



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

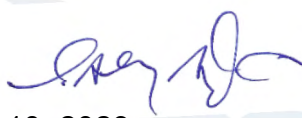
D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

**REVISED AGENDA
REGULAR MEETING #17-2023
OCTOBER 19, 2023 – 7:00 PM AT DISTRICT OFFICES**
ALSO, THE MEETING WILL BE AVAILABLE TO THE PUBLIC ONLINE AT:
LOXAHATCHEERIVER.ORG/PUBLICMEETING

1. Call to Order & Pledge of Allegiance
2. Administrative Matters
 - A. Roll Call
 - B. Previous Meeting Minutes Page 16
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed Page 15
 - B. Loxahatchee River District Dashboard Page 16
5. Consent Agenda (see next page) Page 17
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Chapter 31-10 – Jamaica Drive Phase 1 Sub-regional Line Charge & Easement Page 60
 - C. Environmental Education Strategic Plan Page 64
7. Reports (see next page) Pulled for Discussion
8. Future Business Page 166
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: October 10, 2023

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

5. CONSENT AGENDA

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

- A. Preliminary Assessment - 5331 Center Street (Resolution 2023-09) [Page 18](#)
- B. Final Assessment - 15089 & 15100 Jamaica Drive (Resolution 2023-10) [Page 25](#)
- C. Final Assessment - Rolling Hills Gravity Sewer System (Resolution 2023-11) [Page 32](#)
- D. Busch Wildlife Sanctuary Facilities Removal Checklist – to accept the checklist [Page 41](#)
- E. Capital Asset Policy – to approve revision [Page 44](#)
- F. ITB #24-001-00131 Wastewater & Irrigation Quality Water General Construction Services & Emergency/On-Call Repair Services – to approve contract award [Page 48](#)
- G. Fixed Asset Disposal - to approve disposal [Page 50](#)
- H. Change Orders to Current Contracts:
 - C1 - St. Johns County Master Contract No. 21-MCC.GRA-13190 Piggyback with Inliner Solutions [Page 51](#)
 - C2 - Cisco Professional Services FL43220000-NASPO-19-ACS – Extension #3 [Page 52](#)

7. REPORTS

- A. Neighborhood Sewering [Page 102](#)
- B. Legal Counsel's Report [Page 105](#)
- C. Engineer's Report [Page 107](#)
- D. Busch Wildlife Sanctuary [Page 116](#)
- E. Director's Report [Page 117](#)



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AGENDA
PUBLIC HEARING #05-2023
OCTOBER 19, 2023 - 6:55 P.M. AT DISTRICT OFFICES
ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. To receive public comments pertaining to the Final Assessment for Rolling Hills Gravity Sewer System
4. Comments from the Board
5. Adjournment

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

Submitted by:
Date: October 9, 2023

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

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AGENDA
PUBLIC HEARING #06-2023
OCTOBER 19, 2023 - 6:56 P.M. AT DISTRICT OFFICES
ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. To receive public comments pertaining to the Final Assessment for 15089 & 15100 Jamaica Drive
4. Comments from the Board
5. Adjournment

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

Submitted by:
Date: October 9, 2023

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

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AGENDA
PUBLIC HEARING #07-2023
OCTOBER 19, 2023 - 6:57 P.M. AT DISTRICT OFFICES
ALL MEETINGS ARE OPEN TO THE PUBLIC

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. To receive public comments pertaining to the LRD Rule Chapter 31-10 Rulemaking Proceeding
4. Comments from the Board
5. Adjournment

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

Submitted by:
Date: October 9, 2023

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: D. Albrey Arrington, Ph.D., Executive Director
DATE: October 13, 2023
SUBJECT: Approval of Meeting Minutes

Attached herewith are the minutes of the Public Hearing and Regular Meeting of September 21, 2023. As such, the following motion is presented for your consideration:

“THAT THE GOVERNING BOARD approve the minutes of the Public Hearing and Regular Meeting of September 21, 2023 as submitted.”

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
SEPTEMBER 21, 2023**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Rostock called the Public Hearing of September 21, 2023 to order at 6:55 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Mr. Baker
Mr. Boggie
Mr. Rockoff
Dr. Rostock
Mr. Yerkes

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL BUDGET FOR THE 2024 FISCAL YEAR

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.
Motion: Made by Mr. Rockoff, Seconded by Mr. Yerkes

5. ADJOURNMENT

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

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

Ref: #13-2023

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
SEPTEMBER 21, 2023

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of September 21, 2023 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock
Mr. Rockoff
Mr. Boggie
Mr. Yerkes
Mr. Baker

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Ms. Fraraccio, Mr. Pugsley, and Ms. Jones.

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman from Shenkman Law and Ms. Miranda from Holtz Consulting.

B. PREVIOUS MEETING MINUTES

“THAT THE GOVERNING BOARD approve the minutes of the August 17, 2023 Regular Meeting as submitted.”

MOTION: Made by Mr. Yerkes, Seconded by Mr. Baker,
Passed Unanimously.

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 50 deleted from the consent agenda

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented an update on the District's wastewater surveillance monitoring program. This program is in collaboration with Biobot Analytics and Verily Life Sciences. Mr. Howard reviewed trends in past data, the history of our collaboration with Biobot Analytics and Verily Life Sciences, and he discussed the potential that CDC may discontinue their contractual relationship with Biobot. In addition, Mr. Howard requested input from the Board regarding how these data are presented on the LRD website.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard and discussed underperforming metrics.

5. CONSENT AGENDA

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

"THAT THE GOVERNING BOARD approve the Consent Agenda of September 21, 2023 with item O being pulled."

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

A. 15089 & 15100 Jamaica Drive - to approve Preliminary Assessment

"THAT THE GOVERNING BOARD approve Resolution **2023-07** adopting the **15089 & 15100 JAMAICA DRIVE** Preliminary Assessment Roll."

B. Rolling Hills Gravity Sewer System - to approve Preliminary Assessment

"THAT THE GOVERNING BOARD approve Resolution **2023-08** adopting the Rolling Hills Preliminary Assessment Roll."

C. ITB # 19-008LPSSGENCONSTR - Low Pressure Sewer System General Construction Services – to approve contract renewal

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an extension of contract ITB#19-008LPSSGENCONSTR with The Lazarus Group, Inc. to September 30, 2024 in an amount not to exceed \$100,000 inclusive of adjustment to unit prices in accordance with a CPI-U increase of 3.0 %"

D. Easement Encroachment Requests Policy - to approve policy

"THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District's "Manual of Minimum Construction Standards and Technical Specifications", as of September 21, 2023, and authorize the Director of Engineering and Executive Director to update the Construction Standards and Technical Specifications from time to time, and periodically present it to the Governing Board for ratification and approval."

E. Manual of Minimum Construction Standards and Technical Specifications - to approve revision
Please see Item 5D

F. Network and Security Consulting Services (PC Solutions & Integration, Inc) - to extend the purchase order

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to approve a not-to-exceed purchase order in the amount of \$41,498.80 to PC Solutions & Integration, Inc. for additional professional installation and configuration consulting services, and software, in accordance with the attached quotations dated August 25, 2023 and September 12, 2023."

G. Liability and Workers Compensation Insurance - to approve insurance renewal

"That the District Governing Board authorize the Executive Director to accept and purchase Property, General Liability, Automobile Liability and Physical Damage, Workers' Compensation, and Crime insurance pursuant to the FIA quote for the policy period October 1, 2023 through September 30, 2024."

H. New Developer Agreement for Roger Dean Stadium (Palm Beach County) - to approve non-standard developer agreement

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the attached Non-Standard Pre-Paid Developer Agreement as revised by Palm Beach County for use with Palm Beach County and/or Martin County as they develop facilities within our service area."

I. Annual Lawn/Landscape Maintenance Services (Terracon Services, Inc.) - to approve annual purchase order

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Terracon Services, Inc. in accordance with the contract specifications and their bid dated October 4, 2019, for the annual landscape service for Fiscal Year 2024 in an amount Not-to-Exceed \$64,747.37, as well as a contingency amount of \$5,000.00"

J. Biosolids Hauling (Merrell Bros, Inc.) - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Merrell Bros., Inc. for the hauling of biosolids, in accordance with District ITB No. 23-008-00129 for the period of October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$185,000.00.”

K. Biosolids Processing (Solid Waste Authority) - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Solid Waste Authority of Palm Beach County for the processing and disposal of biosolids at the Biosolids Processing Facility for Fiscal Year 2024 in accordance with the Interlocal Government Agreement for Biosolids Processing in an amount Not-to-Exceed \$1,000,000.00.”

L. Chlorine (Brenntag Mid-South, Inc.) Supply - to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Brenntag Mid-South for the Supply of Liquid Chlorine, in accordance with District ITB No. 23-007-00129 for the period of October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$190,000.00.”

M. Purchase of Odor Control Services (Evoqua) - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Evoqua Water Technologies, Inc. for the continued supply of odor control chemicals and equipment, in accordance with a “piggy-back” of Lee County contract for the period from October 1, 2023 through May13, 2024, in an amount Not-to-Exceed \$230,000”.

N. Solids Dewatering Polymer (SNF Polydyne) Purchase - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Polydyne, Inc. for the supply of cationic emulsion polymer, in accordance with a “piggy-back” of Hillsborough County ITB No. 21632-0-2021/OR for the period commencing on October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$95,000.00.”

P. Fixed Asset Disposal - to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the items from aggregated assets listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

Q. Credit Card and eCheck Payment Services (First Billing/Paya) - to approve the purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$35,000 not-to-exceed purchase order to First Billing Services, LLC., for payment services through a portion of FY2024.”

R. Printing and Mailing Services (Arista Information Systems) - to approve the purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$25,000 not-to-exceed purchase order to Arista Information Systems for printing and mailing services through a portion of FY2024.”

S. Legal Services Supporting the Retirement Plan Administrative Committee – to approve revised rates

“That the District Governing Board authorize the Executive Director to execute the updated Professional Services Agreement with Klausner, Kaufman, Jensen, & Levinson.”

T. Change Orders to Current Contracts:

C1 - Lift Station 082 Conversion -

“THAT THE DISTRICT GOVERNING BOARD authorized the Executive Director to approve Change Order # 6 to the Lift Station 082 Conversion construction contract with Hinterland Group, Inc. in the amount of \$245,065.20.”

C2 - ITB 20-007-WWRECGENCONSTR - to authorize additional funds

“THAT THE DISTRICT GOVERNING BOARD reauthorize the wastewater and reclaimed water general construction services contract with Hinterland Group, Inc. in the amount not to exceed \$ 600,000.00.”

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5.O ITB # 21-008-00107-WWSH Hauling of Liquid Domestic Wastewater, Sludge and Collection System Debris - to approve contract renewal

“THAT THE DISTRICT GOVERNING BOARD authorize the second of four (4) 1-year renewals to Raider Rooter for ITB # 21-008-00107- WWSH Hauling of Liquid Domestic Wastewater Sludge and Collection System Debris in the amount not to exceed \$30,000.”

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

B. Chapter 31-10 - Jamaica Drive Phase 1 Subregional Line Charge and Easement Termination/Abandonment Application fee.

Mr. Dean reviewed the intent of this agenda item and the proposed action being considered by the Board. No action is required by the Board this month. Staff will address Board comments with revisions, if necessary, at the October 2023 Governing Board meeting at which action is expected to approve the proposed revisions to Chapter 31-10 Rates, Fees, and Charges to include the Jamaica Drive Phase 1 Subregional Line Charge and Easement Termination/Abandonment Application fee.

C. Environmental Education Strategic Plan

Dr. Arrington discussed recent revisions to the Environmental Education Strategic Plan. Mr. Baker expressed his desire to widen the sources of recruitment used by the District to increase the likelihood that the representative diversity of our community is aware of employment, internship, and volunteer opportunities with the District.

“I move that the 2023 Environmental Education Strategic Plan section 4.0 “Employee Learning and Growth” include the Strategic Objective to, “Widen the sources of recruitment for qualified capable staff, interns, and volunteers.” With a sub-initiative of, :Inform local community organizations of open position qualifications.” And that the Strategic Objective to “Increase accessibility of programs, events, and facilities for all people” along with its two strategic initiatives be moved to section 2.0 “Program Excellence”. And, “That the Governing Board adopt the draft 2023 Environmental Education Strategic Plan as amended and direct the Executive Director to systematically implement the Plan.”

MOTION: Made by Mr. Baker, Seconded by Mr. Boggie,
Motion Withdrawn

Dr. Arrington committed to revising the Environmental Education Strategic Plan to accommodate the intent of Mr. Bakers withdrawn motion, so the Board may see his suggested revisions as they would be incorporated into the Plan. This will be on the October Board Meeting agenda.

D. FY2024 Budget

Dr. Arrington reviewed the budget and discussed the notable revisions that have occurred since the Board reviewed the budget last month.

"THAT THE GOVERNING BOARD approve Resolution 2023-06 adopting the Loxahatchee River Environmental Control District's annual budget for the 2024 Fiscal Year."

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

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 Future Business.

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

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

"That the Regular Meeting of September 21, 2023 adjourns at 8:28 PM."

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

WATERSHED STATUS

The River Center will present the Watershed Report this month. We will give an update on our programs over the past year and provide a look at upcoming and developing programs and projects.



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%	< (30)	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
2020 Baseline			8	0.1	3,292	7.2	0	1,183	1	0.3	\$ 35,350,661	100%	90%	91%	-15	7	14.6	2
2021 Baseline		952	16	0.3	1,130	7.1	0	1,294	2	0.2	\$ 40,651,532	97%	89%	79%	-34	0	24.3	3
2022 Baseline		1,319	12	0.1	395	6.8	0	1,268	3	0.0	\$ 44,372,235	101%	91%	83%	-51	1	22.6	3
2022	Sept	834	10	0	11; 0	6.4	0	1,207	13	0	\$ 43,373,290	92%	92%	84%	(87)	0	5.0	4
	Oct	1,105	13	0	120; 0	6.9	0	1,101	5	0	\$ 43,464,126	97%	84%	86%	(34)	0	13.8	3
	Nov	681	9	0	31; 0	7.2	0	1,269	3	0	\$ 45,258,800	103%	83%	87%	(36)	0	17.3	0
	Dec	1,159	14	0	3,482; 0	7.1	0	1,342	0	0	\$ 44,024,404	107%	92%	89%	(36)	0	11.8	1
2023	Jan	1,112	11	0	51; 0	7.1	0	1,447	9	0	\$ 44,602,531	106%	91%	90%	(23)	0	26.5	1
	Feb	1,204	14	0	8; 0	7.2	0	1,334	5	0	\$ 45,825,795	105%	89%	92%	(22)	0	28.9	0
	Mar	1,601	13	0	2949; 0	7.1	0	1,324	24	0	\$ 45,242,896	105%	90%	92%	(30)	1	32.7	2
	Apr	1,382	9	0	0; 0	7.1	0	1,317	17	0	\$ 44,973,518	106%	93%	92%	(26)	26	27.8	5
	May	1,016	13	0	92; 0	6.7	0	1,365	2	0	\$ 46,555,442	107%	92%	97%	(30)	0	27.7	1
	June	2,600	17	0	8,082; 0	7.1	0	1,275	2	0	\$ 44,195,894	108%	93%	94%	(35)	0	21.7	7
	July	2,046	10	0	0; 0	6.5	0	1,293	1	0	\$ 44,736,939	110%	93%	92%	(42)	0	23.6	4
	Aug	1,215	9	0	15; 0	6.8	0	1,242	4	0	\$ 46,355,162	110%	93%	100%	(54)	0	17.1	6
	Oct	1,093	11	0	441; 0	6.7	0	1,201	0	0	\$ 43,649,874	110%	92%	97%	(49)	0	21.7	5
	Consecutive Months at Green	2	3	17	3	172	27	157	1	22	168	23	10	19	0	5	1	0
Metric Owner		O'Neill	Pugsley	Dean	Dean	Pugsley	Pugsley	Pugsley	Dean	Horchar	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Howard	Howard	Howard

Metric	Explanation
Capital Projects (time)	The following projects are over 100 days behind schedule: (1) Improving operational flexibility of our IQ System [-178 days]; (2) site planning for 2500 Jupiter Park Drive [-171 days]; (3) permanent generator at Lift Station 50 [-155 days]; (4) Injection Well Pump Station Emergency Generator Connection [-147 days]; (5) Solar Evaluation Update [-125 days]; and (6) Replace Unit 20 Crane Truck [-112 days]. Additional details are available in Kris' report.
Fecal Coliform Bacteria	High fecal coliform bacteria (>200 cfu/100 ml) were observed at Stations 65 (Kitching Creek mouth), 67 (Trapper Nelson's), 72 (Loxahatchee River Rd bridge), 95 (Jupiter Farms), and 100 (mouth of Cypress Creek). See Bud's report for additional details.



LOXAHATCHEE RIVER DISTRICT

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FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: October 12, 2023
SUBJECT: Consent Agenda

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

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

- A. Preliminary Assessment - 5331 Center Street (Resolution 2023-09)
- B. Final Assessment - 15089 & 15100 Jamaica Drive (Resolution 2023-10)
- C. Final Assessment - Rolling Hills Gravity Sewer System (Resolution 2023-11)
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- H. Change Orders to Current Contracts:
 - C1 - St. Johns County Master Contract No. 21-MCC.GRA-13190 Piggyback with Inliner Solutions
 - C2 - Cisco Professional Services FL43220000-NASPO-19-ACS – Extension #3

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 October 19, 2023 as presented.”

