



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

### AGENDA

#### REGULAR MEETING #17-2021

JULY 15, 2021 – 7:00 PM AT DISTRICT OFFICES

ALSO, THE MEETING WILL BE AVAILABLE TO THE PUBLIC  
ONLINE AT: [LOXAHATCHEERIVER.ORG/PUBLICMEETING](https://loxahatcheeriver.org/publicmeeting)

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 13](#)
  - B. Loxahatchee River District Dashboard [Page 14](#)
5. Consent Agenda (see next page)
6. Regular Agenda
  - A. Consent Agenda Items Pulled for Discussion
  - B. 197<sup>th</sup> Place North Final Assessment (Res. 2021-13) [Page 19](#)
  - C. Busch Wildlife Sanctuary Request for License Agreement Renewal [Page 26](#)
  - D. Fiscal Year 2022 Budget – Draft 1 [Page 50](#)
7. Reports (see next page) Pulled for Discussion
8. Future Business [Page 108](#)
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: July 6, 2021

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](https://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

## 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 16](#)
- B. Change Orders to Current Contracts – to approve modifications [Page 17](#)

## 7. REPORTS

- A. Neighborhood Sewering [Page 55](#)
- B. Legal Counsel's Report [Page 57](#)
- C. Engineer's Report [Page 59](#)
- D. Busch Wildlife Sanctuary [Page 67](#)
- E. Director's Report [Page 68](#)



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

### MEMORANDUM

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

TO: Governing Board  
FROM: Recording Secretary  
DATE: July 15, 2021  
RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Public Hearing and Regular Meeting of June 17, 2021. As such, the following motion is presented for your consideration.

**"THAT THE GOVERNING BOARD approve the minutes of the June 17, 2021 Public Hearing and Regular Meeting as submitted."**

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

Ref. 07-2021

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
PUBLIC HEARING – MINUTES  
JUNE 17, 2021

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of June 17, 2021 to order at 6:56 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock  
Mr. Snyder  
Mr. Boggie

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THELMA AVENUE FINAL ASSESSMENT

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 6:57 P.M.

---

BOARD CHAIRMAN

---

BOARD SECRETARY

---

RECORDING SECRETARY



LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
PUBLIC HEARING – MINUTES  
JUNE 17, 2021

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of June 17, 2021 to order at 6:57 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock  
Mr. Snyder  
Mr. Boggie

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO 197<sup>th</sup> PLACE NORTH FINAL ASSESSMENT

Laura Pfol - 6578 N. 197<sup>th</sup> Place

Would like the Board to defer the final assessment – she is concerned how the low pressure sewer point of connection was placed onto their property without their knowledge. Also, she claimed the assessment information has changed three times during the course of communications and she needs time to vet the recent assessment communication.

4. COMMENTS FROM THE BOARD

Dr. Arrington addressed several of Mrs. Pfol's questions; nevertheless, the Board will "Postpone" the final assessment to next month – giving everyone a chance to revisit the assessment information.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:16 P.M.

---

BOARD CHAIRMAN

---

BOARD SECRETARY

---

RECORDING SECRETARY

Ref. 09-2021

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
PUBLIC HEARING – MINUTES  
JUNE 17, 2021

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of June 17, 2021 to order at 7:16 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock  
Mr. Snyder  
Mr. Boggie

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO 18870+18890 SE COUNTRY CLUB DRIVE FINAL ASSESSMENT

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:17 P.M.

---

BOARD CHAIRMAN

---

BOARD SECRETARY

---

RECORDING SECRETARY

Ref. 10-2021

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
PUBLIC HEARING – MINUTES  
JUNE 17, 2021

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Boggie called the Public Hearing of June 17, 2021 to order at 7:17 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock  
Mr. Snyder  
Mr. Boggie

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO GARDINER LANE - 18205  
FINAL ASSESSMENT

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Chairman Boggie adjourned the Public Hearing at 7:18 P.M.

---

BOARD CHAIRMAN

---

BOARD SECRETARY

---

RECORDING SECRETARY

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
REGULAR MEETING - MINUTES  
JUNE 17, 2021

1. CALL TO ORDER

Chairman Boggie called the Regular Meeting of June 17, 2021 to order at 7:18 PM and explained the various methods of attending the meeting (in person, electronically or telephonically).

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Mr. Rockoff (joined late via GotoWebinar)

Dr. Rostock

Mr. Snyder

Mr. Boggie

Staff Members in attendance were Dr. Arrington, Mr. Dean, Ms. Fraraccio, Mr. Pugsley (via GotoWebinar), Mr. Chung, Mr. Dave (via GotoWebinar).

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman, Ms. Marshall from Baxter & Woodman (via Goto Webinar), Ms. Wynn, and Mr. Casto from Busch Wildlife.

B. PREVIOUS MEETING MINUTES

The minutes of the Regular Meeting of May 20, 2021 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the May 20, 2021 Regular Meeting as submitted.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Deletion of Items 5B, 5E, 5F

Addition of Item 6D

3. COMMENTS FROM THE PUBLIC

No comments were received.

#### 4. STATUS UPDATES

##### A. LOXAHATCHEE WATERSHED STATUS

Mr. Pugsley briefed on Deep Injection Well – Mechanical Integrity Test

##### B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

#### 5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of June 17, with the exception of 5B, 5E, 5F.”

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

##### A. Final Assessment Thelma Avenue – to approve final assessment

“THAT THE DISTRICT GOVERNING BOARD approve Resolution 2021-12 adopting the THELMA AVENUE Final Assessment Roll.”

##### C. Final Assessment 18870 + 18890 SE Country Club Drive –to approve final assessment

“THAT THE DISTRICT GOVERNING BOARD approve Resolution 2021-14 adopting the 18870+18890 SE COUNTRY CLUB DRIVE Final Assessment Roll.”

##### D. Final Assessment Gardiner Lane-18205 – to approve final assessment

“THAT THE DISTRICT GOVERNING BOARD approve Resolution 2021-15 adopting the GARDINER LANE-18205 Final Assessment Roll.”

#### 6. REGULAR AGENDA

##### A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

##### B. Busch Wildlife Sanctuary Request for License Agreement Renewal

Member from Public to speak: Matt Gitkin doesn’t understand why it wasn’t on the May agenda because letter is dated May 11 and why does the agenda delay the decision until the July meeting.

Members from Busch: Lisa Wynn came to answer any questions the board may have on the memo she sent the Board.

Board member Jim Casto from Busch Wildlife – Thinks something can be worked out on the one-year extension even if the District decides to delay approving the one-year extension. Expresses that Busch would like an extension but understands the District’s position.

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

“THAT THE DISTRICT GOVERNING BOARD postpone further consideration of extending the LRD-BWS Restated License Agreement until Governor DeSantis signs CS/HB 1035 into law.”

#### C. 2018 Strategic Plan

Dr. Arrington reviewed the progress of the 2018 Strategic Plan towards the ranked strategic initiatives

#### D. Proclamation of Appreciation

Mr. Boggie discussed the Proclamation of Appreciation to the Jupiter Inlet District.

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

“THAT THE DISTRICT GOVERNING BOARD authorize the Board Chairman to execute the attached Proclamations of Appreciation recognizing Jupiter Inlet District’s 100 years of service to our community.”

### 7. REPORTS

The following reports stood as written.

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

### 8. FUTURE BUSINESS

Dr. Arrington reviewed the Future Business report.

9. COMMENTS FROM THE BOARD

Mr. Snyder expressed his appreciation to Dr. Arrington for taking the PBC Legislative Delegation on a tour of the NW Fork from JDSP to Trapper Nelsons and back.

Dr. Rostock thanked Joe Chung and his staff for his work with IT Fraud prevention.

10. ADJOURNMENT

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

“That the regular meeting of June 17, 2021 adjourns at 8:37 PM.”

---

BOARD CHAIRMAN

---

BOARD SECRETARY

---

RECORDING SECRETARY



## PROCLAMATION OF APPRECIATION

### JUPITER INLET DISTRICT - 100 YEARS OF SERVICE

WHEREAS, the Florida Legislature created the Jupiter Inlet District in 1921 as an independent special district whose primary purpose was to construct a permanent opening of the Loxahatchee River at the Jupiter Inlet and thereafter to maintain the inlet and the Loxahatchee River for the public good, and;

WHEREAS, through the diligent service of its successive board members and the support of their constituents, the Board of Commissioners of Jupiter Inlet District has performed its mission with dedication and excellence, enriching the local commerce and enhancing the quality of life of its residents, and;

WHEREAS the Jupiter Inlet District Board of Commissioners is celebrating its 100th year of continuous service to the public,

**NOW, THEREFORE, Be It Resolved** by the Governing Board of the Loxahatchee River District that:

1. the Board proclaims its appreciation for the work of the Jupiter Inlet District, recognizes its contribution to public life throughout the years, and commemorates the 100<sup>th</sup> anniversary of the creation of the Jupiter Inlet District;
2. upon adoption of this resolution, an executed copy is to be delivered to the Board of Commissioners of the Jupiter Inlet District in recognition of its achievements and valuable service to the public for the past 100 years.

**IN WITNESS WHEREOF**, I have hereunto set my hand this 17<sup>th</sup> day of June, 2021.

Gordon M. Boggie, Chairman

on behalf of the LRD Governing Board and Staff





## Loxahatchee River Watershed Status Dry Season Wrap-up and Supplemental Flows

Despite lower than normal rainfall since January, the Loxahatchee River fared quite well through this year's dry season thanks to the diligent efforts by water managers to deliver sufficient water flows to prevent high numbers of Minimum Flow and Level (MFL) exceedances. A key aspect of the having adequate flow was the delivery of supplemental flows to the Loxahatchee River. At our meeting we will present a summary of the dry-season rainfall and flows, and explain some of the details of how supplemental flows are provided to the river.



# LOXAHATCHEE RIVER DISTRICT'S EXECUTIVE DASHBOARD



		Stewardship	Pre-Treatment	Collection & Transmission		Wastewater Treatment			Reclaimed Water	EHS	General Business					River Health		
		# People educated at RC	Grease Interceptor Inspections	Customer Service	Unauthorized Discharge of Sewage	Mean Daily Incoming Flow	Permit exceedance	NANO Blend to Reuse (@ 511)	Delivery of Reclaimed Water	Employee Safety	Cash Available	Revenue (excluding assessment & capital contrib.)	Operating Expenses	Capital Projects		Minimum Flow Compliance	Salinity @ NB seagrass beds	River Water Quality
Units		% of Target	% requiring pump out	# blockages with damage in home	Gallons; # impacting surface waters	million gallons/day	# occurrences	Max Specific Conductance (umhos/cm)	# days demand not met	# of OSHA recordable injuries	\$	% of Budget	% of Budget	% within budget	average # days ahead (behind) schedule	# Days MFL Violation	%	Fecal Coliform Bacteria (cfu/100ml)
Green Level		≥ 90%	≤ 15	Zero	<704; 0	< 7.7	Zero	<1542	<2	Zero	≥ \$9,894,657	≥ 95%	≥ 85% but ≤ 105%	≥80%	≥ (30)	0	min ≥ 20 ‰	≤ 1 site > 200
Yellow		< 90%	≤ 25	1	≤1,500; 0	< 8.8	1	≤1875	≥ 2	-	< \$9,894,657	≥ 90%	≥ 80%	≥60%	≥ (60)	1	min ≥ 10 ‰	≤ 3 sites >200
Red		<75%	> 25	≥ 2	>1,500; ≥1	≥ 8.8	≥ 2	>1875	≥ 9	≥ 1	< \$5,557,057	< 90%	< 80% or > 105%	< 60%	> (60)	≥ 2	min < 10 ‰	≥ 4 sites > 200
2018 Baseline		112%	8	0	1,606	6.8	0	1,216	1	0.4	\$ 33,683,858	99%	85%	95%		42	23.1	1 > 200
2019 Baseline		100%	9	1	8,022	6.8	0	1,229	1	0.3	\$ 35,137,006	100%	89%	95%		2	22.9	1 > 200
2020 Baseline		34%	8	0	3,292	7.2	0	1,183	1	0.3	\$ 35,350,661	100%	90%	91%	-15	7	14.6	2 > 200
2020	June	0%	not avail	0	17,027; 1	8.0	0	986	0	0	\$ 34,561,002	101%	88%	90%		1	2.0	0 > 200
	July	0%	not avail	0	510; 0	6.2	1	1,169	0	0	\$ 34,611,807	100%	90%	85%		0	17.3	2 > 200
	Aug	0%	2	0	1,465; 0	6.8	0	1,168	1	1	\$ 35,735,564	100%	88%	85%		0	13.0	4 > 200
	Sept	8%	4	0	50; 0	6.9	0	1,221	0	0	\$ 35,344,038	100%	86%	75%		0	14.0	5 > 200
	Oct	18%	11	0	4,610; 0	7.7	0	1,156	0	0	\$ 35,398,326	93%	94%	100%	(12)	0	4.1	2 > 200
	Nov	48%	27	0	603; 0	7.6	0	991	0	0	\$ 37,051,051	94%	87%	100%	(15)	0	2.5	2 > 200
	Dec	44%	14	0	152; 0	7.3	0	1,051	0	0	\$ 37,259,395	102%	92%	100%	(19)	0	18.3	5 > 200
	2021 Jan	55%	27	1*	642; 0	7.4	0	1,134	0	0	\$ 37,037,535	100%	88%	100%	(19)	0	21.7	0 > 200
	Feb	66%	30	0	5,457; 3	7.4	0	1,483	0	0	\$ 39,492,533	99%	84%	83%	(20)	0	31.7	3 > 200
	Mar	94%	14	1	40; 0	7.3	0	1,467	0	0	\$ 39,571,784	98%	83%	75%	(25)	0	32.6	0 > 200
	Apr	136%	27	0	1,000; 1	7.3	1	1,392	0	0	\$ 39,702,370	97%	87%	76%	(19)	5	32.2	1 > 200
	May	100%	12	0	612; 1	6.9	0	1,362	4	1	\$ 41,642,323	96%	86%	76%	(15)	0	32.1	1 > 200
	June	122%	9	0	8; 0	6.7	0	1,404	16	0	\$ 41,162,307	95%	88%	76%	(17)	0	32.0	3 > 200
Consecutive Months at Green		4	2	3	1	145	1	129	0	1	142	7	3	0	9	2	6	0
Metric Owner		O'Neill	Pugsley	Dean	Dean	Pugsley	Pugsley	Pugsley	Dean	Bains	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Howard	Howard	Howard

**Metric**

Reclaimed Water  
Capital Projects  
River Water Quality

**Explanation**

During June we curtailed IQ Water deliveries by 50% to all four IQ Water customers with a curtailable agreement (Admirals Cove, Jonathan's Landing, Bears Club, Trump National) for the period June 2 through June 17. Our curtailable agreements allowed our system to perform as desired even during an extended dry period. Curtailments were lifted when rains began. Six of 25 capital projects that we are tracking are not within budget; however, when assessing across all of our active capital projects we continue to remain within our overall capital budget amount (see Kris' report for more information). Three sites (stations 65 (mouth of Kitching Creek), 67 (Trapper Nelson's dock), and 100 (mouth of Cypress Creek)) had fecal coliform bacteria concentrations that exceeded 200 cfu/100ml. See Bud's report for additional details.



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

### MEMORANDUM

**Gordon M. Boggie**  
CHAIRMAN

TO: Governing Board  
FROM: Administration Staff  
DATE: July 15, 2021  
SUBJECT: Consent Agenda

**Stephen B. Rockoff**  
BOARD MEMBER

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.

**Dr. Matt H. Rostock**  
BOARD MEMBER

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

**James D. Snyder**  
BOARD MEMBER

- A. Change Orders – to approve modifications
- B. Fixed Asset Disposal – to approve disposal

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 July 15, 2021 as presented.”**

Signed,

D. Albrey Arrington, Ph.D.  
Executive Director

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration





# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

D. Albrey Arrington, Ph.D.  
EXECUTIVE DIRECTOR

### MEMORANDUM

Gordon M. Boggie  
CHAIRMAN

TO: Governing Board  
FROM: Kara Fraraccio, Director of Finance and Administration  
DATE: July 9, 2021  
SUBJECT: Disposal of Fixed Assets

Stephen B. Rockoff  
BOARD MEMBER

Dr. Matt H. Rostock  
BOARD MEMBER

James D. Snyder  
BOARD MEMBER

Whenever the District disposes of tangible personal property of a non-consumable nature, Florida Statutes and our Disposal of Surplus Tangible Personal Property Policy require Governing Board approval before any Surplus Tangible Personal Property can be disposed of. Therefore, consistent with state statute, our policies and procedures, I request your authorization to dispose of the item listed below:

Tag #	F/A #	Description	Condition	Date Recorded	Acquired Value	Book Value	Estimated Value
N/A	TE0093	2009 Ford F550	Operational	09/30/09	\$ 83,049	\$ -	\$ 13,000
Total Assets to be Disposed					\$ 83,049	\$ -	\$ 13,000

The item listed in the schedule above is no longer of use to the District and is considered Surplus. It will be disposed of in accordance with the District's Disposal of Surplus Tangible Personal Property Policy.

Items slated for disposal that have remaining value will be sold on public auction 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.

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 asset number TE0093 in accordance with the District's Disposal of Surplus Tangible Personal Property Policy."**

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration



# Change Orders

No Change Orders are presented  
for Board consideration this month.



THIS  
PAGE  
INTENTIONALLY  
LEFT  
BLANK

# Curtis Shenkman, P.A.

---

[Curtis@PalmBeachLawyer.Law](mailto:Curtis@PalmBeachLawyer.Law)  
[Judy@PalmBeachLawyer.Law](mailto:Judy@PalmBeachLawyer.Law)  
[Melissa@PalmBeachLawyer.Law](mailto:Melissa@PalmBeachLawyer.Law)  
[Denise@PalmBeachLawyer.Law](mailto:Denise@PalmBeachLawyer.Law)

Board Certified Real Estate Attorney  
Embassy Suites Office Tower  
4400 PGA Blvd, Suite 301  
Palm Beach Gardens, FL 33410

phone 561-822-3939  
phone #561-822-3933  
fax #561-898-2266

---

July 6, 2021

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

Re: Resolution 2021-13 and FINAL Assessment Roll for 197th PLACE NORTH

Dear Albrey:

Attached to this letter is Transfer of Property Lien, Resolution 2021-13, Exhibit "A" Final Assessment Roll, Exhibit B Map, and the most recent list of property owners, as part of the Resolution.

A SUGGESTED MOTION for the Board at the July 15, 2021 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution 2021-13 adopting the 197th PLACE NORTH FINAL Assessment Roll and Exhibits."

Sincerely,

*Curtis L. Shenkman*

Curtis L. Shenkman

RETURN TO:  
Loxahatchee River District  
2500 Jupiter Park Drive  
Jupiter, FL 33458

**TRANSFER OF PROPERTY LIEN TO NON-AD  
VALOREM TAX BILL & CERTIFICATION OF SPECIAL  
ASSESSMENT ROLL FOR 197<sup>th</sup> PLACE NORTH SPECIAL ASSESSMENTS**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida created and existing pursuant to Chapter 2002-358, Laws of Florida (the "District"), gives public notice that the District's Governing Board as of and effective on the 15th day of JULY, 2021, passed Resolution 2021-13 which is attached hereto, approving the non-ad valorem tax bill, AND TRANSFERRING THE RECORDED LIEN ON PROPERTIES IDENTIFIED AS BEING PART OF THE **197<sup>th</sup> PLACE NORTH AREA** LISTED IN THE FOLLOWING DOCUMENTS, as recorded in the Public Records of **PALM BEACH** County, Florida:

1. Pending Lien Notice of Intent to Assess, and Resolution **2015-03**, recorded on **March 23, 2015 in Official Record Book 27416, Pages 1215 through 1221 in the Public Records of PALM BEACH County, Florida.**

Any inquiries as to payment of special assessments should be directed to:

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

IN WITNESS WHEREOF, the undersigned, Executive Director of the Loxahatchee River Environmental Control District, hereby certifies on JULY 15, 2021, the information contained herein is true and accurate.

WITNESSES:

LOXAHATCHEE RIVER ENVIRONMENTAL  
CONTROL DISTRICT

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

STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of X physical presence or online notarization on July 15, 2021, by D. Albrey Arrington, Ph.D., EXECUTIVE DIRECTOR of the LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida, on behalf of the District, who is personally known to me.

(Notary Seal)

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

V:\SPECL\Assessmt\Final Asmt Forms & Instructions\Transfer of Property Lien.docx



RESOLUTION NO. 2021-13

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **197<sup>th</sup> PLACE NORTH** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE ASSESSMENT ROLL FOR **197<sup>th</sup> PLACE NORTH** ASSESSMENT AREA IMPROVEMENTS; CONFIRMING SAID SPECIAL ASSESSMENT ROLL AS ATTACHED HERETO AS EXHIBITS “A” AND “B”; PROVIDING FOR ELLIS RULE COMPLIANCE; PROVIDING FOR DECLARING LINE AVAILABLE FOR CONNECTION; PROVIDING THE SPECIAL ASSESSMENTS SHALL BE COLLECTED AS NON-AD VALOREM SPECIAL ASSESSMENTS ON THE REAL ESTATE TAX BILL; AUTHORIZING THE DISTRICT CLERK TO PREPARE AND DELIVER THE NON-AD VALOREM SPECIAL ASSESSMENT ROLL TO THE PALM BEACH COUNTY AND MARTIN COUNTY PROPERTY APPRAISERS, TAX COLLECTORS, AND FLORIDA DEPARTMENT OF REVENUE; PROVIDING FOR CONSISTENCY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District”) has authorized the sewer improvements constructed in the **197<sup>th</sup> PLACE NORTH** Assessment Area; and

WHEREAS, The District’s previous Resolutions **2015-03 & 2021-09** were approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the Governing Board, on the 17th day of JUNE, 2021 at 6:57 P.M., sat as Board of Adjustment as provided in District Rule 31-11.005, and held the Public Hearings under Florida Statutes Chapter 197.

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

Section 1. The Governing Board confirms the Special Assessment Roll attached hereto as Exhibits “A” and “B” without further modification. The unit of measurement for each assessment area is that each parcel is assessed equally.

Section 2. The Special Assessment is in compliance with the “Ellis Rule” requirement of District Rule 31-10.011, and Resolution Nos. **2015-03 & 2021-09** of the District.

Section 3. In accordance with District Rule Chapter 31-11, and Florida Statutes Chapter 197, said Special Assessment Liens shall remain liens co-equal with the lien of all State, County, District and Municipal taxes, superior in dignity to all other liens, titles, and claims, until paid. Any failure to so pay these non-ad valorem Special Assessments shall be a default hereunder and will cause a tax certificate to be issued against the property which may result in a loss of title.

RESOLUTION 2021-13

Loxahatchee River Environmental Control District

Section 4. Availability for Connection and Required Connection.

The waste water and sewerage system was “Available” for connection in accordance with District Rule 31-3.003(3) and Florida Statutes 381.0065(2)(a) when the Florida Department of Health released the system for service on January 13, 2021, which is the date of actual “Availability”. In accordance with Florida Statutes 381.00655, the affected property owners shall be required to connect to the sewerage system within one (1) year of the actual Availability.

Section 5. The **District Clerk, as the designee of the chairman** of the Governing Board, **is directed to certify the non-ad valorem assessment roll, on a compatible electronic medium tied to the property identification number** and deliver it to the tax collector by September 15 of each year, or as otherwise provided for in the agreements with the tax collector. The certification shall be made on **Form DR-408A**.

