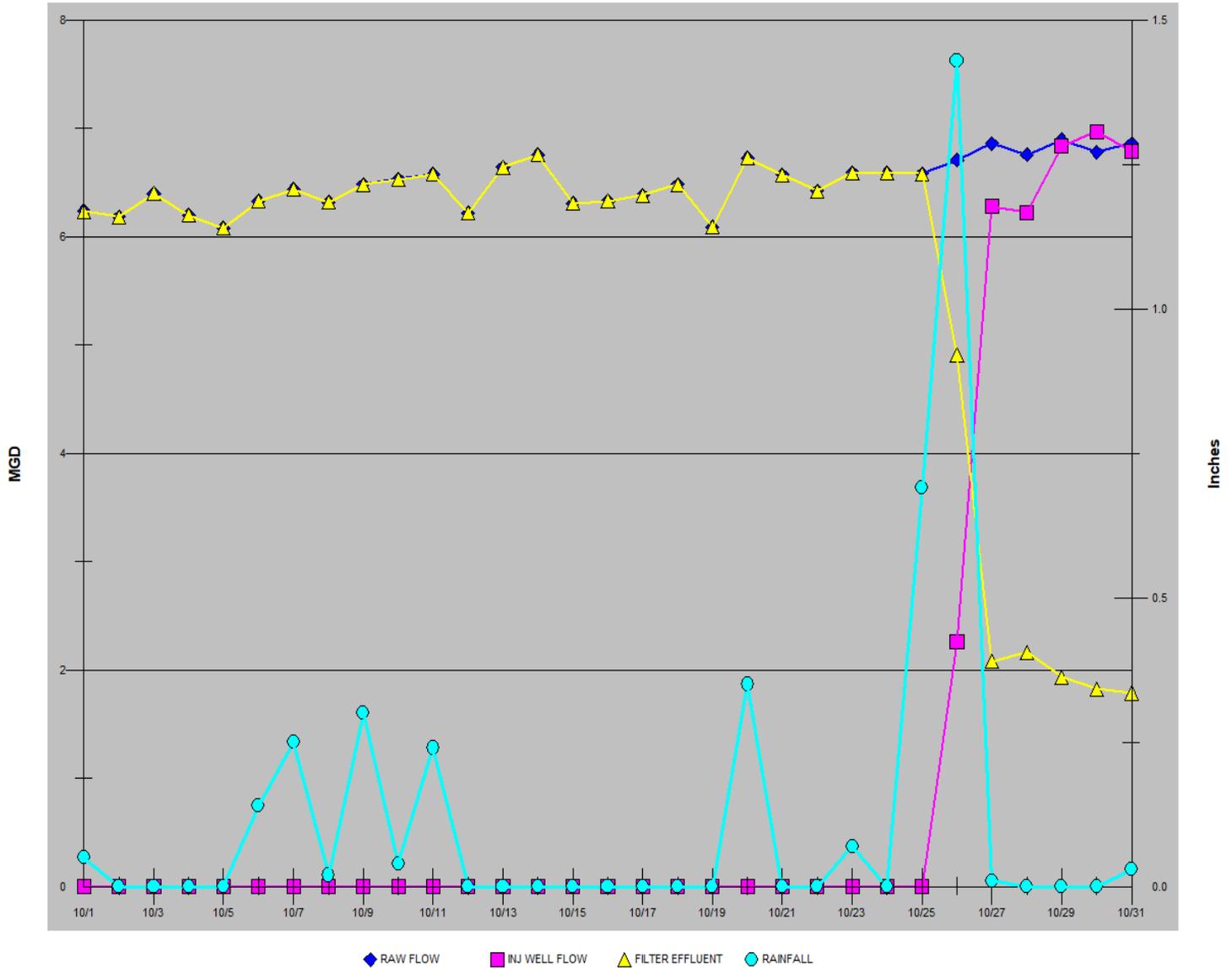


The peak hourly flow rate in October was 8.69 MG.



The greatest single day average flow in October was 6.90 MGD.

For the month of October, the plant received 201.36 MG of influent flow of which 175.19 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 3.62 inches of rain during the month and 35.36 million gallons of blended effluent was diverted to the Injection Well. Overall, 87.00% of incoming flows were recycled for IQ use and the plant delivered 179.28 million gallons of IQ water to the Reuse customers.



Year to date, the plant recycled 63.71% of all incoming flow and the total amount of IQ water delivered to reuse customers stands at 1,415.45 million gallons.

All monthly reporting has been submitted on time.



Treatment Plant:

October was a busy month for operations, we worked closely with New England Fertilizer Co who processes. to assist them with two of their plant shutdowns, we had to adjust our pressing schedule which allowed for us not having to divert any loads away from NEFCO.

We also took dewatering press number one down on 10/23/19 and have been running on one press while the control panel upgrade is underway, this has required operations to carefully coordinate our sludge hauling schedule which has required round the clock pressing on some days.

We also worked with FPL to have them clear out plants from our electrical vault, which had become overgrown with vegetation. We were unable to enter the vault and upon talking with FPL it was handled very promptly.