Signed 

D. Albrey Arrington, Ph.D.
Executive Director

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

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

**HUNTER C.
SHENKMAN**
Attorney

CURTIS SHENKMAN, P.A.
ATTORNEY & COUNSELOR AT LAW
4400 PGA BLVD, SUITE 300
PALM BEACH GARDENS, FL 33410
561-822-3939 FAX 561-898-2266
CURTIS@PALMBEACHLAWYER.LAW

PARALEGALS
JANA COOKE
CAROLINA INMAN
DENISE B. PAOLUCCI

Sent by email September 26, 2023

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

Re: Resolution 2023-09 and Preliminary Assessment Roll for 5331 Center Street

Dear Dr. Arrington:

Please attach to this letter is Resolution 2023-09, Exhibit "A" Preliminary Assessment Roll, & Exhibit "B" Map & most recent list of property owners as part of the Resolution.

In the Resolution, Sections 2 and 7, the "Board of Adjustment" public hearing to hear objections to the "final" assessment roll and the "Governing Board" meeting to confirm the "final" assessment roll is proposed for November 16, 2023.

Preparation is necessary of the Notice of Board of Adjustment to be published and mailed out by Friday, November 3, 2023.

A **SUGGESTED MOTION** for the Board at the October 19, 2023, meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution 2023-09 adopting the 5331 CENTER STREET Preliminary Assessment Roll."

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

LRECD RESOLUTION NO. 2023-09

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **5331 CENTER STREET** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE PRELIMINARY ASSESSMENT ROLL FOR **5331 CENTER STREET** ASSESSMENT AREA IMPROVEMENTS AS PREPARED BY THE DISTRICT CLERK AND ATTACHED HERETO AS EXHIBITS “A” AND “B”; AUTHORIZING THE DISTRICT GOVERNING BOARD TO ACT AS THE BOARD OF ADJUSTMENT; PROVIDING FOR THE FURNISHING OF TEN DAYS’ WRITTEN NOTICE TO ALL PROPERTY OWNERS AFFECTED; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION AND OF THE WRITTEN NOTICE; MAKING REFERENCE TO RESOLUTION NO. **2022-03** PROVIDING FOR THE PUBLICATION OF THE NOTICE OF THE MEETING TO CONSIDER CONFIRMATION OF THE PRELIMINARY ASSESSMENT ROLL; DIRECTING THAT AN AFFIDAVIT OF PUBLICATION BE OBTAINED; REQUIRING THE FILING OF THE PROOF OF PUBLICATION; PROVIDING FOR CONSISTENCY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Governing Board of the Loxahatchee River Environmental Control District (hereinafter called the “District” has authorized the sewer improvements to the **5331 CENTER STREET** Assessment Area in **PALM BEACH** County, Florida.

WHEREAS, the Governing Board has considered the presentation of the District Engineer and considered such recommendations to be in accordance with the requests and the best interests of the citizens of the District.

WHEREAS, the Governing Board has considered the improvements to be in accordance with the best interests of the citizens of the **5331 CENTER STREET** Assessment Area.

WHEREAS, the District’s previous Resolution **2022-03** was approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the District Clerk has prepared the Preliminary Assessment Roll attached hereto as Exhibits “A” and “B”.

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

Section 1. The District adopts the Preliminary Assessment Roll in the form as attached hereto as Exhibits “A” and “B”.

RESOLUTION 2023-09
OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 2. The District Clerk is directed to publish a Notice stating that the District's Governing Board shall act as the **Board of Adjustment** at a hearing to be held on the **16th day of November, 2023 (this is the following board meeting date)** at the District's Governing Board meeting chambers, Jupiter, Florida. Such Notice shall be published at least ten (10) days in advance of such hearing, once in a newspaper published in Palm Beach County and once in a newspaper published in Palm Beach County. Such Notice shall state that at the hearing, the Governing Board will hear objections of all interested persons to the confirmation of such resolution. Such Notice shall state in brief and general terms a description of the improvements with the location thereof and shall also state that plans, specifications, estimates, and the tentative apportionment of cost thereof are on file in the office of the District. The District Clerk is directed to mail a copy of such Notice to each of the affected property owners at least ten (10) days in advance of the hearing.

Section 3. During the Board of Adjustment hearing, such affected property owner may present information to the Governing Board in relation to his Special Assessment and the project, provided that such property owners must submit in writing to the District either prior to or at the time of said meeting of the Board of Adjustment their objections to the Special Assessment.

Section 4. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Hearing of the Governing Board as the Board of Adjustment as set forth herein.

Section 5. The District Clerk shall file Proof of Publication and Proof of Written Notice to the affected property owners at the Board of Adjustment hearing.

Section 6. Resolutions No. **2022-03 and 2023-09** of the District shall be a part of the record to be considered by the Governing Board at the aforescribed hearing when the Governing Board sits as the Board of Adjustment.

Section 7. The District Clerk is directed to publish a Notice stating that at the meeting of the Governing Board to be held on **November 16, 2023 (Following Board Meeting date)** at the District Governing Board meeting chambers, Jupiter, Florida, all interested persons may appear and file written objections to the confirmation of the Final Assessment Roll. Such Notice shall be published at least twelve (12) days in advance of such meeting, once in a newspaper published in Palm Beach County and once in a newspaper published in Palm Beach County. Such Notice shall state the class of the improvement and the location thereof by terminal points and route. Such Notice shall also be mailed to those interested parties requesting such in writing.

Section 8. The District Clerk is directed to obtain from the publisher of the newspaper(s) used for publication herein an affidavit confirming the publication of the Notice of the Meeting of the Governing Board to confirm the Final Assessment Roll.

Section 9. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

RESOLUTION 2023-09
OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

Section 10. In the event that any portion of this Resolution is found to be unconstitutional or illegal, it shall be severed herefrom without affecting the validity or enforceability of the remaining portions of this Resolution.

Section 11. This Resolution shall become effective upon its passage and adoption.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, THIS **19th day of October, 2023.**

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

VOTE

DR. MATT H. ROSTOCK

STEPHEN B. ROCKOFF

GORDON M. BOGGIE

CLINTON R. YERKES

KEVIN L. BAKER

EXHIBIT "A"
PRELIMINARY ASSESSMENT ROLL
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
5331 CENTER STREET 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 **5331 CENTER STREET** Assessment Area shall be **\$18,478.98** per parcel of property in the **5331 CENTER STREET** 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 **5331 CENTER STREET** Assessment Area Property in EXHIBIT "B", the **\$16,631.08** assessment may be paid, interest free, at the office of the District on or before May 1, 2024.

Owners who do not pay the \$16,631.08 assessment on or before May 1, 2024 shall have the \$ 16,631.08 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2024, at eight percent (8%) per annum, to be collected in twenty (20) equal annual installments of \$1,693.92, commencing with the November 1, 2024 Real Estate Tax Bill.

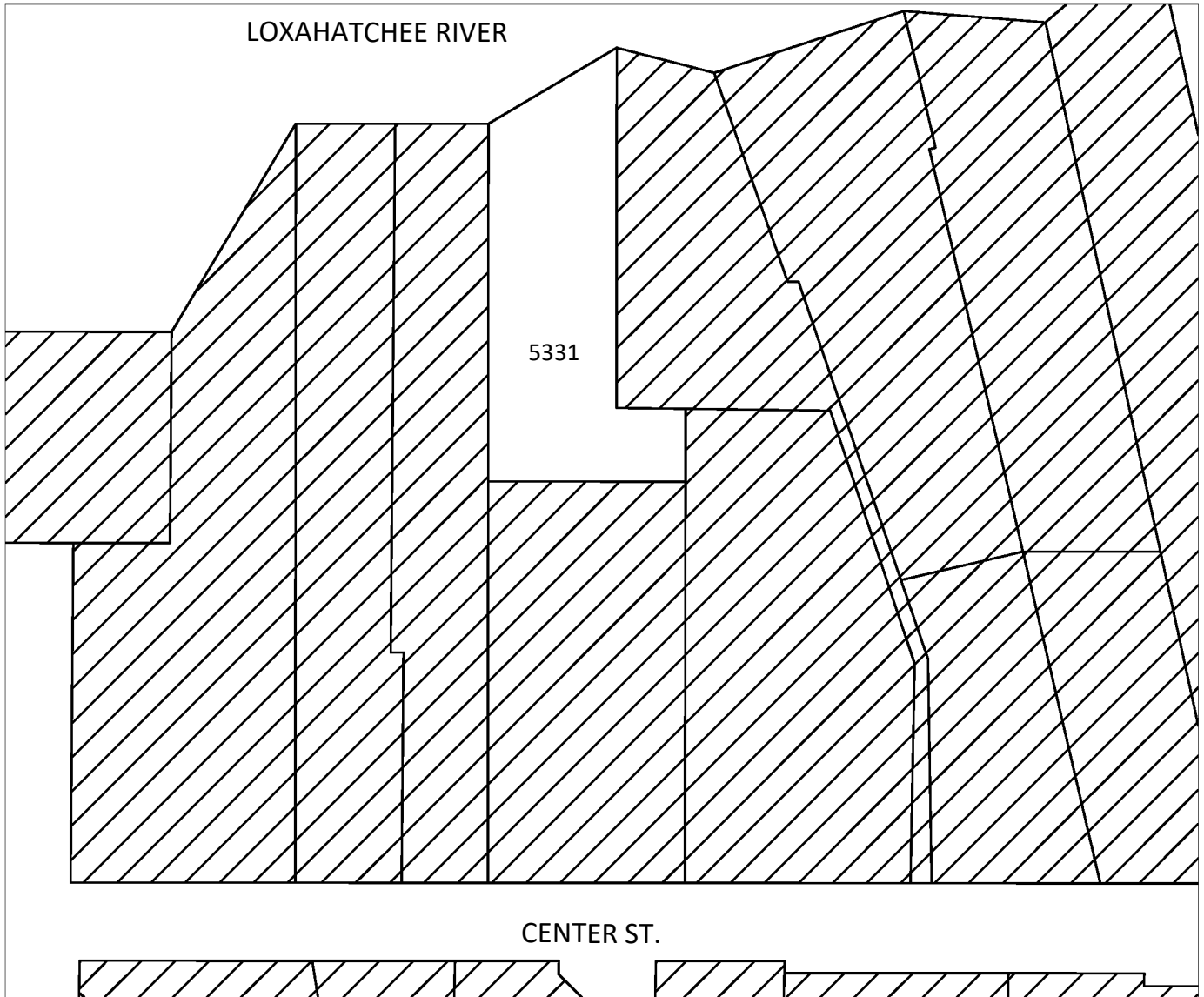
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington, District Clerk, Executive Director

EXHIBIT "B"

5331 CENTER STREET

LOW PRESSURE ASSESSMENT AREA



LEGEND

 NOT IN ASSESSMENT AREA

JUPITER, FLORIDA

9/21/2021

5331 CENTER ST EXH-B

Kuveikis Steven W, Bowman Bonnie F & Bowman V V Jr
5331 Center St
Jupiter, FL 33458 4064
re: 5331 Center St
PCN - 00-42-40-35-00-006-0080

Curtis Shenkman, P.A.

Curtis@PalmBeachLawyer.Law
Hunter@PalmBeachLawyer.Law
Jana@PalmBeachLawyer.Law
Carolina@PalmBeachLawyer.Law
Denise@PalmBeachLawyer.Law

Board Certified Real Estate Attorney

Embassy Suites Office Tower
4400 PGA Blvd, Suite 300

Palm Beach Gardens, FL 33410

phone 561-822-3939

phone #561-822-3933

fax #561-898-2266

September 29, 2023

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

Re: Resolution 2023-10 and FINAL Assessment Roll for 15089 & 15100 JAMAICA DRIVE

Dear Albrey:

Attached to this letter is the Transfer of Property Lien, Resolution 2023-10, Exhibit "A" Final Assessment Roll, Exhibit B Map, and the most recent list of property owners, as part of the Resolution.

I will bring the Originals to the meeting and obtain the signatures and notary.

A **SUGGESTED MOTION** for the Board at the October 19, 2023 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution 2023-10 adopting the 15089 & 15100 JAMAICA DRIVE FINAL Assessment Roll and Exhibits."

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

RESOLUTION NO. 2023-10

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **15089 & 15100 JAMAICA DRIVE** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE ASSESSMENT ROLL FOR **15089 & 15100 JAMAICA DRIVE** 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 **15089 & 15100 JAMAICA DRIVE** Assessment Area; and

WHEREAS, The District’s previous Resolutions **2023-05 & 2023-07** were approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the Governing Board, on the 19th day of OCTOBER, 2023 at 6:56 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. **2023-05 & 2023-07** 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 2023-10

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 LRECD released the system for service on June 30, 2023, 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 19th day of OCTOBER, 2023.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT:
VOTE

DR. MATT H. ROSTOCK

STEPHEN B. ROCKOFF

GORDON M. BOGGIE

CLINTON R. YERKES

KEVIN L. BAKER

EXHIBIT "A"
FINAL ASSESSMENT ROLL
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
15089 & 15100 JAMAICA DRIVE 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 **15089 & 15100 JAMAICA DRIVE** Assessment Area shall be **\$8,993.81** per parcel of property in the **15089 & 15100 JAMAICA DRIVE** 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.

ASSESSMENT BASED ON PARCEL OF PROPERTY. Each Parcel of Property in the **15089 & 15100 JAMAICA DRIVE** Assessment Area identified on EXHIBIT "B" shall be currently assessed in the amount of **\$8,094.43**.

PAYMENT OF ASSESSMENT. As to Parcels of **15089 & 15100 JAMAICA DRIVE** Assessment Area Property in EXHIBIT "B", the **\$8,094.43** assessment may be paid, interest free, at the office of the District on or before May 1, 2024.

Owners who do not pay the \$8,094.43 assessment on or before May 1, 2024 shall have the \$8,094.43 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2024, at eight percent (8.0%) per annum, to be collected in twenty (20) equal annual installments of \$824.44, commencing with the November 1, 2024 Real Estate Tax Bill.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington, District Clerk, Executive Director

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 15089 & 15100 JAMAICA DRIVE SPECIAL ASSESSMENTS**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida created and existing pursuant to Chapter 2021-249, Laws of Florida (the "District"), gives public notice that the District's Governing Board as of and effective on the 19th day of OCTOBER, 2023, passed Resolution 2023-10 which is attached hereto, approving the non-ad valorem tax bill, AND TRANSFERRING THE RECORDED LIEN ON PROPERTIES IDENTIFIED AS BEING PART OF THE **15089 & 15100 JAMAICA DRIVE** 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 **2023-05**, recorded on **August 21, 2023 in Official Record Book 34508, Pages 1315 through 1320 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 OCTOBER 19, 2023, 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 October 19, 2023, 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)

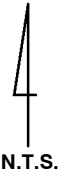
NOTARY PUBLIC, STATE OF FLORIDA

Frank Julianne R & Audette Joseph
15089 Jamaica Drive
Palm Beach Gardens, FL 33410 1005
re: 15089 Jamaica Drive
PCN - 00-43-41-17-00-000-7070


Easy Street Enterprises, LLC
4495 Military Trail Ste. 107
Jupiter, FL 33458 4818
re: 15100 Jamaica Drive, Palm Beach Gardens, FL 33410 1005
PCN - 00-43-41-17-00-000-7120

EXHIBIT "B"

15089 AND 15100 JAMAICA DRIVE SEWER SYSTEM



LEGEND

 NOT INCLUDED

JUPITER, FLORIDA

6/23/2021

Curtis Shenkman, P.A.

Curtis@PalmBeachLawyer.Law
Hunter@PalmBeachLawyer.Law
Jana@PalmBeachLawyer.Law
Carolina@PalmBeachLawyer.Law
Denise@PalmBeachLawyer.Law

Board Certified Real Estate Attorney
Embassy Suites Office Tower
4400 PGA Blvd, Suite 300
Palm Beach Gardens, FL 33410

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

October 3, 2023

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

Re: **Resolution 2023-11 and FINAL Assessment Roll for ROLLING HILLS**

Dear Albrey:

Attached to this letter is the Transfer of Property Lien, Resolution 2023-11, Exhibit "A" Final Assessment Roll, Exhibit B Map, and the most recent list of property owners, as part of the Resolution.

I will bring the Originals to the meeting and obtain the signatures and notary.

A **SUGGESTED MOTION** for the Board at the October 19 2023 meeting is as follows:

"THAT THE GOVERNING BOARD approve Resolution **2023-11** adopting the **ROLLING HILLS** FINAL Assessment Roll and Exhibits."

Sincerely,

Curtis L. Shenkman

Curtis L. Shenkman

RESOLUTION NO. 2023-11

A RESOLUTION OF THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT RELATING TO THE **ROLLING HILLS** ASSESSMENT AREA IMPROVEMENTS; ADOPTING THE ASSESSMENT ROLL FOR **ROLLING HILLS** 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 **ROLLING HILLS** Assessment Area; and

WHEREAS, The District’s previous Resolutions **2019-10 & 2023-08** were approved by the District’s Governing Board and directed the preparation of the Assessment Roll.

WHEREAS, the Governing Board, on the 19th day of OCTOBER, 2023 at 6:55 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. **2019-10 & 2023-08** 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 2023-11

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 LRD released the system for service on March 15, 2023, 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 19th day of OCTOBER, 2023.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT:
VOTE

DR. MATT H. ROSTOCK

STEPHEN B. ROCKOFF

GORDON M. BOGGIE

CLINTON R. YERKES

KEVIN L. BAKER

EXHIBIT "A"
FINAL ASSESSMENT ROLL
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
ROLLING HILLS 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 **ROLLING HILLS** Assessment Area shall be **\$5,471.31** per parcel of property in the **ROLLING HILLS** 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.