Section 6. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This Resolution shall become effective upon its passage and adoption.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS 15th day of JULY, 2021.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT:  
VOTE

\_\_\_\_\_  
GORDON M. BOGGIE, Chairman

\_\_\_\_\_  
STEPHEN B. ROCKOFF

\_\_\_\_\_  
DR. MATT H. ROSTOCK

\_\_\_\_\_  
JAMES D. SNYDER

\_\_\_\_\_  
Projects/Special/Assessmt/FinalResolution

EXHIBIT "A"  
FINAL ASSESSMENT ROLL  
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT  
**197<sup>th</sup> PLACE NORTH ASSESSMENT AREA**

TOTAL COSTS AND EXPENSES RELATED TO THE IMPROVEMENTS. The District shall consider the **total** costs and expenses related to the improvements in the **197<sup>th</sup> PLACE NORTH** Assessment Area shall be **\$ 8,108.28** per parcel of property in the **197<sup>th</sup> PLACE NORTH** Area.

APPORTIONMENT OF COSTS BETWEEN THE DISTRICT AND THE PROPERTY OWNERS. The District shall pay from the District's general funds ten percent (10%) of the total cost to the District of construction, reconstruction, labor, materials, acquisition, or property rights, surveys, design, engineering, and legal fees, administration expenses, and all other expenses necessary or incidental to completion of the specially assessed improvement and each lot or parcel of land subject to this special assessment shall be responsible for ninety percent (90%) of the total cost.

PAYMENT OF ASSESSMENT. As to Parcels of **197<sup>th</sup> PLACE NORTH** Assessment Area Property in EXHIBIT "B", the **\$ 7,297.45** assessment may be paid, interest free, at the office of the District on or before May 1, 2022.

**Owners who do not pay the \$ 7,297.45 assessment on or before May 1, 2022 shall have the \$ 7,297.45 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2021, at five and twenty-five hundredths percent (5.25%) per annum, to be collected in twenty (20) equal annual installments of \$ 598.04, commencing with the November 1, 2022 Real Estate Tax Bill.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: \_\_\_\_\_  
D. Albrey Arrington, District Clerk, Executive Director

Mr. & Mrs. Mathew Pfohl  
6578 197th PI N  
Jupiter FL 33458  
re: 6578 197th PI N  
00-42-40-27-00-000-3100

Mr. & Mrs. Andrew Parkey  
6546 197th PI N  
Jupiter FL 33458  
re: 6546 197th PI N  
00-42-40-27-21-001-0000

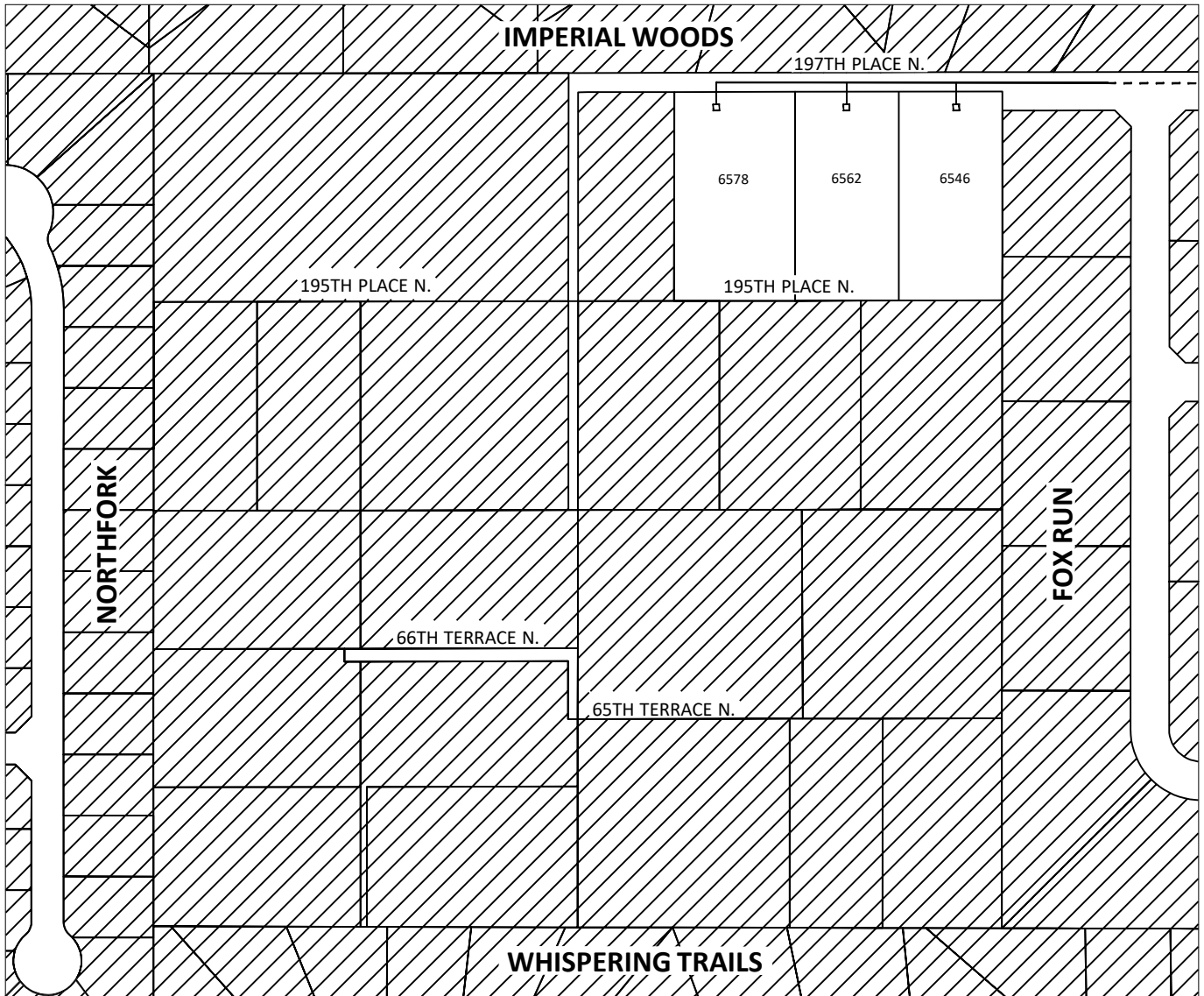
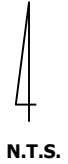
Ms. Lysia Stonemetz  
6562 197th PI N  
Jupiter FL 33458  
re: 6562 197th PI N  
00-42-40-27-21-002-0000

# EXHIBIT "B-1"

## 197TH PLACE N.

### NEIGHBORHOOD SEWER SYSTEM

### ASSESSMENT AREA



#### LEGEND

- EXISTING 2" LOW PRESSURE MAIN
- PROPOSED 2" LOW PRESSURE MAIN
- NEW LOW PRESSURE SERVICE BOX
- ▨ NOT IN ASSESSMENT AREA

**UNINCORPORATED  
JUPITER, FLORIDA**



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

### MEMORANDUM

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

**TO:** GOVERNING BOARD  
**FROM:** D. ALBREY ARRINGTON, PH.D.  
**DATE:** JULY 1, 2021  
**SUBJECT:** BUSCH WILDLIFE SANCTUARY REQUEST FOR  
LICENSE AGREEMENT RENEWAL

Last month, in response to Peter Busch's request for a mutually agreeable extension of the Restated License Agreement, the LRD Governing Board voted to postpone consideration of extending the LRD-BWS Restated License Agreement until Governor DeSantis approved CS/HB 1035 (our revised enabling act). I am pleased to report that on June 29, 2021 Governor DeSantis signed CS/HB 1035 into law. Therefore, it may be time to consider Mr. Busch's request for an extension of the Restated License Agreement.

Following our meeting last month, I asked Lisa Wynne, BWS Assistant Director, for information that would help us understand the rationale for their request for extension of the restated license agreement, e.g., I asked for the following:

1. project schedule (with milestones and dependencies) for relocating the Sanctuary to your property in Jupiter Farms;
2. a bulleted list of critical path items on your relocation schedule;
3. who is managing your relocation effort;
4. a discussion of where you are in the project schedule relative to where you expected to be;
5. a discussion of the main factors that are most likely to impede your relocation (i.e., risks);
6. a comprehensive list of BWS improvements and which improvements BWS would like to leave so they become LRD property. I have spoken with Mr. Casto about this, and I am not sure if he or a staff member is working on this.
7. are there any scheduled move efforts that you need LRD assistance with?

Lisa's thorough response is provided for your review following this memo.

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

Based on the information provided, Busch Wildlife Sanctuary will not be prepared to relocate to their new property in Jupiter Farms before the existing license agreement expires on March 22, 2022.

Fortunately, the existing Restated License Agreement includes a one-year renewal option in Section #2:

*"2. This License Agreement will commence on March 22, 2021 (the "Commencement Date"). The Term of the License Agreement is ONE (1) year from March 22, 2021 to March 21, 2022. This License Agreement may be renewed for an additional one (1) year period if mutual agreement is executed, in writing, by LRD and Busch. Either party may decide not to renew the License Agreement. No cause is necessary to not renew."*

If the LRD Governing Board desires to extend the BWS Restated License Agreement for one year, the LRD Governing Board may pass a motion authorizing renewal of the license agreement for the additional one-year period (from March 22, 2022 to March 21, 2023). However, before addressing the renewal of the Restated License Agreement, I would like to call to attention sections #20 and #21 in the existing Restated License Agreement, which state:

*20. Busch shall provide a quarterly written summary and verbal report on its activities to the LRD Governing Board at the Governing Board meeting following the end of each quarter.*

*21. One member of the LRD Governing Board, or their designate, shall have rights to be a formal voting member on the Busch Wildlife Sanctuary Board of Directors, except as to a particular vote of the Busch Board that represents a conflict of interest for either party. Busch hereby waives any claim for conflict of interest as to the member of the LRD Governing Board, or their designate, arising solely out of being a member of the Busch Board of Directors. Busch agrees to provide LRD Board Member with complete and equal access to Busch records as any other Busch Board member. LRD recognizes Busch's desire for privacy on sensitive, proprietary information. Busch shall comply with its Bylaws adopted September 6, 2017 and amended June 25, 2019, ("Bylaws") incorporated herein by reference, and shall not materially revise the Bylaws to be inconsistent with this License Agreement. The Busch Board agrees it shall attend Joint Workshop meetings with the LRD Governing Board, as mutually agreed to by both boards, on an annual basis.*

With respect to section #20, moving forward we should request BWS to use their quarterly written summaries to keep the LRD Governing Board apprised of the status of their relocation efforts, i.e., report the status of critical path items.

With respect to section #21, it is my understanding that BWS recently created an Executive Committee that has effectively usurped the authority of the BWS Board. Moreover, the operation of the Executive Committee appears to violate the spirit of our Restated License Agreement by shading relevant governance

decisions and information from the LRD Governing Board Member serving on the BWS Board. Therefore, it may be appropriate to make renewal of the Restated License Agreement contingent upon BWS reining in their Executive Committee and reestablishing the legitimate exercise of authority by the BWS Board.

I offer the following motions for your consideration:

**“THAT THE DISTRICT GOVERNING BOARD renew the LRD-BWS Restated License Agreement for one additional year (March 22, 2022 to March 21, 2023), contingent upon the BWS Board, for the full duration of the License Agreement, making changes to reestablish the rightful control by the BWS Board, i.e., eliminate or limit the authority and control exercised by its Executive Committee and agree not to establish any committee, policy or procedure that limits the participation of the full BWS Board in all Board matters.”**

*or*

**“THAT THE DISTRICT GOVERNING BOARD renew the LRD-BWS Restated License Agreement for one additional year (March 22, 2022 to March 21, 2023) contingent upon the BWS Board by \_\_\_\_\_, 2021 making changes to eliminate or limit the authority and control exercised by their Executive Committee and reestablish the rightful control by the BWS Board to the satisfaction of LRD Board for the full duration of this License Agreement.”**

*or*

**“THAT THE DISTRICT GOVERNING BOARD renew the LRD-BWS Restated License Agreement for one additional year (March 22, 2022 to March 21, 2023), contingent upon the BWS Board by \_\_\_\_\_, 2021 and for the full duration of the License Agreement, making changes to (1) eliminate or limit the authority and control exercised by its Executive Committee, (2) reestablish the rightful control by the BWS Board, and (3) agree not to establish any committee, policy or procedure that limits the participation of the full BWS Board in all Board matters, with all such changes being subject to the approval of LRD Board at a subsequent LRD meeting.”**

*or*

**“THAT THE DISTRICT GOVERNING BOARD renew the LRD-BWS Restated License Agreement for one additional year (March 22, 2022 to March 21, 2023).**





# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



**July 8, 2021**

## **MEMO**

**To: LRD Governing Board of Directors**

**From: Lisa Wynne, Assistant Director**

**RE: BWS Move**

---

### **1. Project schedule (with milestones and dependencies) for relocating the Sanctuary to your property in Jupiter Farms**

#### Milestones to date:

October 7, 2020 – Signed Agreement with Gentile, Glas, Holloway, O'Mahoney & Associates for land development.

November 10, 2020 – Closed on Rocky Pines Property.

January 11, 2021 – Signed Agreement with Bloc3 Design to handle architectural services.

February 16, 2021 – Brought on Collins Development Company as Project Manager

March 17, 2021 – Signed Agreement with Wallace Survey for Topographic Survey, GFA for Geotechnical Exploration and McLeod-McCarthy and Associates for Civil Engineering

April 1, 2021 – Received Land Use approval at Zoning Commission public hearing

April 22, 2021 – Received entitlement approval at Board of County Commissioners public hearing

May 11, 2021 – Signed Agreement with Ecotone Services for Environmental Services

May 20, 2021 – Signed Agreement with Southern Fire Protection of Palm Beach for Fire Sprinkler Design

May 27, 2021 – Signed Agreement with STI Land Development for Bush Hog Mowing

June 3, 2021 – Signed Agreement with Wallace Survey for Wetland Survey

June 7, 2021 – Signed Agreement with Bloc3 Design for Site Work Engineering

**buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458**

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDAConsumerHELP.COM](http://WWW.FLORIDAConsumerHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



June 7, 2021 – Signed Agreement with Technology Engineering for Well and Water Treatment Design

June 9, 2021 – Welcome Center, Hospital and Animal Feeding building plans submitted to Palm Beach County for building permit reviews concurrently with the Off the Board Final Site Plan approval.

## Pre- Construction

- Pre-Construction (Zoom) meeting with LRD (Kris Dean) to discuss sewer requirements, tie-in to lift station – 6/18
- Zoom meeting with South Florida Water Management District – 7/7
- Off the Board Site Plan Approval from Palm Beach County -- 7/12 resubmitting to County comments responses; 7/23 County deadline for additional comments (which is doubtful); anticipated approval by end of July.
- Meeting with Department of Environmental Protection regarding wetland delineation – date set 7/29
- Submit to PBC for DOA process to increase square footage on principle building and increase accessory – planned for 9/6
- *See attached critical path GANTT chart for full project schedule*

## Construction Phase 1

- Barrier fence, water, sewer, electric, fiber optics, fill, road improvements, clearing & fill

## Construction Phase 2

- Build Large Mammal Complex for bears, panthers, otters, and bobcats
- Large Mammal outdoor habitats
- Build deer habitat, crocodile & alligator habitats, mammal rehabilitation habitat, deer rehabilitation, and education avian complex

## Construction Phase 3

- Build Environmental Education Building that will house the Welcome Center/Discovery Center/Administration/Commissary
- Shorebird habitat & rehabilitation, fox habitat, and raccoon habitat

## Construction Phase 4

- Wildlife Rehabilitation Center (hospital)
- Avian Flight Complex

buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDACONSUMERHELP.COM](http://WWW.FLORIDACONSUMERHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



- Education Amphitheater
- Birds of prey habitats, eagle habitat, birds of prey rehabilitation complex
- Parking lot & maintenance buildings

## Construction Phase 5

- Small bird habitats, reptile building with restrooms, small mammal complex, songbird & parrot habitats, large tortoise habitat, small and large mammal rehabilitation, ecosystem exploration boardwalk, trails & landscaping, picnic area

## Phase 6

- Move & Grand opening

## **2. A bulleted list of critical path items on your relocation schedule**

- Close on new property *(complete)*
- Hire land planners *(complete)*
- Complete traffic & drainage studies *(complete)*
- Complete survey of property *(complete)*
- Hire architects and develop plans for the new facilities *(complete)*
- Hire project manager for project *(complete)*
- Plans approval from Palm Beach County Planning Department *(complete)*
- Submitted project to Palm Beach County Board of Commissioners as a Conditional Use A for an Assembly, Non-Profit. *(complete)*
- Approval by Zoning Commission *(complete)*  
Approval by Board of County Commissioners *(complete)*
- Submitted Off the Board Final Site Plan - Concurrent (Expedited) Processing – PBC offers a concurrent processing of the Final Site Plan (Zoning), Land Development including platting and Land Development Permits and Building Permit *(complete)*
- Meet with South Florida Water Management (complete) and Department of Environmental Protection (scheduled for 7/29) to discuss wetland preservation
- Civil Design – conceptual complete
- Civil permitting – underway
  - a. LRD Preconstruction meeting – complete
  - b. Approvals from other agencies such as IRWCID being submitted
- Get proposals for infrastructure construction (in process)

buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDACONSUMERHELP.COM](http://WWW.FLORIDACONSUMERHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



- Site Engineering - underway
- Building Design – Phase 1 complete; Phase 2 underway
- Building Permitting – Phase 1 underway
- Approval of Off the Board Final Site Plan approval (estimate: end of July 2021)
- Begin infrastructure development & phase 1 buildings
- Begin phases of development outlined above
- *See attached critical path schedule/GANTT chart*

### 3. **Who is managing your relocation effort**

BWS has hired Collins Development to manage the project with Amy Kight overseeing all aspects of the move. Jeffrey Collins, Matt Ulch, and Dean Butters compose the lead team from Collins Development on the project (bios attached). Collins Development has spearheaded numerous projects within LRD's jurisdiction, the latest being "Charlie & Joe's at Love Street".

BWS Improvements to be removed and LRD land restoration will be overseen by BWS Facilities Committee; Committee Chair Jim Casto. BWS plans to hire contractors to demolish and remove all structures along with specified BWS staff and volunteer help.

### 4. **A discussion of where you are in the project schedule relative to where you expected to be:**

We have diligently pursued this development, acquiring the land in Fall 2020 and immediately engaging the planning team and initiating the County approval process, including the Development Order and Site Plan approval. We engaged consultants experienced with this type of development and started the design and approval processes. We anticipated receiving permits and breaking ground by Spring of 2021, which would allow ample time to construct the facilities and animal enclosures, but due to the effects of the COVID pandemic this has not been possible. As with just about all industries, the COVID pandemic and general business closures affected all aspects of our efforts, including processing time with the County for the approvals and design time with architects and engineers,

buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDACONSUMERHELP.COM](http://WWW.FLORIDACONSUMERHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



etc. As well, in December 2020 ACOE turned over responsibility for local wetland delineation to FDEP, which has created a major backlog for FDEP, taking months to even get a site visit scheduled (now scheduled for 7/29), even for sites such as ours which were previously reviewed by and in the approval process with ACOE. So, many unforeseen challenges have presented themselves since our efforts began, not the least of which is the COVID pandemic, as well as general manpower, supply chain and resource availability, and have impacted our efforts, but we have kept pushing and have kept the focus, and now anticipate being under construction early 2022.

**5. A discussion of the main factors that are most likely to impede your relocation (i.e., risks)**

a. Regulatory - All approval and permitting processes are taking longer since the onset of COVID; some processes were even on hold or deferred for a month or more during the worst of COVID. This impact of the pandemic coupled with a robust construction market, creating a high volume of applications for the regulatory agencies to review, has caused even further delays in the permitting processes. With this said, The County has been wonderful and have worked with us to expedite when possible, and we have taken other measures (see next activities) to offset some of these delays. In addition to those approvals processes, The ACOE/FDEP change with wetland delineation has taken its toll on the schedule and, while we are optimistic due to the previous ACOE review, is an unknown variable at this point.

b. Manpower – Not news to anyone, the pandemic has caused a manpower shortage for just about all industries, from County reviewers to construction workers. To mitigate this we have split the project into 2 phases, the first being what must be completed to move, and the second being what could be under construction even for a short period of time after we relocate.

buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDACONSUMERHELP.COM](http://WWW.FLORIDACONSUMERHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



# BUSCH WILDLIFE SANCTUARY

At Loxahatchee River District

WHERE NATIVE IS NURTURED



c. Supply Chain – Some materials and supplies which historically had 8-12 week lead times are now anticipated to be 4-5 month lead times. To combat this we are identifying long lead items and evaluating pre-purchase opportunities.

**6. A comprehensive list of BWS improvements and which improvements BWS would like to leave so they become LRD property.**

*See attached list of improvements.*

**7. Are there any scheduled move efforts that you need LRD assistance with?**

If LRD has any connections with DEP that could offer assistance in expediting the wetland delineation and approval process with them that would be helpful.

Meeting with Kris Dean at LRD went well, but certainly any expedited processes in setting up sewer and connecting to the lift station would help.