Sanitary Sewer Overflow:

This past month Operations experienced a small sewer overflow at a 1/2” Service Water line inside Headworks feeding our Parkson Press, (this press disposes rags and trash into a dumpster). The ruptured pipe fitting allowed 30 gallons of Chlorinated Service Water to escape from the lower level of Headworks. Operations has since repaired the entire assembly and spray nozzle is back in service.

Maintenance Department:

The original J canal catwalk located on the southern part of the property was in need of repair and was a major safety concern. One of our Maintenance Technicians took this job on and refabricated an entire new catwalk and handrail. This project is an illustration of our excellent safety program and steps our Safety Officer takes to assure all safety standards are meet throughout the entire facility.



Maintenance Department:

The Headworks building is located at the front of plant and is the first stage of the wastewater treatment process also this is where an annual average of 2.5 billion gallons of raw wastewater enters the plant. This structure performs three main functions (1) screening to remove trash, rags and plastics, (2) grit removal system that removes sand and coarse inorganic material and (3) Odor control. Due to the extremely corrosive nature of wastewater this building needs constant maintenance and attention to assure plant efficiency. Last month with the collaboration of contractors and our Maintenance dept. Headworks was pressure washed, cleaned, all concrete repairs addressed and repainted. Continual maintenance on our vital assets has proven to extend the longevity and reduce failures.



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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: November 15, 2019
SUBJECT: Monthly Governing Board Update for October 2019

WildPine Ecological Laboratory

Riverkeeper Project

In October, staff from the District and Town of Jupiter collected water quality samples from 32 monitoring stations throughout the watershed. When comparing overall water quality, October was generally better than September, except for chlorophyll which worsened at some sites. Fortunately, the turbidity issues from last month in the marine segment of the river returned to normal levels this month, but a turbidity plume continued in Jones Creek. As part of our partnership project with FDEP for additional investigation into Jones Creek, we collected and shipped two sets of samples to the FDEP lab in Tallahassee. We have also been working with FDEP's experienced staff to review the water quality data and aerial photos to identify potential sources of high bacteria and turbidity in Jones Creek and Dubois drainage basins.

Total Phosphorus (TP) concentrations in October improved over last month with 8 out of 32 (25%) Riverkeeper stations exceeding the FDEP/EPA Numeric Nutrient Criteria (NNC) water quality standards. The Jones Creek station TPJ (footbridge) had the highest concentration at 0.15 mg/L, twice as high as the NNC (0.075 mg/L) for that region. The average for all stations in October was better than September at 0.057 mg/L TP.

Total Nitrogen (TN) concentrations in October were better than last month with only 1 out of 32 (3%) Riverkeeper stations exceeding the NNC. The Jones Creek station JCU again had the highest concentration of TN at 1.7 mg/L, over the NNC of 1.26 mg/L for that region. The average for all stations in October was 0.7 mg/L TN.

Interestingly, chlorophyll-a concentrations in October scored "Poor" at 18 out of 32 (56%) Riverkeeper stations when compared to the stringent (NNC) for each river segment; worse than 40% of the stations in September. The Jones Creek station TPJ (footbridge) had the highest concentration at 45 ug/L, way over the NNC (5.5 ug/L) for that basin. The average chlorophyll value for all stations was higher than September at 11 ug/L. This may be driven, at least in part, by the warm temperature and frequent rains (see hydrology section below).

Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

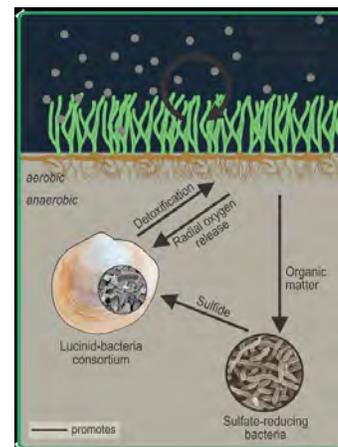
Harvey M. Silverman
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James D. Snyder
Board Member

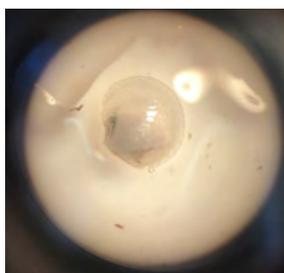
Lastly, fecal coliform bacteria scored “Poor” at only 4 of the 32 (13%) stations sampled when scored to DEP’s threshold of 800 MPN/100 mL, lower than 25% of the stations sampled in September. The average bacteria count for all stations sampled was 431 MPN/100 mL in October, down from 649 MPN/100 mL in September. The Jones Creek station CALC had the highest concentration of fecal coliform bacteria at 3,448 MPN/100 mL, down from 5,172 MPN/100 mL last month. The same water sample had a very high enterococci bacteria concentration of 9,208 MPN/100 mL.

International survey for Lucinids (marine clams/bivalves).

Senior scientist Dr. Rachel Harris was invited to meet Dutch colleagues from Radboud University and SFWMD Florida Bay Ecosystem Lab in Key Largo to discuss global seagrass declines. Dr. Jimmy de Fouw (Radboud University) is currently working on a global survey of Lucinids. Lucinids are small bivalves in the family of saltwater clams that lives in seagrass roots and are known to have a symbiotic relationship with seagrasses whereby a bacterium present in Lucinid gills oxidize sulfides, thus reducing sulfur buildup on sediments. Based on the documented sulfide toxicity that has caused seagrass mortality in Florida Bay’s seagrasses, Lucinids may be important for seagrass survival.