ASSESSMENT BASED ON PARCEL OF PROPERTY. Each Parcel of Property in the **ROLLING HILLS** Assessment Area identified on EXHIBIT "B" shall be currently assessed in the amount of **\$4,924.18**.

PAYMENT OF ASSESSMENT. As to Parcels of **ROLLING HILLS** Assessment Area Property in EXHIBIT "B", the **\$4,924.18** assessment may be paid, interest free, at the office of the District on or before May 1, 2024.

Owners who do not pay the \$4,924.18 assessment on or before May 1, 2024 shall have the \$4,924.18 principal added to the tax roll as a non-ad valorem assessment to accrue interest, beginning October 1, 2024, at eight percent (8.0%) per annum, to be collected in twenty (20) equal annual installments of \$501.54, commencing with the November 1, 2024 Real Estate Tax Bill.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington, District Clerk, Executive Director

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 ROLLING HILLS SPECIAL ASSESSMENTS**

THE LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT, a special district of the State of Florida created and existing pursuant to Chapter 2021-249, Laws of Florida (the “District”), gives public notice that the District’s Governing Board as of and effective on the 19th day of OCTOBER, 2023, passed Resolution 2023-11 which is attached hereto, approving the non-ad valorem tax bill, AND TRANSFERRING THE RECORDED LIEN ON PROPERTIES IDENTIFIED AS BEING PART OF THE **ROLLING HILLS** AREA LISTED IN THE FOLLOWING DOCUMENTS, as recorded in the Public Records of **MARTIN** County, Florida:

1. Pending Lien Notice of Intent to Assess, and Resolution **2019-10**, recorded on **October 18, 2019** in **Official Record Book 3089, Pages 638 through 646** in the **Public Records of MARTIN 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 OCTOBER 19, 2023, 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 October 19, 2023, 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

Mr. Nhien Tran
11851 SE Tiffany Way
Tequesta FL 33469
re: 11851 SE Tiffany Way
13-40-42-002-000-00010-7

Mr. & Mrs. Roger&Kris Dorr
41 Rockwood Road
Manhasset NY 11030-2510
re: 11861 SE Tiffany Way
13-40-42-002-000-00020-5

Ms. Kathleen Sanford Tr
17114 SE Kerry Ct
Tequesta FL 33469
re: 17114 SE Kerry Ct
13-40-42-002-000-00030-3

Mr. & Mrs. Louis Decerchio
17105 SE Kerry Ct
Tequesta FL 33469
re: 17105 SE Kerry Ct
13-40-42-002-000-00040-1

Mr. Robert Core Tr
17115 SE Kerry Ct
Tequesta FL 33469
re: 17115 SE Kerry Ct
13-40-42-002-000-00050-8

Mr. & Mrs. Paul Broggi
17125 SE Kerry Ct
Tequesta FL 33469
re: 17125 SE Kerry Ct
13-40-42-002-000-00060-6

Mr. & Mrs. Brett & Erica Lowy
11881 SE Tiffany Way
Tequesta FL 33469
re: 11881 SE Tiffany Way
13-40-42-002-000-00070-4

Ms. N Wagner/G DeRouanna
11842 SE Tiffany Way
Tequesta FL 33469
re: 11842 SE Tiffany Way
13-40-42-002-000-00080-2

Ms. Elizabeth Zito
303 Cornwall Dr
Pittsburgh PA 15238
re: 11862 SE Tiffany Way
13-40-42-002-000-00090-0

Pecuniary Trust FBO Elizabeth A Zito
401 Liberty Ave. 22nd Floor
Pittsburgh PA 15222
re: 11862 SE Tiffany Way
13-40-42-002-000-00090-0

Ms. Barbara Gaziano
17246 SE Galway Ct
Tequesta FL 33469
re: 17246 SE Galway Ct
13-40-42-002-000-00100-8

Mr. & Mrs. Richard Ewing
17276 SE Galway Ct
Tequesta FL 33469
re: 17276 SE Galway Ct
13-40-42-002-000-00110-6

Mr. Ernest Scheyder II
17286 SE Galway Ct
Tequesta FL 33469
re: 17286 SE Galway Ct
13-40-42-002-000-00120-4

Mr. & Mrs. Matt Camero
17296 SE Galway Ct
Tequesta FL 33469
re: 17296 SE Galway Ct
13-40-42-002-000-00130-2

Mr. & Mrs. Frank McCann
17307 SE Galway Ct
Tequesta FL 33469
re: 17307 SE Galway Ct
13-40-42-002-000-00140-0

Ms. Sandra Zito
17297 SE Galway Ct
Tequesta FL 33469
re: 17297 SE Galway Ct
13-40-42-002-000-00150-7

Mr. Carl Camper
PO Box 2291
Stuart FL 34995
re: 17287 SE Galway Ct
13-40-42-002-000-00160-5

Ms. Sherry Fredrickson
17277 SE Galway Ct
Tequesta FL 33469
re: 17277 SE Galway Ct
13-40-42-002-000-00170-3

Mr. William Mayfield
17267 SE Galway Ct
Tequesta FL 33469
re: 17267 SE Galway Ct
13-40-42-002-000-00180-1

Ms. Janet Leader
17257 SE Galway Ct
Tequesta FL 33469
re: 17257 SE Galway Ct
13-40-42-002-000-00190-9

Mr. & Mrs. Daniel Hughes
17237 SE Galway Ct
Tequesta FL 33469
re: 17237 SE Galway Ct
13-40-42-002-000-00200-7

Mr. & Ms. Vera F Petersen Trust
11892 SE Tiffany Way
Tequesta FL 33469
re: 11892 SE Tiffany Way
13-40-42-002-000-00210-5

Mr. & Mrs. Eugene/Lisa Harmon/French
11902 SE Tiffany Way
Tequesta FL 33469
re: 11902 SE Tiffany Way
13-40-42-002-000-00220-3

Mr. Brian Jackson
2534 Genesee St
Utica NY 13502
re: 11922 SE Tiffany Way
13-40-42-002-000-00230-1

Ms. Emily Lewis Tr
11942 SE Tiffany Way
Tequesta FL 33469
re: 11942 SE Tiffany Way
13-40-42-002-000-00240-9

Mr. & Mrs. Willaim/Samantha
Mayfield/Sadow
11952 SE Tiffany Way
Tequesta FL 33469
re: 11952 SE Tiffany Way
13-40-42-002-000-00250-6

Mr. & Mrs. David Tamila
11962 SE Tiffany Way
Tequesta FL 33469
re: 11962 SE Tiffany Way
13-40-42-002-000-00260-4

Mr. & Mrs. Robert Baker
11972 SE Tiffany Way
Tequesta FL 33469
re: 11972 SE Tiffany Way
13-40-42-002-000-00270-2

Mr. & Mrs. Steven Klein
11982 SE Tiffany Way
Tequesta FL 33469
re: 11982 SE Tiffany Way
13-40-42-002-000-00280-0

Mr. & Mrs. Matthew&Susan Weis
11992 SE Tiffany Way
Tequesta FL 33469
re: 11992 SE Tiffany Way
13-40-42-002-000-00290-8

Mr. & Mrs. Nathan & Kimberly Ablers
942 Pompano Drive
Jupiter FL 33458
re: 12002 SE Tiffany Way
13-40-42-002-000-00300-6

Mr. & Mrs. Charles Grandi Tr
12001 SE Tiffany Way
Tequesta FL 33469
re: 12001 SE Tiffany Way
13-40-42-002-000-00310-4

Fixcity LLC C/O Diana Plummer
3435 Ocean Park Blvd Unit # 107-424
Santa Monica CA 9045-3301
re: 11991 SE Tiffany Way
13-40-42-002-000-00320-2

Mr. & Mrs. Robert & Karen Wolters
11971 SE Tiffany Way
Tequesta FL 33469
re: 11971 SE Tiffany Way
13-40-42-002-000-00330-0

Mr. & Mrs. Paul Heuwetter
11951 SE Tiffany Way
Tequesta FL 33469
re: 11951 SE Tiffany Way
13-40-42-002-000-00340-8

Mr. Phillip Brondes Jr Tr
10445 RammRoad
Whitehouse OH 43571
re: 17179 SE Limrick Ct
13-40-42-002-000-00350-5

Mr. & Mrs. Richard Fulton
17169 SE Limrick Ct
Tequesta FL 33469
re: 17169 SE Limrick Ct
13-40-42-002-000-00360-3

Ms. Natale Sergi Tr
17159 SE Limrick Ct
Tequesta FL 33469
re: 17159 SE Limrick Ct
13-40-42-002-000-00370-1

Mr. & Mrs. Kevin Schulte
17149 SE Limrick Ct
Tequesta FL 33469
re: 17149 SE Limrick Ct
13-40-42-002-000-00380-9

Ms. Karen Wolters Tr
17139 SE Limrick Ct
Tequesta FL 33469
re: 17139 SE Limrick Ct
13-40-42-002-000-00390-7

Mr. Craig Vollhaber Tr
17129 SE Limrick Ct
Tequesta FL 33469
re: 17129 SE Limrick Ct
13-40-42-002-000-00400-5

Mr. & Mrs. Donald & Wenda Walter
218 Malletts Bay Ave #803
Colchester VT 05446-5033
re: 17119 SE Limrick Ct
13-40-42-002-000-00410-3

Mr. & Mrs. Frank Bongrazio III
17109 SE Limrick Ct
Tequesta FL 33469
re: 17109 SE Limrick Ct
13-40-42-002-000-00420-1

Ms. Wendy Hickey
17108 SE Limrick Ct
Tequesta FL 33469
re: 17108 SE Limrick Ct
13-40-42-002-000-00430-9

Mr. & Mrs. Joe & Pamela Bigham Tr
17118 SE Limrick Ct
Tequesta FL 33469
re: 17118 SE Limrick Ct
13-40-42-002-000-00440-7

Mr. & Mrs. Dennis & Alexis Sargisoff
17148 SE Limrick Ct
Tequesta FL 33469
re: 17148 SE Limrick Ct
13-40-42-002-000-00450-4

Mr. & Ms. Chris & Michelle Kilian
17168 SE Limrick Ct
Tequesta FL 33469
re: 17168 SE Limrick Ct
13-40-42-002-000-00460-2

Mr. & Mrs. Thomas Ringkamp
17178 SE Limrick Ct
Tequesta FL 33469
re: 17178 SE Limrick Ct
13-40-42-002-000-00470-0

Ms. Alfred&Joann Ludwig Tr
11931 SE Tiffany Way
Tequesta FL 33469
re: 11931 SE Tiffany Way
13-40-42-002-000-00480-8

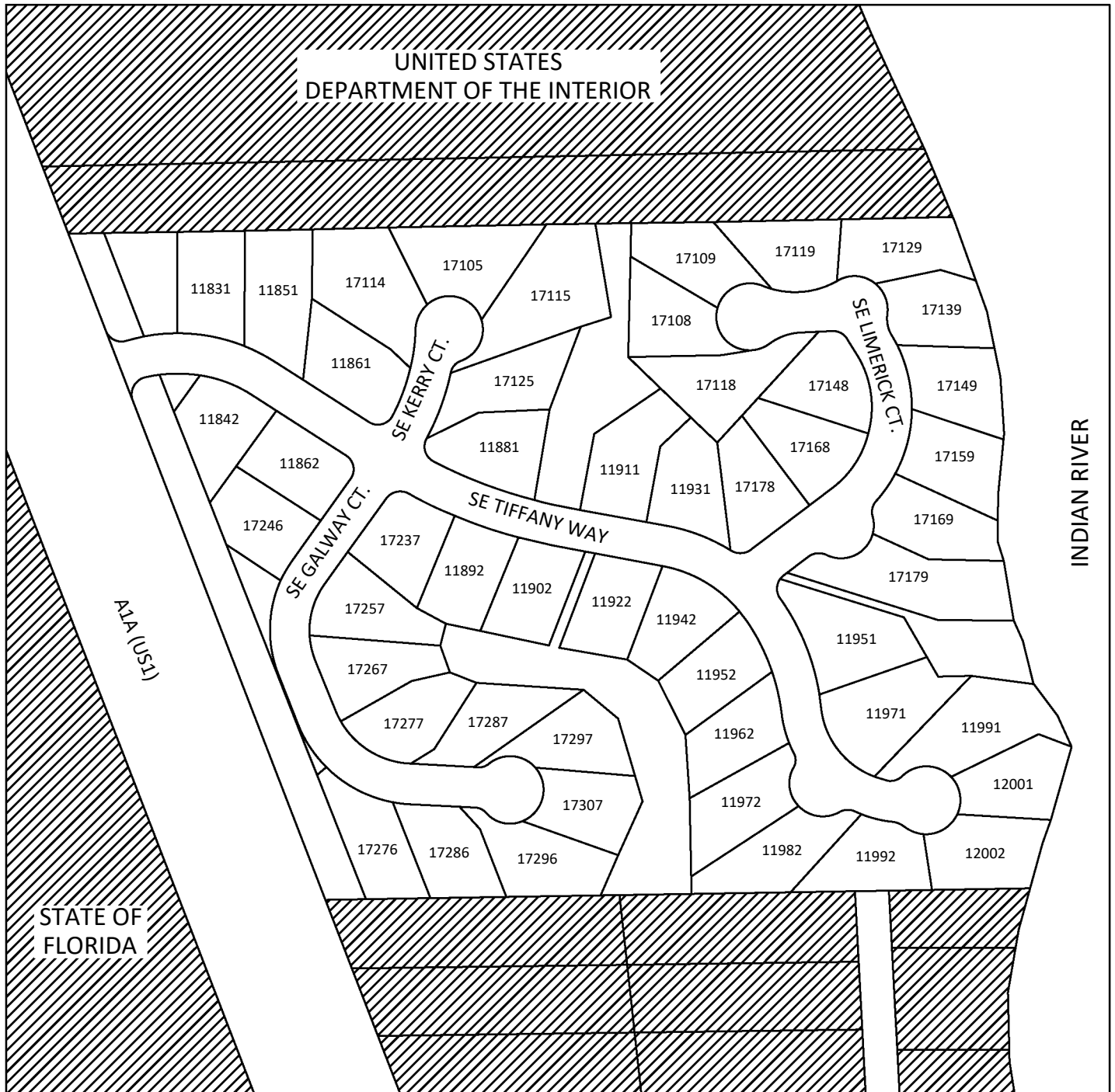
Mr. & Mrs. Jeremy Rury
11911 SE Tiffany Way
Tequesta FL 33469
re: 11911 SE Tiffany Way
13-40-42-002-000-00490-6

Mr. & Mrs. Peter Vasilopoulos
11831 SE Tiffany Way
Tequesta FL 33469
re: 11831 SE Tiffany Way
13-40-42-002-100-00060-4

EXHIBIT "B"

ROLLING HILLS NEIGHBORHOOD

SEWER SYSTEM ASSESSMENT AREA



LEGEND



NOT IN ASSESSMENT AREA

JUPITER, FLORIDA

8/21/2019



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, PH.D.
DATE: OCTOBER 4, 2023
SUBJECT: UPDATED BUSCH WILDLIFE SANCTUARY FACILITY REMOVAL CHECKLIST

The existing LRD-BWS Restated License Agreement, including approved extensions #1, #2, and #3 expires September 21, 2023 and includes Section 39. Removal &/or Claiming Improvements, which provides “... *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. Busch shall restore the Premises to the condition existing at the time of the Certificate of Occupancy for the Wildlife Hospital and the Discovery Center, except for ordinary wear and tear, within one hundred eighty (180) days or a reasonable timeframe of the expiration or termination of this License Agreement.*”

I have worked collaboratively with Lisa Wynne, BWS Development Director, to draft and update the attached Facilities Removal Checklist, which specifies the final disposition of identified BWS facilities. This list has been jointly developed, reviewed, and updated by LRD and BWS staff, and we believe we have comprehensively identified and addressed all BWS facilities located within the Premises. Recently, LRD staff completed an assessment of the Cypress Amphitheatre, Cypress Boardwalk, and Trail Lighting, and we have determined those facilities are in satisfactory condition; therefore, we have revised their status to “BWS Request to Remain” and “AA ok”. Also, we have updated the checklist to include row 30c Cypress Boardwalk fencing (posts and zoo mesh) to make it clear that this will be removed, though the actual boardwalk will not be removed. Finally, we have noted various facilities that have already been removed, which shows Busch’s progress in restoring the site.

While Section 39 of the Restated License Agreement legally stipulates the conditions governing removal and claiming of improvements, staff have developed this list to serve as a common ground checklist that can be reviewed and confirmed as BWS removes facilities and restores the Premises. Based on our prior process, I am bringing this list to the LRD Governing Board for your review to ensure the anticipated disposition of these facilities matches your expectations. Therefore, I request your review of the attached facilities checklist, and I look forward to any input you may offer.

I request your consideration of the following motion:

“THAT THE DISTRICT GOVERNING BOARD accepts the Facility Removal Checklist, which has been mutually drafted by LRD and BWS staff.”