Fundraising efforts to build new facilities underway. If LRD has a newsletter to constituents and/or other means to help spread the word that BWS is expanding and moving and support is needed, that would be greatly appreciated.

buschwildlife.org | 561.575.3399 | 2500 Jupiter Park Drive, Jupiter, FL 33458

A COPY OF THE SANCTUARY'S OFFICIAL REGISTRATION (#CH9398), AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800)-435-7352 OR [WWW.FLORIDAConsumerHELP.COM](http://WWW.FLORIDAConsumerHELP.COM). REGISTRATION HOWEVER DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE OF FLORIDA



























Preliminary Schedule  
6-15-21

ID	Task Mode	Task Name	1st Quarter												2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter		
			Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr									
1		EXISTING FACILITIES LEASE	<div><div></div><div>Present Lease Expiration</div><div>3/17</div><div>Lease Extension - 1 year</div><div>3/17</div></div>																																						
2		Present Lease Expiration																																							
3		Lease Extension - 1 year																																							
4		SCHEDULE START DATE																																							
6		DUE DILIGENCE - Rev Exist Materials/Facilitate Activities																																							
11		CONSULTANT SELECTION AND INITIAL STUDIES																																							
12		Consultant RFP & Qualifications																																							
20		Consultant Selection																																							
24		Consultant Production																																							
28		ENTITLEMENTS (IN PROCESS)																																							
29		Site Plan Approval Process (DRO #1)																																							
30		Certification																																							
31		Zoning Commission																																							
32		BCC																																							
33		Off the Board Final Site Plan - Submittal																																							
34		DRO Off the Board Final Site Plan - Approval																																							
35		Development Order Amendment																																							
36		Submittal																																							
37		Certification																																							
38		Comments																																							
39		Resubmittal #1																																							
40		Zoning Commission																																							
41		BCC																																							
42		Concurrent Review Deadline																																							
43		DOA Off the Board Final Site Plan																																							
44		Wetlands																																							
45		FDEP Application for site visit																																							
46		Site Visit																																							
47		FDEP Delineation of Wetlands																																							
48		Processing/Approval of Wetlands																																							
49		HOSPITAL (Bldg A) - DESIGN & PERMITTING																																							
50		Design																																							
55		Quality Assurance & Control Production Documents																																							
60		Permitting																																							
70		WELCOME CENTER (Bldg B) - DESIGN & PERMITTING																																							
71		Design																																							
72		30% Plans (Schematic)																																							
73		60% Plans																																							
74		90% Plans																																							
75		Construction Documents																																							

Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	

Collins Development Company






















Preliminary Schedule  
6-15-21

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		Finish-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Manual Summary		External Tasks		Critical		Manual Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress		Manual Progress	

Collins Development Company
























Preliminary Schedule  
6-15-21






















Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	
Collins Development Company														

Preliminary Schedule  
6-15-21

ID	Task Mode	Task Name	2023												2024																							
			Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quarter Apr	May	Jun	3rd Quarter Jul	Aug	Sep	4th Quarter Oct	Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quarter Apr	May	Jun	3rd Quarter Jul	Aug	Sep	4th Quarter Oct	Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quarter Apr						
153		Animal Feeding Bldg Permit (1)																																				
154		REPTILE ENC & PUBLIC RESTROOMS (Bldg 2) - DESIGN & PERMITTING																																				
155		Design																																				
156		30% Plans (Schematic)																																				
157		60% Plans																																				
158		90% Plans																																				
159		Construction Documents																																				
160		Quality Assurance & Control Production Documents																																				
161		30% plans review																																				
162		60% plans review																																				
163		90% plans review																																				
164		Construction documents review																																				
165		Permitting																																				
166		Building Permit																																				
167		Bldg. Permit submittal																																				
168		Permit Submittal Fee																																				
169		Review Period																																				
170		Review comments received																																				
171		Review comments addressed&resubmitted																																				
172		Fee submittal (if additional)																																				
173		Review Period																																				
174		Reptile/RR Bldg Permit (2)																																				
175		SMALL MAMMAL HOUSE (Bldg 3) - DESIGN & PERMITTING																																				
176		Design																																				
177		30% Plans (Schematic)																																				
178		60% Plans																																				
179		90% Plans																																				
180		Construction Documents																																				
181		Quality Assurance & Control Production Documents																																				
182		30% plans review																																				
183		60% plans review																																				
184		90% plans review																																				
185		Construction documents review																																				
186		Permitting																																				
187		Building Permit																																				
188		Bldg. Permit submittal																																				
189		Permit Submittal Fee																																				
190		Review Period																																				

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	

Preliminary Schedule  
6-15-21

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	
Collins Development Company														

Preliminary Schedule  
6-15-21

Collins Development Company
-----------------------------






















Preliminary Schedule  
6-15-21

ID	Task Mode	Task Name	er		1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter		
			Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr		
1		EXISTING FACILITIES LEASE																																
2		Present Lease Expiration	Present Lease Expiration 3/17																															
3		Lease Extension - 1 year	Lease Extension - 1 year 3/17																															
4		SCHEDULE START DATE																																
6		DUE DILIGENCE - Rev Exist Materials/Facilitate Activities																																
11		CONSULTANT SELECTION AND INITIAL STUDIES																																
12		Consultant RFP & Qualifications																																
20		Consultant Selection																																
24		Consultant Production																																
28		ENTITLEMENTS (IN PROCESS)																																
29		Site Plan Approval Process (DRO #1)																																
30		Certification	Certification 2/24																															
31		Zoning Commission																																
32		BCC	BCC 4/22																															
33		Off the Board Final Site Plan - Submittal																																
34		DRO Off the Board Final Site Plan - Approval	DRO Off the Board Final Site Plan - Approval 8/2																															
35		Development Order Amendment																																
36		Submittal																																
37		Certification	Certification 9/28																															
38		Comments																																
39		Resubmittal #1																																
40		Zoning Commission	Zoning Commission 3/3																															
41		BCC	BCC 3/24																															
42		Concurrent Review Deadline																																
43		DOA Off the Board Final Site Plan	DOA Off the Board Final Site Plan 7/4																															
44		Wetlands																																
45		FDEP Application for site visit																																
46		Site Visit																																
47		FDEP Delineation of Wetlands																																
48		Processing/Approval of Wetlands	Processing/Approval of Wetlands 11/18																															
49		HOSPITAL (Bldg A) - DESIGN & PERMITTING																																
50		Design																																
55		Quality Assurance & Control Production Documents																																
60		Permitting																																
70		WELCOME CENTER (Bldg B) - DESIGN & PERMITTING																																
71		Design																																
72		30% Plans (Schematic)																																
73		60% Plans																																
74		90% Plans																																
75		Construction Documents																																

















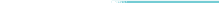




Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	

Collins Development Company

Preliminary Schedule  
6-15-21






















Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	
Collins Development Company														

Preliminary Schedule  
6-15-21

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	






















Preliminary Schedule  
6-15-21

ID	Task Mode	Task Name	2023												2024																							
			er Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quarter Apr	May	Jun	3rd Quarter Jul	Aug	Sep	4th Quarter Oct	Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quarter Apr	May	Jun	3rd Quarter Jul	Aug	Sep	4th Quarter Oct	Nov	Dec	1st Quarter Jan	Feb	Mar	2nd Quar Apr						
153		Animal Feeding Bldg Permit (1)																																				
154		REPTILE ENC & PUBLIC RESTROOMS (Bldg 2) - DESIGN & PERMITTING																																				
155		Design																																				
156		30% Plans (Schematic)																																				
157		60% Plans																																				
158		90% Plans																																				
159		Construction Documents																																				
160		Quality Assurance & Control Production Documents																																				
161		30% plans review																																				
162		60% plans review																																				
163		90% plans review																																				
164		Construction documents review																																				
165		Permitting																																				
166		Building Permit																																				
167		Bldg. Permit submittal																																				
168		Permit Submittal Fee																																				
169		Review Period																																				
170		Review comments received																																				
171		Review comments addressed&resubmitted																																				
172		Fee submittal (if additional)																																				
173		Review Period																																				
174		Reptile/RR Bldg Permit (2)																																				
175		SMALL MAMMAL HOUSE (Bldg 3) - DESIGN & PERMITTING																																				
176		Design																																				
177		30% Plans (Schematic)																																				
178		60% Plans																																				
179		90% Plans																																				
180		Construction Documents																																				
181		Quality Assurance & Control Production Documents																																				
182		30% plans review																																				
183		60% plans review																																				
184		90% plans review																																				
185		Construction documents review																																				
186		Permitting																																				
187		Building Permit																																				
188		Bldg. Permit submittal																																				
189		Permit Submittal Fee																																				
190		Review Period																																				

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	



Preliminary Schedule  
6-15-21

Project: Mercer CPM Schedule 1 Date: Thu 7/8/21	Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split	
	Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress	
	Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress	

Preliminary Schedule  
6-15-21

Collins Development Company
-----------------------------

## **JEFFREY J. COLLINS**

### **Principal & Founder**

Jeffrey J. Collins is the President and Founder of Collins Development Company. Jeff has led the development of a myriad of projects ranging from single building developments to professional parks, including corporate headquarters, healthcare, hospitality, industrial, infrastructure, residential and mixed-use properties.

Jeff's hands-on style of client relations is embodied through his unyielding involvement in every project from feasibility studies, financial analysis, and site acquisition to government approvals, design, and construction. With over 30 years' experience in the development and construction industry, Collins conveys his knowledge of local and national projects of all sizes.

Before founding Collins Development Company, Jeff worked for the Stiles Corporation as a senior project manager.

#### **EDUCATION**

Florida State University

Bachelor of Science, Finance

Bachelor of Science, Real Estate

## **MATT ULCH, CGC, LEED AP**

### **Vice President**

Matt Ulch, CGC, LEED AP is the Vice President for Collins Development Company. Matthew is a seasoned construction professional with over 30 years of experience in project management and estimating. Prior to joining Collins Development Company, Matthew was the Senior Cost Estimator and Construction Project Manager for several well-known south Florida construction companies.

Matthew has been involved in a variety of projects, including corporate offices for Huizenga Holdings, Republic Industries, and Extended Stay America.

Matthew is responsible for construction activities, beginning with initial project assessment and estimating through design, bidding, permitting and construction administration. His in-depth knowledge and experience of the construction process and costs help set the project on the right track and keep it there until completion.

#### **EDUCATION**

University of Florida

Bachelor's Degree, Building Construction

**Dean Butters****Vice President Real Estate Development**

Dean Butters is a veteran real estate developer who is passionate about enhancing communities and companies by improving their real estate to its highest and best use. He has over 20 years of real estate experience in South Florida and the Midwest. Dean's passion for commercial real estate was ignited by his training in the Real Estate Program at the University of Wisconsin and stoked by his background in commercial brokerage.

Busch shall remove its Improvements and animals at Busch's expense, except those Improvements which, at the option of the LRD, become LRD property. Should LRD decline to claim certain of the Improvements, Busch shall remove the unclaimed Improvements at Busch's sole expense.

**BWS Facilities @ LRD**

#	Facility Name	Facility Description	Disposition	Comments
1	Discovery Center	2-Building	Remain & Restore	*BWS to remove office furniture, exhibits, and equipment in wetlab
2	Wildlife Hospital	2-Building	Remain & Restore	*BWS to remove office desk, kennels inside and porch, equipment, appliances, specialised lighting, and radiology
3	Welcome Center	2-Building	Remove & Restore	*We are looking into costs to move and repurpose
4	Panther House	2-Building	Remove & Restore	
5	Bear House	2-Building	Remove & Restore	
6	Snake House	2-Building	BWS Request to Remain	
7	Bathrooms @ Snake House	2-Building	BWS Request to Remain	
8	BWS Administration Offices	2-Building	Remove & Restore	
9	Maintenance Shop	2-Building	Remove & Restore	
10	Freezers	2-Building	Remove & Restore	
11	Administrative Office Deck	3-Structure	Remove & Restore	
12	Cypress Amphitheater	3-Structure	BWS Request to Remain	*BWS will remove benches, kennels, sound system, and screen
13	Pineland Nature Trail Sign	3-Structure	Remove & Restore	* BWS will take horizontal sign and leave posts if LRD would like them
14	Shade Structure Overlooking Bears	3-Structure	Remove & Restore	*BWS will leave if LRD would like it
15	Shade Structure Overlooking Panthers	3-Structure	Remove & Restore	*BWS will leave if LRD would like it
16	Shade Structure Overlooking Ponds	3-Structure	Remove & Restore	*BWS will leave if LRD would like it
17	Shipping Containers	3-Structure	Remove & Restore	
18	Alligator Enclosure	4-Animal Enclosure	Remove & Restore	
19	Bald Eagle Enclosure	4-Animal Enclosure	Remove & Restore	
20	Bear Enclosure	4-Animal Enclosure	Remove & Restore	
21	Birds of Prey Enclosure	4-Animal Enclosure	Remove & Restore	
22	Deer Enclosure	4-Animal Enclosure	Remove & Restore	
23	Flight Cages	4-Animal Enclosure	Remove & Restore	
24	Kite Enclosure	4-Animal Enclosure	Remove & Restore	
25	Otter Enclosure	4-Animal Enclosure	Remove & Restore	
26	Panther Enclosure	4-Animal Enclosure	Remove & Restore	
27	Raccoon Enclosure	4-Animal Enclosure	Remove & Restore	
28	Turtle Enclosure	4-Animal Enclosure	Remove & Restore	
29	Waterbirds Enclosure	4-Animal Enclosure	Remove & Restore	
30	Cypress Boardwalk & gator walkway	5-Boardwalk	BWS Request to Remain	
31	Hospital Boardwalk	5-Boardwalk	BWS Request to Remain	
32	Pineland Nature Trail	6-Improved Trail	BWS Request to Remain	
33	Walking Trail & railroad ties	6-Improved Trail	BWS Request to Remain	
34	Butterfly Garden on Pineland Nature Trail	7-Other	BWS Request to Remain	
35	BWS Dumpsters	7-Other	Remove & Restore	
36	Pineland Nature Trail Fire Pit	7-Other	BWS Request to Remain	
37	Random Parts, Supplies, and etc	7-Other	Remove & Restore	
38	Splitrail Fencing within BWS Areas	7-Other	BWS Request to Remain	
39	Vehicles (including food truck)	7-Other	Remove & Restore	
40	Picnic Area Pavillion	3-Structure	BWS Request to Remain	
41	Tiki Hut Area	3-Structure	BWS Request to Remain	
42	Shade Structure overlooking Waterbirds	3-Structure	Remove & Restore	*BWS will leave if LRD would like it
43	Small maintenance shed (by maint. Shop)	3-Structure	Remove & Restore	
44	Large maintenance shed (by employee gate)	3-Structure	Remove & Restore	
45	Skunks/Opossum enclosure	4-Animal Enclosure	Remove & Restore	
46	Bobcat habitat/nighthouses	4-Animal Enclosure	Remove & Restore	
47	Fox habitat/nighthouses	4-Animal Enclosure	Remove & Restore	
48	Songbird Rehab enclosure	4-Animal Enclosure	Remove & Restore	
49	Songbird habitat	4-Animal Enclosure	Remove & Restore	
50	Small turtle enclosures (across from parrots)	4-Animal Enclosure	Remove & Restore	
51	Small raptors (including kites) & parrots enclosure	4-Animal Enclosure	Remove & Restore	
52	Old croc & gator habitat	4-Animal Enclosure	Remove & Restore	
53	Mammal Rehab	4-Animal Enclosure	Remove & Restore	
54	Education bird mews/by flight enclosures	4-Animal Enclosure	Remove & Restore	
55	Waterbird Rehab	4-Animal Enclosure	Remove & Restore	
56	Carport by Maintenance Shed	7-Other	Remove & Restore	
57	Statues in front of Welcome Center & across	7-Other	Remove & Restore	
58	Picnic tables	7-Other	Remove & Restore	
59	Benches	7-Other	Remove & Restore	
60	Donation boxes	7-Other	Remove & Restore	
61	Informational Kiosks & all signage	7-Other	Remove & Restore	
62	Public garbage cans and recycling cans	7-Other	Remove & Restore	
63	Wash tables	7-Other	Remove & Restore	
64	Trail lighting	7-Other	BWS Request to Remain	
65	Turtle pond platform	7-Other	BWS Request to Remain	
66	Deck in front/back of Welcome Center	7-Other	Remove & Restore	
67	Owl Alcove	7-Other	Remove & Restore	




# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

### MEMORANDUM

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

TO: GOVERNING BOARD  
FROM: D. ALBREY ARRINGTON, Ph.D.   
DATE: JULY 9, 2021  
SUBJECT: FISCAL YEAR 2021-2022 – BUDGET ASSUMPTIONS

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

Our budget season is upon us. Over the next three months, we will work through our budgeting process to develop, review, and approve our Fiscal Year 2022 budget, which goes into effect on October 1, 2021. We are proceeding with the following schedule:

- July: Provide and review budget matrix
- August: Provide and review draft budget by each account number
- September: Provide, review, and approve Final Budget.

The draft FY2022 Budget includes a 3.8% increase over FY2021:

FY2022 (\$)	FY2021 (\$)	Change (%)	Budget Category
\$ 16,975,980	\$ 16,194,840	4.8%	Operating Expense
\$ 11,310,750	\$ 10,994,500	2.9%	Capital Improvements
<b>\$ 28,286,730</b>	<b>\$ 27,189,340</b>	<b>4.0%</b>	<b>Grand Total</b>

The draft budget includes a 4.8% increase of operating expenses, a 2.9% increase of capital improvements, and a total budgeted increase of 4.0%. Staff are still working on the budget, and we expect it to be tweaked over the next two months, but we believe the draft budget presents a reasonable financial basis for next fiscal year. The proposed draft budget includes sufficient funding to maintain our operations and our systematic investment in improving our assets. On the subsequent pages I provide a general discussion of each budget category as outlined in the budget matrix. The budget matrix is provided on the last page of this memo.

2500 Jupiter Park Drive  
Jupiter, Florida 33458

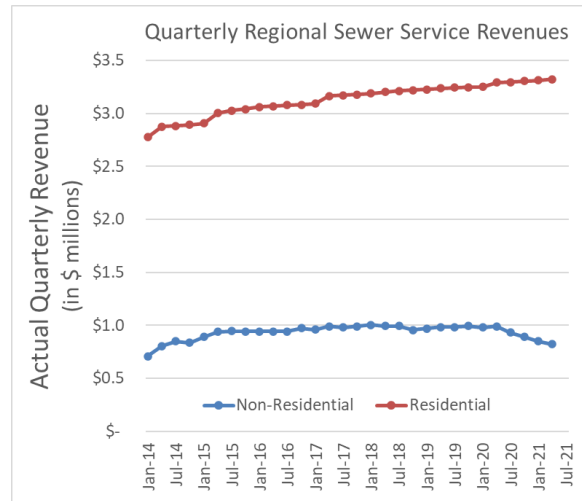
TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

**Revenue** – Total revenue is expected to **decrease (-1.1%)** from \$23,208,000 in FY2021 to \$22,948,487 in FY2022. This decrease is driven by declining regional sewer service revenues from non-residential customers and declining connection fee revenue. Quarterly sewer service revenues are shown in the figure at right; declining non-residential revenues appear to be driven by COVID-19 impacts. Slowing connection fee revenues are driven by the lack of developable property in our service area.



**Salary & Wages** – An increase of \$554,000 (9.3%) is budgeted. This increase is driven by:

1. A very tight labor market: Throughout 2021 we have struggled to fill open positions and have had to adjust starting salaries upward (but within existing pay grades) to attract competent talent.
2. Number of Employees: This remains unchanged at 84 full-time positions budgeted.
3. Proposed Cost of Living Adjustment: The May consumer price index (CPI-U) was 5.0%; therefore, I have included a 5.0% cost of living adjustment (COLA) for our employees to maintain their purchasing power given the present rate of inflation. This value will be updated to the June CPI-U value when it is published on July 13th.
4. Proposed Merit Increase: I have budgeted for a 3.0% merit increase to be disbursed to employees exhibiting meritorious performance during their annual performance review.

**Payroll Tax** – An increase of \$41,400 (9.7%) is budgeted. This increase is driven by the anticipated increase in salaries.

**Retirement** – An increase of \$111,500 (12.5%) is budgeted. This increase is driven by increased payroll as well as staff members fully vesting in our defined contribution retirement plan.

**Employee Health Insurance** – An increase of \$26,900 (1.8%) is budgeted for health insurance. Gehring Group has suggested we may see a 10% rate increase this year; nonetheless, we are sufficiently under budget in this category that staff are comfortable only increasing this category by the amount proposed.

**Workers' Compensation Insurance** – A **decrease of \$11,600 (-13.4%)** is budgeted based on general market conditions and our success in lowering our Experience Modification Rate (EMR). EMR is a metric used to calculate worker's compensation premiums; it takes into account the number of claims/injuries a company has had in the past and their corresponding costs. Our EMR is 0.71 well below 1.0, the benchmark average, so our worker's compensation premium is lower than average for the type of work we do and the amount of our payroll.

**General Insurance** – A **decrease of \$11,900 (-3.1%)** is budgeted for our Property, General Liability, Automobile Liability and Physical Damage, and Fiduciary Liability insurance policies. You may recall that this year we modified insurance coverage of our lift stations, which resulted in a meaningful premium savings. Based on input from our insurance agent, we believe those savings will exceed premium increases in the upcoming year, so we have budgeted a decrease.

**Supplies & Expenses** – A decrease of \$30,155 (-2.7%) is budgeted. Throughout the organization staff seek opportunities to work cost-effectively, and I am pleased to see tangible results like this.

**Utilities** – An increase of \$8,683 (0.6%) is budgeted. This minimal increase is possible because of a rate reduction we received previously.

**Chemicals** – A decrease of \$5,000 (-1.3%) is budgeted. This year, Jason has identified additional chemical cost savings (decreased chlorine usage). This savings is in addition to major chemical savings implemented over the last few years.

**Repair & Maintenance** – A decrease of \$63,518 (-3.3%) is budgeted. With this budgeted decrease, we are prepared to achieve a meaningful amount of system repair and maintenance work to maintain the integrity of our infrastructure.

**Outside Services** – An increase of \$159,930 (8.5%) is budgeted. This increase is driven predominantly by anticipated cost increases associated with hauling and processing of our biosolids.

**Contingency** – Our Operating Expense contingency remains unchanged.



**Capital** – a summary of the draft capital budget is presented below and includes a 2.9% increase from FY2021.

<b>Capital Accounts</b>	<b>FY2022</b>	<b>FY2021</b>	<b>Increase</b>
Contingency	\$ 1,028,250	\$ 999,500	2.9%
Land	\$ 252,500	\$ 260,000	-2.9%
Buildings	\$ 500,000	\$ 140,000	257.1%
Improvements Other than Buildings (Infrastructure)	\$ 385,000	\$ 300,000	28.3%
Machinery and Equipment	\$ 1,015,000	\$ 1,375,000	-26.2%
Vehicles	\$ 830,000	\$ 135,000	514.8%
Construction in Progress	\$ 900,000	\$ 1,005,000	-10.5%
Construction in Progress – Neighborhood Sewering	\$ 2,235,000	\$ 1,450,000	54.1%
Construction in Progress – Lift Stations	\$ 950,000	\$ 1,500,000	-36.7%
Construction in Progress – Gravity System	\$ 1,395,000	\$ 1,375,000	1.5%
Construction in Progress – Force Mains	\$ 295,000	\$ 1,000,000	-70.5%
Construction in Progress – LPSS	\$ 25,000	\$ 50,000	-50.0%
Construction in Progress – Permanent Generators	\$ 300,000	\$ 280,000	7.1%
Construction in Progress – Telemetry	\$ 1,200,000	\$ 1,125,000	6.7%
<b>Total</b>	<b>\$ 11,310,750</b>	<b>\$ 10,994,500</b>	<b>2.9%</b>

Budgeted capital projects ≥\$200,000 include:

<b>Project description</b>	<b>Cost</b>
Renovation and rehabilitation of two houses at BLM site	\$ 500,000
20 Acre Site Planning and Design	\$ 250,000
2500 Jupiter Park Drive Site Planning	\$ 250,000
Replace Unit 15 - Vacuum Truck for Excavation and Line Washing	\$450,000
Neighborhood sewerage for Rolling Hills	\$ 1,300,000
Neighborhood sewerage for Bureau of Land Management (lighthouse) property	\$ 800,000
Conversion of lift station #82 to a wet pit station	\$450,000
Rehabilitation of lift stations (general construction services)	\$ 250,000
Gravity system main line renewal or replacement (including lining)	\$ 1,150,000
24-inch sub-aqueous force main replacement – engineering design and permitting	\$ 250,000
Adding permanent generator at lift stations 50 (Tequesta) and 296 (Jupiter Farms Elementary)	\$ 300,000
Adding telemetry to 100% of lift stations without telemetry	\$ 1,200,000
Improvements to vacuum truck dump pit	\$ 325,000
Injection Well Pump Station Emergency Generator Connections	\$ 300,000
Improving operational flexibility of our IQ System – Interconnect B Structure	\$ 300,000

Budgeting is an important process, and we look forward to receiving your input. I am pleased to present this draft budget to you. Staff have invested significant effort into developing this budget, and we are pleased with our progress to date. I look forward to discussing our budgeting efforts with you and answering any questions you may have.