To our knowledge Lucinids have never been studied in seagrass beds in the



Loxahatchee River. Rachel and the Dutch and SFWMD researchers were interested to know if they are here here and provided Rachel with sampling equipment. During the seagrass collection for our forthcoming seagrass study staff sorted the bivalves from the sediments and sent them to the Dutch researchers and we are waiting for full species identifications and chemical analysis. From initial observations we believe Lucinids were collected in most samples as indicated in the microscope photo (left).

Mad Scientists



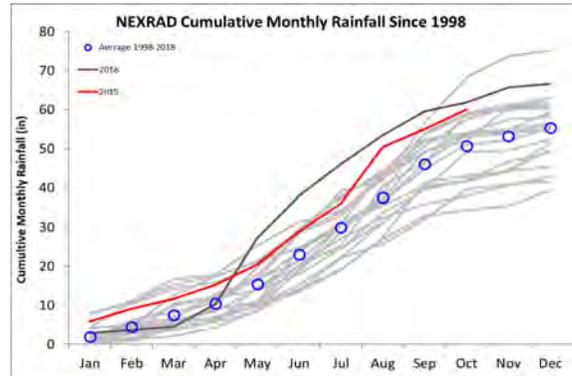
On Friday October 18th the River Center’s Mad Scientist party had two real life guest scientists from LRD’s WildPine laboratory. ‘Professor McHaggis’ (Dave Porter, left) and ‘Dr. Trelawney Mud’ (Rachel Harris, right) made an appearance in the contaminated River Center Halloween Lab. Professor McHaggis demonstrated acid-base color change reactions, astonishing children as solutions changed from green to purple and from pink to clear to pink again. Dr. Mud displayed a sample of live polychaetae (bristle worm) egg casings (collected earlier that day) on the projector screen under the microscope.



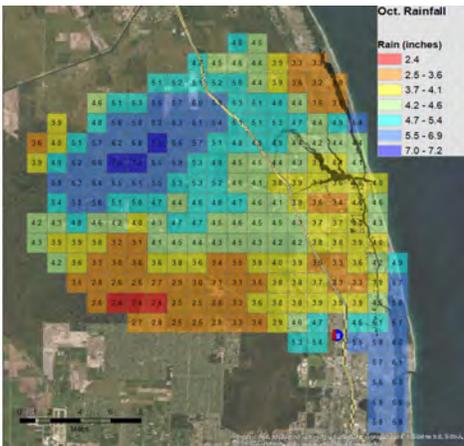
Hydrologic Monitoring

October closes out the wet season and, this year, brought a rainfall total of 5.0” - very near the 21 year average of 4.7” across the watershed. There was at least some rainfall recorded on 25 days in October with no substantial rainfall events. The single highest day rainfall total was 1.0” recorded on October 26th.

Cumulative rainfall for the calendar year through October is 60.1” which is 18% above the twenty-one year average of 50.7” and 2019 currently remains among the wettest years-to-date since radar based measurements began (red line figure right).



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).



Spatially, there was a nearly a 5” spread in rainfall amounts across the watershed. The highest accumulations fell on the northwest and southern portions of the watershed, and parts the Jupiter Farms and J.W. Corbet Wildlife Conservation Area had less rain.

Flow over Lainhart Dam during October ranged from 71 to 153 cfs with a mean flow of 92cfs. The S-46 flood control structure remained closed during the uneventful end of the wet season resulting in salinity in the lower estuary unaffected and consistently marine (figure below).

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

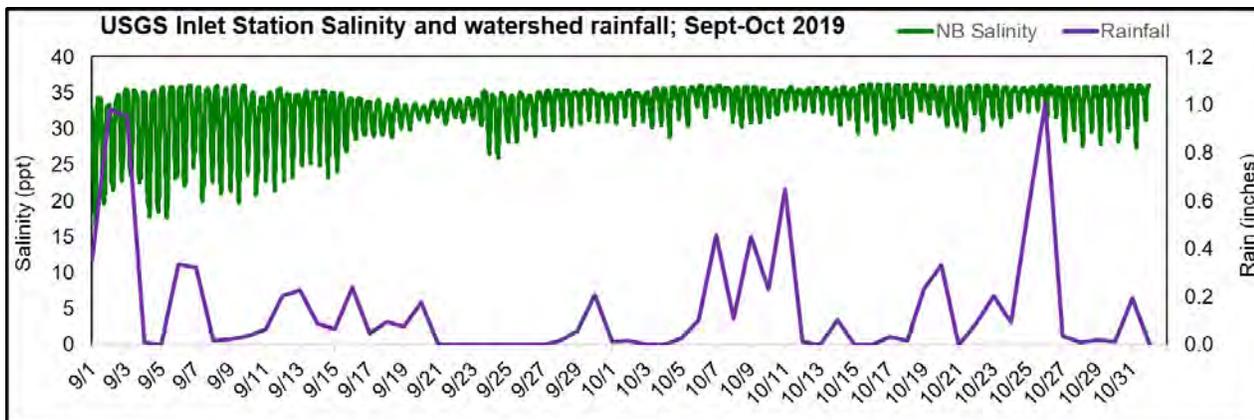


Figure shows two-month continuous bottom salinity (green line) at the USGS monitoring site at the US Highway 1 bridge plotted with daily rainfall across the watershed (purple line).