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

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.

updated 10/4/23 by Albrej

Checklist for BWS Facilities @ LRD				
#	Facility Name	Facility Description	Disposition	Comments
1	Discovery Center	2-Building	1 Remain & Restore	BWS to remove office furniture, exhibits, and equipment in wetlab. AA ok
2	Wildlife Hospital	2-Building	1 Remain & Restore	BWS to remove office desk, kennels inside and porch, equipment, appliances, specialised lighting, and radiology. AA ok
3	Welcome Center and deck in front/back	2-Building	Remove & Restore	BWS to remove office furniture but leave building and decking. AA ok
4	Panther House	2-Building	Remove & Restore	
5	Bear House	2-Building	Remove & Restore	
6	Snake House	2-Building	Remove & Restore	
7	Bathrooms @ Snake House	2-Building	Remove & Restore	
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. AA ok
13a	Pineland Nature Trail Sign	3-Structure	Remove & Restore	
13b	Pineland Nature Trail Posts	3-Structure	BWS Request to Remain	AA ok
14	Shade Structure Overlooking Bears	3-Structure	BWS Request to Remain	AA ok
15	Shade Structure Overlooking Panthers	3-Structure	BWS Request to Remain	AA ok
16	Shade Structure Overlooking Ponds	3-Structure	BWS Request to Remain	AA ok
17	Shipping Containers	3-Structure	Remove & Restore	Removed
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	
30a	Cypress Boardwalk	5-Boardwalk	BWS Request to Remain	AA ok
30b	Gator walkway	5-Boardwalk	Remove & Restore	
30c	Cypress Boardwalk fencing (posts and zoo mesh)	5-Boardwalk	Remove & Restore	added to list on 9/25/2023
31	Hospital Boardwalk	5-Boardwalk	BWS Request to Remain	AA ok
32	Pineland Nature Trail	6-Improved Trail	BWS Request to Remain	AA ok
33	Walking Trail & railroad ties	6-Improved Trail	BWS Request to Remain	AA ok

Checklist for BWS Facilities @ LRD

#	Facility Name	Facility Description	Disposition	Comments
34	Butterfly Garden on Pineland Nature Trail	7-Other	Remove & Restore	remove hose, sprinkler, bench, etc
35	BWS Dumpsters	7-Other	Remove & Restore	
36	Pineland Nature Trail Fire Pit	7-Other	BWS Request to Remain	AA ok
37	Random Parts, Supplies, and etc	7-Other	Remove & Restore	
38	Splitrail Fencing within BWS Areas	7-Other	Remove & Restore	
39	Vehicles (including food truck)	7-Other	Remove & Restore	Removed
40	Picnic Area Pavillion	3-Structure	BWS Request to Remain	AA ok
41	Tiki Hut Area	3-Structure	Remove & Restore	Removed
42	Shade Structure overlooking Waterbirds	3-Structure	Remove & Restore	
43	Small maintenance shed (by maint. Shop)	3-Structure	Remove & Restore	
44	Large maintenance shed & concrete pad (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	Removed
49	Songbird habitats (parrots)	4-Animal Enclosure	Remove & Restore	Partially removed.
50	Small turtle enclosures (across from parrots)	4-Animal Enclosure	Remove & Restore	Partially removed.
51	Small raptors (including bluejays & kites)	4-Animal Enclosure	Remove & Restore	
52	Old croc & gator habitat	4-Animal Enclosure	Remove & Restore	Removed
52b	Boards and pvc at 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 from parrots	7-Other	Remove & Restore	Removed
58	Picnic tables	7-Other	Remove & Restore	Removed
59	Benches	7-Other	Remove & Restore	Removed
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	Removed
63	Wash tables	7-Other	Remove & Restore	
64	Trail lighting	7-Other	BWS Request to Remain	AA ok
65	Turtle pond platform and old walkway posts	7-Other	Remove & Restore	
67	Owl Alcove	7-Other	Remove & Restore	Partially removed. Water and & electricity hook-ups need to be removed.
68	Shelter behind songbird rehab	7-Other	Remove & Restore	Removed
69	Old pavers near Panthers	7-Other	Remove & Restore	
70	Electric serving removed facilities	8-Utilities	Remove & Restore	
71	Potable water serving removed facilities	8-Utilities	Remove & Restore	
72	IQ water serving removed facilities	8-Utilities	Remove & Restore	
73	Pile of asphalt millings near Panthers	7-Other	LRD responsibility	LRD responsibility



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

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FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: Governing Board
From: Kara Peterson, Director of Finance and Administration
Date: October 13, 2023
Subject: Capital Asset Policy

District staff relies on our Capital Asset Policy for guidance on the recordkeeping of acquisition, depreciation, and disposition of District capital assets. The last revision to our Capital Asset Policy was approved by the Governing Board in May 2020. The Governmental Accounting Standards Board has issued GASB Statement No. 96, Subscription-Based Information Technology Arrangements. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for governments. SBITAs are now required to be evaluated as part of Capital Assets; like Capital Assets, we are allowed to establish a capitalization threshold. This Statement is effective for the fiscal year ending September 30, 2023. Staff has used track changes to show revisions to our current Capital Asset Policy establish guidelines on how these SBITAs will be evaluated for accounting and financial reporting purposes.

The following motion is recommended for approval:

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the attached Capital Asset Policy and direct the Executive Director to implement the policy with an effective date of October 20, 2023.


Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-FIN-02.00
		Effective Date	5/21/2020 10/20/2023
		Revision History:	New
Author: Kara Fraraccio		Revision No.	1
		Review Date:	5/10/2028 5
Issuing Department: Finance and Administration		Page:	Page 1 of 3

CAPITAL ASSET POLICY

Purpose

The District acquires and uses Tangible and Intangible Capital Assets in carrying out its mission and is responsible for the stewardship of and recordkeeping for those assets. This policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) ~~Statement Number 34~~, to set forth the parameters for maintaining records on all Tangible and Intangible Capital Asset, purchased by, constructed by, or donated to the District.

Policy

It is imperative that the District maintain an accurate record, including location and value, of Tangible and Intangible Capital Assets. Assets will be recorded if they meet or exceed established capitalization thresholds and have a Useful Life of more than one year. The District capitalizes all Tangible assets greater than \$5,000 and all Intangible assets greater than \$50,000. Land is capitalized no matter what the cost. Software, although an Intangible asset, will fall under the capitalization threshold for Tangible assets. Software does not include Subscription-based information technology arrangements (SBITAs). SBITAs will be capitalized if the individual annual subscription cost is greater than \$50,000. Groups of smaller items that exceed the capitalization threshold in the aggregate may be capitalized if the aggregate cost is material to the financial statements.

Capital Assets are reported at Historical Costs. The cost of a Capital Asset includes ancillary charges necessary to place the asset into its intended location and condition for use (i.e., freight, installation, surveying fees, closing costs, etc.) In the absence of the Historical Cost, the asset's estimated cost may be used to value the asset. Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the asset, will not be capitalized. Donated Capital Assets will be reported at their Acquisition Value (entry price) at the date of acquisition. Renewal and replacements to an existing Capital Asset that extend the Useful Life of the asset, improve its capacity or efficiency, or significantly reduce operating costs will be capitalized if the costs are \$5,000 or more. Costs under \$5,000 are expensed. Routine repairs that help an asset maintain the original Useful Life are expensed regardless of cost.

Capital Assets will be depreciated over their estimated Useful Lives unless they are inexhaustible (i.e., land), construction in progress, or considered to have an indefinite Useful Life. Intangible assets will be considered to have an indefinite Useful Life if there are no legal, contractual, regulatory, technological, or other factors that limit the Useful Life of the assets. SBITAs

Authority: Generally Accepted Accounting Principles; Governmental Standards Board Statement Number 34

Date Approved by Governing Board: 5/21/2020

Capitalization calculations will not exceed the term of the agreement plus estimated or allowed renewal periods.

The District uses Straight-Line Depreciation applying the Half Year Convention method for all Capital Assets. It is the District's policy that Capital Assets have no residual value at the end of their Useful Life. Because similar Capital Assets may have different Useful Lives depending on how and where they are used, Useful Lives will be determined by past experience, industry guidelines, and professional judgment. Questions about the Useful Life of a specific asset will be decided upon jointly by qualified personnel and the Director of Finance and Administration. Items that have Useful Lives of less than one (1) year are not to be capitalized.

An inventory of Capital Assets will be conducted annually by physical observation and inquiry. The purpose of the inventory is to verify assets of a Moveable nature (i.e., equipment and vehicles). Buildings, building/land improvements, and land are static assets that can be verified easily and will not be purchased or disposed of without the knowledge of the Director of Finance and Administration. A schedule of Attractive Items with a value or cost less than \$5,000 will be maintained and treated as a Capital Asset for inventory purposes. Assets no longer owned by or in the possession of the District will be removed from the Capital Asset records pursuant to the Disposal of Surplus Assets Policy. To minimize the risk of loss, procedures must be put in place to maintain adequate segregation of duties between the custody of assets, the authorization to acquire or dispose of assets and the recordkeeping of the assets.

Definitions

List definitions necessary to understand the policy statement (section above).

- A. Acquisition Value: price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date, or the amount at which a liability could be liquidated with the counterparty at the acquisition date.
- B. Attractive Items: Tangible personal property owned by the District that has a cost less than an established capitalization threshold and that requires special attention to ensure legal compliance, protect public safety, and avoid potential liability, or to compensate for a heightened risk of theft.
- C. Capital Asset: land, improvements to land, Easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other Tangible or Intangible assets that are used in operations and that have initial Useful Lives extending beyond a single reporting period.
 - a. Intangible Capital Asset: an asset lacking physical substance (e.g., an Easement, software), with an initial Useful Life extending beyond a single reporting period, and with a value exceeding \$50,000.
 - b. Tangible Capital Asset: an asset with physical substance (e.g., land, equipment), with an initial Useful Life extending beyond a single reporting period, and with a value exceeding \$5,000.
- D. Depreciation: the systematic and rational allocation of the cost of a Capital Asset over its estimated Useful Life.
- E. Easement: an interest in land owned by another that entitles its holder to a specific limited use or enjoyment (right to use the land). The District has no ownership interest in the

property associated with Easements across private property, only a right to access the property for the stated use (e.g., sewer lines).

- F. Half Year Convention: a Depreciation convention where a half year's worth of Depreciation will be taken the year the asset is acquired, and a half year's worth of Depreciation will be taken in the year the asset is disposed of.
- G. Historical Cost: acquisition or procurement cost (i.e., invoice price plus freight and installation charges less discounts). In determining Historical Cost, the value of property exchanged by the District in satisfaction of a portion of the purchase price of new property will not be deducted from the full purchase price regardless of any property "traded in" on the new property.
- H. Movable Assets: vehicles and equipment that are not part of the supporting structure of a building or lift station and that meet the specific criteria for Capital Assets.
- I. Renewal: to extend the Useful Life of an asset via improvement or enhancement.
- J. Repair: to restore the functionality of an asset by fixing the asset.
- K. Replace: to restore the functionality of an existing asset by placement of a new asset with similar or improved performance characteristics.
- L. Straight Line Depreciation: Depreciation method which divides the Capital Assets Historical Cost by the estimated Useful Life and expensed evenly over the Useful Life.
- M. Subscription-based information technology arrangements (SBITAs): an Intangible Capital Asset where the District has subscribed/contracted to use certain software for a contracted period. The capitalization of the software usage will consider the time the District intends to use the software and the annual cost of such usage.
- M.N. Useful Life: the expected number of years a Capital Asset will be in service for its intended purpose.

Relevant Procedures

The following procedures guide staff in the appropriate implementation of this policy:

- A. Budget: Division Directors are responsible to identify capital purchases needed in the upcoming fiscal year and submit them for inclusion in the Budget.
- B. Rate Study: Division Directors are responsible to identify future capital purchases anticipated to cost more than \$100,000 and list them for inclusion in the Rate Study.
- C. Capital Asset Recordkeeping Procedures
- D. Inventory of Tangible Personal Property Procedures

Relevant Policies

- A. Maintenance Policy
- B. Disposal of Surplus Assets Policy: ~~under development~~

Policy Questions

Questions regarding this policy should be directed to the author(s) listed above.



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
Courtney Jones, P.E., Director of Engineering
DATE: October 19, 2023
SUBJECT: ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services

During the course of operating and maintaining our system, the District frequently has construction projects whose scope exceeds our abilities to address with the in-house construction crews. To address these projects in a timely and efficient manner we use a general construction services contract.

This month we completed bidding of ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services. This contract allows for an initial one-year term with four optional one-year renewals. We received 6 bids for this contract as summarized below and detailed in the attached Bid Tab.

• Hinterland Group, Inc.	\$15,410.00
• Felix Associates of Florida, Inc.	\$20,559.00
• B&B Underground Construction, Inc.	\$26,350.00
• Johnson-Davis, Inc.	\$42,220.00
• CK Contractors & Development LLC	\$46,339.50
• DP Development	\$113,057.00

Due to the current backlog of work and historical performance on general services contracts staff structured this bid for award to two (2) responsive/responsible contractors that provide the best value including the lowest cost for an aggregate of line items defined by the unit price bid schedule.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize award of an initial 1-year term contract for ITB #24-001-00131 Wastewater and I.Q. Water General Construction Services and Emergency / On-Call Repair Services to Hinterland Group, Inc. in an amount not to exceed \$250,000 and to Felix Associates of Florida, Inc. in an amount not to exceed \$250,000.”

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

Tabulation Sheet

Agency Name Loxahatchee River District

Bid Number ITB-24-001-00131-0-2024/SA

Bid Name Wastewater and I.Q. Water General Construction Services & Emergency/On-Call Repair Services

Bid Due Date 10/10/2023 14:00:00 Eastern

Bid Opening Closed

6 responses found.

online, offline, not submitting, not received

Company		Responded	Address	Bid Amount	Alt Bid Amount	Declared Attributes	Documents	Sent
Complete								
1 .	B&B Underground Construction, Inc.	10/10/2023 13:41:03 Eastern	4050 Westgate Avenue, Suite 110, West Palm Beach, FL, 33409	\$26350.0000	0.0000	Small Business	Response Document	✓
2 .	CK Contractors & Development LLC	10/10/2023 11:28:53 Eastern	1100 Technology Place, Suite 122, West Palm Beach, FL, 33407	\$46339.5000	0.0000		Response Document	✓
3 .	DP Development	10/10/2023 09:57:22 Eastern	1014 S. Congress Ave., Palm Springs, FL, 33406	\$113057.0000	0.0000		Response Document	✓
4 .	Felix Associates Of Florida Inc.	10/10/2023 11:49:05 Eastern	8528 S.W. Kansas Ave., Stuart, FL, 34997	\$20559.0000	0.0000		Response Document	✓
5 .	Hinterland Group Inc.	10/10/2023 13:11:08 Eastern	2051 W Blue Heron Blvd, Riviera Beach, FL, 33404	\$15410.0000	0.0000		Response Document	✓
6 .	Johnson-Davis Incorporated	10/10/2023 12:42:39 Eastern	604 Hillbrath Dr., Lantana, FL, 33462	\$42220.0000	0.0000		Response Document	✓



Fixed Asset Disposal

No Fixed Assets are presented for Disposal this month.





Item5H - C1

St. Johns County Master Contract No. 21-MCC.GRA-13190
Piggyback with Inliner Solutions –
No Action Is Deemed Necessary At This Time





LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: D. Albrey Arrington, Ph.D., Executive Director
From: Bud Howard, Director of Information Services
Joe Chung, IT Manager
Date: October 12, 2023
Subject: Change order #3 for Additional Professional Installation and Configuration Consulting Services in support of the Replacement of Computer Network Equipment Project.

This is notification of a time-sensitive change order approved by the Executive Director on October 10, 2023. Change order #3 to the Consulting Services portion of the project to replace the District's computer network equipment provides for an additional not-to-exceed 40 hours (\$10,080) of consulting time to complete the configurations and deployment of the remaining equipment.

In December 2022, the Governing Board approved the \$308,278 purchase of replacement network equipment that included 60 hours (\$12,600) of consulting services for the design, installation, and configuration of the equipment.

Following execution of this contract Cisco and the consulting partner (PC Solutions & Integration aka PCS) increased their pricing under this Cisco State of Florida contract. PCS increased their consulting rate by 20% to \$252/hr. While this is a significant rate, it is worth noting that the maximum allowable "Partner Services" rate under this Cisco contract is \$743.17/hr for onsite and \$661.17/hr for remote services.

Through the ongoing network equipment replacement project PCS helped us identify several opportunities for enhancements that required additional consultant time for the design, installation, and configuration, as well as an additional firewall management software product. In September 2023, the Board approved an additional 60 hours (\$15,120; following the 20% rate increase discussed above) of consulting services to complete these improvements, and the separate software and installation purchase.

During the recent deployment of the final 15 industrial control switches throughout the treatment plant we encountered numerous unforeseen issues that have demanded significantly more time than was anticipated. These issues included incompatible, outdated firmware on some of our Programmable Logic Controllers (PLC's), damaged fiber optic cables, and others. We now believe the issues have been identified and resolved. With this approval of an additional not-to-exceed 40 hours (\$10,080) the consultant and our staff will complete the project.

This additional purchase brings the total project cost to \$359,857, or 44,857 (14%) over the budgeted amount of \$315,000. However, this additional work brings a host of significant benefits to our network and cyber security systems and position. Some of these benefits include the latest, best in class hardware to monitor, manage, regulate, and secure network traffic in conjunction with our firewall system, improved redundancy and failover, new management software to efficiently and effectively manage all of our firewalls simultaneously, and others.