Matrix Category	FY	Executive	Finance and Admin	Public Education	Information Services (IT, Lab, Cust Service)	Engineering	Construction	General Operations	Collection & Transmission	Treatment & Disposal	IQ Water System	Biosolids	Total	\$ Increase (Decrease)	% Increase Decrease
Salaries & Wages	2021	571,500	461,000	232,900	1,032,400	746,400	294,000	291,700	857,200	1,191,400	141,900	140,300	5,960,700		
Salaries & Wages	2022	606,000	531,300	261,200	1,071,800	775,500	379,600	313,100	985,700	1,293,400	152,200	145,800	6,515,600	554,900	9.3%
Payroll Taxes	2021	36,400	34,100	14,100	75,900	54,500	21,900	19,900	63,000	88,000	10,500	10,600	428,900		
Payroll Taxes	2022	36,300	39,100	19,500	78,300	56,900	28,200	20,900	73,000	95,800	11,300	11,000	470,300	41,400	9.7%
Retirement Contributions	2021	91,900	75,600	28,900	148,900	93,600	44,700	41,000	122,000	196,100	23,300	23,100	889,100		
Retirement Contributions	2022	95,600	86,900	31,700	169,100	109,300	62,300	50,100	143,100	203,500	25,000	24,000	1,000,600	111,500	12.5%
Employee Health Insurance	2021	97,500	117,100	46,900	263,600	243,100	64,000	71,100	221,200	300,400	37,800	15,700	1,478,400		
Employee Health Insurance	2022	111,100	144,500	50,100	251,100	221,300	86,000	63,200	226,600	294,000	40,400	17,000	1,505,300	26,900	1.8%
Workers' Comp Insurance	2021	1,700	1,000	300	10,900	9,000	6,700	4,000	19,600	27,000	3,300	3,300	86,800		
Workers' Comp Insurance	2022	4,600	2,600	300	8,300	8,400	6,300	3,100	15,900	20,700	2,600	2,400	75,200	(11,600)	-13.4%
General Insurance	2021	23,445	-	4,450	3,500	-	-	355,500	-	-	-	-	386,895		
General Insurance	2022	24,500	-	7,495	3,500	-	-	339,500	-	-	-	-	374,995	(11,900)	-3.1%
Supplies & Expenses	2021	97,450	32,490	87,925	108,000	70,150	56,100	129,300	136,800	380,760	19,600	9,425	1,128,000		
Supplies & Expenses	2022	114,850	27,540	91,300	111,500	70,150	41,500	151,825	131,000	328,530	19,600	10,050	1,097,845	(30,155)	-2.7%
Utilities	2021	52,900	-	25,500	65,000	-	-	56,200	326,125	558,000	315,500	-	1,399,225		
Utilities	2022	56,800	-	27,308	65,000	-	-	62,300	317,250	565,750	313,500	-	1,407,908	8,683	0.6%
Chemicals	2021	-	-	-	-	-	-	-	140,000	4,000	80,000	155,000	379,000		
Chemicals	2022	-	-	-	-	-	-	-	140,000	4,000	70,000	160,000	374,000	(5,000)	-1.3%
Repair & Maintenance	2021	75,655	5,400	61,075	56,300	25,000	60,000	103,040	660,000	624,600	172,000	105,000	1,948,070		
Repair & Maintenance	2022	59,975	-	61,307	82,150	20,000	50,000	100,520	735,000	563,600	120,000	92,000	1,884,552	(63,518)	-3.3%
Outside Services	2021	305,100	99,250	11,000	266,900	-	-	27,500	35,000	61,000	206,000	873,000	1,884,750		
Outside Services	2022	319,300	157,130	10,500	305,400	-	-	27,500	35,000	60,000	206,000	923,850	2,044,680	159,930	8.5%
Contingency	2021	225,000	-	-	-	-	-	-	-	-	-	-	225,000		
Contingency	2022	225,000	-	-	-	-	-	-	-	-	-	-	225,000	-	0.0%

Prior Year Total	2021	1,578,550	825,940	513,050	2,031,400	1,241,750	547,400	1,099,240	2,580,925	3,431,260	1,009,900	1,335,425	16,194,840		
Current Year Total	2022	1,654,025	989,070	560,710	2,146,150	1,261,550	653,900	1,132,045	2,802,550	3,429,280	960,600	1,386,100	16,975,980		4.8%

\$ Increase or (Decrease)		75,475	163,130	47,660	114,750	19,800	106,500	32,805	221,625	(1,980)	(49,300)	50,675	781,140		
% Increase or Decrease		4.78%	19.75%	9.29%	5.65%	1.59%	19.46%	2.98%	8.59%	-0.06%	-4.88%	3.79%	4.82%		

# LOXAHATCHEE RIVER DISTRICT

## Neighborhood Sewering Schedule-Revised February 2020



Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
16	181 <sup>st</sup> St N Gravity	12	Notified Owners – January 2013 Notice of Intent to Assess – October 2018 Award Construction Contract – January 2021	2018	2021
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
H	Olympus Dr, Juno (LP)	2	Notified Owners – June 2013 Prelim. Design started – August 2017 Notice of Intent to Assess – July 2020 Award Construction Contract – January 2021	2016	2021
	18870+18890 SE Country Club Dr (LP)	2	Notified Owner – April + Aug 2017 Design started – August 2017 Notice of Intent – December 2018 Notice to Connect – May 2021 Preliminary Assess – May 2021 Final Assess -June 2021	2018	2020
	Thelma Ave. (LP)	3	Notified Owners – September 2017 Notice of Intent to Assess–September 2019 Notice To Connect – February 2021 Preliminary Assess – May 2021 Final Assess -June 2021	2020	2020
EE	Hobart St SE (Martin Co.) (LP)	13	Notified Owners – January 2013 Notice of Intent to Assess–September 2019	2016	2021
	197 <sup>th</sup> Pl N (LP)	3	Notified Owners – April 2019 Notice of Intent to Assess – February 2015 Notice To Connect – February 2021 Preliminary Assess – May 2021 Final Assess - July 2021		2020
	605+607 Military Trl (LP)	2	Notified Owners – June 2020 Notice of Intent – Jan 2021	2022	

Private Road Areas – Page 2

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
AA	Peninsular Road	4	Private Road Notice of Intent – February 2010 Partial construction complete - June 2013 Soliciting easements for remainder of project	2010	AEO
BB	Rivers Edge Road (Martin Co.)	35	Notified Owners – August 2010 Private Road-Easements Solicited –May 2014 Notice of Intent – February 2014 Project Delayed	2013	AEO
CC	171 <sup>st</sup> Street (Martin Co.)	7	Private Road - In House Design Owners notified October 2012 Easement rec'd from Church – April 2017 Grant received	2014	AEO
CC	Jamaica Dr	11	Private Road Owners notified Oct 2012 Statutory Way Provision – June 2021	2014	AEO
CC	66 <sup>th</sup> Terr+Way	19	Notified Owners – Aug 2010 *Private Roads Notice of Intent to Assess – February 2015 Statutory Way Provision – March 2021	2014	AEO
D	Loggerhead Park <i>(institutional)</i>	6 ECs	Need Easements from County-No database	2014	AEO
DD	Taylor Road	38	Notified Owners – September 2011 Private Roads	2015	AEO
FF	Rolling Hills	50	Notified Owners – Jan. 2013 - Private HOA Notice of Intent to Assess – October 2019 Award Engineering Contract – January 2021 Sewer Location – February 2021	2017	2021
FF	Gardiner Lane-18205 (LP)	1	Notified Owner – July 2013 – Private Road Notice of Intent to Assess – October 2019 Notice to Connect – May 2021 Preliminary Assess – May 2021 Final Assess -June 2021	2017	2021
FF	North A1A	3	Postponed-Town activities in area-No database	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>	11	Notified Owners – January 2013	2018	AEO
GG	Castle Rd SE	5	Notified Owners – Jan 2013-private road	2018	AEO
GG	Jupiter Rd SE	4	Notified Owners – Jan 2013-private road	2018	AEO
HH	Harbor Rd. S. LPSS	6	Notified Owners – January 2014 Private Road	2017	AEO
HH	Indian Hills SE	12	Notified Owners – January 2016 Easement for Road & Utilities, No Dedication	2019	AEO
16	Limestone Creek Road West	49	Notified Owners – January 2013 Private Road	2018	TBD
19	US Coast Guard Station Offices <i>(institutional)</i> PX Commercial <i>(commercial)</i>	2 ECs 2 ECs	US Government - private roads-No database Contract for installation of sanitary sewers – September 2020	2019	2021

\* 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*  
**HUNTER SHENKMAN**  
*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

July 08, 2021

Loxahatchee River Environmental Control District  
D. Albrey Arrington, Exec. Dir. and Board Members (sent by email to S. Patel)  
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**

---

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT, IN AND  
FOR PALM BEACH COUNTY, FLORIDA  
CASE NO. 50-2019 CA 014447 XXXX MB AB

FRED BEMAN, Plaintiff,  
vs.

LOXAHATCHEE RIVER DISTRICT, Defendant.

December 6, 2017. Auto Accident involving District vehicle and vehicle driven by Fred Beman.  
April 15, 2020. Summons & Complaint served upon the District.  
April 20, 2020. Attorney Lyman Reynolds, appointed be District's Insurance Carrier to Defend the  
District under the District's Insurance Policy.  
May 4, 2020. District's Motion to Dismiss filed.  
July 8, 2020. District's attorney reports Motion to Dismiss not yet set for a hearing.  
August 19, 2020. Agreed Order permitting transfer of the case to Martin County  
Sept 16, 2020. Amended Complaint filed in Martin County  
March 8, 2021, No Summons yet served on the District.  
April 6, 2021, No Summons yet served on the District.  
May 5, 2021, No Summons yet served on the District.  
June 9, 2021, No Summons yet served on the District.  
July 7, 2021, No Summons yet served on the District.

---

Pre-Suit Notice of Claim under FS 768.28 (6)(a)  
Dated August 3, 2020 from Attorney for Plaintiff

Donovan Mackey and Dee Mackey, Plaintiff  
Vs.  
LOXAHATCHEE RIVER DISTRICT, Defendant.

On or about October 2019 sewage back up into 141 Beacon Lane, Jupiter, FL 33469 (Jupiter  
Inlet Colony). Plaintiffs claim personal injury from the sewage back up.  
August 3, 2020, District notified District's insurance carrier of the claim.  
August 18, 2020, Insurance Adjuster for the District assigned the claim.  
Plaintiff cannot file suit until claim is denied. 768.28 (6)(b).

## **LIEN FORECLOSURES**

---

**NONE**

---

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

**NONE**

*Loxahatchee River Environmental Control District  
Monthly Status Report  
July 1, 2021*

*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 July 1, 2021.

**Olympus Drive Force Main and Low Pressure Sewer Replacement**

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

- Contractor terminated the contract for the horizontal directional drill Sub-contractor (Florida Communications) due to poor performance and brought East Coast Drilling to the site.
- Horizontal directional drill installation on Olympus Drive has been completed, wireline tracking & Survey in progress.
- Open cut pipeline installation on Olympus Drive started.
- Drilling on Celestial Way scheduled to commence 07/06/21.

**Alternate A1A 24-Inch Force Main Cleaning & Inspection**

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

- A meeting was held on May 26, 2021 with the District to discuss the failed liner and available options regarding the pipeline.
- B&W & the Contractor are currently researching the costs involved for various options for District consideration.
  - B&W has reached out to seven (7) different companies regarding removal of the factory installed liner within the 24" subaqueous force main beginning in May 2021. B&W has been and still is in correspondence with these various contractors regarding the details of the project and their ability to perform the work.
  - B&W plans to provide the District a technical memorandum outlining the efforts completed, findings to date, and options for next steps moving forward by July 9, 2021.

**Irrigation Quality 511 (IQ-511) Pump Station Piping Improvements**

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

- A pre-construction meeting was held on June 21, 2021.
- NTP anticipated to be issued on July 9, 2021 as per the discussion at the pre-construction meeting.
- Initial submittals and RFIs are currently under review.

### **Lift Station Fall Protection Improvements**

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

- Material procurement is currently in progress, delivery scheduled for July 19, 2021
- Contractor is anticipated to mobilize and start installation on July 19, 2021.

### **GPR Locating Equipment Training**

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

- B&W conducted the first training day event on April 30, 2021 with District staff.
- The District notified B&W that the Training Session was a success and will be in contact to schedule an additional session soon.

### **Risk Management / Process Safety Plan**

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

- The site audit with the District was completed on May 27, 2021.
- The District was able to transfer the EPA Core CDX to B&W as the Preparer of the submittal on June 3, 2021.
- The resubmission to EPA is on schedule for July 2021 pending receipt of requested items from the District based on the recommendations from the site audit.

Respectfully Submitted by:

**BAXTER & WOODMAN, INC.**



Rebecca Travis, P.E.

Executive Vice President / Florida Division Manager



July 6, 2021

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

Subject: Monthly Progress Report

Dear Mr. Dean:

Our progress and anticipated work on the Odor Control Study and the MLS Bypass Study projects are described in the letter.

The following activities were conducted in the month of June for the Odor Control Project:

1. Task 2 – Review of Conditions of Existing WWTF and Preparation of Test Protocol has been fully completed
2. Task 3 – Sampling and Testing and Operational Assessment has been completed. Baseline Air Dispersion Modeling studies has been completed and results were presented to the District staff. Air dispersion modeling for proposed technologies have also been completed.
3. Task 4—Analysis and Presentation of Testing Results has been completed
4. Task 5 – Investigation and Evaluation of Odor Improvements is now completed
5. Task 6 - Development of Odor Control Engineering Report has been completed to a draft report that will be submitted for review after a presentation to District providing summary of results is completed this week or next.

Next month's activities:

1. Finalization of odor control study will be wrapped up incorporating comments received from the District

The following activities were conducted in the month of June for the MLS Bypass Study:

1. Continued to use previous InfoWater models to gather information on operational parameters as available.
2. Reconciled information on as-builts vs. operational information such as pump curves, pumps control levels, and design operating points. Determined gaps.
3. Started to assign operational information in the model.
4. Strategic planning framework material was advanced.
5. Researched for service area and TAZ data to help determine population projections for the study area.

Next month's activities include:

Mr. Kris Dean, P.E.  
Deputy Director/Director of Engineering  
July 6, 2021

Page 2

1. Schedule and prepare for a progress meeting.
2. Obtain and process field pressure data upon completion of Field Pressure Investigation / Model Calibration Plan.
3. Processing of operational information will finalize upon receipt of field data. Operational model build will start.
4. Calibration spreadsheet tools will be created.

Project activities shifted to accommodate the Field Testing Plan during the month of July per District request. Project manager has adjusted project schedule and resources to mitigate overall impact on milestones.

Please let me know if you have any questions.

Sincerely,

CAROLLO ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read "Elizabeth Fujikawa".

Elizabeth Fujikawa, P.E., LEED AP  
Vice President

**Loxahatchee River Environmental Control District**  
**CMA Project Status Update**  
**July 8, 2021**

CMA Project/Proposal #	Name	Status
PROPOSALS		
None		
PROJECTS		
494.001	BLM House Demolition and Reconstruction	<ul style="list-style-type: none"> <li>• Pre-scope meeting conducted</li> <li>• Site visit conducted</li> <li>• CMA contract awarded at Board meeting 3/18/21</li> <li>• Project kick off meeting 4/8/21</li> <li>• Additional site visits performed</li> <li>• Draft interior layouts presented</li> <li>• Draft site layouts completed</li> <li>• Conceptual Design submitted 5/21/21</li> <li>• Conceptual Design comments received and reviewed, meeting scheduled</li> <li>• 90% drawings in progress</li> </ul>



**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:** July 7, 2021  
**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 July 7, 2021. **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.**

**Lift Station No. 082 Improvements**

- The preconstruction meeting for this project was held on June 18, 2021. A Notice to Proceed for this project was issued on June 21, 2021. HCE is currently in the process of reviewing submittals provided by the Contractor.

**Lift Station #161 and Lift Station #291 Emergency Generator Project**

- HCE has processed all final paperwork for this project. Upon receipt of revised record drawings from the Contractor this project will be complete.

**SE Hobart Street Low Pressure Force Main System**

- The Contractor is obtaining additional density information for the bore pit locations per the request of Martin County. Upon receipt of this information and transmittal to Martin County, the final closeout of the utility right-of-way use permit will be issued and the project will be complete.

**Country Club Drive Force Main Transmission System Preliminary Evaluation**

- *District staff will be replacing the pumps at Lift Station #70 and subsequently collecting data for two weeks to provide to HCE. Upon receipt of the updated data, the hydraulic model will be completed. The technical memorandum will be submitted within two weeks after completion of the model.*

**Lift Station #163 Emergency Generator Improvements**

- HCE has reviewed and returned all submittals provided to date from the Contractor. We have also responded to Requests for Information #1 through #3 provided by the Contractor. The Contractor is currently in the process of preparing a schedule and determining when mobilization will occur for the project.



### **Jupiter Inlet Lighthouse Septic to Sewer**

- The Town of Jupiter has provided additional comments on the drawings and permit application. HCE is currently in the process of reviewing and addressing the comments. Upon issuance of the Town of Jupiter permit the project can proceed with bidding.

### **Lift Station Telemetry Improvements**

- The HCE team gathered additional information from vendors and is finalizing the technical memorandum. The final technical memorandum will be submitted to the District by July 12, 2021. Design of the project will then proceed, and a 90% submittal will be provided by September 10, 2021.

### **Rolling Hills Gravity Sewer System, Lift Station, & Force Main**

- District staff provided comments on the 60% submittal to HCE on June 14, 2021. We are currently working towards the 90% design submittal and will have a submittal provided to the District the week of August 9, 2021.

### **Injection Well Pump Manual Transfer Switch Addition**

- The final design drawings and cost estimate were provided to the District on June 10, 2021. District staff requested a few minor adjustments to the design and the revised 100% plans and cost estimate were provided on July 1, 2021. An on-site meeting still needs to be scheduled with the District to test the Standard Operation Procedure (SOP) for the Electrical Building #3 Portable Generator Connection.

### **Operational Greenhouse Gas Emissions and Cost Assessment**

- *The greenhouse gas framework and interface development, inventory development, and emissions factor and unit cost library will be completed within three months from receipt of the requested information from the District and the Solid Waste Authority. Hazen is currently working on these elements of the project.*

### **Emergency Response ESRI Collection Tool & Synovia Vehicle Tracking Assistance**

- HCE updated the existing hurricane collector maps with several minor changes (wet well high-level indicator expression, feature and editing aesthetic changes, etc.). HCE developed a data connection diagram for use in LRD's reference documentation. The maps are ready for testing and emergency data collection if tests are fully successful.

### **Master Lift Station No. 1 Traveling Bridge Crane Solicitation**

- The 90% bid package will be delivered to District Staff for review during the week of July 12, 2021.



**Loxahatchee River Environmental Control District  
Master Plan 20-AC “Sierra Square” @ 9278 Indiantown Rd  
LRECD PO# 21-0649 / KCI #482021095.01**

**Progress Report**

**To:** Mr. Kris Dean, P.E., Deputy Executive Director/Director of Engineering  
**From:** Todd Mohler, RLA, KCI, Project Manager  
**Date:** July 6, 2021

**ACTIVITIES**

KCI Technologies progress report updates for the current billing period are:

**Activities and Support:**

1. **Survey:** Boundary and topographic survey will be complete and issued for review week ending 7/9/21.
2. **Environmental:** A Draft of the Environmental Report is complete. With survey complete by 7/9/21, the draft report will then be finalized.
3. **Civil Engineering:** Conducted site investigation visit to analyze existing property conditions, layout and water levels of surrounding wet ponds, canals and wetlands.
4. **Landscape Architecture:** Coordination of other disciplines, site analysis in process.
5. **Architecture:** Working to schedule the programming meeting with LRECD.
6. **Geotechnical:** Field work complete. Geotechnical report expected on week ending 7/9/21.



# Busch Wildlife Sanctuary At Loxahatchee River District Quarterly Dashboard - 2nd Quarter 2021



	Education				Animal Care			Financial Operations			Gift Shop	Volunteers	Safety
	General Public Visitors	Visitors Attending Public Programs	In-reach / Out-reach Program Attendance	Education Net Income	Injured Animals Received / Treated	Animals Released	Average Donation per Animal Admitted	General Donation Income	Grants/Major Donor Income	BWS Net Income	Net Income	Hours Logged	OSHA Recorded Incidents
Benchmark	# of People	# of People	# of People		#	%						#	#
Green	> 25,000	> 3500	> 5500	> \$20,000	< 500	≥30%	≥ \$15.00/Animal	> \$25,000	> \$100,000	≥ \$100,000	> \$10,000	> 2000	0
Yellow	> 20,000	> 2500	> 4000	> \$10,000	≥ 500	≥25%	< \$15.00/Animal	≥ \$15,000	≥ \$50,000	> \$0.00	> \$5,000	≥ 1500	1
Red	< 20,000	< 2500	< 4000	< \$10,000	>1000	<25%	< \$10.00/Animal	< \$15,000	< \$50,000	≤ \$0.00	< \$5,000	< 1500	>2
2020 Qtr Results													
1st Qtr													
2nd Qtr													
3rd Qtr													
4th Qtr													
2021 Qtr Results													
1st Qtr													
2nd Qtr													
3rd Qtr													
4th Qtr													

## **2nd Quarter Items:**

**Projects Completed:** Updated Owl Alcove, Clean up area next to deer yard and raised garden built, fencing installed along walkway across from otters

**Projects In Progress:** Old Croc and Gator demo, Pressure wash boardwalks

**Future Projects:** Eagle Scout – raised garden beds on Pine Land Nature Trail.

## **2nd Quarter Appearances, Notables, Trainings:**

**Trainings:** Emergency Preparation; Hazard Communication

**Onsite Educational Activities Included:** In addition to daily programming we provided 31 Tours, 4 VIP Tours, 38 Junior Naturalist sessions, and 10 special events

**Offsite Educational Activities:** 31 Outreach Educational Programs, 3 Natural Areas Guided Walks, 2 Public Animal Releases, 4 Third Party Events

**Other Community Events:** 45 Virtual Programs

**COVID Related Update:** BWS continuing enhanced safety protocols for guests, volunteers and staff



# 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

## *Celebrating 50 Years, 1971-2021*

D. Albrey Arrington, Ph.D.  
EXECUTIVE DIRECTOR

### MEMORANDUM

Gordon M. Boggie  
CHAIRMAN

Stephen B. Rockoff  
BOARD MEMBER

Dr. Matt H. Rostock  
BOARD MEMBER

James D. Snyder  
BOARD MEMBER

TO: Governing Board  
FROM: Kara Fraraccio, Director of Finance and Administration  
DATE: July 9, 2021  
SUBJECT: Monthly Financial Report

### Cash and Investments

Balances as of June 30, 2021

#### Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Interest Earned	Market Value
Bank United	4 Months	07/11/21	0.15%	\$ 1,053,364	\$ 130	\$ 1,053,840
Bank United	6 Months	09/12/21	0.15%	1,571,460	194	1,572,421
Bank United	6 Months	08/19/21	0.20%	1,000,000	164	1,000,718
Bank United	6 Months	08/19/21	0.20%	1,000,000	164	1,000,718
Bank United	6 Months	08/19/21	0.20%	1,000,000	164	1,000,718
<b>Subtotal</b>				<b>\$ 5,624,824</b>	<b>\$ 816</b>	<b>\$ 5,628,415</b>

#### Money Market Accounts:

Synovus - Public Demand	0.30%	\$ 3,049	\$ 12,367,582
TD Bank - NOW	0.15%	1,018	8,256,787
<b>Subtotal</b>		<b>\$ 4,067</b>	<b>\$ 20,624,369</b>

#### Checking Account:

SunTrust-Hybrid Business Account	0.02%	\$ 183	\$ 14,909,523
<b>Subtotal</b>		<b>\$ 183</b>	<b>\$ 14,909,523</b>

<b>Total</b>	<b>\$ 5,066</b>	<b>\$ 41,162,307</b>
--------------	-----------------	----------------------

Average weighted rate of return on investments is: .15%

As of 6/30/21:

3 month Short Term Bond: .05%

1 month Federal Fund Rate: .25%

Cash position for June 2020 was \$34,561,002. Current Cash position is up by \$6,601,305.