Oyster Spawning and Settlement Monitoring

Oyster monitoring for the 28-day period ending October 17 indicated below average oyster settlement in both the NW and SW Forks of the river. In the SW Fork, mean settlement was 592 spat m², up from 127 spat m² the previous period, with 69% of the settlement occurring at the downstream site. Average settlement density in the NW Fork was 3,511 spat m², down from 8,427 spat m² from previous period with 65% of settlement activity occurring in the downstream site.

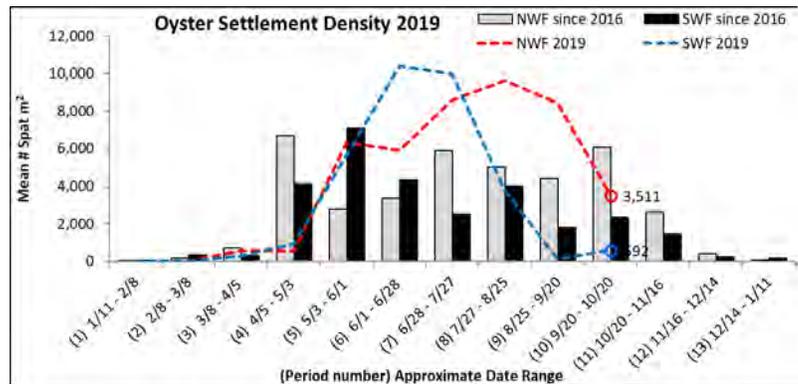


Figure shows mean oyster spat settlement for the Northwest Fork (gray bars) and the Southwest Fork (black bars) since 2016. Dashed lines show oyster spat settlement for 2019 in the NWF (red) and SWF (blue) with the most current density shown next to colored circles.

Bimonthly Seagrass Monitoring

Laboratory staff conducted an additional seagrass monitoring event during October to evaluate the latter part of the seagrass growing season. Data from our recent seagrass seasonality paper suggests that October provides an additional month of peak occurrence and, therefore, we reinstated October monitoring. The data indicated no substantial changes from the August monitoring (figure below). However, seagrass was again absent at the NWF monitoring site. It is disappointing to see the seemingly persistent, lower seagrass coverage (~80% vs ~90%) at the Sand Bar site (red line below) compared to most observations at that site from 2005 through 2017.

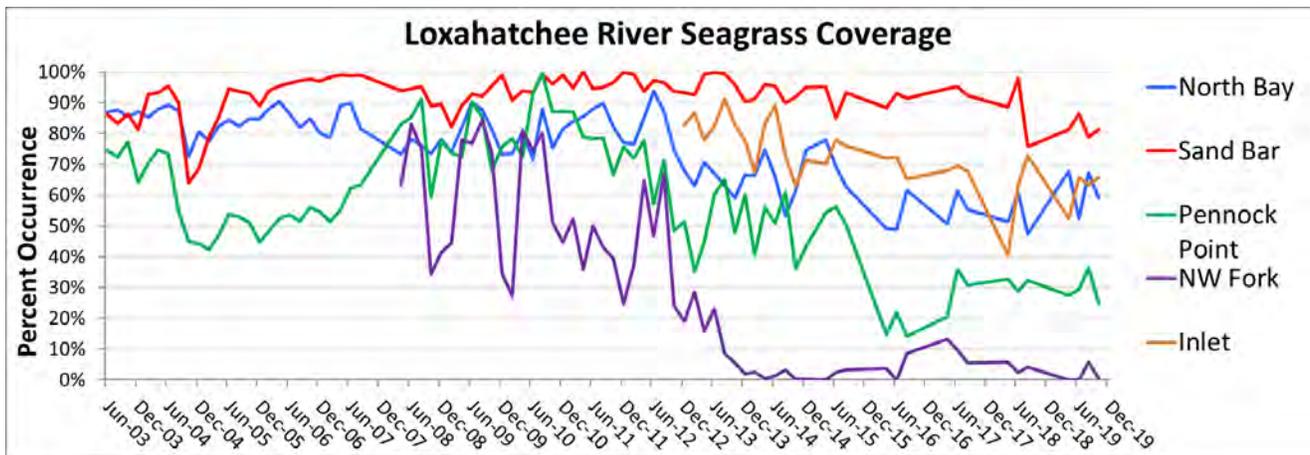


Figure shows long-term trend of seagrass percent occurrence at all five of the permanent seagrass monitoring sites. Since 2015, monitoring frequency was reduced from six times per year to three times per year and include April, June, and August. In 2019, the month of October was added to the schedule.

Volunteer Water Quality Monitoring Program



The Volunteer Water Quality Monitoring grade scored a solid “A” with consistently good scores for the month of October. Only Station 107, a tributary to the NW Fork, had a few dissolved oxygen observations lower than historical values that scored “Fair.” But overall conditions were very good.