Dr. Matt H. Rostock

CHAIRMAN

Kevin L. Baker

BOARD MEMBER

Gordon M. Boggie

BOARD MEMBER

Stephen B. Rockoff

BOARD MEMBER

Clinton R. Yerkes

BOARD MEMBER

From: [Albrey Arrington](#)
To: [Kris Dean](#)
Cc: [Bud Howard](#); [Curtis Shenkman](#)
Subject: IMPORTANT: Time-Sensitive Change Order
Date: Tuesday, October 10, 2023 2:50:46 PM
Attachments: [IT Network and Security - 10-2023.xlsx](#)
[PCS Quote Professional Services - Cisco Industrial Switch Installation 10102023.010561.v1.1.pdf](#)

Kris and Governing Board (by Blind Copy),

This afternoon I approved a time-sensitive change order (see emails below and the attached documents). We are in the midst of upgrading our critical network infrastructure and systems, and we have determined that we need additional time to complete the work for the consultant who is currently on site doing the work. The original purchase order estimated 60 hours of consultant time was needed to complete the project. Last month the Board authorized doubling that amount to 120 hours of consultant time. Joe Chung and the consultant have been working diligently at this project, and they have encountered numerous unforeseen issues that have demanded significantly more time than was anticipated. Joe has proposed and Bud has approved an additional 40 hours of consultant time. Because the consultant is physically onsite doing the work, we believe it is in the District's best interest to use our time-sensitive change order protocol to approve this change order and keep the work moving forward. This email is being provided to accommodate the requirement of our time-sensitive change order process to notify the Board within 24 hours of approval.

This item will be included in the Board Notebook that will be distributed later this week.

Please let me know if you have any questions or concerns,
Albrey

PS For your convenience: **Purchasing Policy Section 2.10(5)** *"The Executive Director is authorized to approve individual Change Orders not to exceed \$250,000 that are deemed by the Executive Director to be time-sensitive and in the best interest of the District. Any Time-Sensitive Change Order also must be approved by the Deputy Executive Director or a Division Director. Within 24 hours of approval of a time-sensitive Change Order, the Executive Director shall notify the Board, via email, of the conditions and circumstances justifying the time- sensitive designation and approval. Furthermore, the Executive Director will present the time-sensitive Changer Order and supporting documentation to the Governing Board at their next regularly scheduled public meeting."*

From: Bud Howard <bud.howard@lrecd.org>
Sent: Tuesday, October 10, 2023 11:31 AM

To: Albrey Arrington <albrey@lrecd.org>; Kris Dean <Kris.Dean@lrecd.org>

Cc: Joe Chung <joe.chung@lrecd.org>

Subject: Network equipment replacement consulting extension #3

Albrey and Kris,

Joe and I are requesting a 3rd extension of consulting time for the network equipment replacement project in a revised not-to-exceed amount of 40 hours at \$252/hour or \$10,080. Because of Steve's (our network and security consultant) availability this week, the importance and urgency to wrap up of this project, the fact that Steve and Joe believe they have identified and resolved the significant issues they recently encountered, I am proposing that you approve this authorization this today/this week, and then we can communicate this to the Board next week.

Joe and Steve have had significant challenges with the configuration and installation of the 15 new industrial control switches throughout the plant. In short the troubles have stemmed from a mix of issues that they believe they have identified and resolved. One of the significant problems was a firmware compatibility issue with our PLC's and the new Cisco equipment. This issue was resolved yesterday with the firmware update of all the PLC's by our industrial control consultant (handled by Jason). Steve has absorbed a significant amount of time spent on resolving some of the configuration issues with the new switches. All that said they believe they have identified and resolved the issues and can now move this project through the finish line as detailed in the email below.

For clarity, the original authorization for the consulting portion of this project was for 60 hours/\$15,120. Because of several significant improvement opportunities identified during the initial phase of this project, we requested and received authorization at last month's Board meeting for an additional 60 hours/\$15,120. This 3rd request for 40 hours/\$10,080 brings the total consulting costs to \$40,320. But, through this project our network and security position has improved immensely. We recommend approval.

Please let us know if you are in agreement as soon as possible so Steve can make his travel arrangements if you approve of this approach.

Thanks,
Bud

From: Stephen Ames <sames@pcsusa.net>

Sent: Tuesday, October 10, 2023 9:02 AM

To: Joe Chung <joe.chung@lrecd.org>

Subject: Hours Recap

Joe,

Good morning. We're at 59 Hrs after last week. We used 25 hours between Wed, Sept 27th and Friday, Sept 29th. We used 24 hours between Oct 3rd and Oct 6th.

Review the existing switch architecture and configs. - Done

Prepare the hardware including applying the correct firmware. - Done

Prepare and apply similar intent configurations. - Done

Integrate the switches with the Network Access Control System. - Done

Test the running configurations prior to deployment. - Done

Prepare a deployment and cutover plan including network testing. - Done

Perform the onsite swap out of the 15 switches. 7 of the 15 are complete, 8 of 15 still remain.

Do testing and validation to ensure that all plant processes are working after the cutover. - Done on the completed switches.

Do an automated security scan on the network using LRECD's vulnerability scanner. - Not started yet.

Review and remediate any results against best practices. - Not started yet.

It looks like we need an additional 40 hours to complete the remaining 8 switches, validate that all plant processes are working correctly and perform a failover test of the Nexus switches. The reason for the extra time is that we had to address three main challenges along the way:

1. There was no RPI value set on the PLC / RIO equipment. It took time to diagnose the transmission rate, propose a solution, and configure the solution.
2. There was some bad fiber that took extra time to diagnose and work around.
3. There was a firmware bug on some of the older PLC / RIO equipment. It took time to diagnose the problem, propose a solution, and configure the solution.

Thanks,

Steve
813-927-4322

Vendor Name:	PC Solutions & Integration, Inc.		REQUISITION FORM	
Address:	4937 SW 75 Avenue			
Address:	Miami, FL 33155		DATE OF REQUISITION:	10/10/2023
Phone:	305-667-0633		WORK ORDER NUMBER:	
Email:	creinhardt@pcsusa.net		G/L, CAP, R&R ACCOUNT #:	40-43-6400 (\$25,200)
Vendor Rep	Chris Rienhardt		G/L, CAP, R&R ACCOUNT #:	
SHIP TO:	LRECD		QUOTE NUMBER:	
	2500 Jupiter Park Drive		QUOTE DATE:	
	Jupiter, FL 33458		QUOTE EXPIRATION:	
PURPOSE: Extension #3 to Cisco Professional Services for setup, configuration, and improvements to network equipment FL43220000-NASPO-19-ACS CONTRACT START DATE: 06/09/2021THROUGH 09/30/2024.				
REQUESTED BY:		DATE REQUIRED:		DEPARTMENT:
Joe Chung/Bud Howard				IT
QUANTITY	ITEM NUMBER/CODE	PART OR SERVICE DESCRIPTION	PRICE	EXTENDED AMOUNT
60	PO 23-0327	1st Authorization-Cisco Professional Services (PO is closed)	\$210.00	\$12,600.00
60	PO 24-0094	2nd Authorization-Cisco Professional Services	\$252.00	\$15,120.00
		Additional Work Proposed for re-authorization		
40	PCSPROSERV-2	Cisco Professional Service Hours, Not-to-exceed	\$252.00	\$10,080.00
		Extension to PO 24-0094, the 2nd extension to the consulting services for the original Network Equipment and Improvement Project, Consulting charges 60 hrs/\$15,120; approved by the Board 9/21/2023		
		The original project authorized by the Board 12/15/2022; PO 23-0327 Consulting charges 60 hrs/\$12,600		
		Total not-to-exceed consulting charges with this authorization is 100 hours/\$25,200		
		Total amount of work to be authorized under this effort not to exceed 160 hours/\$37,800		
NOTES:	See above		SUBTOTAL	\$25,200.00
			SHIPPING & HANDLING	\$0.00
			TOTAL	\$25,200.00
P.O. NUMBER		DATE OF P.O.		



Main: 305-667-0633

Email: crienhardt@pcsusa.net

Web: www.pcsusa.net

We have prepared a quote for you

**Professional Services - Cisco
Industrial Switch Installation
10102023**

Quote # 010561
Version 1

Prepared for:

Loxahatchee River District

Prepared by:

PC Solutions & Integration

Professional Services - Cisco Industrial Switch Installation 10102023

Quote Information:

Quote #: 010561

Version: 1

Delivery Date: 10/10/2023

Expiration Date: 01/07/2024

Prepared for:

Loxahatchee River District

Joseph Chung
(561) 747-5700 ,,,150
joe.chung@lrecd.org

Prepared by:

PC Solutions & Integration

Chris Rienhardt

305-667-0633

Fax 305-667-0618

crienhardt@pcsusa.net



Products

Line #	Part #	Product Description	Price	Qty	Ext. Price
		Cisco - Cisco State of Florida Contract NASPO;NVP #AR3227 (14-19) Participating Addendum for FL 43220000-NASPO-19-ACS Contract Start Date: 06/09/2021 through 09/30/2024			
1	PCSPROSERV-2	Block of Security Pro Services Hours (1 Hours at \$252/Hour)	\$252.00	40	\$10,080.00
Subtotal:					\$10,080.00

Quote Summary

Description	Amount
Products	\$10,080.00
Total:	\$10,080.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

PC Solutions & Integration

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LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
DATE: October 11, 2023
SUBJECT: Chapter 31-10 - Jamaica Drive Phase 1 Subregional Line Charge and Easement Termination/Abandonment Application fee.

Jamaica Drive Phase 1 Subregional Line Charge – 31-10.005(5e)

Our Strategic Plan, as approved by the Governing Board, calls for staff to improve master planning of our collection and transmission system. As such, staff have implemented procedures for residents to utilize statutory way of necessity for connection to the District's regional sewer system when the property is shut off or hemmed in from access to sanitary sewer service. Using these procedures staff have designed, permitted and constructed a low pressure sewer collection and transmission system to serve 15080 and 15100 Jamaica Drive. This system, installed to serve 15080 and 15100 Jamaica Drive, has additional capacity to serve adjacent development on Jamaica Drive (see graphic below).

Because of the sequence of facility design and construction, this project, essentially a low pressure force main and associated appurtenances, is proposed to be paid for using our subregional line charge mechanism, i.e., LRD Rule Chapter 31-10.005(5). We last implemented a subregional line charge in 2022 when we implemented the 66th Terrace Phase 1 Subregional Line Charge [31-10.005(5)(d)].

In order to equitably distribute costs for Jamaica Drive Phase 1 Subregional Collection Facilities, staff have quantified the number of equivalent connections (~wastewater flow) the Jamaica Drive Phase 1 Subregional Collection Facilities will likely serve. Based on the best available information, LRD staff assert the Jamaica Drive Phase 1 Subregional Collection Facilities will serve up to 17.5 equivalent connections.

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

When we divide the cost of the Jamaica Drive Phase 1 Subregional Collection Facilities (\$16,371.77) by the number of equivalent connections those facilities will ultimately serve (17.5 equivalent connections), we find the Jamaica Drive Phase 1 Subregional Collection Facilities cost is \$935.53 per equivalent connection.

Therefore, Staff have drafted proposed revisions to Rule 31-10.005(5) incorporating the Jamaica Drive Phase 1 Subregional Line Charges at \$935.53 per equivalent connection. Pursuant to existing rule language, subregional line charges are adjusted annually based on the 10-Year Treasury Rate published by the US Department of Treasury on February 1st. We have provided the suggested revisions to LRD Rule 31-10.005(5) attached. No action is necessary at this time. Rather, if the Board finds the proposed action acceptable, this item will be brought for Board action at your October 19, 2023 meeting.



Easement Termination/Abandonment Application Fee – 31-10.015

Over the last 3 months staff have worked with the Board to implement a policy for termination/abandonment of easements. This policy was approved by the August 2023 Governing Board and included the requirement for reimbursement of District costs associated with the termination/abandonment. Staff have evaluated these costs and determined an appropriate application fee for the termination/abandonment application to be \$546.80 as detailed below.

Administration:	\$ 296.80
Legal Review	\$ 175.00
Recording Fees:	\$ 75.00
Total	\$ 546.80

Consistent with other indexed charges and fees the Application Fee will be adjusted annually based on the Engineering News Record Construction Cost Index published in the February edition of each year. We have provided the suggested revisions to LRD Rule 31-10.015 attached.

Staff recommend the following motion.

“THAT THE DISTRICT GOVERNING BOARD approve Rule Chapter 31-10 Rates, Fees, and Charges with an effective date of October 20, 2023.”

years at a fixed interest rate equal to the current Wall Street Journal Prime Rate plus two (2.0%) percent, but not to exceed 8%, existing at the time commitment of service is made, with no prepayment penalty, to be collected by Non-Ad Valorem tax roll.

5(e) Jamaica Drive Phase 1 Subregional Line Charge for Jamaica Drive Phase 1 Subregional Collection Facilities. The rate of the Jamaica Drive Phase 1 Subregional Line Charge shall be \$935.53 per Equivalent Connection. Commitment of service shall not exceed those total capacity limitations as authorized for commitment by the Governing Board of the District. The full amount of the Subregional Line Charges shall be due and payable at the time commitment of service is made, except those buildings or structures having certificates of occupancy prior to the date this transmission system line is deemed available, may finance this Subregional Line Charge over twenty (20) years at a fixed interest rate equal to the current Wall Street Journal Prime Rate plus two (2.0%) percent, but not to exceed 8%, existing at the time commitment of service is made, with no prepayment penalty, to be collected by Non-Ad Valorem tax roll.

Specific Authority Chapter 2021-249, Laws of Florida, and Section 381.00655, Florida Statutes. Law Implemented Chapter 2021-249, Laws of Florida, Section 6(6), (9), (11), (12), and (19), and Section 8. History - New 12-9-76, Amended, 9-26-78, 12-12-78, 5-21-81, 5-24-82, 4-24-83, 4-25-84, 6-30-85, Formerly 31-10.05. Amended 6-30-86, 5-4-87, 4-17-88, 5-3-89, 5-13-90, 5-7-92, 5-9-93, 5-9-94, 5-19-96, 7-14-97, 11-1-98, 6-22-99, 3-23-00, 3-15-01, 3-21-02, 3-20-03, 3-18-04, 3-17-05, 3-16-06, 3-15-07, 3-20-08, 3-19-09, 3-18-10, 3-17-11, 3-15-2012, 6-21-2012, 3-21-2013, 3-20-2014, 3-19-2015, 3-17-2016, 3-16-2017, 3-21-2019, 10-15-2020, 3-17-22, 3-17-23.

31-10.006 Special Assessments.

Special Assessments are due and payable with interest at the time of transfer of the underlying real property for consideration as an at-arms-length transaction unless transferred to the real estate tax bill for the property as a continuing obligation of the property until paid in full.

Specific Authority Chapter 2021-249, Laws of Florida, Section 6(10), (12), (19) and (27). Law Implemented Chapter 2021-249, Laws of Florida, Section 6(10), (12), (19), and (27). History - New 12-9-76, Amended, 9-26-78, 12-12-78, 5-21-81, 5-24-82, 4-24-83, 4-25-84, 6-30-85, Formerly 31-10.05. Amended 6-30-86, 5-4-87, 4-17-88, 5-3-89, 5-13-90, 5-7-92, 5-9-93, 5-9-94, 5-19-96, 7-14-97, 11-1-98, 6-22-99, 3-23-00, 3-15-01, 3-21-02, 3-20-03, 3-18-04, 3-17-05, 3-16-06, 3-15-07, 3-20-08, 3-19-09, 3-18-10, 3-17-11, 3-15-2012, 3-17-22.

31-10.007 Quarterly Service Charges for Sewer Service.

31-10.015 Termination/Abandonment of Easements – Application Fee.

(1) Property Owners may request a Termination/Abandonment of easement. Requests shall be accompanied by an application and application fee in the amount of \$546.80.

(2) The application fee for termination/abandonment of easements shall increase (or decrease) based upon the annual increase (or decrease) in the Engineering News Record Construction Cost Index published in the February edition of each year.

Specific Authority Chapter 2021-249, Laws of Florida. Law Implemented Chapter 2021-249, Laws of Florida, Sections 6(9). History-New 10-19-2023.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, EXECUTIVE DIRECTOR
DATE: OCTOBER 3, 2023
SUBJECT: 2023 ENVIRONMENTAL EDUCATION STRATEGIC PLAN

Last month the Board reviewed and discussed the draft 2023 Environmental Education Strategic Plan, which was developed over the last several months using a thorough, data-driven process. Data included customer surveys and quantitative program assessments by LRD Environmental Education staff. Valuable insights were incorporated from focus groups (Agencies and Nature Centers, Partners, and Participants and Parents) and individual meetings with LRD Governing Board Members. Throughout the whole effort, Jack Steele (our consultant) guided the systematic process to deliver a meaningful product, i.e., the 2023 Environmental Education Strategic Plan.

This month staff are back with a revised version of our 2023 Environmental Education Strategic Plan. Revisions are based on Governing Board discussions that took place last month, and include:

1. Moved Strategic Objective 4.2 “Increase accessibility of programs, events, and facilities for all people” to Strategic Objective 3.8. This was done so the objective falls under 3.0 Operational Excellence, which is a better fit than 4.0 Employee Learning & Growth.
2. Added new Strategic Objective 4.2 “Widen recruitment sources for staff, interns, and volunteers.”
3. Added new Strategic Initiative 4.2a “Inform local community organizations of open positions.”

I believe this strategic plan improves our mutual understanding of the current condition of our environmental education program and lays out a path for continued improvement of these efforts. I welcome your continued engagement on this document, and if appropriate, your consideration of the following motion:

“THAT THE GOVERNING BOARD adopt the draft 2023 Environmental Education Strategic Plan as presented and direct the Executive Director to systematically implement the Plan.”

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER



Loxahatchee River Environmental Control District 2023 Environmental Education Strategic Plan



October 19, 2023



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The Loxahatchee River Environmental Control District

The Loxahatchee River Environmental Control District (LRD) is an independent, multi-county special district of the State of Florida created by the Florida Legislature in 1971. We are governed by a five-member, publicly elected Governing Board, with day-to-day management led by an Executive Director. The Legislature created LRD based on a groundswell of local concern for public health, safety, and welfare, and provided LRD with clear objectives of preventing, minimizing, and reversing degradation of environmental conditions and natural resources within the Loxahatchee River watershed.