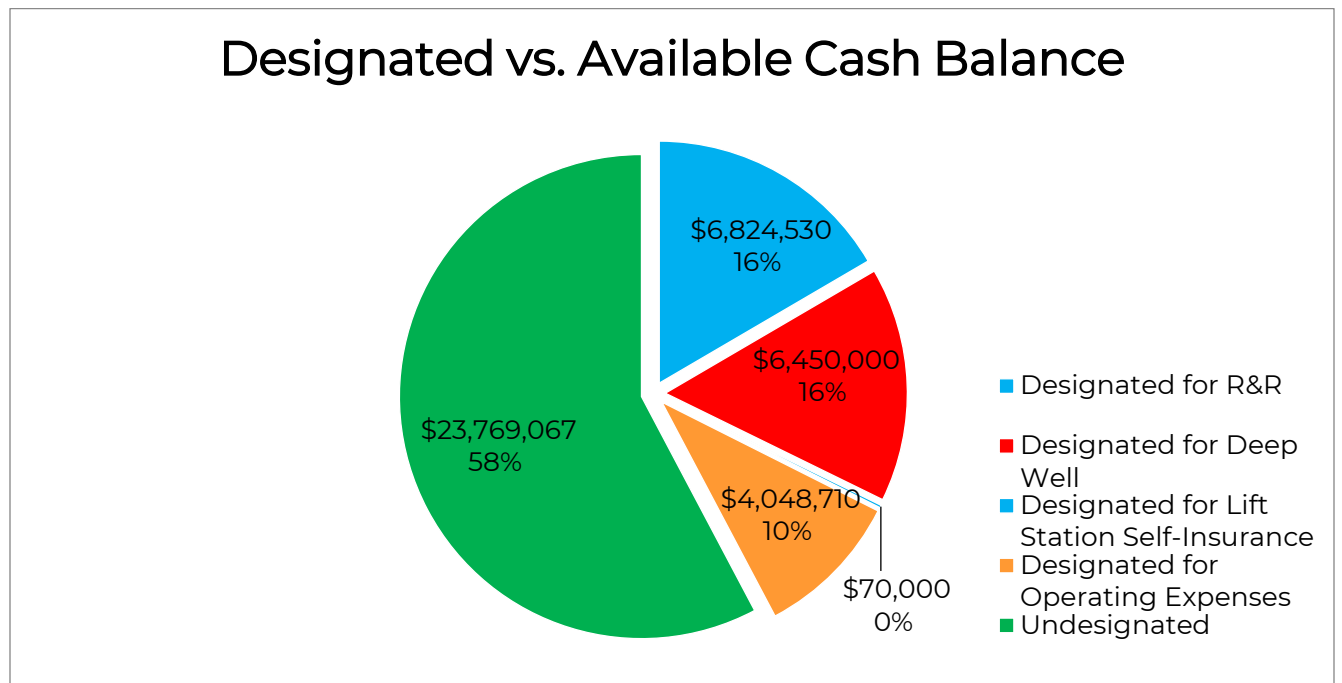
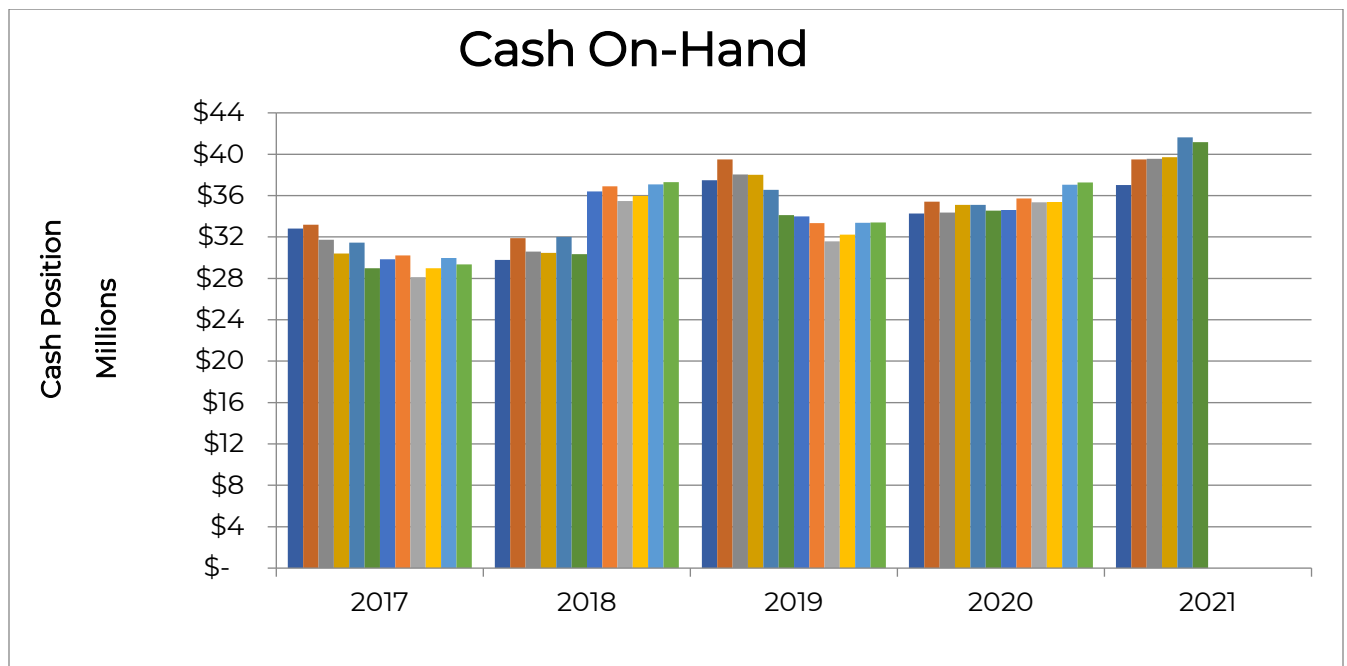
2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

loxahatcheeriver.org

Water Reclamation - Environmental Education - River Restoration



## Financial Information

- Legal Fees billed in June totaled \$100. The fiscal year-to-date total is \$59,285.
- There was no Septage billing for the month of June. The fiscal year-to-date total is \$165.
- Developer's Agreement – There were no new Developer Agreements in June.
- I.Q. Water Agreements – Abacoa Plaza and San Palermo are past due for the months of May and June; Town Center Ph I is past due for June.
- Estoppel fees collected in June totaled \$8,550. The fiscal year-to-date total is \$85,250.

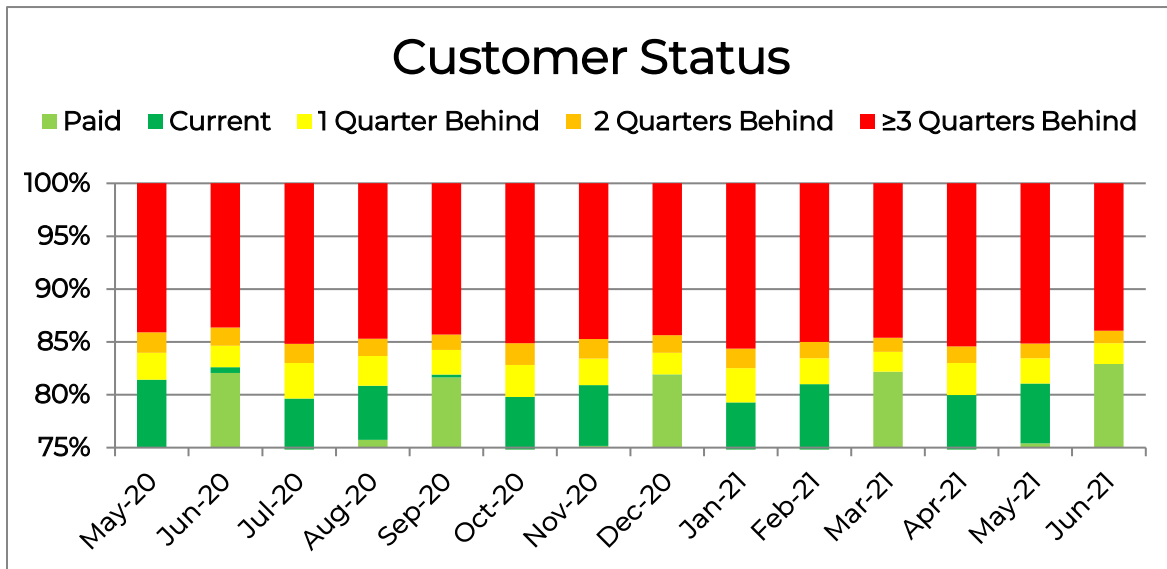
## Summary of Budget vs. Actual

<i>Budget Benchmark</i> 75%	Jun-21 Actual	YTD Actual	FY 21 Budget	Favorable (Unfavorable)	Budget Expended	Jun-20 YTD
<b>Revenues</b>						
<b>Operating Revenues</b>						
Regional Sewer Service	\$1,380,510	\$12,496,655	\$ 17,670,500	\$ (5,173,845)	70.72%	\$12,746,624
Standby Sewer Service	6,968	69,451	90,000	(20,549)	77.17%	69,531
IQ Water Charges	176,343	1,695,055	2,250,000	(554,945)	75.34%	1,794,057
Admin. and Engineering Fees	2,752	28,199	73,000	(44,801)	38.63%	84,286
Other Revenue	28,137	271,777	410,000	(138,223)	66.29%	269,009
<b>Subtotal Operating Revenues</b>	<b>1,594,710</b>	<b>14,561,137</b>	<b>20,493,500</b>	<b>(5,932,363)</b>	<b>71.05%</b>	<b>14,963,507</b>
<b>Capital Revenues</b>						
Assessments	6,339	2,104,587	931,500	1,173,087	225.94%	1,079,174
Line Charges	13,094	138,513	203,000	(64,487)	68.23%	317,673
Plant Charges	46,640	571,039	932,000	(360,961)	61.27%	537,312
Capital Contributions			800,000	(800,000)	0.00%	163,877
<b>Subtotal Capital Revenues</b>	<b>66,073</b>	<b>2,814,139</b>	<b>2,866,500</b>	<b>(52,361)</b>	<b>98.17%</b>	<b>2,098,036</b>
<b>Other Revenues</b>						
Grants						
Interest Income	8,500	682,645	648,000	34,645	105.35%	934,897
<b>Subtotal Other Revenues</b>	<b>8,500</b>	<b>682,645</b>	<b>648,000</b>	<b>34,645</b>	<b>105.35%</b>	<b>934,897</b>
<b>Total Revenues</b>	<b>\$ 1,669,283</b>	<b>\$ 18,057,921</b>	<b>\$ 24,008,000</b>	<b>\$ (5,950,079)</b>	<b>75.22%</b>	<b>\$ 17,996,440</b>
<b>Expenses</b>						
Salaries and Wages	\$420,580	\$3,773,933	\$ 5,960,700	\$ 2,186,767	63.31%	\$3,757,462
Payroll Taxes	30,813	270,051	428,900	158,849	62.96%	281,754
Retirement Contributions	54,870	557,340	889,100	331,760	62.69%	572,145
Employee Health Insurance	106,722	936,200	1,478,400	542,200	63.33%	906,460
Workers Compensation Insurance		48,612	86,800	38,188	56.00%	88,173
General Insurance	3,045	358,803	386,895	28,092	92.74%	360,233
Supplies and Expenses	75,260	631,339	1,128,000	496,661	55.97%	698,237
Utilities	94,533	947,119	1,399,225	452,106	67.69%	905,466
Chemicals	27,043	236,072	379,000	142,928	62.29%	287,144
Repairs and Maintenance	164,195	1,241,867	1,948,070	706,203	63.75%	1,350,462
Outside Services	437,586	1,674,432	1,884,750	210,318	88.84%	1,199,157
Contingency			225,000	225,000	0.00%	
<b>Subtotal Operating Expenses</b>	<b>1,414,647</b>	<b>10,675,768</b>	<b>16,194,840</b>	<b>5,519,072</b>	<b>65.92%</b>	<b>10,406,693</b>
<b>Capital</b>						
Capital Improvements	304,885	2,063,432	10,994,500	8,931,068	18.77%	5,302,287
<b>Subtotal Capital</b>	<b>304,885</b>	<b>2,063,432</b>	<b>10,994,500</b>	<b>8,931,068</b>	<b>18.77%</b>	<b>5,302,287</b>
<b>Total Expenses</b>	<b>\$ 1,719,532</b>	<b>\$ 12,739,200</b>	<b>\$ 27,189,340</b>	<b>\$ 14,450,140</b>	<b>46.85%</b>	<b>\$ 15,708,980</b>
<b>Excess Revenues</b>						
Over (Under) Expenses	\$ (50,249)	\$ 5,318,721	\$ (3,181,340)	\$ 8,500,061		\$ 2,287,460

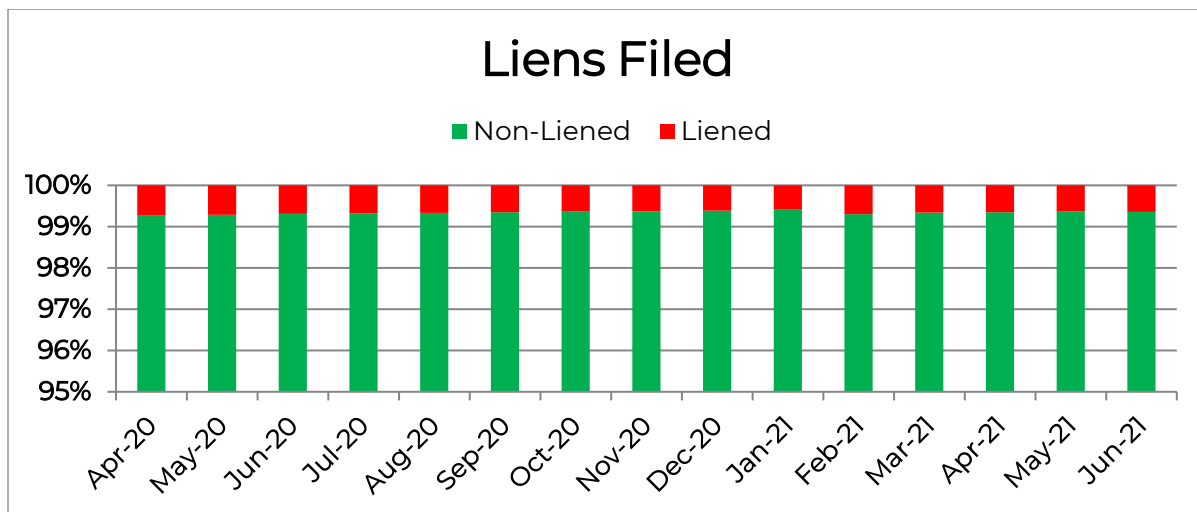
Total Capital expenses incurred and encumbered totaled \$8,128,298 or 74% of the budget.

## Accounts Receivable

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



The District serves approximately 33,000 customers. Currently, the District has 213 liens filed which represent approximately 1% of our customers.



## Pending/Threatened Litigation

- Vehicle Accident – The District received a legal summons related to a vehicle accident involving a District vehicle. This claim is currently being handled through the District's General Liability Insurance provider, PRIA. PRIA has assigned the firm of Roberts, Reynolds, Bedard & Tuzzio, PLLC to represent the District.
- Beacon Lane – The District received a formal notice that a negligence claim is being made on behalf of a resident on Beacon Lane from injuries sustained as a result of septic and sewage over-flow at the property. We notified the District's legal counsel, the project engineers, the contractor, and the District's General Liability Insurance provider, PRIA.



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

### MEMORANDUM

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

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

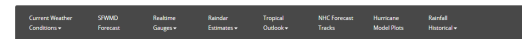
DATE: July 8, 2021

SUBJECT: Engineering Services Report

### Project highlight

Finally in June the dry season broke. Customers that were curtailed starting May 24 were returned to their full allocation on June 18. The frequent rains have increased storage lake levels from a low of 9.7 feet to 13.0 as of July 8. Barring a major rain producing storm or a return to dry conditions we anticipate lake levels returning to "normal" (15.5' NGVD) in early August.

### SWFMD 7-Day Total Forecast



[SFWMD TEXT FORECAST](#)

### Daily Quantitative Precipitation Forecasts

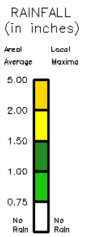
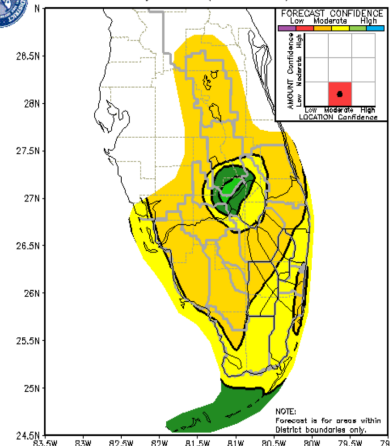
| All 7 Days | Day 1 | Day 2 | Day 3 | Day 4 | Day 5 | Day 6 | Day 7 | 7-Day Total | Special Period |



7-Day Total Forecast



SWFMD QUANTITATIVE PRECIPITATION FORECAST  
Days 1-7 (168 hours)



ISSUED: Thu 08-Jul-2021 09:59 EDT

### In-house Projects

***Lift Station Rehabilitations General Construction Services:*** Staff have completed the first rehabilitation package and are scheduling with the rehabilitation contractor to confirm pricing and issue a work order.

Staff have also gone through the inspections to date and prioritized the work

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

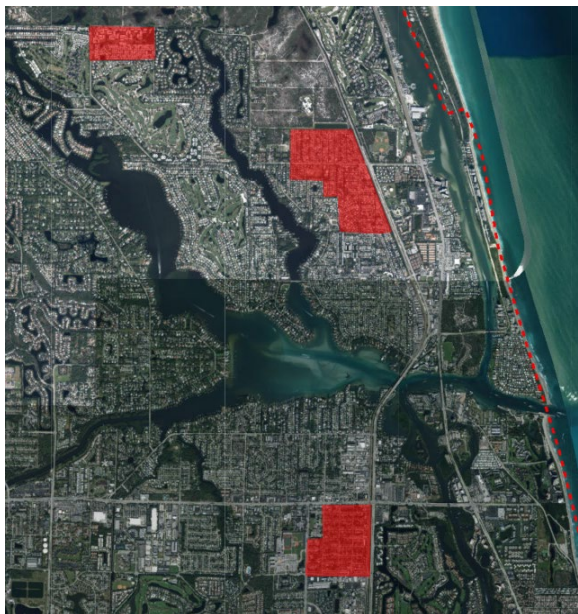
[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration



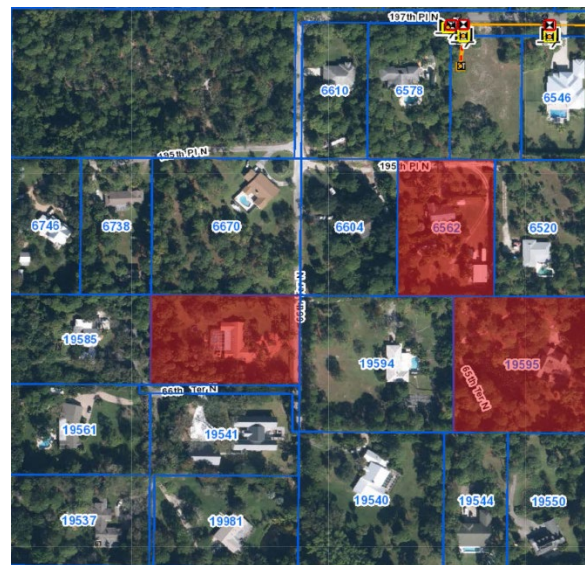
**181<sup>st</sup> Street Gravity Sewer System:** The Notice to Proceed was issued effective May 21, 2021 with an anticipated final completion in December 2021. Staff are working with PBC and the contractor for temporary traffic control approval prior to the contractor mobilizing.

**Neighborhood Sewering/Remnant Properties:** Final Assessments are included for 197<sup>th</sup> Place North in this month's notebook and next month we anticipate preliminary assessment for SE Hobart Street. Once completed we will move forward with 605 and 607 Military Trail to close out the Remnant Areas on our Neighborhood Sewering Schedule. At this time, we will wrap back around with IT and customer service and re-evaluate our system to confirm remnant areas on public right of way or with easement access have all been served.



**Fiscal Year 2021 Main and Lateral Lining Projects:** Purchase orders have been issued for cleaning, TV inspection and manhole inspections in LS018, 041, 050 and 054 collection systems. As this work is performed staff will pursue other contract options to perform lining and manhole rehabilitation identified for the TV inspection and manhole inspection report.

**Statutory Way of Necessity: 19595 66<sup>th</sup> Terrace Low Pressure Sewer:** Three properties agreed to participate in the 66<sup>th</sup> Terrace Low Pressure Sewer project under Statutory Way of Authority. We are moving forward with the project using staff for design and permitting and anticipate completion this year.



## CONSTRUCTION

We are still actively seeking a Construction Manager to head the Construction Department. The Construction Manager provides construction management, planning and support to the Engineering Services Division Director including project planning, design, materials acquisition, permitting, traffic control plans, general construction contract management and procurement of services not included in general construction services contracts necessary for completion of the work and fleet maintenance.

While we continue our search for the Construction Manager, we have implemented a construction department workflow through EAM to track open corrective work orders through evaluation, planning, permitting, scheduling and execution and have designated time slots each week to address specific steps through the workflow.

Additionally, we have implemented a permitting dashboard in PowerBI that tracks permit progress through the various permitting procedures implemented for each agency.

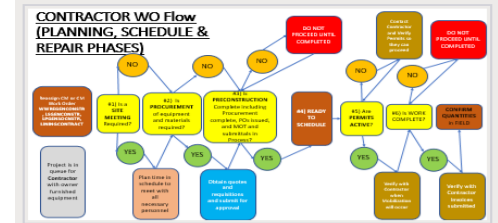
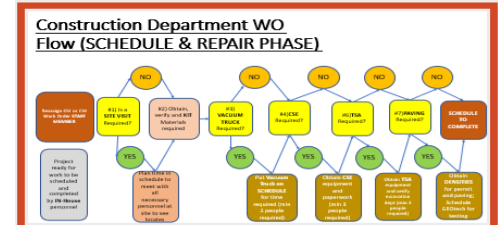
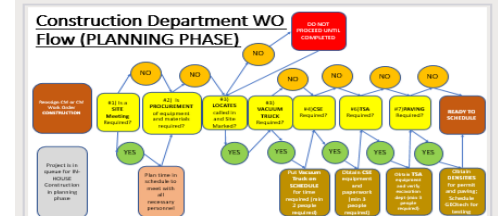
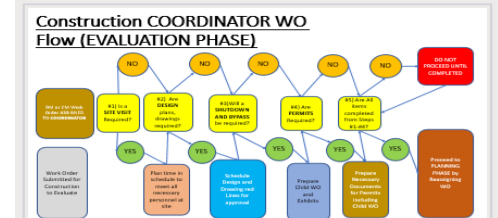
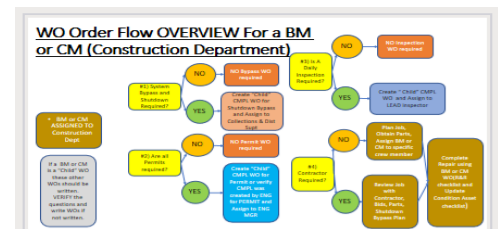
The combination of procedures, the permitting dashboard and staff engagement is making a significant impact on the work flowing through and organization within the department.