Site	Average Parameter Values for October 2019							Scores for Monthly Parameter Averages							Score	Grade
	Temp (F)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color			
LR10V	82.4	2.9	33.9	8.2	6.6	101.0	1.0	Good	Good	Good	Good	Good	Good	100.0	A	
LR22V	80.8	3.0	37.3	8.1	5.6	63.9	1.0	Good	Good	Good	Good	Good	Good	100.0	A	
LR30V	80.7	1.4	32.0	8.2	5.3	79.3	1.0	Fair	Good	Good	Good	Good	Good	91.7	A	
LR40V	80.7	1.4	32.0	8.2	5.3	79.3	1.0	Good	Good	Good	Good	Good	Good	100.0	A	
LR52.5V	78.4	0.8	28.0	8.0	7.7	110.5	1.0	Good	Good	Good	Good	Good	Good	100.0	A	
LR60.1V	80.6	VAB	25.0	8.2	5.9	85.2	1.0	Good	Good	Good	Good	Good	Good	100.0	A	
LR107V	78.8	VAB	5.5	7.1	2.9	36.3	1.0	Good	Good	Good	Fair	Fair	Good	80.0	B	
Average	80.3							scale: 0=poor 2=fair 4=good							95.3	A

VAB (Visible at Bottom)
DO (Dissolved Oxygen)

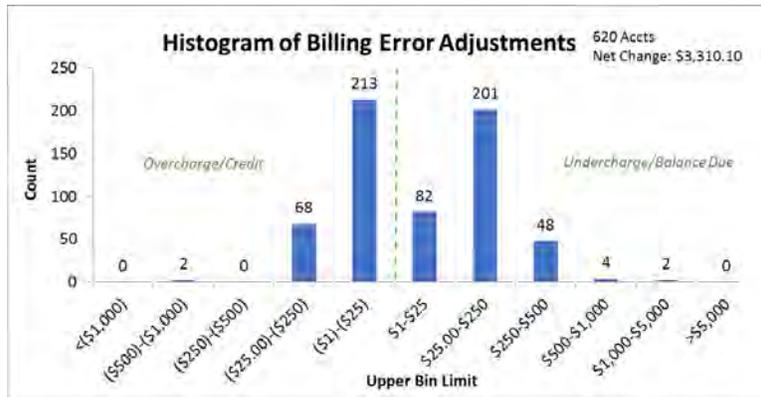
Customer Service

Payment Processing

The distribution of the 4th Quarter Bills started on October 9th. For the remainder of the month Staff were busy processing nearly 11,600 payments totaling over \$1.7M from our quick paying customers. The proportion of digital payments nudged up another couple percentage points to 54% digital versus paper check or cash. We typically receive the greatest proportion of paper check payments from our early payers, during the first month of the quarter. 4th Quarter bills are due November 14.

Commercial Billing Error

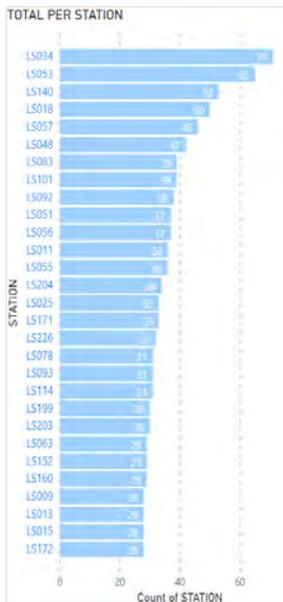
We discovered an error with the exchange of water consumption data with the Town of Jupiter back in July that caused the wrong data to be used for the sewer bill calculation on 620 commercial accounts. Recall commercial accounts are billed according to a 12-month average of water use. The Town inadvertently sent us June water data for July (duplicating the June readings) and we failed to catch error prior to loading the data into our system. We have now updated our procedures to verify the data prior to loading. On November 7th we mailed letters to each of the customers explaining the error and the amount of credit or debit this caused to their account. Because some customers had already paid their bills, we are granting an extension to the 2nd Quarter billing to satisfy any additional money due on their account. To date we received only one customer call on this issue. Below is a chart showing the distribution of credits and debits on the affected accounts.



Information Technology (IT)

Data Analysis tools

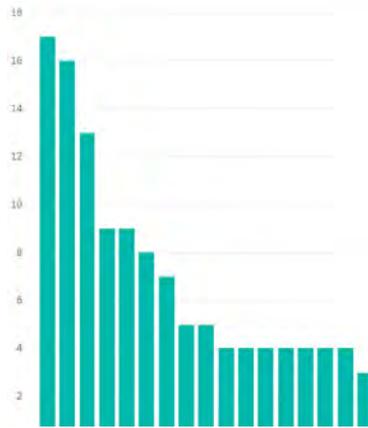
The IT team continues to work with staff to provide tools to facilitate analysis and visualization of the data captured in our various database systems. The following are some examples of the tools they are now using.



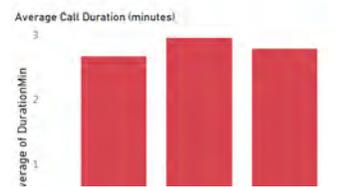
Number of lift station cleanings by the Vaccon from 2012 to date

STATION	January	February	March	April	May	June	July	August	September	October	Total
LS057	1	2	1	2	1	1	1	1	1	1	11
LS175	1	1	1	2	1	1	1	1	1	1	9
LS172		1	1	1		1	1	1	1	1	7
LS140	1	1			2	1			1		6
LS018			1	1	1		1			1	5
LS110	1			1		1		1	1		5
LS174		1		1		1		1	1		5
LS204	1	1		1		1				1	5
LS034		1		1	1		1				4

Monthly frequency table of stations needing cleaning by the Vaccon over the past year showing problematic stations.