The Loxahatchee River is present on the oldest maps of Florida, and it forms the nexus of local communities, including Jupiter, Tequesta, Jupiter Inlet Colony, and Juno Beach. Historic photographs provide an intriguing glimpse into life in this area, and often show locals relying on the waterway for transport and associated natural resources for sustenance. Even today locals and visitors demonstrate a clear affinity for the Loxahatchee River, with many spending quality time recreating on or in its waters. This sense of local pride in, and concern for, the Loxahatchee River led to it receiving the national Wild & Scenic River designation and state designations as an Outstanding Florida Water, Aquatic Preserve, and Manatee Protection Area.

The LRD's primary function is implementing innovative wastewater solutions to safeguard public health and protect environmental conditions within our watershed. The LRD operates an award-winning wastewater collection, treatment, and recycling facility. Day in and day out we collect wastewater from the community, transmit it via underground pipes and pumps to our regional wastewater reclamation facility, where raw sewage is transformed, through effective treatment, to IQ Water (aka reclaimed water). Our IQ Water is distributed to meet landscape irrigation needs at 13 local golf courses and throughout the Abacoa community, including Roger Dean Stadium. This water recycling effort has preserved billions of gallons of native groundwater for the environment – offsetting saltwater intrusion and the associated environmental degradation.

The LRD is the leading authority on environmental monitoring efforts within the watershed. LRD actively monitors water quality, including fecal indicator bacteria, seagrasses, and oysters, makes these data freely available to agencies (e.g., EPA, DEP, SFWMD, US ACOE) and the public, and summarizes findings in peer-reviewed scientific literature, e.g., see <https://doi.org/10.1016/j.scitotenv.2023.162232>.

Environmental education of the public is a critical element of any successful effort to preserve and protect natural resources; therefore, LRD takes pride in offering quality environmental education programming within the watershed. Our enabling act provides LRD with clear authority to “conduct environmental education as necessary and appropriate to minimize damage to the area’s resources and environment, to prevent additional environmental problems from being created, and to provide education regarding solutions to existing problems.” Under this authority, we actively work to engage the public with relevant and compelling environmental education programming at the River Center, our in-house environmental education facility, and throughout the watershed.

Introduction

In the words of Marjory Stoneman Douglas, “*Environmental education is the last best hope for the future.*” I assume Ms. Douglas espoused this belief because she understood the world is facing a plethora of threats that impact the diversity and functionality of our natural systems, and she recognized that environmental education is a cost-effective means of changing behaviors, which can improve existing environmental problems and preventing new environmental problems.

At the LRD, we recognize that conducting effective environmental education is instrumental to achieving our mission and vision, i.e., inspiring and achieving a healthy environment. The primary purpose of our environmental education efforts is to develop a sense of environmental stewardship among our participants, so that these individuals responsibly use and protect the natural environment through conservation and sustainable practices.

LRD’s environmental education programming began in earnest in 1992 with the development of the Jupiter Marine Science Center, which was housed at the old lighthouse museum (adjacent to northeast base of US1 bridge). In 1998 LRD welcomed Busch Wildlife Sanctuary onto our wastewater treatment facility campus. This fledgling partnership expanded the reach of our environmental education efforts and allowed participants to interact face to face with native wildlife that had been impacted by human activities. In 2005 LRD partnered with The Nature Conservancy’s Blowing Rocks Preserve to host our summer camp. Then, in 2008 LRD opened the River Center inside Palm Beach County’s Burt Reynolds Park. The River Center was an expansion and formalization of facilities and programs that took their roots in the old Marine Science Center.

Throughout this timeline, the LRD has worked to engage residents, young and old, to explore, experience, and connect with the diverse species and habitats within our watershed. Our targeted environmental education programs are designed to help participants explore the watershed and connect with nature, and as they do so, desired outcomes are for participants to have an increased knowledge concerning our local environment and environmental problems, increased awareness of potential solutions to such problems, and increased motivation to work towards practical solutions for such problems.

We are living in exciting times. Challenges and opportunities abound. The ever-increasing human population and urbanization mean we must be intentional if we are to minimize human impacts. Fortunately, there are numerous opportunities for LRD to continue to improve and expand our environmental education programming as we help others understand the beauty and value of nature and the significant and consequences of their actions.



D. Albrey Arrington, Ph.D.
Executive Director,
Loxahatchee River Environmental Control District

Existing Conditions & Opportunities

To map a successful course to our intended destination, it is important to understand where we are. Currently, LRD's environmental education efforts are achieved with the following personnel and facility resources, respectively.

A. Personnel:

1. Full-time environmental education staff:

- i. Env. Ed. Manager (Jocelyn – 17 years)
- ii. Env. Ed. Coordinator (Sara – 7 years)
- iii. Nature Educator & Animal Care (Sam – 3 years)

2. Part-time environmental education staff:

- i. Env. Educator (Jess – 1 year)
- ii. Volunteer Coordinator (Rebecca – 6 months)

3. Extern:

- i. PBC school teacher working a 1-month summer appointment at the River Center

4. Interns:

- i. Three (3) summer interns working directly with summer camp.
- ii. One (1) school year (fall and spring) intern to facilitate various program activities.

5. Volunteers:

- i. while not technically staff, the River Center has a host of volunteers that work diligently to help the facility and/or a specific event run smoothly.

B. Facilities:

1. **River Center:** this approximately 5,000 square foot building is the primary location of our environmental education efforts. It is located within Burt Reynolds Park off of US1 in eastern Jupiter. Our existing lease with Palm Beach County Parks Department is set to expire March 12, 2027. Palm Beach County's site plan for Burt Reynolds Park does not include the River Center as a long-term feature.
2. **2500 Jupiter Park Drive:** this is the site of the LRD's wastewater treatment facility and is also home to Busch Wildlife Sanctuary (BWS). BWS is relocating to their new property in Jupiter Farms and will vacate 2500 Jupiter Park Drive by February 29, 2024.
3. **BLM - Jupiter Inlet Lighthouse Outstanding Natural Area:** In 2020, the LRD executed a Memorandum of Understanding with the Bureau of Land Management (BLM) for the expansion of our environmental education programming to the Jupiter Inlet Lighthouse Outstanding Natural Area. This key strategic opportunity facilitates partnering with the BLM, the Loxahatchee River Historical Society, and the Nature Conservancy as we expand our environmental education programming to the Jupiter Inlet Lighthouse Outstanding Natural Area, an area of notable historic and environmental significance. Also, BLM has awarded LRD a Special Recreation Permit Application and Plan of Operation authorizing LRD to conduct environmental education programs, in conformity to the LRD Environmental

Education Policy, based out of the Jupiter Inlet Lighthouse Outstanding Natural Area. In addition, BLM has awarded LRD the opportunity to renovate and beneficially use, in the course of our environmental education efforts, two USCG homes. LRD developed a plan to renovate the two homes and the surrounding site, but rejected the bids to do the work because the bids were deemed not cost effective. Nonetheless, the LRD is conducting environmental education programs at the BLM site without the benefit of the two USCG houses.

4. **20 Acres:** LRD owns 20 acres of undeveloped land west of I-95 (abutting Sierra Square shopping center to the north, Riverbend Park to the east, and Cypress Creek South Natural Area to the west). LRD has developed a conceptual site plan for the property that includes remediation of existing utility impacts and potential development as an environmental education campus. LRD's current plans include moving forward with conducting the remediation work at the site. Also, LRD has been awarded grant funds from the state Legislature through the LRPI to improve passive outdoor recreation at the 20 Acres with funds specifically designated for construction of temporary parking facilities, a chickee hut, and nature trails that will integrate into the existing natural trail network.
- C. **Programs:** LRD's environmental education programs briefly summarized here are discussed and assessed elsewhere in this strategic plan document.

Program Name: # Educators | Class Size | # Days/Year | Target Age | Brief Description

1. Aquatic Day Camp: 2 | 16 | 40 | 6-18 | Intense, immersive summer camp experience.
2. Archery: 2 | 16 | 4 | 10+ | Introduction to outdoor archery.
3. Atala Butterfly Festival: 7 | 200 | 1 | Families | Day-long event focused on conservation and preservation of Atala butterflies and the importance of planting native host plants in our yards.
4. AustinBlu Fishing Tournament: 7 | 175 | 1 | Families | Family-focused tournament designed to increase family time spent together on the water exploring our local habitats and fisheries.
5. Birthday Party: 1 | 40 | 3 | 3-10 | Child birthday party hosted in the River Center classroom and includes a guided tour of the facility and touch tank exploration.
6. Blooming in the Garden: 2 | 30 | 12 | 3-6 | Guided, hands-on exploration of backyard habitats and species.
7. Boat Tour: 2 | 16 | 4 | Families | Guided, hands-on tour of the estuary and sandbars
8. Boating Safely Class: 1 | 30 | 13 | 12+ | Hosted by the River Center, funded by AustinBlu Foundation, and taught by the USCG Auxiliary, this program is designed to provide key safety-related knowledge to young boaters in our community.
9. Campfire: 4 | 150 | 3 | Families | A themed campfire event complete with s'mores, crafts, and discovery activities designed to introduce families to the River Center.
10. Clean Up: 2 | 50 | 4 | Families | Collaborations with Keep PBC Beautiful and PBC Parks and Recreation, this event facilitates litter removal by participants.
11. Craftapalooza: 2 | 50 | 3 | Families | Held during school vacations, multiple craft stations are set up in the classroom with crafts engaging an environmental theme.

12. Documentary Night: 2 | 50 | 4 | Adults | Raise awareness of relevant environmental topics and threats through quality documentary films enjoyed in a group setting.
 13. Fishing Clinic: 2 | 20 | 5 | 5-12 | Learn how to fish and all the relevant skills needed.
 14. Girl Scout Program: 4 | 60 | 4 | 5-18 | Hands-on, badge-earning workshops designed to teach specific environmental knowledge and skills.
 15. Girl Scout Way: 7 | 200 | 1 | 5-18 | A campfire event where women professionals in STEM fields communicate their passion and expertise to the next generation.
 16. Halloween Party: 7 | 400 | 1 | Families | Themed Halloween campfire event is designed to introduce families to the River Center in a lighthearted, fun manner.
 17. Homeschool Field Trip: 2 | 35 | 15 | 7-10 | School group field trip offered to homeschool students.
 18. Homeschool Workshop: 2 | 30 | 15 | 7-16 | Hands-on experiential learning modules (eg, water quality testing, reptiles of the watershed) offered to homeschool students.
 19. Jr. Angler Fishing Tournament: 7 | 125 | 30 | 5-17 | A month-long catch-and-release fishing tournament designed to promote exploration of the entire watershed.
 20. Kayak Program: 2 | 14 | 15 | Adults | Guided kayak tours along local waterways
 21. Lecture: 4 | 75 | 10 | Adults | Speakers share their knowledge about important environmental topics and issues
 22. Nature Walk: 2 | 50 | 10 | Adults | Guided nature hikes within local natural areas
 23. Outreach: 1 | 300 | 4 | All ages | Staff attend various festivals marketing the RC.
 24. Public Fish Feeding: 1 | 20 | 50 | All ages | Guided tour of our exhibits while wildlife (mostly fish) are being fed by trained staff.
 25. Room Rental: 1 | 75 | 15 | Adults | Rent the River Center classroom by the hour.
 26. School Group Field Trip: 2 | 55 | 45 | 5-18 | Educational field trips tailored to address Next Generation Sunshine State Standards for kindergarten through 12th grade.
 27. Science Day: 5 | 50 | 4 | 5-11 | Actively perform supervised scientific experiments.
 28. Science with Sam: 2 | 15 | 26 | 6-12 | Themed activities focused on exciting and fun environmental topics, eg, wildlife encounters, nature exploration, pollution.
 29. Seine and Dip: 2 | 30 | 5 | Families | Naturalist guided, hands-on estuary exploration.
 30. Story Time: 1 | 40 | 50 | 0-6 | 30 minute program centered around reading a story book and an animal encounter.
 31. Virtual Field Trip: 1 | 50 | 2 | 5-18 | Virtual (online) version of an education program or school field trip program.
 32. Visiting Camp Group: 2 | 55 | 35 | 5-12 | Hosted field trip for summer camp groups from other centers and facilities where participants engage in a selected environmental education program, eg, seine and dip, crab hunt.
 33. Volunteer Appreciation: 8 | 30 | 1 | 14+ | A fun, social, engaging annual event designed to show our volunteers that they are genuinely appreciated.
- D. **Finances:** LRD's total operating budget for FY2023 is \$16,787,580 and includes \$554,510 for environmental education programs, which represents 3.3% of the total operating budget. Since 2009, the first full year of River Center operations, LRD's annual operating expenses for environmental education have consistently equaled approximately 3% of operating expenses.

LRD Strategic Planning Process

Our strategic planning process began with staff reviewing key organizational documents, including the organizational mission and vision statements, the environmental education mission and vision statements, and the environmental education policy. Next, staff compiled a comprehensive list of environmental education programs and relevant, program-specific metrics (e.g., program capacity, average class size, average program participation rate, average number of times the program is offered per year, total staff time required to conduct the program). Staff also reviewed and assessed each program against the following criteria:

- **Focus** (explore the watershed, provide context about impacts, and identify solutions) + **Outcome** (increase knowledge, increase awareness, and increase motivation). Taken together this score was a proxy for how closely aligned a program is to the specific “focus” and “outcome” elements articulated in LRD’s environmental education policy.
- **Environmental Stewardship** (participant & nature). This metric shows the alignment of a program to the “primary purpose” of our environmental education programs as defined in our policy.
- **Community Building** (among participants). This metric addresses the need to find and collaborate with likeminded people when trying to achieve a goal for the common good.

These staff assessments provided for a quantitative evaluation and ranking of all existing environmental education programs. These scores were then used to visualize the quality of each existing environmental education program in achieving the stated purpose, focus, and desired outcome articulated in LRD’s Environmental Education Policy. These quantitative assessments can be viewed in Appendix B:

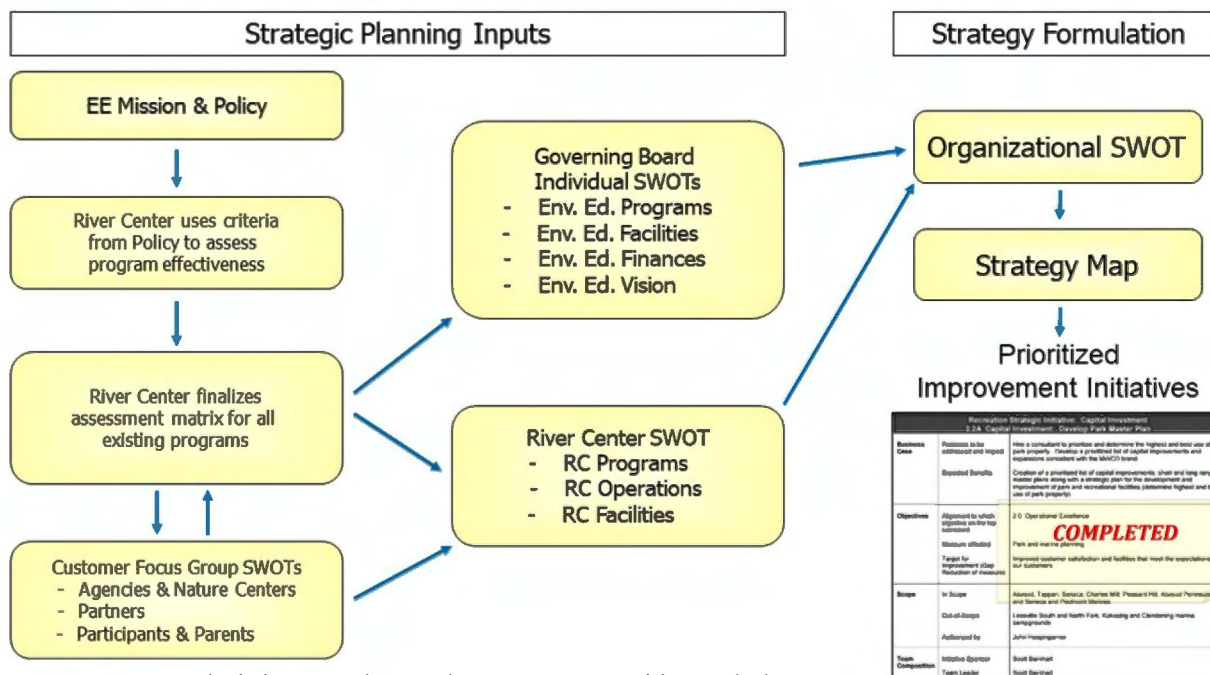
- ✓ **Appendix B1:** Effectiveness rating based on Focus and Outcomes as delineated by the LRD Environmental Education Policy, which is shown in Appendix A
- ✓ **Appendix B2:** Effectiveness of existing environmental education programs as a function of Environmental Stewardship and Community Building.
- ✓ **Appendix B3:** Efficiency rating of environmental education programs as a function of Environmental Stewardship and average program capacity (i.e., how well attended was each program when compared to maximum class size).
- ✓ **Appendix B4:** Efficiency rating is shown using the relationship between Environmental Stewardship and labor hours expended by staff per program participant.
- ✓ **Appendix B5:** Efficiency rating of environmental education programs as a function of Community Building and average program capacity (i.e., how well attended was each program when compared to maximum class size).
- ✓ **Appendix B6:** Efficiency rating is shown using the relationship between Community Building and labor hours expended by staff per program participant.