Where does this data come from?  
SQL query: EAM\_CMS\_PERMIT\_FINAL  
Task Plan: ENG-PERMIT-1

Permit Status

STATUS  
☒ Assigned  
☐ Cancelled  
☐ Closed

WORK ORDER	HEADER EQUIPMENT	HEADER DESCRIPTION	CHECKLIST	PERMIT NUMBER	REQUIRED	APPLICATION	ISSUED	EXPIRATION	ACTIVATION DATE	CLOSED	ACTION ITEMS
1688958	LS204	JUPITER VILLAGE	ENG-PERMIT-TOI-ENG	PL02-0009	7/7/2021	7/7/2021					waiting on check request
1682846	LS071-MH07	MANHOLE	ENG-PERMIT-VOT-UTIL	PL02-0009	6/29/2021	7/5/2021					Reinstatement form emailed to VOT 7-6-2021
1666006	LS050-GS053	GRAVITY SERVICE	ENG PERMIT MCO ENG		7/7/2021						Priority for wait of 7/12
1654206	R20027	LS042 Remnant Main Lining	ENG-PERMIT-VOT-UTIL	PP05-0013	7/8/2021	7/8/2021	7/8/2021	7/28/2022			permit expires/Permit pulled under Grant
1663880	IS011-QM074	IQ MAIN	ENG-PERMIT-PBCLO		7/7/2021	7/7/2021					Need to follow up with PBC comment letter and revision 7/12
1682701	LS050-GS0483	GRAVITY SERVICE	ENG-PERMIT-MCO-ENG		6/29/2021	6/29/2021					Follow up with MCo Appo Status
1690586	LS058-MH10	MANHOLE	ENG PERMIT-VOT-UTIL	PL02-0020	6/29/2021	7/8/2021					Emailed reinstatement form to VOT
1690582	LS054-GL12	GRAVITY LINE	ENG-PERMIT-VOT-UTIL	PL02-0009	6/29/2021	7/8/2021					EMAILED PERMIT PACKAGE TO VOT
1694067	R21009	Lift Station 050 Collection System Rehabilitation	ENG PERMIT-VOT-BLDG	PL01-0011	7/6/2021	7/8/2021					EMAILED PERMIT PACKAGE TO VOT
1694068	R20047	LS054 Main Lining	ENG-PERMIT-VOT-BLDG	PL01-0010	7/6/2021	7/8/2021					EMAILED PERMIT PACKAGE TO VOT
1690580	LS077-MH02	MANHOLE	ENG PERMIT-VOT-UTIL	PL01-0006	6/29/2021	7/5/2021					Application package in review
1681927	N20041	6138 Roccing Horse Rd	ENG-PERMIT-PDOH	158774-387	6/18/2021	6/18/2021	6/18/2021	6/10/2021	Jun 10 2021 4:59PM		
1681927	N20041	6138 Roccing Horse Rd	ENG-PERMIT-PBCLO	UTS4684-0720	6/18/2021	6/10/2021	6/10/2021	6/10/2021			



## COLLECTIONS AND REUSE

### *Equipment Training*

The District took delivery of two replacement pumps and one replacement vacuum/line washing truck this month. Training was provided by the vendors for all equipment.



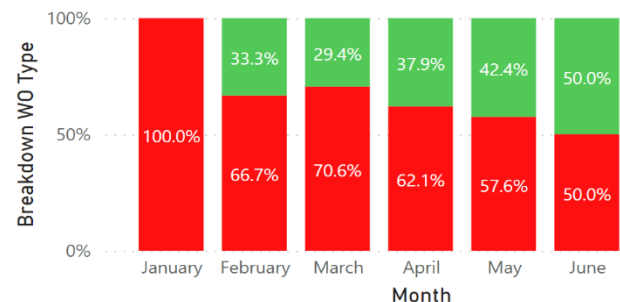
***Lift Station Repeat Red Lights:*** We continue to chase trouble stations with repeat issues and improve the wet well cleaning under preventative maintenance. In the second quarter repeat red lights ended down 26% when compared with the first quarter.

***Air Release Valves:*** The ARV evaluation process has resulted in 197 ARVs inspected year to date (out of 332 total). 28% are out of service.

***Wet Well Cleaning:*** The ratio of Preventative Maintenance Cleanings to Corrective Cleanings continues to trend in the right direction as we monitor red lights and repeat red lights for the cleaning program's effectiveness.

2021 % PM vs % CM

WO Type ● CM ● PM





## UNAUTHORIZED DISCHARGES (fka SANITARY SEWER OVERFLOWS)

There were 4 unauthorized discharges in the collection/transmission/distribution system this month.

On June 9, 2021, the Loxahatchee River District (LRD) had an unauthorized discharge of 1 gallon of sewage east of the northbound lane of S. Central Blvd located south of Jupiter Village Road in Jupiter, FL. The unauthorized discharge was caused by a leaking air release valve (LS200-VLA07). The unauthorized discharge was stopped by isolating the ARV until repairs could be made. No storm drains or other bodies of water were affected.

On June 10, 2021, the Loxahatchee River District (LRD) had an unauthorized discharge of 1 gallon of sewage south of eastbound lane on Fredrick Small Rd west of Palmwood Rd. in Jupiter, FL, caused by a leaking air release valve (LS130-VLA05). The unauthorized discharge was stopped by cycling the isolation valves to the ARV and tightening the ARV at its connection to the force main until further repairs can be made. No storm drains or other bodies of water were affected.

On June 11, 2021, the Loxahatchee River District (LRD) had an unauthorized discharge of 0.02 gallons of sewage at Lift Station #84 located at the Villas on the Green in Jupiter, FL. The unauthorized discharge was caused by a leaking air release valve (LS084-VA). The unauthorized discharge was stopped by isolating the ARV until repairs could be made. No storm drains or bodies of water were affected.

On June 12, 2021, the Loxahatchee River District had an unauthorized discharge of 5 gallons of sewage at a private residence low pressure pump station on SE Cove Point Dr in Tequesta, FL. The unauthorized discharge was due to a failed pump. The unauthorized discharge was stopped by shutting down the system until repairs were made. No storm drains or bodies of water were affected.



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

### MEMORANDUM

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

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

FROM: Jason A. Pugsley, P.E., Operations – Plant Manager

DATE: July 9, 2021

SUBJECT: June 2021 Operations Department Monthly Report

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

#### Treatment Plant Division/ Maintenance Department

Overall, the month of June was productive with all monthly reports prepared and submitted on time. There were no permit exceedances this month. The treatment plant operated efficiently and met all treatment objectives. Plant flows during the month of June were within the same order of magnitude as the flows recorded during the month of May. The Average Daily Flow (ADF) during June was 6.70 million gallons per day (MGD) vs. 6.90 MGD in May. The Maximum Daily Flow (MDF) during June was 7.03 MGD vs. 7.26 MGD in May. The Peak Hour Flow (PHF) during June was 6,299 gallons per minute (gpm) vs. 6,424 gpm in May. The total rainfall during the month of June was 9.56 inches which was significantly higher than the total rainfall during the month of May when we received a total rainfall of 1.85 inches.

The plant did not experience any unauthorized discharges during the month of June.

2500 Jupiter Park Drive  
Jupiter, Florida 33458

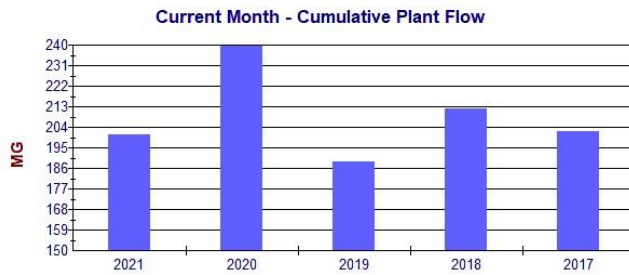
TEL: (561) 747-5700

FAX: (561) 747-9929

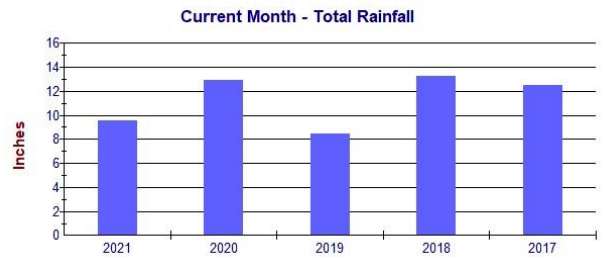
[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

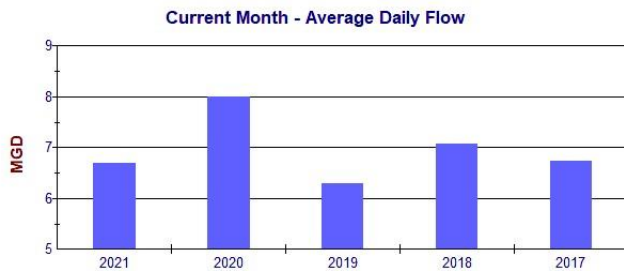
## GRAPHICAL SUMMARIES OF PLANT FLOWS AND RAINFALL DATA



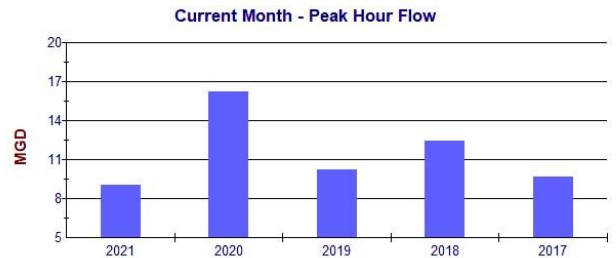
The Cumulative Influent Flow to the plant for the month of June was 201.01 million gallons.



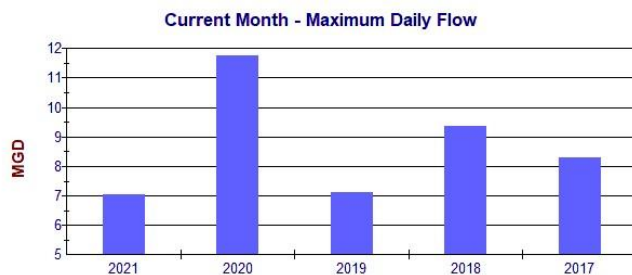
9.56 inches of total rainfall was recorded at the plant site during the month of June.



The Average Daily Flow (ADF) for the month of June was recorded at 6.70 MGD compared to 7.99 MGD one year ago, for the same month.

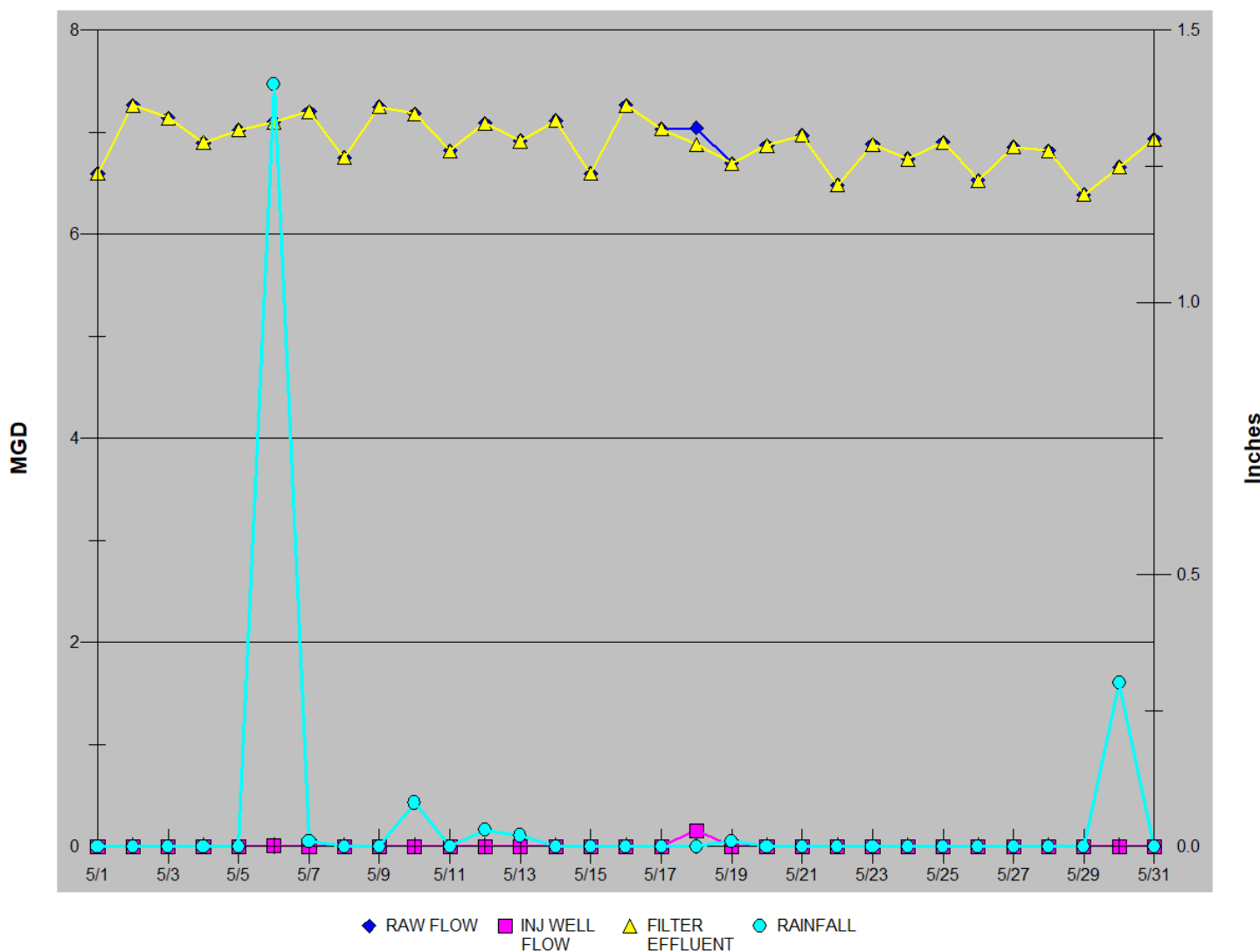


The Peak Hour Flow (PHF) for June was 6,299 GPM which equates to an equivalent daily rate of 9.07 MGD.



The Maximum Daily Flow (MDF) in June was 7.03 MGD.

For the month of June, the cumulative influent flow to the plant was 201.01 MG of which 201.01 MG was sent to the IQ storage system where it was distributed, as needed, to the various golf courses and the Abacoa development sites. A total of 9.56 inches of rainfall was recorded at the site during the month and no blended effluent was diverted to the Deep Injection Well. Overall, 100.00% of the plant influent flows were treated and available for reuse as IQ water. The plant delivered a total of approximately 204.18 million gallons of IQ water to the reuse customers during the month of June.



Year to date (i.e., Calendar Year 2021), approximately 95.41% of all influent flow to the plant was treated and available for reuse as IQ water. The total volume of IQ water distributed to reuse customers for the year stands at 1,425.97 million gallons.

All monthly reporting was submitted on time.

## Treatment Plant:

Operations Staff continued to work diligently to perform routine monitoring, sampling and general maintenance of equipment and structures. Staff also completed and/or supervised Contractor work for special projects during the month including the coordination and completion of the plant wide calibration of the Siemens ultrasonic level sensing devices. The level sensing devices are critical to the plant operations since they generally provide control data which is utilized for the sequenced operation of specific plant processes including but not limited to pump actuation and deep bed filter backwash initiation.



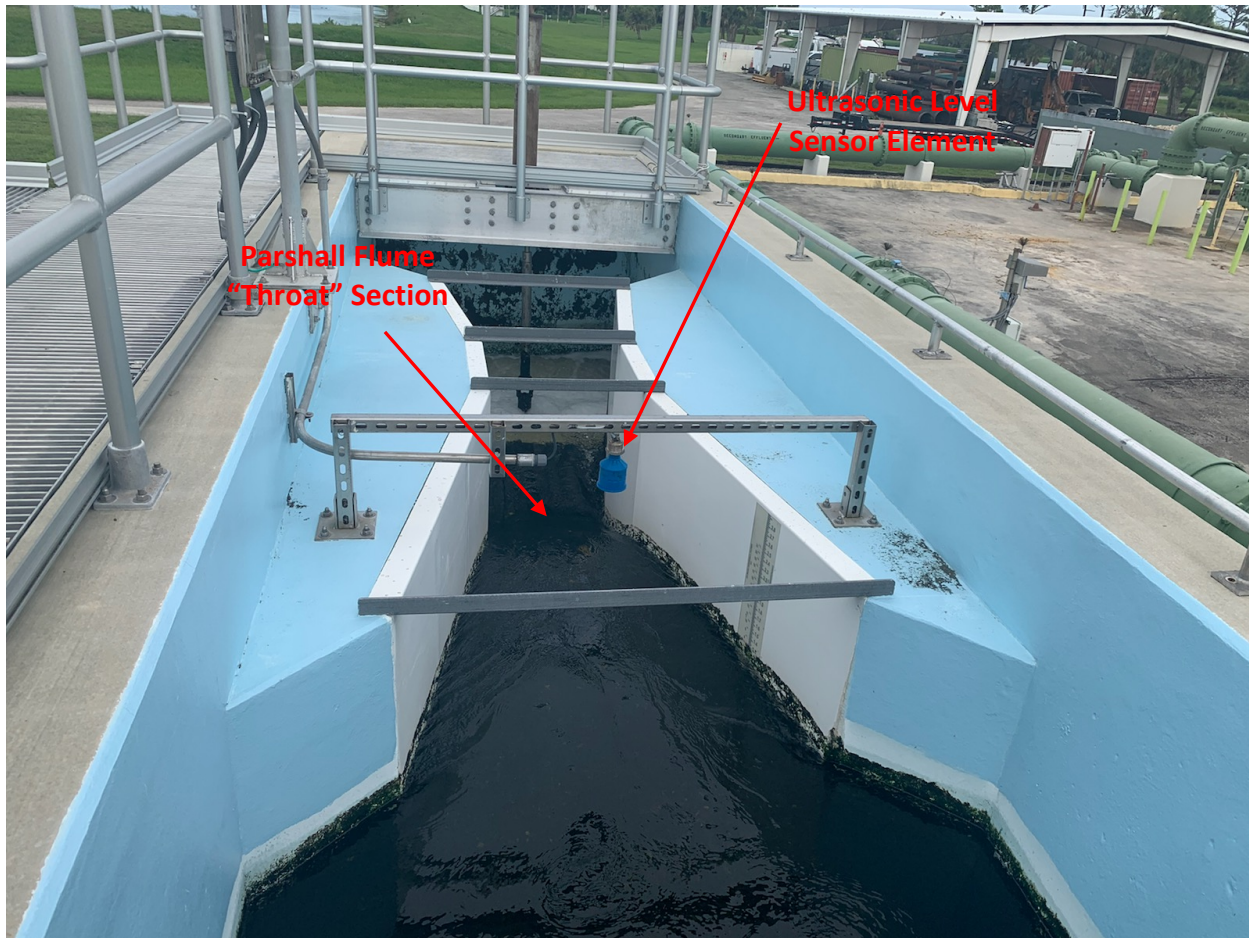
Ultrasonic Level Transmitter Unit



Deep Bed Filter Unit – Ultrasonic Level Sensor



The level sensing devices are also critical to the continuous collection of plant influent data at the headworks structure using two separate Parshall flumes as well as the filtered effluent flow upstream of the chlorine contact basins. Parshall flumes are unique flow devices which have a known “throat” dimension which is used to calculate a flow rate based the liquid level on the upstream side of the throat. Parshall flumes are considered to provide very reliable flow data but their accuracy is dependent on the liquid level data provided by a level sensing device.



Filter Effluent Parshall Flume – Ultrasonic Level Sensor



During the month of May, Operations also worked closely with the Maintenance Team to complete a permanent repair to a previous leak which was temporarily patched. The piping repairs were performed to the discharge piping at the injection well pump station. The repair included the replacement of a 10-inch segment of ductile iron piping. Prior to proceeding with the repair, a Shut Down Plan was prepared to properly plan the work including the identification of isolation valves and equipment to be locked out/tagged out. The work was completed by the Maintenance Team ahead of the planned scheduled shutdown duration. This is another great example of the Operations and Maintenance team collaborating to execute work tasks safely and efficiently.



Injection Well Pump Station Piping Repair – Photo 1





Injection Well Pump Station Piping Repair – Photo 2



## Maintenance Department:

The Maintenance Department continued to efficiently perform planned maintenance (PM) tasks over the last monthly period. In addition to the completion of standard PM tasks the Maintenance Department addressed non-routine maintenance items as well as “special projects”. A few examples of these types of projects are presented below.

The Maintenance Team worked closely with the Reuse and Construction Departments to replace a segment of corroded piping for the Reuse Point of Connection (POC) at Site No. 15 in Abacoa. The original piping was fabricated of mild steel. The replacement segment of piping fabricated by the Maintenance Team, which includes an inline tee-fitting, was constructed of Type 316 stainless steel. The Maintenance Team completed a detailed review of the point of connection piping layout to ensure that the new piping segment was dimensionally identical. This ensured that the existing piping segment could be quickly and efficiently replaced, minimizing system down time. In the end, the pipe segment replacement went smoothly and there were no service interruptions.



Abacoa Site No. 15 POC – Existing Piping



Abacoa Site No. 15 POC – Replacement Piping

During the month of June, the Maintenance Team continued with the systematic replacement of the site lighting fixtures with more energy efficient light emitting diode (LED) type fixtures. The replacement of the less efficient lighting fixtures will result in a quantifiable energy savings and is consistent with the District's desire to use the best available technology and ongoing initiative to reduce our carbon footprint. LED lighting fixtures also provide higher levels of illumination which will increase visibility and improve safety for the night Operations staff.



Installation of LED Light Fixtures at Aeration Basin



As previously discussed, the Maintenance Team also worked closely with plant Operations Staff to make required piping repairs at the deep injection well pump station. The piping repairs were necessary to replace a segment of piping which had developed a drip leak which could potentially have resulted in an unauthorized discharge. The Maintenance Team worked quickly and efficiently to complete the piping repairs in under three hours.



Injection Well Pump Station Discharge Piping Repairs



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

### MEMORANDUM

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER

TO: Albrey Arrington, Ph.D., Executive Director  
FROM: Bud Howard, Director of Information Services  
DATE: July 8, 2021  
SUBJECT: Information Services Monthly Governing Board Update for June 2021

### WildPine Ecological Laboratory

#### Nano Bubble Ozone Technology (NBOT) Water Quality Improvement Project in Jones Creek

DEP accepted our Final Quality Assurance Project Plan (QAPP) on June 28 so we are now authorized to proceed to the Monitoring & Treatment phase of the project. The schedule is shaping up as follows:

- Week of July 12 – Mobilize and deploy NBOT equipment on site; make final preparations for pre-treatment sample collection; Deploy water quality instrumentation.
- Wednesday, July 21 – NBOT Treatment begins between 1 and 2 pm.
- Ongoing extensive bacteria and other water quality testing; NBOT treatment as needed based on bacteria results for a total of 60 days.
- Sunday, Sept 19 – 60 day commitment of NBOT equipment ends.

#### Riverkeeper Project

In June, lab staff and our partners collected water quality samples from 16 monitoring stations throughout the watershed. The overall water quality score for June 2021 was fair with 79% of all samples meeting the EPA/DEP water quality criteria. This was a decline from last month's score of 88%, but better than this time last year at 71% (see score card below). We collected a total of 59 bacteria samples in support of several projects, including the weekly bacteria monitoring program and our partnership project with Town of Jupiter working in Jones and Sims Creeks.

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

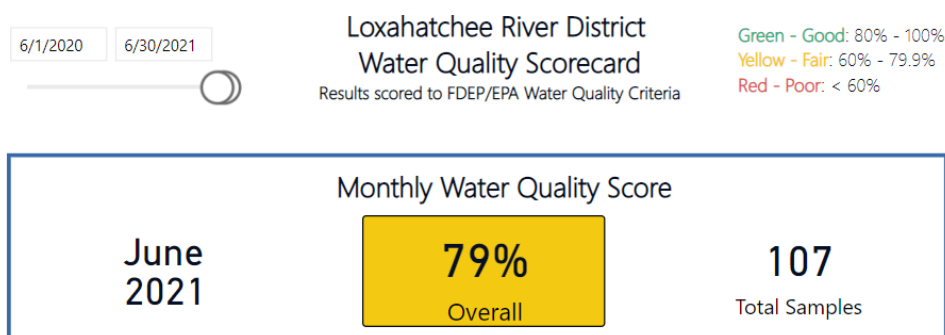
FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

Both Nitrogen and Phosphorus scores were good in June at 100% and 88%, and were better than historical results. However, Chlorophyll scored poor/red (56%) against the stringent criteria, and worse than last month's fair/yellow score (64%) and historical observations.