Percentage difference in pump run times within a lift station, signaling a possible problem with one of the pumps or controller.



We can now monitor phone call statistics. Above are the monthly counts (top) and duration (bottom) in customer service

Loxahatchee River Environmental Center November 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 Oct	120%	163%	120%	214%	160%	0%	150%	150%	5.0	3.9	99%	91%	78%
Nov	120%	157%	780%	206%	430%	11%	142%	45%	4.8	3.9	98%	88%	102%
Dec	131%	89%	130%	203%	0%	24%	122%	49%	4.6	4.6	87%	82%	100%
2019 Jan	105%	74%	450%	139%	70%	0%	281%	53%	4.8	3.3	93%	101%	160%
Feb	106%	142%	129%	92%	103%	42%	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%	9%	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%	33%	104%	95%	4.8	4.1	92%	110%	82%
Aug	89%	10%	58%	122%	0%	0%	62%	272%	4.7	5.0	86%	100%	71%
Sept	74%	68%	172%	135%	0%	18%	95%	170%	4.8	4.3	98%	93%	68%
Oct	116%	131%	150%	103%	182%	0%	138%	290%	4.6	4.3	71%	100%	135%
Consecutive Months at Green	0	0	1	2	0	0	1	4	13	8	1	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
Environmental Stewardship	We had four detractors leave negative comments about our Mad Science Lab Campfire. Most of the negative comments were outside of our control. Those detractors scored the event low across all categories including environmental stewardship. One gave us all zeros with no comments on what was wrong or how we could improve. We had four positive responses, but their environmental stewardship scores were not high enough to counteract the very low scores. We only had one other family program response for a kayak trip (positive). The rest were for the Mad Science Lab.

River Center General

Lecture Series – Friday, November 1st

This month Teri Jabour, president of the Atala Chapter of the North American Butterfly Association, was supposed to give a presentation on “Butterfly Habitats and Gardens.” Unfortunately, she suffered a fall and was in the hospital the day prior. Bud Howard, Director of Water Resources, stepped in at the last minute and gave a presentation on the Health of the Loxahatchee River Estuary and Research Efforts. Thank you Bud for being there for us! Prior to the lecture a light lunch was served. We had 47 participants attend this lecture.



Special Programs

Kayak Tour: Intracoastal Water Way – October 9th

Five adults participated in our public kayak tour of the Intracoastal Waterway. Launching from Burt Reynold's park, guests paddled by the restored Fullerton Island and then made their way towards the waters of Sawfish Bay to check out some local wildlife. Osprey and pelicans were in abundance all around on this beautiful and breezy day on the water.

A Day in the Life of the Indian River Lagoon – October 10th

The River Center, in partnership with the Jupiter Inlet Lighthouse Outstanding Natural Area, conducted a student citizen science workshop titled "A Day in the Life of the Indian River Lagoon." Nine homeschool students joined educators out in the field conducting investigations, water quality testing, and field studies. The "A Day in the Life" program is an experiential science research program designed to help students develop an appreciation for and knowledge of the ecosystems being studied, to collect useful scientific data regarding the ecosystem's environmental health, and to allow students to become stewards of the ecosystem's water quality and natural resources.



Prior to the field study, we hosted a pre-lesson workshop on October 3rd titled "Water Quality of the Loxahatchee River." Eleven students learned the basics of water quality where they learned about salinity, pH, Dissolved Oxygen, and Ammonia testing. Students compared the water of the River Center's touch tank aquarium and the water from the dock of Burt Reynolds Park. They also gained experience in water temperature, turbidity, and how to record physical characteristic of a site location and weather conditions. Students use hands-on field techniques to collect various chemical, physical, and biological parameters of the lagoon to determine how their local piece of the estuary fits into the larger ecosystem.

Blooming in the Garden – October 12th

The theme this month for our early learner program was "All About Spiders" that included story time, spider themed crafts, the opportunity to design a spider out of Playdough, and a chance to plant some seeds to take home. We explored the River Center's garden going on a spider hunt to find and investigate where spiders might live. Each child was given a hand lens to observe closely like a wildlife scientist. We had 16 children and 14 adults enjoy a morning learning about spiders, being out in nature, and getting excited about the fall and Halloween season!



Megan and Sara,

Thanks so much for sharing the River Center with our 4th grade class yesterday. The students really enjoyed it, and I appreciate how organized and well-planned the activities were. We had one little boy who is new to the country who spoke to his teacher for the first time while we were there yesterday - it was very special for us! Thanks for being a part of it.

Heather Burritt

Sound Grade Elementary

ERM Pine Glades Hike and Paddle – Wednesday, October 16th



The River Center participated in a hike and paddle program at Pine Glades Natural Area. This program was an event from Palm Beach County’s Environmental Resources Management as a part of their Adventure Awaits Series. This event began on one of the walking trails through Pine Glades and along the way guests were greeted by a huge variety of local and rare bird species, including grackles, roseate spoonbills, meadow larks, loggerhead shrikes, red-

shouldered hawks and the northern bobwhite quail. After the walk, guests loaded into kayaks and made their way back to the entrance of Pine Glades. It was a great evening that ended with an even better sunset. We look forward to partnering on more programs like this in the future. We had 9 participants attend this event.