Environmental education staff, the Executive Director, and Jack Steele, our terrific consultant, then conducted focus group meetings with five groups of people:

1. Agencies & Nature Centers: Busch Wildlife Sanctuary; Jonathan Dickinson State Park; Jupiter Outdoor Center; Loggerhead Marinelife Center; Palm Beach County Parks; South Florida Water Management District;
2. Partners: AustinBlu Foundation; Bureau of Land Management; Coast Guard; Jupiter High Environmental Academy; Loxahatchee River Historical Society; MANG; Nature Conservancy; PBC Environmental Resource Management; WPB Fishing Club;
3. Participants and Parents: anonymous for privacy;
4. River Center staff; and
5. LRD Governing Board Members were addressed in individual meetings.

Lively and engaging discussions were had with each group. Also, in each session, participants were given the opportunity to comment on the quantitative evaluation and ranking of existing environmental education programs. Feedback from each session was documented and incorporated into our Program Assessment, and key elements were documented in the SWOTs (Appendix E through G). This input forms the basis of the strategy map and prioritized improvement initiatives (future action items).

Strategic Planning Process

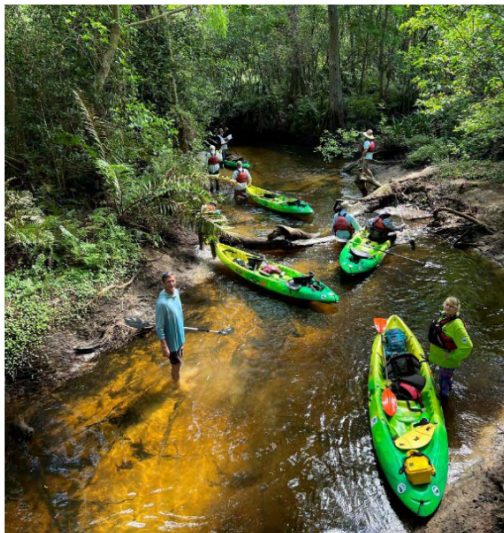


Note: SWOT Analysis is Strengths, Weaknesses, Opportunities, and Threat

LRD Mission, Vision, Environmental Education Mission and Policy Statements

LRD Mission: “We are dedicated to protecting public health and preserving the Loxahatchee River watershed and its natural habitats through innovative wastewater solutions, research, and environmental stewardship.”

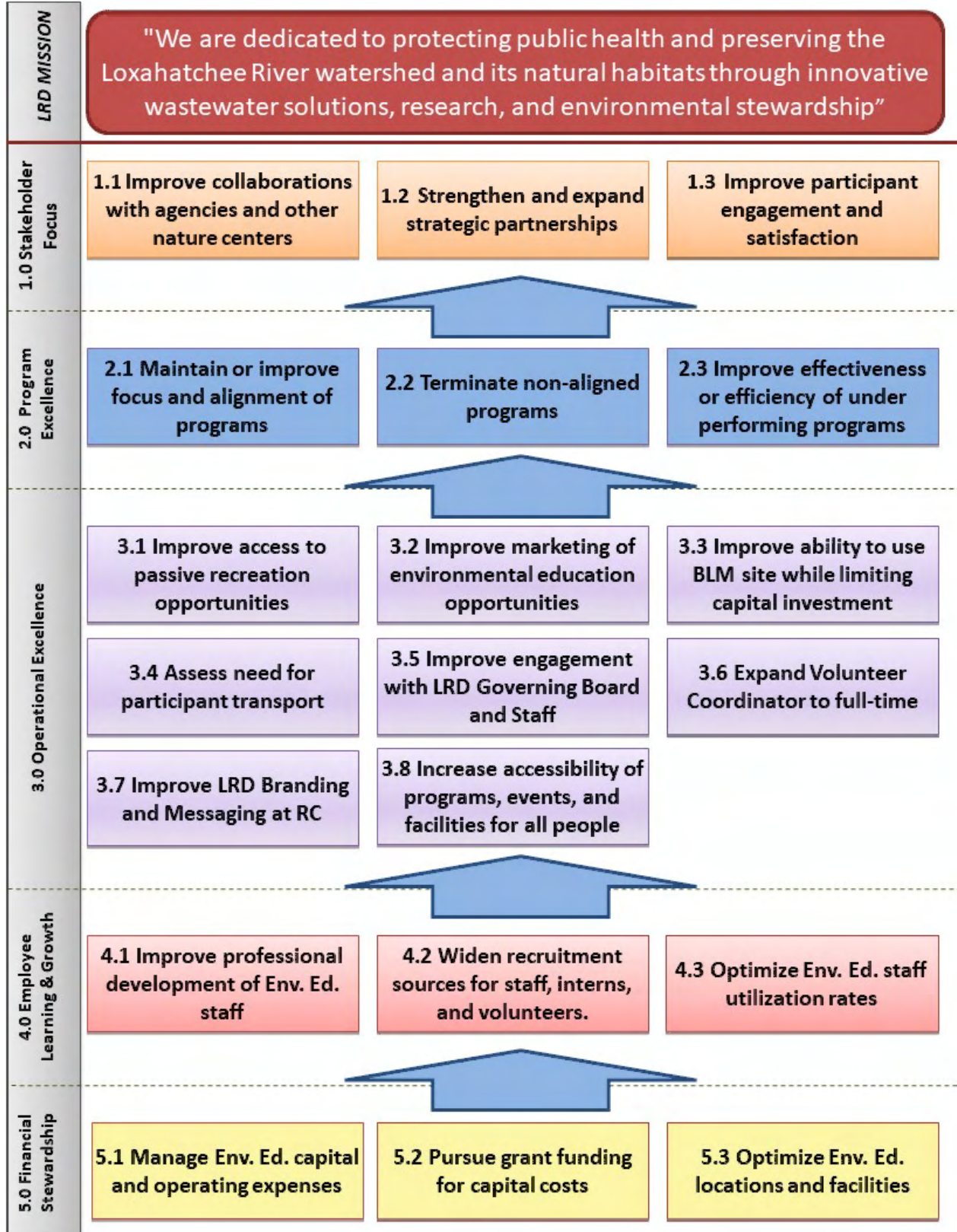
LRD Vision: “Inspiring and achieving a healthy environment”



LRD Environmental Education Mission: “To foster a sense of environmental stewardship for the Loxahatchee River’s diverse watershed with quality education programs, exhibits and meaningful events.

LRD Environmental Education Policy: See Appendix A.

2023 LRD Environmental Education Strategy Map



The **2023 LRD Environmental Education Strategy Map**, shown on the prior page, is a pictorial depiction of the Environmental Education Strategic Objectives (1.1 through 5.3) segmented by the five Strategic Areas of:

- 1.0 Stakeholder Focus,
- 2.0 Program Excellence,
- 3.0 Operational Excellence,
- 4.0 Employee Learning and Growth, and
- 5.0 Financial Stewardship.

The Strategy Map shows Strategic Areas and Objectives in a cause-and-effect relationship from bottom to top. For example, improving Financial Stewardship through obtaining grant funding to pay for construction of capital facilities represents a foundational effort to improve facilities at the BLM site while limiting LRD's capital investment. Then, those improved facilities will provide improved access to passive recreation opportunities and contribute to improved effectiveness of underperforming programs, which will satisfy the needs of our stakeholders.

2023 LRD Environmental Education Balanced Scorecard

The Balanced Scorecard below is aligned to the Strategy Map previously shown. The list of strategic initiatives was prioritized by the participants as the most important through the strategic planning process. Strategic initiatives are nested under strategic objectives and strategic areas and are prioritized such that P1 is the highest priority and P3 is the lowest priority. The status field will be maintained and updated by staff and reported to the Board at least annually. Strategic initiatives with a P1 priority score are intended to be complete within fiscal year 2024, i.e., by September 30, 2024.

#	Strategic Area	#	Strategic Objectives	#	Strategic Initiatives	Priority	Status
1	Stakeholder Focus	1.1	Improve collaborations with agencies and other nature centers	1.1a	Develop and host free, reciprocal volunteer field trips among key partners, e.g., BWS, LHRS, LMC, PBC-ERM, RC, TNC	P1	
				1.1b	Develop collaborative, joint programs with partners (e.g., TNC, Lighthouse) with intent of maximizing reach and efficiency	P2	
		1.2	Strengthen and expand strategic partnerships	1.2a	Develop signage for TNC lift station, then replicate signage at other locations with similar wastewater facilities (e.g., Busch Wildlife Sanctuary, Lighthouse, Sawfish Bay Park)	P1	
				1.2b	Host networking events for groups with aligned interests, e.g., Palm Beach North Chamber; National Association of Environmental Professionals; Florida Trail Association	P1	
				1.2c	Become a Visit Florida partner or affiliate	P2	
				1.2d	Expand strategic partnerships, e.g., Leadership PBC; Real estate brokers; Environmental professionals; Chamber of Commerce	P3	
		1.3	Improve participant engagement and satisfaction	1.3a	Expand programmatic offerings to better serve: Tweens; Young Adults; Senior Citizens	P3	
2	Program Excellence	2.1	Maintain or improve focus and alignment of programs	2.1a	Improve Focus + Outcomes scores: Archery, Campfire; Fish Feeding; Fishing Clinic; Girl Scout Way; Halloween; Story Time	P1	

#	Strategic Area	#	Strategic Objectives	#	Strategic Initiatives	Priority	Status
				2.1b	Implement New Programs: Adult Camp Day; Fishing Adventure; Swamp Tromp; Tots on Trails; Wilderness Skills	P1	
				2.1c	Develop New Programs: Env. Careers; Evening Lectures; RC classroom as open workspace; Saturday Camps	P2	
		2.2	Terminate non-aligned programs	2.2a	Terminate Programs: Craftapalooza; Virtual Field Trips	P1	
				2.2b	De-emphasize Programs: Visiting Camp Groups	P1	
				2.2c	Relabel as "RC Functions": Outreach Events; Room Rentals; Volunteer Appreciation Events	P1	
		2.3	Improve effectiveness or efficiency of underperforming programs	2.3a	Improve attendance: Blooming in the garden; Boat tours; Kayak Tours; Nature hikes	P1	
				2.3a	Decrease staff time invested per participant: Archery; AustinBlu Tournament; Blooming in the garden; Summer Camp; Girl Scout Program; Jr. Angler Tournament; Kayak Tours; Science with Sam	P2	
3	Operational Excellence	3.1	Improve access to passive recreation opportunities	3.1a	Develop a cost-effective, functional presence at BLM and 20 Acres	P1	
		3.2	Improve marketing of environmental education opportunities	3.2a	Invest in improved marketing efforts for environmental education programs	P1	
				3.2b	Test marketing messages via LRD sewer bill	P2	
				3.2c	Actively promote environmental education programs via community newsletters and activity calendars.	P2	
				3.2d	Collaborate with local cultural heritage, nature tourism, and education groups to seek a Visit Florida marketing grant.	P3	

#	Strategic Area	#	Strategic Objectives	#	Strategic Initiatives	Priority	Status
		3.3	Improve ability to use BLM site while limiting capital investment	3.3a	Improve storage space at BLM	P1	
				3.3b	Develop a phased, cost-effective plan to renovate two BLM houses	P2	
		3.4	Assess need for participant transport	3.4a	Assess impact of lack of transportation on underserved community members visiting River Center and offsite programs.	P2	
					Conduct cost benefit assessment of transport needs and options, e.g., hire, lease, purchase, rent.	P3	
		3.5	Improve engagement with LRD Governing Board and Staff	3.5a	River Center staff present annual watershed status report to the Governing Board highlighting notable successes of prior year and anticipating key efforts of the upcoming year.	P1	
				3.5b	Conduct quarterly environmental education programming for LRD staff to help them explore the watershed they work to protect.	P1	
		3.6	Expand Volunteer Coordinator to full-time	3.6a	Conduct cost/benefit analysis of full-time volunteer coordinator	P1	
				3.6b	Improve volunteer solicitation, engagement, training, and coordination	P2	
		3.7	Improve LRD Branding and Messaging at River Center and in Programs	3.7a	Improve branding and messaging so program participants realize programs are provided by LRD	P1	
				3.7b	Ensure adequate schedule of programs addressing LRD's key roles in the watershed and local water cycle	P2	
		3.8	Increase accessibility of programs, events, and facilities for all people	3.8a	Be intentional in identifying and overcoming ability-based barriers	P1	
				3.8b	Provide equipment to improve access for mobility impaired participants	P2	
4	Employee Learning & Growth	4.1	Improve professional development of River Center staff	4.1a	Each full-time RC staff member to participate in one professional meeting per year	P1	
				4.1b	RC Manager participate in Leadership Palm Beach County	P2	

#	Strategic Area	#	Strategic Objectives	#	Strategic Initiatives	Priority	Status
		4.2	Widen recruitment sources for staff, interns, and volunteers	4.2a	Inform local community organizations of open positions	P1	
		4.3	Optimize environmental education staff utilization rates	4.3a	Improve time management skills among staff	P1	
				4.3b	Expand the role of volunteers at the River Center	P2	
				4.3c	Expand role of partners in supporting and administering programs, e.g., USCG teaching boating safely	P2	
	5 Financial Stewardship	5.1	Manage Env. Ed. capital and operating expenses	5.1a	Draft activity-based budget to improve impact and effectiveness of our environmental education efforts	P1	
		5.2	Pursue grant funding for capital costs	5.2a	Seek grant funding to offset capital costs of renovation of facilities at BLM and construction of facilities at 20 Acres	P1	
		5.3	Optimize Env. Ed. locations and facilities	5.3a	Develop, for Board approval, a plan for improved facilities that leverage the best combination of the various opportunities (i.e., BLM; 20 Acres; 2500 Jupiter Park Dr.; phasing of renovation and construction)	P2	

Successful Execution of the Strategic Plan

In implementing the Strategic Plan, LRD uses a tool called a dashboard (shown below). The dashboard provides a high-level view of the key performance indicators (KPIs) so that, at a glance, progress toward measurable targets can be easily discerned. The strategic initiatives shown on pages 12-15 in this report are linked to the KPIs and will drive improvement in those KPIs as they are completed. Those initiatives are prioritized as P1, P2, and P3 based on their importance in driving improved KPIs as well as practical constraints on staff availability. The P1s will be completed first, with a goal of completing all P1s before September 30, 2024, because these strategic initiatives are the most important in driving improved KPI performance.


The dashboard KPIs and the status of each initiative will be reviewed and updated monthly by staff to ensure that the KPIs stay within performance standards and the initiatives stay on schedule, on budget, and within the defined scope.

2023 LRD Environmental Education Dashboard

The existing dashboard (below) shows performance across key metrics. It is color coded (red, yellow and green) to show where performance is on target (green) or where improvement is required (yellow or red). The dashboard metrics should align to the strategy via the objectives on the Strategy Map and Balanced Scorecard shown earlier.

We are proposing to modify the dashboard in the following ways (1) modify “Total Visitors”, “1st Time Visitors”, and “Volunteer Engagement” to report actual number of people or hours rather than percentages, though color coding will still be based on percentages (due to seasonality); and (2) add two new metrics “Cost per Person” and “Staff Time per Person”. These new metrics are targeted at understanding and improving efficiency. Effectively implementing priority initiatives shown in the Balanced Scorecard will drive improved performance in the dashboard metrics.

LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD




		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	% 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
Green Level		≥ 90%	≥ 85%	≥ 90%	≥ 90%	≥ 4	≥ 7	≥ 85% but ≤ 105%	≥ 90%
Yellow		≥ 75%	≥ 70%	≥ 75%	≥ 75%	≥ 3	≥ 5	≥ 80%	≥ 75%
Red		<75%	<70%	<75%	<75%	<3	<5	< 80% or > 105%	<75%
2020 Baseline		35%	50%	70%	65%	4.6	7.8	81%	103%
2021 Baseline		113%	83%	102%	275%	4.7	7.8	92%	85%
2022 Baseline		81%	120%	75%	163%	4.6	7.9	91%	94%
2022	June	86%	92%	105%	107%	4.8	8.0	100%	122%
	July	95%	84%	134%	164%	4.5	7.9	101%	123%
	Aug	88%	100%	147%	184%	3.8	8.0	91%	129%
	Sept	77%	86%	76%	178%	4.6	7.8	89%	120%
	Oct	79%	100%	118%	100%	4.9	7.4	55%	82%
	Nov	53%	104%	82%	111%	4.4	8.0	63%	88%
	Dec	94%	124%	50%	286%	4.6	7.9	96%	85%
2023	Jan	69%	76%	63%	338%	4.6	7.9	85%	92%
	Feb	79%	88%	82%	102%	4.7	7.8	85%	104%
	Mar	94%	91%	98%	304%	4.4	8.1	73%	87%
	Apr	116%	105%	91%	220%	4.7	7.5	79%	78%
	May	84%	83%	129%	170%	4.6	7.8	88%	104%
	June	104%	112%	93%	115%	4.7	7.8	87%	123%
Consecutive Months at Green		1	1	4	13	10	13	2	2
Metric Owner		O'Neill	Duggan/Warwick	Patterson	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

List of Appendices

- **Appendix A**, LRD Environmental Education Policy
- **Appendix B**, Environmental Education Program Assessments
 - **B1**: EE Programs rated by Focus and Outcome
 - **B2**: EE Programs rated by Environmental Stewardship and Community Building
 - **B3**: EE Programs rated by Environmental Stewardship and Average Attendance compared to Capacity
 - **B4**: EE Programs rated by Environmental Stewardship and Labor Hours Expended by staff per Participant
 - **B5**: EE Programs rated by Community Building and Average Attendance versus Capacity
 - **B6**: EE Programs rated by Community Building and Labor Hours Expended per Participant
- **Appendix C**, Number of People Participating in Environmental Education Programs at the River Center and the Impact of COVID-19 Pandemic on Participation Rates
- **Appendix D**, Annual Operating Expenses for LRD's Environmental Education Program
- **Appendix E**, Board SWOT Analysis
- **Appendix F**: Agency & Nature Center SWOT Analysis
- **Appendix G**: Partner SWOT Analysis
- **Appendix H**: Participants & Parents SWOT Analysis
- **Appendix I**: Staff SWOT Assessment of Programs
- **Appendix J**: Staff SWOT Assessment of Operations
- **Appendix K**: Staff SWOT Assessment of Facilities

Appendix A. LRD Environmental Education Policy

	LOXAHATCHEE RIVER DISTRICT	Doc No:	LRD-POL-EXE-07.00
		Effective Date	05/20/2022
		Revision History:	07/17/2020 v1
Author: Albrey Arrington, Jocelyn O’Neill		Revision No.	1
		Review Date:	09/18/2025
Issuing Department: Executive		Page:	Page 20 of 37

Purpose

The District recognizes that conducting effective environmental education is instrumental to achieving our mission and vision, i.e., inspiring and achieving a healthy environment. This policy was developed to set forth the purpose, intended focus, and expected outcomes for LRD's environmental education efforts.