For the combined fecal indicator bacteria (fecal coliforms in all waters, enterococci in marine and brackish waters and E. coli in fresh waters), June scores were fair with 78% of samples meeting DEP's Surface Water Quality Standards and were similar to historical values for June.



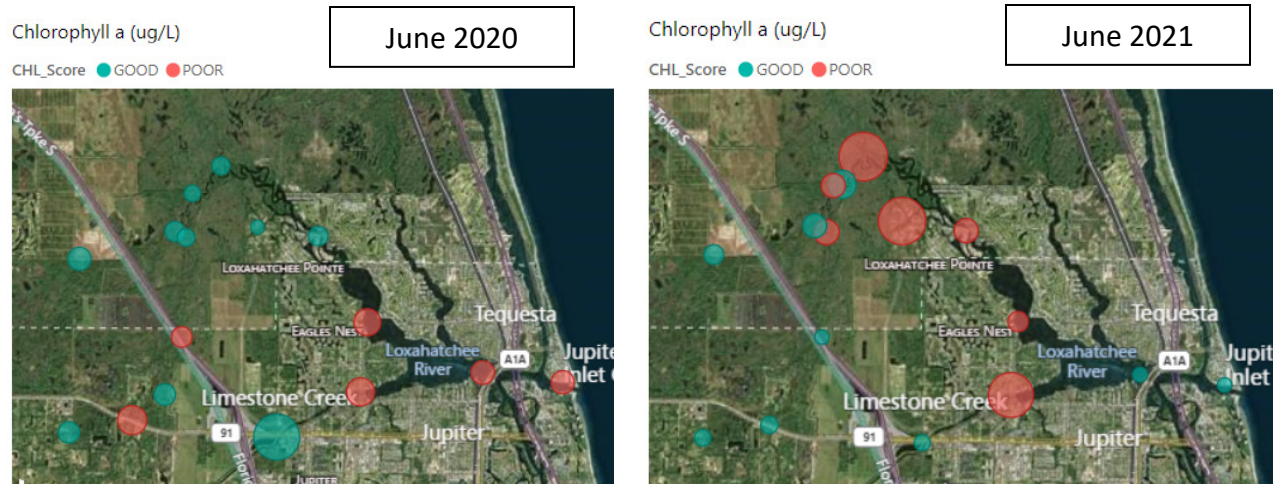
TN: Total Nitrogen, TP: Total Phosphorus, CLA: Chlorophyll a, BAC: Enterococci and E. coli bacteria

Year	Month	# Samples	Overall Score	# TN Samples	Total Nitrogen Percent Good	# TP Samples	Total Phosphorus Percent Good	# CLA Samples	Chlorophyll Percent Good	# BAC Samples	Bacteria Percent Good
2021	June	107	79%	16	100%	16	88%	16	56%	59	78%
2021	May	136	88%	22	95%	22	91%	22	64%	70	91%
2021	April	148	78%	27	93%	27	81%	27	52%	67	81%
2021	March	122	89%	16	100%	16	100%	16	63%	74	91%
2021	February	133	84%	23	91%	23	96%	23	65%	64	84%
2021	January	147	84%	27	93%	27	85%	27	78%	66	83%
2020	December	128	87%	17	100%	17	100%	17	100%	77	78%
2020	November	157	80%	27	93%	27	78%	27	96%	76	70%
2020	October	149	66%	28	89%	28	46%	28	46%	65	74%
2020	September	134	77%	17	100%	17	88%	17	59%	83	73%
2020	August	147	80%	27	96%	27	85%	27	70%	66	76%
2020	July	152	70%	28	82%	28	57%	28	46%	68	81%
2020	June	122	71%	16	88%	16	69%	16	63%	74	70%
<b>Total</b>		<b>1782</b>	<b>79%</b>	<b>291</b>	<b>93%</b>	<b>291</b>	<b>80%</b>	<b>291</b>	<b>66%</b>	<b>909</b>	<b>79%</b>

*Loxahatchee River Water Quality Scorecard for Overall, Total Nitrogen (TN), Phosphorus (TP), Chlorophyll a (CLA) and E. coli and enterococci bacteria (BAC) parameters.*

Most notable, again this month, were the high Chlorophyll (CLA) values that scored poorer this June compared to last month and last year. More than half of the samples tested (9 out of 16) had results over 20 ug/L. Stations 65, 107, and 72 had the highest values at 28, 27, and 25 ug/L and are indicated by the three largest red dots on the 2021 map below right.





Interestingly, Stations 107 and 72 also had the highest turbidity values this month at 7.1 and 5.5 ntu, well above the water quality target of 3.0 ntu. These parameters have been generally increasing over the past several years, so we are exploring possible causes for these changes.

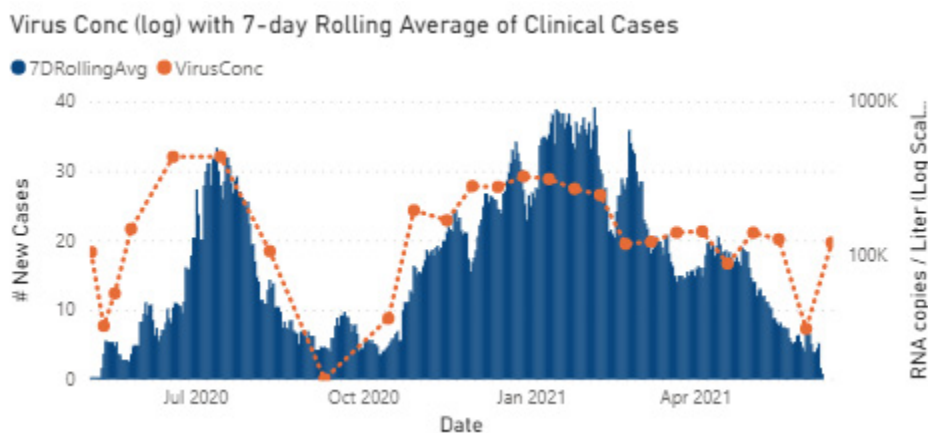
### FDEP Wastewater Laboratory Inspection

In June, the lab had a visit from a group of FDEP staff from the local DEP office and Tallahassee, for an inspection of our wastewater testing and reporting. DEP is restarting their on-site inspection process and training new staff. We spent a very engaging day with them explaining and demonstrating each of the wastewater analyses, answering questions, and providing all our documentation. Although we haven't received the final report yet, the feedback from the FDEP group was very positive. A big shout-out goes out to all of the lab staff for their exceptionally good work, and especially to Danny Tomasello and Dave Porter doing a great job presenting their work under intense scrutiny.



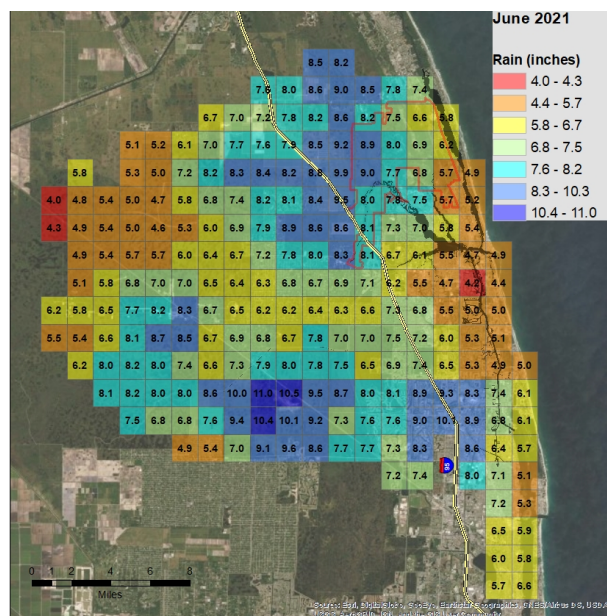
## Wastewater Surveillance of COVID-19

The wastewater surveillance testing for SARS/Covid-19 in our wastewater showed some significant variation in our June samples. Disappointingly, on June 7, the Florida Department of Health stopped publishing their clinical cases by zip code so we can no longer compare our surveillance data to the clinical case counts in our area. While variable, the wastewater surveillance data indicates the virus is still circulating in our community.



## Hydrologic Monitoring

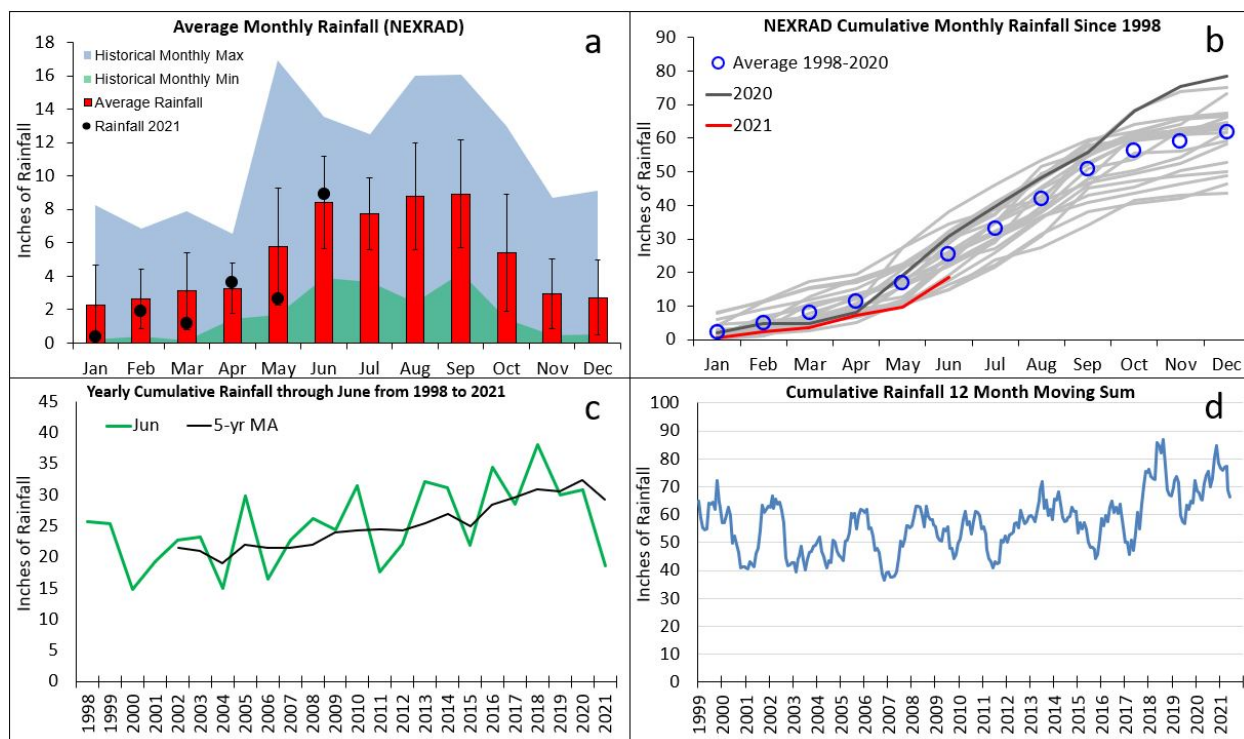
June marked the end of a prolonged dry season as much needed rain has arrived. Total rainfall across the watershed during June was 8.9" (panel 'a' in figure below). This was up substantially from last month's 2.7" and is slightly above June's historical average of 8.4", but far below the 11.6" last year. Rainfall was detected across the watershed during 28 days in June with the highest single-day total of 1.0" recorded on June 16. Total cumulative rainfall for 2021 through June is 18.7", or about 25% below the average of 25" we typically experience by this time of year (panel 'b' in figure below). Despite record setting annual rainfall and overall increasing trend in total rainfall in recent years, the cumulative rainfall through June has been on a decreasing trend since peaking in 2018 at 38.1" (panel 'c' in figure below). This may suggest that annual rainfall is occurring not only later in the year, but also over a



*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.*

shorter time period. The 12 month moving sum of rainfall (panel 'd') also suggests a decreasing trend in recent rainfall.

Rainfall across the watershed during June was somewhat scattered with the wettest regions including Loxahatchee Slough in the southern part of the watershed, which experienced up to 11", and Jonathan Dickinson State Park (Figure above). The driest areas of the watershed include western regions near Hungryland Wildlife Conservation Area, which had as little as 4", and the coastal areas near the Jupiter Inlet.



Figures above display various measures of rainfall. Panel (a) shows average monthly rainfall from 1998 to 2020 (red bars; error bars indicate  $\pm 1$  sd). Black dots indicate monthly rainfall for 2021. The blue and green shaded areas show the maximum and minimum rainfall ever recorded for each month. Panel (b) shows monthly cumulative rainfall for each year since 1998. Red line indicates cumulative rainfall during 2021; dark gray line indicates rainfall during 2020. Blue circles are monthly cumulative average rainfall measured between 1998-2020. Panel (c) shows cumulative annual rainfall using NEXRAD radar-based data. Green line indicates cumulative rainfall through June for each year since 1998, when the radar-based rainfall measurements began. Black line is the 5-year moving average across all years. Panel (d) shows cumulative 12-month moving total of monthly rainfall.

Despite recent increase of rainfall, it appears there was insufficient freshwater in the system to sustain minimum flows (35 cfs) through the Northwest Fork. Throughout June, flow over Lainhart Dam followed a pulsed-flow schedule for a monthly average of only 21 cfs (range between 0 to 64 cfs) with 20 days of flow less than Minimum Flow and Level (MFL; Figure below). Fortunately, this flow schedule was sufficient to keep the 20-day moving average salinity at River Mile 9.1 just below the 2.0 ppt salinity MFL threshold with a monthly average salinity of 1.3 ppt. Throughout June there was no flow measured



through neither the G-160 or G-161 structures as well as no flow measured through S-46. Salinity in the estuary remains high with a daily average bottom salinity of 36 ppt and a daily average surface salinity of 31 ppt as measured at the USGS structure located near the US-1 bridge. The lowest surface salinity measured at US-1 was 7 ppt on June 23.



*Flow measurements for May 2021 through the Lainhart Dam (top graph) with salinity at River Mile 9.1 (bottom graph).*

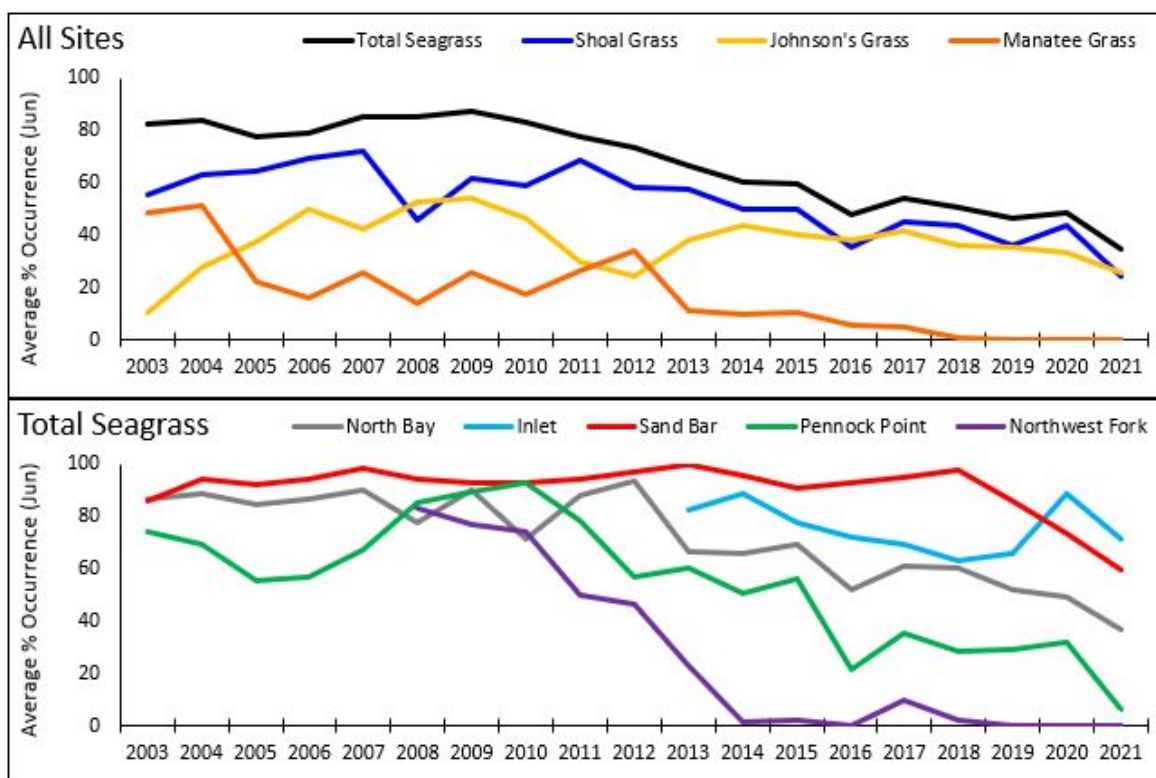
## Seagrass Monitoring

The second seagrass monitoring event for 2021 was completed in June. Former interns and new volunteers provided greatly appreciated assistance with getting the monitoring completed efficiently. Unfortunately, all species of seagrasses, across all sites, continue to experience declines. The seagrass community in the Loxahatchee River Estuary is now largely composed of Shoal Grass and Johnson's Grass with occasional observations of Paddle Grass. Manatee Grass, which was once



abundant at two of the monitoring sites, has not been found in 2021. Seagrass also continues to be absent from the Northwest Fork site, which in June 2008 boasted over 80% occurrence. The Sand Bar, North Bay, and Pennock Point all showed declines in June 2021 compared to June 2020. The Inlet site also experienced a decline compared to June 2020, however the percent occurrence observed June 2021 was well within the historic range of variability. Incidentally, the Inlet monitoring site has been the lone encouraging site where seagrasses are holding.

The lab staff are engaging seagrass scientists working throughout the state to gain a consensus of hypotheses driving the seagrass declines, understand the variety of research presently underway, and to look for potential opportunities to partner on projects to try and improve our understanding seagrass declines in the Loxahatchee.



Figures above show average percent occurrence of seagrass by species (top) and by site (bottom) during June of each year beginning in 2003. The North Bay, Sand Bar, and Pennock Point sites include data back to 2003 when monitoring commenced. Northwest Fork (purple) and Inlet (light blue) were added to the monitoring program at later dates as indicated.

## Oyster Spat Monitoring

Oyster spat settlement evaluation for June indicates that oyster recruitment continues setting record densities. In the Northwest Fork, average spat density was 8,416 spat m<sup>2</sup> with a majority, or 79%, of the settlement activity occurring at the downstream site (Figure below). Density was considerably higher than the historical period average of 3,372 spat m<sup>2</sup> and substantially higher than the 836 spat m<sup>2</sup> observed same period last year making this, by far, the highest density observed during this period in the Northwest Fork.

The oyster settlement was even more remarkable in the Southwest Fork where an average spat density of 32,558 spat m<sup>2</sup> was observed with about 65% of the settlement total occurring at the upstream site. Not only is this density substantially higher than the June average of 4,713 spat m<sup>2</sup> and last year at 188 spat m<sup>2</sup>, but this density is also the highest on record for the Southwest fork. The previous highest density observed in the Southwest Fork was 24,574 spat m<sup>2</sup> recorded last month! It seems with each passing year the oyster settlement keeps getting higher.

While it is unclear why we are experiencing this sudden sharp increase in spat settlement, it may be related to the delayed start to wet season, higher temperatures, sustained salinity, the presence of more oysters in the region, or a combination of these and possibly other factors. The fact that the estuary is experiencing such high oyster spawning and settlement activity is encouraging.

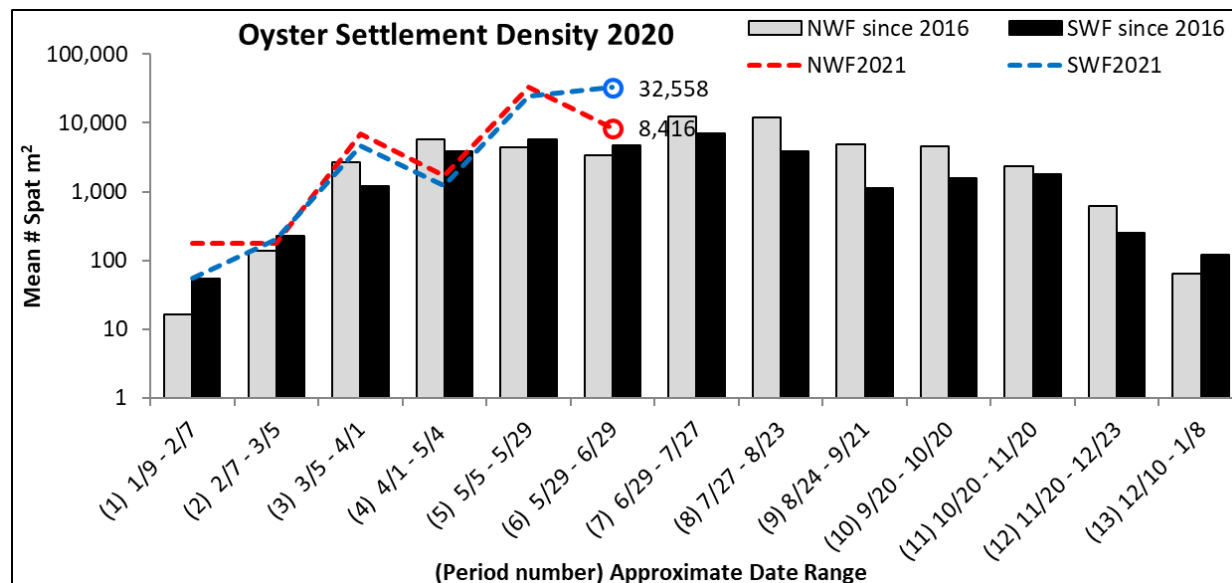
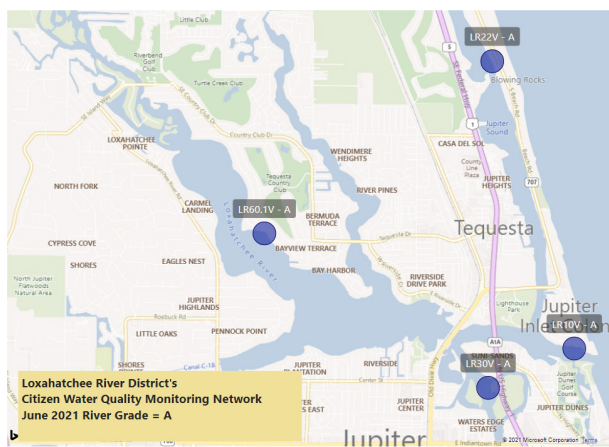


Figure shows mean oyster spat settlement for the Northwest Fork (gray bars) and the Southwest Fork (black bars) since 2016. Dashed lines show oyster spat settlement so far for 2021 in the NWF (red) and SWF (blue). Note logarithmic scale of vertical axis.



## Volunteer Water Quality Monitoring Program

The Volunteer Water Quality grade for June was an “A”. All of the parameters for all sites scored very well this month. As rainfall increased, we observed some slight degradation in water clarity, but these observations were not significant enough to pull down the strong scores.