Homeschool Workshop: Sea Urchin Lab – October 16th



The second homeschool workshop this school year was for younger students ages six to eleven. Twenty-eight students enjoyed an exciting morning of age-appropriate, natural science-themed learning experiences led by River Center educators. Students got the chance to explore the River Center aquariums and exhibits, have a touch tank encounter, and participate in hands-on lab activities. Students learned from Echinoderms, performing a Sea Urchin Lab. Students got an introduction into the scientific method and discussion on observation driven experiments using live animals. Students participated in an activity to learn how sea urchins survive in their environment; compared them to Echinoderms species like the sea star and sea cucumber, and what adaptations are necessary for their survival.

Mad Science Lab Halloween Party – Friday, October 18th



The River Center hosted it’s annual Halloween campfire event. This year’s theme was “Mad Science Lab” and we had an amazing turn out for this event. We welcomed over 430 guests to partake in a variety of activities including: trick or treating, a hayride, roasting s’mores by the campfire, a spooky scavenger hunt through the garden, crafts and spooky touch boxes filled with “monster parts.” But the best part of the night was our experiments and science demonstrations from the River Center staff and Wildpine Lab scientists. Dave Porter and Dr. Rachel Harris from the

lab volunteered to showcase different activities for guests in our “Mad Science Laboratory” classroom. Dave, in full mad scientist form, performed titration experiments and Rachel provided an upclose look at microbes living in a water sample. River Center staff also demonstrated 3 explosive experiments outside the center like the mentos and diet coke experiment and “elephant toothpaste” experiment. We really appreciate all the help and support from the Wildpine Lab in making our event one of the most successful campfires we have ever had here at the center. Without them and their help we really would not have

been able to create the same type of experience. Thank you also to Kyle Shepherd for driving the hayride and the maintenance crew for fixing up the trailer for us to use for the evening! We look forward to another successful event next year!

Educator Open House and Family STEM Night – October 24th

The River Center hosted its first Educator Open House and Family STEM Night. This was an opportunity to meet educators, have them learn about the education programs the River Center offers, and make new contacts from all over northern Palm Beach county. This event was designed for both formal and informal educators and their families with interactive STEM



activities in the classroom taken directly from the River Center’s existing programs. Participants also explored the River Center’s exhibits, aquariums, and took a tour of the pollinator garden. There was information on field trip offerings, homeschool workshops, professional development, Girl Scout workshops, and volunteering. This event was sponsored by the AustinBlu Foundation and we appreciate their continued dedication in promoting environmental education and supporting local teachers.

Outreach

FireFest at Jonathan Dickinson State Park – Saturday, October 19th



Jonathan Dickinson State Park hosted over 3,000 visitors at their annual Fire Fest event. Fire Fest is a fun-filled, family event emphasizing the importance of fire safety and the role of prescribed fire in Florida. The Florida Park Service’s District Five Fire Team led prescribed burn demonstrations and educational discussions on the ecology of prescribed fire. Along with these exciting demos visitors enjoyed interactive exhibits, crafts, activities, scavenger hunts, and swamp buggy tours. It was a great event and we look forward to attending next year!

Volunteer of the Month – Saanvi Kodiganti

October 2019 Volunteer of the Month recipient is Saanvi Kodiganti. Saanvi joined the River Center Family in June 2019 and has most definitely demonstrated her top notch skills and dedication. From prepping salt water for labs to making slime for the Halloween Campfire, Saanvi is willing to tackle any project. Contributing more than 73 hours to date, she can be counted on to make sure no task is overlooked, especially when it comes to feeding the seahorses. Thank you, Saanvi, for all that you do.



Upcoming River Center Events

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

November 23, 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.

November 26, 10 am – 1 pm: Craft-a-Palooza: LET’S GET CRAFTY! Join us in the River Center classroom for some FREE arts and crafts, games, activities, music, and fun. This is a free event and no RSVP is required to attend or participate. Our crafts are designed for children ages 3-10. Make sure you don’t miss out on this exciting event! No registration required.

December 6, 12 pm – 1 pm: Lecture – Join the River Center for our Monthly lecture series! Our December speaker is Sara Ayers-Rigsby, the Southeast/Southwest Regional Director from the Florida Public Archaeology Network. Her talk entitled “Prehistoric Snowbirds” will discuss migration patterns to Florida by prehistoric peoples. We are not the first people to realize the wonders of Southern Florida; people have been living here for over 10,000 years. Come learn about these prehistoric snowbirds and the evidence they left, as they made seasonal rounds throughout the United States. See if people have been traveling your route for thousands of years! Prior to the lecture a light lunch will be provided. Please register to attend.

December 10, 1 pm – 3 pm: Nature Hike to Frenchman’s Forest Natural Area: Our Naturalist Series is back! Join the River Center on Tuesday, December 10th for our Nature Walk through Frenchman’s Forest. Walk along the guided paths and immerse yourself in this local natural area. Interested participants should wear closed toed shoes, comfortable clothing and bring plenty of water. Make sure to RSVP to this event! Space is limited.

December 14, 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. Please register to attend.

December 18, 10 am – 1 pm: Wild and Scenic Boat Tour: Take a trip up the beautiful, Wild and Scenic Loxahatchee River aboard an adventure vessel with Aqua Adventure Tours led by a River Center Naturalist. See the different habitats of our estuary, explore the untouched and protected areas of the river and connect with the wildlife that’s in your own backyard. Please register to attend.

December 21, 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!

December 26, 10 am – 1 pm: Craft-a-Palooza: LET’S GET CRAFTY! Join us in the River Center classroom for some FREE arts and crafts, games, activities, music, and fun. This is a free event and no RSVP

is required to attend or participate. Our crafts are designed for children ages 3-10. Make sure you don't miss out on this exciting event! No registration required.

December 27, 9 am – 12 pm: Fishing Clinic: Don't miss out on this exciting fishing opportunity with the River Center. Fishing clinics are a great way for kids to learn the basics of fishing methods and tactics! Make sure to join us for an engaging overview that includes knot tying, fish identification, and of course fishing! Parents are encouraged to accompany their kids and participate in the clinic. The cost is \$10 per child. Interested participants should bring water, sun screen, a hat, and sunglasses.

December 28, 10 am – 1 pm: Old School Science Day: Join the River Center for a day of exciting science fun! Participants can test out different experiments, partake in crafts and enjoy some great educational fun! This program is free and no RSVP is required to attend or participate. For more questions or inquiries please contact the River Center at 561-743-7123 or RiverCenter@lrecd.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: November 14, 2019,
Subject: District Safety Report for November 2019

Safety Metrics: October 2019

OSHA recordable injuries: **One**
Lost time injuries: **None**
Actual TRIR: **6.3** [TRIR Goal < 4.4]
TRIR = Total Recordable Incident Rate

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.

Narrative of Injury

Lab technician was asked to assist in the lifting and moving of a fish tank half full of water within the Lab. As they were preparing to move, the Lab tech thought it to be a better angle in lifting, so he climbed on top of the counter. As he was lifting and holding tank, he was feeling the strain it was placing on his back. Once complete, he went back to work, never discussing with his supervisor. Reported to Supervisor and Safety Officer, next day. Safety Officer escorted Lab Tech to Jupiter Med Center for evaluation.

Lessons Learned: empty fish tank of water completely, have open conversations with supervisor about physical well-being, report all injuries immediately.

Training

- Fire Extinguisher Safety and Fire Prevention Safety was the focus for training for October. OSHA states: the employer must familiarize the employees with the use of fire extinguishers and the hazards associated with incipient stage firefighting.

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?

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

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

Headworks Influent Trough Cleaning (preventative maintenance)

Work Order includes draining, power-washing, and inspecting headworks influent trough
Primary hazards: Lock-out, Tag-out of valves and electrical equipment, pinch points, mechanical devices, water accumulation, environmental hazards (infectious); falls (lower level); and overhead obstructions.
Job Hazard Analysis: was not completed, however, site safety assessment was reviewed by participating staff
Job site safety assessment conducted

A1A Combined MOT and Confined Space

Project included Maintenance of Traffic (MOT), and Confined Space entry to clean, inspect, and repair a wet well.
Primary hazards: confined space, monitoring atmospheric hazards; life-line assist; use of crane with pulley system; over-head hazards; pinch points; sharp-edges; heat stress; ventilation.
Primary hazards: setting traffic control devices for MOT, unaware drivers/confusion, obstructed traffic flow, no exits for flag person.
Job Hazard Analysis: completed and reviewed by participating staff.
Job site safety assessment conducted.

(2) Emergency Jobs

Emergency jobs included sewage clean-up, excavation to locate leak, repair 4” force main, and inspection of repairs.
Primary hazards: Maintenance of Traffic, Excavation, 811 calls (locates of other underground utilities) environmental hazards (infectious), use of power tools
Job Hazard Analysis: completed and reviewed by participating staff.
Job site safety assessment conducted.

(New) Lift Station Start-Up

Project included inspection of lift station by Chief Inspector
Primary hazards: Confined Space entry, ventilation, overhead hazards, slip-trip-fall (lower level),
Job Hazard Analysis: was not completed; however, inspection of davit arm and personal harness was completed prior to entry along with bump test of gas monitoring devices.
Job site safety assessment conducted.

Safety Quote of the month: “Tomorrow - your reward for working safely today.”

Loxahatchee River District

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

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: November 14, 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>
Shenkman, PA	\$4,612.50	\$4,612.50
Hazen	\$0	\$0
Holtz	\$10,531.45	\$10,531.45
Baxter & Woodman (fka Mathews)	\$30,726.90	\$30,726.90

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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Gordon M. Boggie
Board Member

Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member

Future Business



Neighborhood Sewering:

- 181st Street Gravity Construction Contract
- Preliminary Assessment - Imperial Woods
- Preliminary Assessment-New Palm Beach Heights

Other:

- Olympia Force Main Replacement Construction Contract
- Lift Station 82 Conversion
- CCNA Plant Engineering
- CCNA Architect & Landscape Engineering
- Executive Director's Annual Review
- Greenhouse Gas Emissions Study
- Odor Control Study