*Summary of results from the Volunteer Water Quality Monitoring Program.*

June-21	Averaged results for the Month							Monthly Cumulative Grades						Cumul. Monthly	
Site	Temp (F)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Score	Grade
LR10V	27.8	4.93	34.5	8.2	6.3	97.3	1.0	A	A	A	A	A	A	100.0	A
LR22V	27.0	0.10	39.0	8.0	5.3	82.8	1.0	VAB	A	A	A	A	A	100.0	A
LR30V	27.8	1.43	33.7	8.0	5.2	80.1	1.0	A	A	A	A	A	A	100.0	A
LR60.1V	27.0	0.70	30.0	8.0	5.2	77.2	1.0	A	A	A	A	A	A	100.0	A
Average	27.4													100.0	A
VAB (Visible at Bottom)															
DO (Dissolved Oxygen)															
ND (No Data)															

VAB (Visible at Bottom)  
DO (Dissolved Oxygen)  
ND (No Data)

## Customer Service

### Payment Processing

In June, the Customer Service team closed out the 2<sup>nd</sup> quarter billing by processing nearly 2,600 past due payments totaling over \$324k and prepared for the 3<sup>rd</sup> quarter billing. We ended the quarter with a nearly 96% account satisfaction rate, right in line with historical rates. The proportion of digital payments (credit card or eCheck) notched up another 300 payments, now representing 74% our total payments. Interestingly, the numbers of customers using their banks’ online bill pay was basically flat with most of the new digital pay customers paying through our payment portal by autopay eCheck, credit card on our website, or autopay credit card.

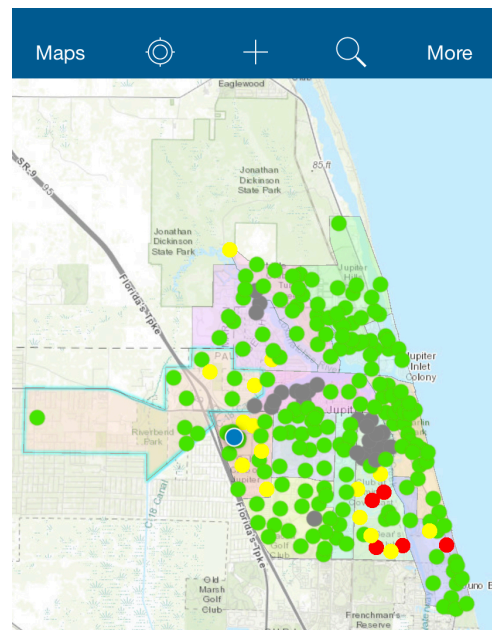
### New Adjustments Tool

In support of auditing requirements and fraud prevention, all accounting adjustments in our customer information and billing system require division director approval. Historically we relied on a paper-based and spreadsheet system to track the roughly 250 adjustments each year. While effective, this system was less efficient and subject to occasional errors that could take meaningful amounts of time to identify and resolve. As part of our efforts to capitalize on automation tools offered through Microsoft’s Power Platform we stepped into a digital system by creating and logging our data in a new data table, then we worked with our Microsoft consultant to migrate the data into Sharepoint and assemble a secure email approval and record status coding

## Information Technology (IT)

We are continuously evaluating, identifying, and implementing features and improvements to further improve the security posture. We are happy to discuss details with you individually.

While we hope that we have a quiet hurricane season, it is good to know we have tools in place to help manage an effective emergency response.





# Loxahatchee River Environmental Center

## July 2021



### River Center Summary Statistics

## LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD



		Environment al Stewardship Impact <small>[% ES Impact = (Total Visitors x ES Index)/Monthly Target]</small>	Environment al Stewardship Index	Total Visitors <small>(incl. Visitors, Field Trips, Onsite Programs)</small>	Average Program Participation <small>[Actual participants/Capacity of Program]</small>	Volunteer Engagement	1st Time Visitors	Visitor Satisfaction	Staff Overall Program Assessment	Expenses	Program Revenue
Benchmark / Customer Expectation		% of Target	Monthly Average <small>[Max Rating is 9]</small>	% of Target	% of Capacity	% of Target	% of Target	Rating Average <small>[Max Rating is 5]</small>	Rating Average <small>[Max Rating is 9]</small>	% within budget	% of Target
Blue Level		≥ 110%	≥8	≥ 110%	≥ 95%						
Green Level		≥ 90%	≥7	≥ 90%	≥ 75%	≥ 90%	≥ 90%	≥4	≥7	≥ 85% but ≤ 105%	≥ 90%
Yellow		≥ 75%	≥5	≥ 75%	≥ 50%	≥ 75%	≥ 75%	≥3	≥5	≥ 80%	≥ 75%
Red		<75%	<5	<75%	<50%	<75%	<75%	<3	<5	< 80% or > 105%	<75%
2018 Baseline		130%	7.3	84%	84%	99%	124%	4.8	7.3	90%	165%
2019 Baseline		134%	7.3	76%	96%	107%	176%	4.7	7.8	96%	100%
2020 Baseline		60%	7.6	28%	47%	56%	65%	4.6	7.8	83%	87%
2020	June	0%	0.0	0%	0%	16%	0%	0.0		87%	25%
	July	0%	0.0	0%	0%	12%	0%	0.0		92%	23%
	Aug	0%	0.0	0%	0%	20%	0%	0.0		87%	19%
	Sept	38%	7.9	8%	32%	27%		4.1	8.4	74%	19%
	Oct	30%	8.0	18%	24%	83%	13%	4.8	7.9	62%	76%
	Nov	77%	6.5	48%	45%	67%	60%	4.7	6.9	71%	104%
	Dec	95%	8.1	44%		84%	105%	4.7	7.9	74%	81%
2021	Jan	106%	8.1	55%		80%	92%	4.6	7.9	88%	92%
	Feb	136%	8.1	66%		67%	89%	4.6	7.5	74%	101%
	Mar	282%	8.4	95%	80%	68%	275%	4.6	7.9	78%	85%
	Apr	170%	8.6	136%	85%	123%	320%	4.8	7.7	84%	89%
	May	161%	8.0	100%	99%	115%	270%	4.4	7.9	89%	72%
	June	227%	8.1	122%	77%	116%	328%	4.6	8.0	96%	51%
Consecutive Months at Green		7	7	4	4	3	4	10	10	3	0
Metric Owner		O'Neill	O'Neill	O'Neill	Harris / Duggan	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
Revenue	We have half as many slots available for field trips as we do in a normal year, so that impacts revenue. Also, the groups that are coming are smaller than usual.

## River Center General



**Pratt & Whitney Volunteer Program [Saturday, June 12<sup>th</sup>]**  
Volunteers from Pratt & Whitney were finally able to join us again for a morning full of projects. They were excited to get back here and be able to get together. They worked on three projects that morning. They mounted a re-purposed shelf on the back porch to help us with cleaning program gear. They also created a mounting system for the shades to make it easier to get them up and down in preparation for storms. Finally, they built a new bench for the porch overlooking the garden. The bench also features a storage area.



## Special Programs

### River Center Aquatic Adventure Summer Camp Family Open House [Wednesday, June 2]

The River Center held a summer camp open house for families that would be participating in our Aquatic Adventure Summer Camp this year. This event allows new and returning families familiar and comfortable with the River Center, our summer staff, and to complete and turn in paperwork. Staff was available to answer questions, provide agendas, and start the summer season with a positive attitude. Families also got a chance to look at the aquariums and visit the touch tank. We had 46 campers and 38 adults come throughout the evening.



### Summer Camp Counselor Training [Saturday, June 5<sup>th</sup>]

This month the River Center conducted summer camp counselor training for the upcoming summer season. On June 5th, twenty high school students dedicated their time for training on water safety, kayaking, seining, and equipment uses. We also covered counselor expectations, responsibilities, and behavior. They got a chance to meet each other, the college interns, and River Center staff. To be a River Center counselor requires dedication, enthusiasm, and hard work. We have been so proud of these volunteers and are looking forward to a happy and safe summer camp season.

*LRD Connections: High School counselor's learned the mission of the River Center and how their actions and efforts with our summer camp program impacts our campers and their families.*

### **Blooming in the Garden: [Saturday, June 5<sup>th</sup>]**



The River Center hosted our Blooming in the Garden early learner program. This month's theme was "seeds" and included a fun story. Our guests then headed to the garden to see what seeds they could find throughout the trail. At the end of the program every family took home their own planter pots with various herbs and wildflowers for their home gardens. It was a beautiful day to be outside and we can't wait until our next one.

### **Science with Sam [June 11<sup>th</sup> and June 18<sup>th</sup>]**

In June, Science with Sam did two first-ever Family Fun lessons. One class taught orienteering and the other about wastewater and stormwater. The first class about orienteering took place at the Jupiter Inlet Lighthouse Outstanding Natural Area utilizing their trails for a scavenger hunt. After a short demonstration of how to use a compass, families toured the trails looking for signs that directed them on how to navigate, using their compass, to hidden treasure boxes. Along the way, families learned about environmental issues of the area including erosion from boats and wave action, littering from visitors, invasive plants and stormwater run-off from the surrounding community. Families also learned that stormwater is managed differently from wastewater.

The second class took place at the River Center and focused on wastewater and stormwater. Families learned that stormwater is not treated and recycled by LRD like wastewater is, and that stormwater is dumped directly into our ecosystems. Families also learned about the stormwater catch drains the WildPine Lab has been monitoring and researching, and common trash items found in them. Sam did a percolation demonstration comparing run-off on concrete to run-off over soil. After the percolation demonstration, families were able to create their own mini biosphere experiment, one with healthy soil and one with run-off contaminated soil, to see how plants are affected by the stormwater run-off.

## **Aquatic Adventure Camp**



The River Center's summer camp season has been a blast for the month of June. This was a much-anticipated moment after cancelling all summer activities last year. Campers were eager to get outdoors, participate in water activities, and just play outside with each other, especially after the school year they had. The two weeks that were held in June were the River Trekkers and Nature Navigators with a total of 28 campers and 7 high school volunteer counselors.

River Trekkers is designed for children ages 9 and 10 entering 4th and 5th grades. Nature Navigators is designed for children ages 7 and 8 entering 2nd, and 3rd grade. Campers went kayaking, seine and dip netting, standup paddle boarding, boating, and fishing! Campers kayaked to Fullerton Island and Sawfish Bay, seine and dip netted at Burt Reynolds Park, and took a boat trip to Bird Island in the Central Embayment of the Loxahatchee River. They also played numerous games and activities at the River Center, explored the pollinator garden, and played, played, and played!



### LRD Connections:

- Sewage: During a River Center tour, we explained the habitats along the Loxahatchee River and how they are all important and interconnected. Using the LRD water board, we shared how we use water in our homes and how the Loxahatchee River District recycles and reclaims that wastewater and uses it as irrigation water in our community.
- Solid Waste: During the day and at each location we visit, campers are encouraged to pick up any trash we find that could enter into the waterway. At lunch, campers, counselors, and staff members made sure all their trash was thrown away or recycled to prevent trash from blowing away in the Chiki hut.
- Water Supply: Campers learned about our drinking water supply, wastewater, and irrigation quality water. Campers learned how all the different habitats on the Loxahatchee River are important to the groundwater supply, the aquifers, as well as the human community.
- Stormwater: Campers learned about the impacts of erosion in relation to runoff and pollution entering into the waterways and the negative impacts to our estuaries and reefs systems.



### Family Fishing Clinic: [Saturday, June 19<sup>th</sup>]

This program began with a classroom session lasting about 45 minutes, where we covered fishing regulations, knot tying, various forms of tackle, fish identification, and the importance of safety while fishing. After the basics were covered, we went outside to try some casting with our fishing poles. The last 45 minutes of the clinic are just for fishing. Our guests bait their hooks and take to the dock to await their potential catches. It was a great day to be outdoors. Five children and five adults participated in our Family Fishing Clinic.



### Kayak 101: [Thursday, June 24<sup>th</sup>]

The River Center hosted our first Kayaking 101 workshop of the season. This workshop is an introductory course on the basics of kayaking. Participants learned about paddling safety, various equipment, and what to do before you go. Once on the water, guests got firsthand experience testing their strokes and paddling around the park.



## AustinBlu Fishing Tournament: [Saturday, June 26<sup>th</sup>]

On Saturday, June 26<sup>th</sup> the AustinBlu Foundation and the River Center hosted the 3rd AustinBlu Foundation Land and Sea Fishing Tournament. This unique tournament offered two competitions for anglers: a harvest competition and a catch and release tournament. Over 90 anglers were registered to compete in this stacked competition. With lines in the water at 7:00 AM, anglers had until 4:00 PM to submit or weigh their catches in-order to be considered for prizes.

Anglers in the catch and release tournament used the Fish On app from Reeltime Apps to submit catches to our River Center judges. The more fish they caught, the better their chances of winning. By the closing of the event, over 600 catches had been submitted for judging!

Contestants in the harvest competition weighed their largest catch at our AustinBlu weigh-in station. Anglers could submit fish for four different categories: Sheepshead, Jack Crevalle, Snapper (any Species), and Checkered Pufferfish. The competition was steep, but twin sisters Ella and Gracie Greateon managed to catch a 15-pound Jack Crevalle, which brought them into the Grand Prize position. This is the first year we have had a girl win grand prize! Fish on ladies!

After fishing, the fun kept rolling with awesome vendors like Mang Gear, a prize-packed raffle and food trucks from local eateries Smac Shack, Little Moir's Food Shack and Kona Ice. We had over 225 people attend the award ceremony and festivities. Participants went home with amazing swag buckets filled with items from our generous tournament sponsors. Winners of the competition were awarded cash prizes, with a grand prize of \$500!

We are so proud to work with an organization like the AustinBlu Foundation and we are looking forward to next year's tournament!

### Kayak Tour: Fullerton Island and Sawfish Bay [Tuesday, June 29<sup>th</sup>]

Thirteen people (including a couple of children) came out for a beautiful day on the water. We launched from Burt Reynolds Park, paddled through Fullerton Island and then leisurely paddled over to Sawfish Bay. While we were there, we saw three green sea turtles!

#### **LRD Connections:**

- **Stormwater** - As storm water enters the fresh/salt water it brings potentially harmful contaminants to the ecosystems.





*Stormwater can contain chemical pollutants, solid pollution, and bacteria which can disrupt the balance of water quality causing algal blooms, reducing oxygen, and suffocating fish. By responsibly managing stormwater the LRD limits the negative effects of stormwater runoff on our surrounding watershed.*

- **Solid waste** - Often times we may find garbage along our waterways when we are kayaking. Mangrove roots can trap plastic bags and large debris. The Loxahatchee River District encourages our kayakers to bring a bucket or a bag and safely collect garbage to leave our habitats better than we find them.
- **Water supply** - The amount of available water affects how well an ecosystem will function. The water supply and salinity of the River is affected by not only stormwater but also human water usage from the aquifer systems. Not enough water in the aquifers will lead to higher salt content in the River, which can be harmful to the entire ecosystem. By recycling wastewater, the LRD limits the amount of water being pulled from the aquifers for human usage and leaves water for natural usage. Kayakers may find that in the dry season, some kayak trails become difficult to navigate due to too little water, but may find currents difficult to navigate in the wet season when there more water traveling down the river.



---

### **Upcoming River Center Events**

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

**July 17, 10:00 a.m. – 12:00 p.m.: Estuary Exploration:** Join the River Center in a day of estuary exploration at our Family Seine and Dip Netting Experience! Activities will include exploring our local waterways through dip netting, seining and of course, snorkeling! Participants are welcome to bring snorkeling gear or goggles, but not required. Please make sure to bring sunscreen, water shoes, and plenty of water! Please RSVP to attend!

**July 20, 5:30 p.m. – 7:30 p.m.: Sunset Paddle:** Enjoy a sunset paddle through the marshes at Pine Glades Natural Area.

**July 23, 9:00 am – 12:00 pm: Fishing Clinic:** 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! The cost is \$10 per child. Interested participants should bring water, sunscreen, a hat, and sunglasses.

**July 23, Science with Sam Family Fun Night, 6:00 p.m. – 7:00 p.m.: Estuary Exploration**

**July 27, 9:30 a.m. – 12 p.m.: Kayaking 101:** Come learn and perfect the basic kayaking strokes to gain confidence and make kayaking your favorite places easier and more fun! Also, learn important safety procedures to keep you safe out there. Participants will get the opportunity to learn how to flip their kayak and re-enter it safely from the water.

**July 31, 10:00 a.m. – 12:00 p.m.: Estuary Exploration:** Join the River Center in a day of estuary exploration at our Family Seine and Dip Netting Experience! Activities will include exploring our local

waterways through dip netting, seining and of course, snorkeling! Participants are welcome to bring snorkeling gear or goggles, but not required. Please make sure to bring sunscreen, water shoes, and plenty of water! Please RSVP to attend!

**August 3, 10:00 a.m. – 12:00 p.m.: Kayak Tour:** Be adventurous and join the River Center for a paddle through the marshes and swamps at the Loxahatchee Slough Natural Area.

**August 6, 6:00 p.m. – 8:00 p.m.: Jr. Angler Fish Fry and Awards Ceremony!**

**August 14, 10:00 a.m. – 11:30 a.m.: Bloomin' in the Garden:** Let's go explore! Join the River Center for our Bloomin' in the Garden program, designed for children ages 3-7. The program will start at 10:00 am in the River Center Chickee Hut with a story time and a garden-themed craft. We will then move to our garden for a hands-on activity. When it is time to go home, children will receive seeds to take home to start their own garden! So, don't miss this exciting opportunity for your little ones to enjoy nature! Spaces are limited and RSVP is required. Only one adult per child please, due to COVID-19 restrictions. Everyone must wear a mask. Please come prepared and dress comfortably 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!

**August 21: Virtual Boating Safely Class:** *Due to COVID restrictions, the U.S. Coast Guard Auxiliary is now conducting their classes online over a 2-day period. The River Center provides administrative support as well as promotion of the classes.* 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. Recommended for children 12 years and up.



# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

### MEMORANDUM

D. Albrey Arrington, Ph.D.  
EXECUTIVE DIRECTOR

To: D. Albrey Arrington, Ph.D., Executive Director  
From: Travis Bains, CSHO, ENS, Safety Compliance Officer  
Date: July 9, 2021  
Subject: District Safety Report for June 2021

Stephen B. Rockoff  
CHAIRMAN

Gordon M. Boggie  
BOARD MEMBER

Dr. Matt H. Rostock  
BOARD MEMBER

Harvey M. Silverman  
BOARD MEMBER

James D. Snyder  
BOARD MEMBER

#### Safety Metrics: June 2021

OSHA recordable injuries: None

Lost time injuries: None

Actual TRIR: **2.7**

TRIR = Total Recordable Incident  
Rate [Goal < 2.2]

**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.*

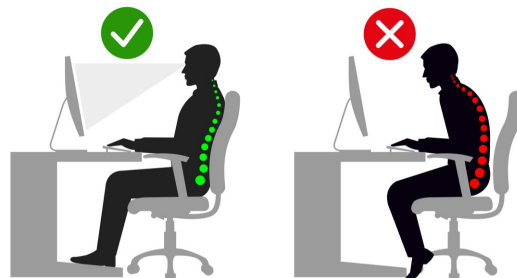
#### Ergonomics

Ergonomics is the study of the work you do, the tools you use while working, and the environment in which you work. OSHA states ergonomics is a science of fitting a job to a person, which is important because the District is responsible for providing a safe and healthful workplace for our employees. The goal of office ergonomics is to set up your office workspace so that it fits you and the job you are doing, while the goal of industrial ergonomics is adapting the requirements of a job to the physical needs of the people performing it. Effective ergonomics decreases the number and severity of musculoskeletal disorders (MSDs). A well-deigned job should not hurt you.

For the month of June, District Employees were assigned general office and industrial ergonomics training. The goal of this training was to improve awareness throughout the District team because **an analysis of the data collected within the District since 2014 shows that over 50 percent of the Districts injuries were somehow ergonomically related.**

Research shows many ergonomic injuries are avoidable. How can you prevent injuries at work? (1) Try to place your work in front of you and sit tall while you work. (2) Try not to put too much stress on one area of your body, such as your lower back or arms. (3) Change your position often. (4) Turn with your whole body instead of twisting to face your work. (5) Take breaks to stretch or get out of your chair every 20 to 40 minutes. If you can, switch to another task.

If your job is hurting you, please let your supervisor know.



2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

[loxahatcheeriver.org](http://loxahatcheeriver.org)

Water Reclamation - Environmental Education - River Restoration

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

**Permitted Confined Space (Engineering/Collections/ Safety Officer)**

Primary hazards: leading edge safety (laying tools and equipment on edges), confined space, ventilation (air changes per hour), hazardous communication, gas monitoring (bump testing and calibration date checks), inspection of emergency retrieval system (davit arm and personal harness), improper-MOT.

Safety Mitigation: Inspection of PRCs equipment and MOT.

Job Hazard Analysis: Permitted Confined Space, Atmospheric Hazards, Depth of well safety (ladder safety) proper MOT set-up, flaggers.

Job site safety assessment conducted.

**Pulling pumps for maintenance (Collections)**

Primary hazards: stored electrical hazards, falls (leading edge/working over open pit), cuts/scraps (proper gloves), crane set up soil stability (crane pad mats), maintenance of traffic, public, strains (back strain and proper lifting).

Job Hazard Analysis: toolbox talk and Lock out/Tag out

Job site safety assessment conducted.

**Cleaning of Clarifier Weirs - Operations**

Primary Hazards: Slippery surfaces, drowning, partially treated sewage

Safety Mitigation: Inspection of PPE and life-saving equipment, spotter

Job Hazard Analysis: Yes, and job site safety assessment conducted

**Installing Low Pressure Assembly (Construction)**

Primary hazards: maintenance of traffic, underground utilities (811 Sunshine), power tool inspections, pressure on pipe, raw sewage, excavation/trenching and shoring when pit depths are greater than 4-feet, valve leak-by.

Job Hazard Analysis: toolbox talk.

Job site safety assessment conducted.

**Low Pressure Inspections (Collections)**

Primary hazards: animals, hazardous aerosols (Raid-like bug killers), maintenance of traffic, hazardous atmosphere, assessing atmospheric conditions, personal protective equipment, electrical hazards (lockout/tagout)

Job Hazard Analysis: toolbox talk.

Job site safety assessment conducted.

This month I met with several different field crews at various jobsites. Jobsite/field training focused on importance of hazard recognition, lockout/tagout, and permitted/nonpermitted confined space entry. Hazard evaluation includes assessing leading edges, because tools and materials laying on the edge of a hole become hazardous if/when they fall into the hole and impact a person working below. Such hazards are easy to identify and mitigate. Additional hazards identified were parking on residential streets, maintenance of traffic (including proper cone placement), personal protective equipment selection (type of gloves), Stop Work Authority, and inspection of fall protection equipment.

**Safety Quote of the month:** *"prepare & prevent; don't repair and repent"*





# LOXAHATCHEE RIVER DISTRICT

## *Celebrating 50 Years, 1971-2021*

**D. Albrey Arrington, Ph.D.**  
EXECUTIVE DIRECTOR

### MEMORANDUM

**Gordon M. Boggie**  
CHAIRMAN

TO: Governing Board  
FROM: Administration Staff  
DATE: July 15, 2021  
SUBJECT: Consultant Payments

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

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

**James D. Snyder**  
BOARD MEMBER

	<u>Prior Month</u>	<u>Fiscal YTD</u>
Shenkman, PA	\$4,000.00	\$97,774.40
Baxter & Woodman	\$30,076.54	\$113,771.93
Carollo	\$15,098.70	\$128,466.81
Chen Moore	\$19,652.94	\$26,638.02
Holtz	\$26,645.96	\$216,616.58
KCI	\$30,627.12	\$65,345.49

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.

2500 Jupiter Park Drive  
Jupiter, Florida 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

J:\BOARD\CONSULT2021\_CURRENT.DOCX



# Future Business

## General

- Fiscal Year 2022 Budget

## Neighborhood Sewering:

- Preliminary Assessment SE Hobart Street

## Future Contracts:

- Green House Gas Study
- Construction Contract for Injection Well Pump Station Generator Connection
- Clarifier #3 Rehabilitation

## Potential Workshops:

- Discussion of River Center Operations
- Discussion of 20 Acres Site Plan
- Discussion of 2500 Jupiter Park Dr Site Plan