Policy

It is the policy of the Loxahatchee River Environmental Control District (LRD) to conduct environmental education for the general population within the Loxahatchee River watershed and specifically including students and personnel working with students. The primary purpose of these environmental education efforts is to foster a sense of environmental stewardship for the Loxahatchee River's diverse watershed through quality education programs, exhibits, and meaningful events. The primary focus of these environmental education efforts is to explore healthy aspects of the Loxahatchee River watershed, provide context about environmental impacts to our watershed, and identify solutions to achieve a healthy community and river. The desired outcome from these environmental education programs are citizens with:

1. increased knowledge concerning our local environment and environmental problems;
2. increased awareness of potential solutions to such problems; and
3. increased motivation to work towards practical solutions for such problems.

Successful programs will result in participants exploring, experiencing, and connecting with the Loxahatchee River ecosystem. Provision of environmental education programming should be concordant with this policy (e.g., the stated purpose, intended focus, and desired outcome). Bridge Programs may be used to engage new participants with the LRD's environmental education programs but must not exceed 5% of environmental education effort.

Authority

The authority for this policy is derived from the LRD Enabling Act, which states:

"Section 6. (28) Conduct environmental education as necessary and appropriate to minimize damage to the area's resources and environment, to prevent additional environmental problems from being created, and to provide education regarding solutions to existing problems."

Page | 20

Authority: LRD Enabling Act (Chapter 2021-249, Laws of Florida)

Date Approved by Governing Board: 05/19/2022

Definitions

List definitions necessary to understand the policy statement (section above).

- A. Bridge Program: any environmental education program not directly related to the environmental context, impacts, and solutions related to the Loxahatchee River watershed. These programs are typically designed to attract first-time visitors.
- B. Ecosystem: an ecological unit in which the biological, physical, and chemical components of the environment interact.
- C. Environment: the surroundings of an organism, including the plants, animals, and microbes with which it interacts.
- D. Environmental Education: the process by which individuals develop a deeper knowledge of the environment, awareness of effective solutions, and increased motivation to implement solutions.
- E. Environmental Stewardship: means the responsible use and protection of the natural environment through conservation and sustainable practices.
- F. Watershed: the area drained by a given waterbody.

Relevant Procedures

The following procedures guide staff in the appropriate implementation of this policy:

- A. Reporting;
- B. Scheduling Field Trips;
- C. Summer Camp Administration; and
- D. Summer Camp Counselor Training.

Relevant Policies

The following policies may relate to this policy:

- A. Environmental Education COVID-19 Policy;
- B. Social Media Policy; and
- C. Volunteer Policy.

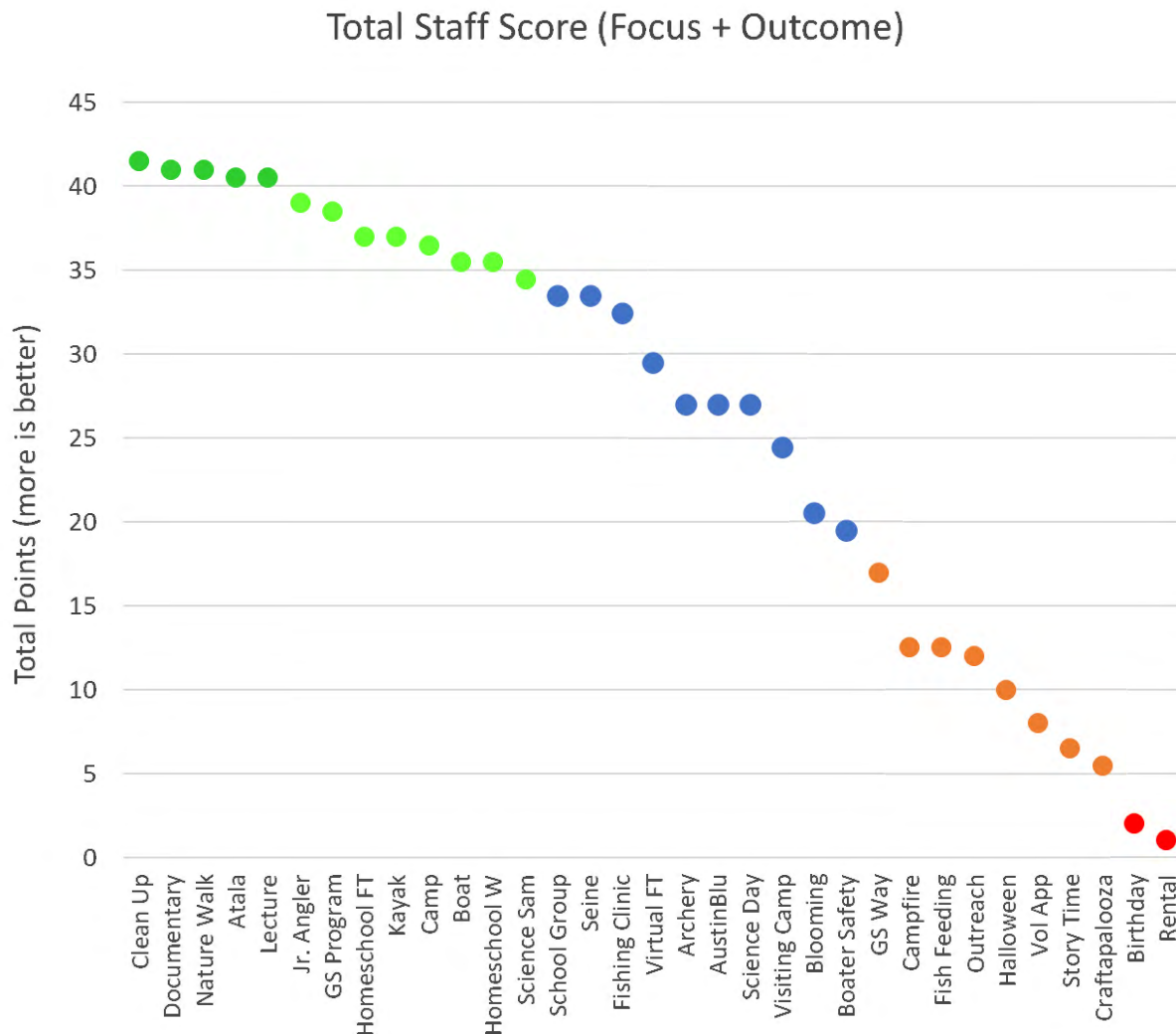
Policy Questions

Questions regarding this policy should be directed to the author(s) listed above.

Appendix B. Environmental Education Program Assessments (B1-B6)

B1: Programs rated by Focus and Outcomes

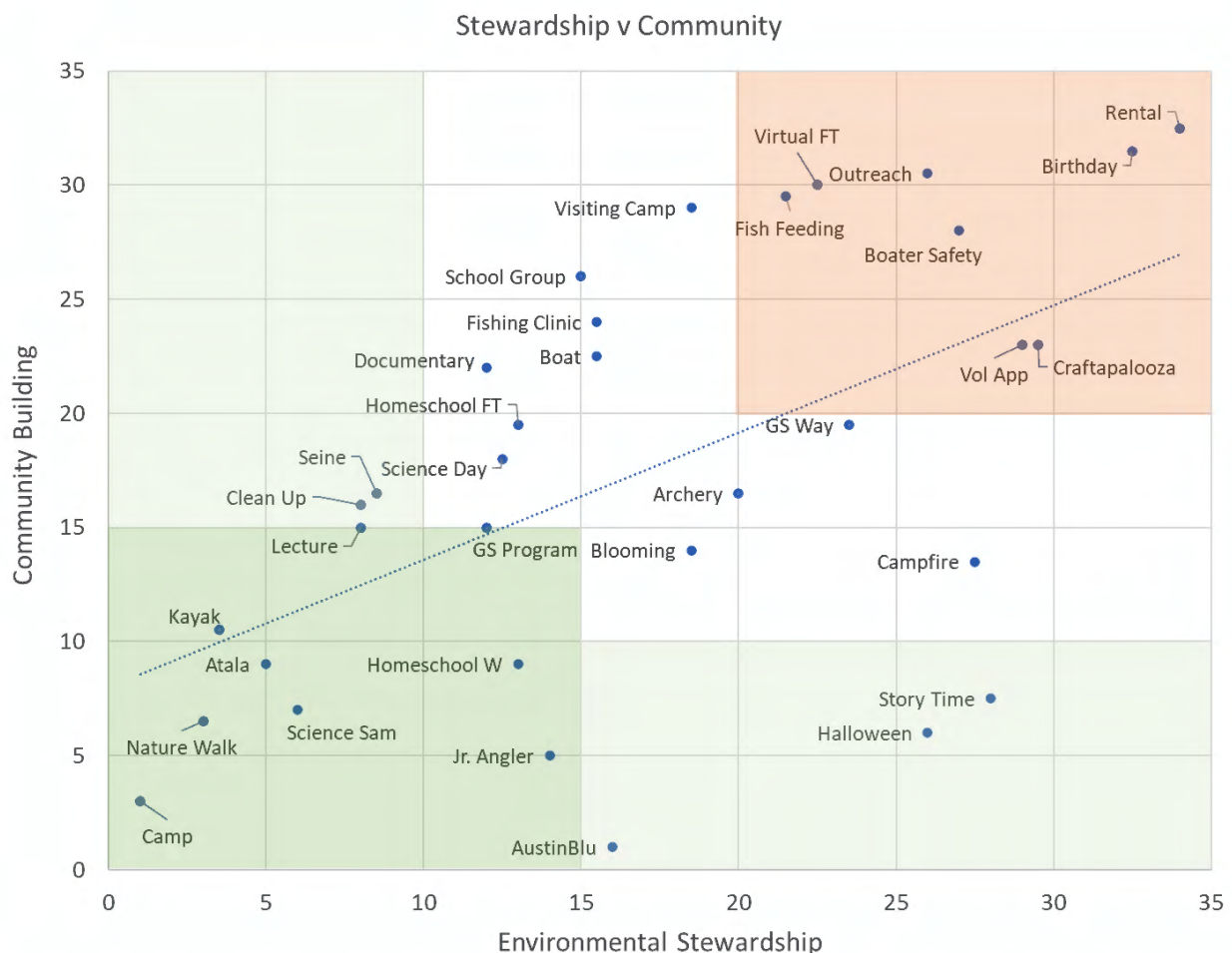
The LRD Environmental Education Policy stipulates our purpose, 3 focus areas and 3 desired outcomes. LRD Staff ranked our environmental education programs against the three focus areas and three outcomes. Ranks were 0 to 9, where a score of 0 indicates the program provides zero value towards the metric and a score of 9 indicates the program fully achieves the desired metric. Below, you can see summary scores for each program. Programs have been sorted from best to worst. We assigned a letter grade (think of a report card) to each program based on these scores. Our grading scale is old school, and assumes a “A” is awesome (green), “C” is average and acceptable (blue), “F” is failing (red).



B2: EE Programs rated by Environmental Stewardship and Community Building

LRD staff also ranked our environmental education programs according to how well they develop environmental stewardship and build a sense of community amongst participants. These scores are ranked, and rank 1 was identified as the best or most effective program while rank 33 was deemed the poorest performing program. It is interesting, but not surprising, to see that our programs that most successfully engender environmental stewardship also increase our sense of community. The programs in the darker green box (bottom left quadrant of figure) are the highest performing programs. These programs both develop a sense of environmental stewardship within participants and a sense of community building among participants. Programs in the orange box (top right quadrant) are the poorest performing programs.

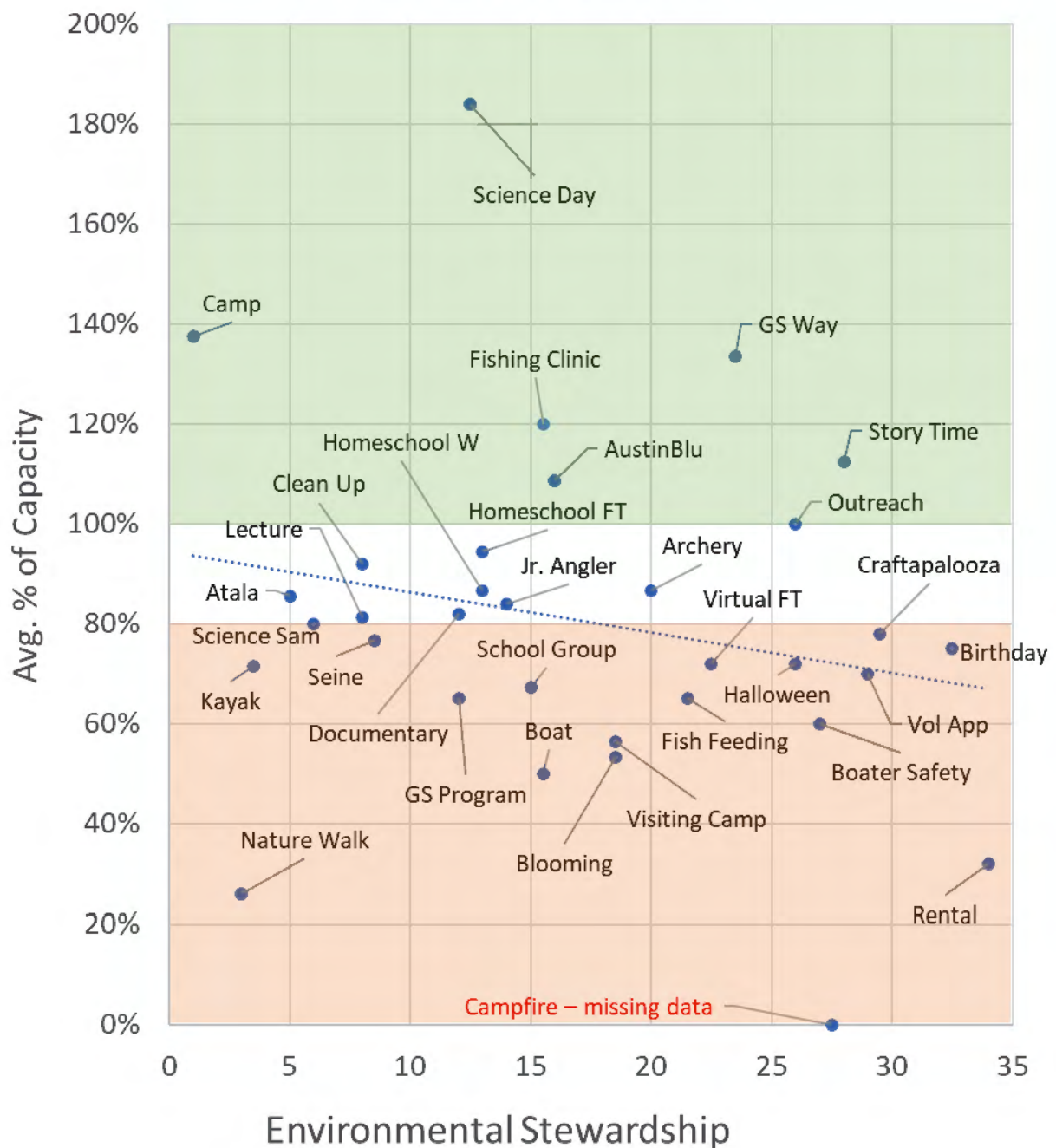
It should be noted that some “programs” were determined to be activities but not actual programs. For example, Outreach and Birthday could be viewed more accurately as marketing efforts. Vol App are our efforts to recognize and reward our terrific volunteers. These non-program activities were largely ignored during strategy discussions.



B3: EE Programs rated by Environmental Stewardship and Average Attendance compared to Capacity

As one measure of program efficiency, the chart below shows the general correlation between the quality of environmental education programs (lower Environmental Stewardship score signifies higher quality program) and the average fullness of a program. In general, higher quality programs are more likely to be at or near capacity (e.g., Camp, Clean up, Atala). There is a pressing need to understand and remedy the low participation rate among some high-quality programs (e.g., Kayak, Nature Walk, Seine).

Stewardship v Avg % Full



B4: EE Programs rated by Environmental Stewardship and Labor Hours Expended by staff per Participant

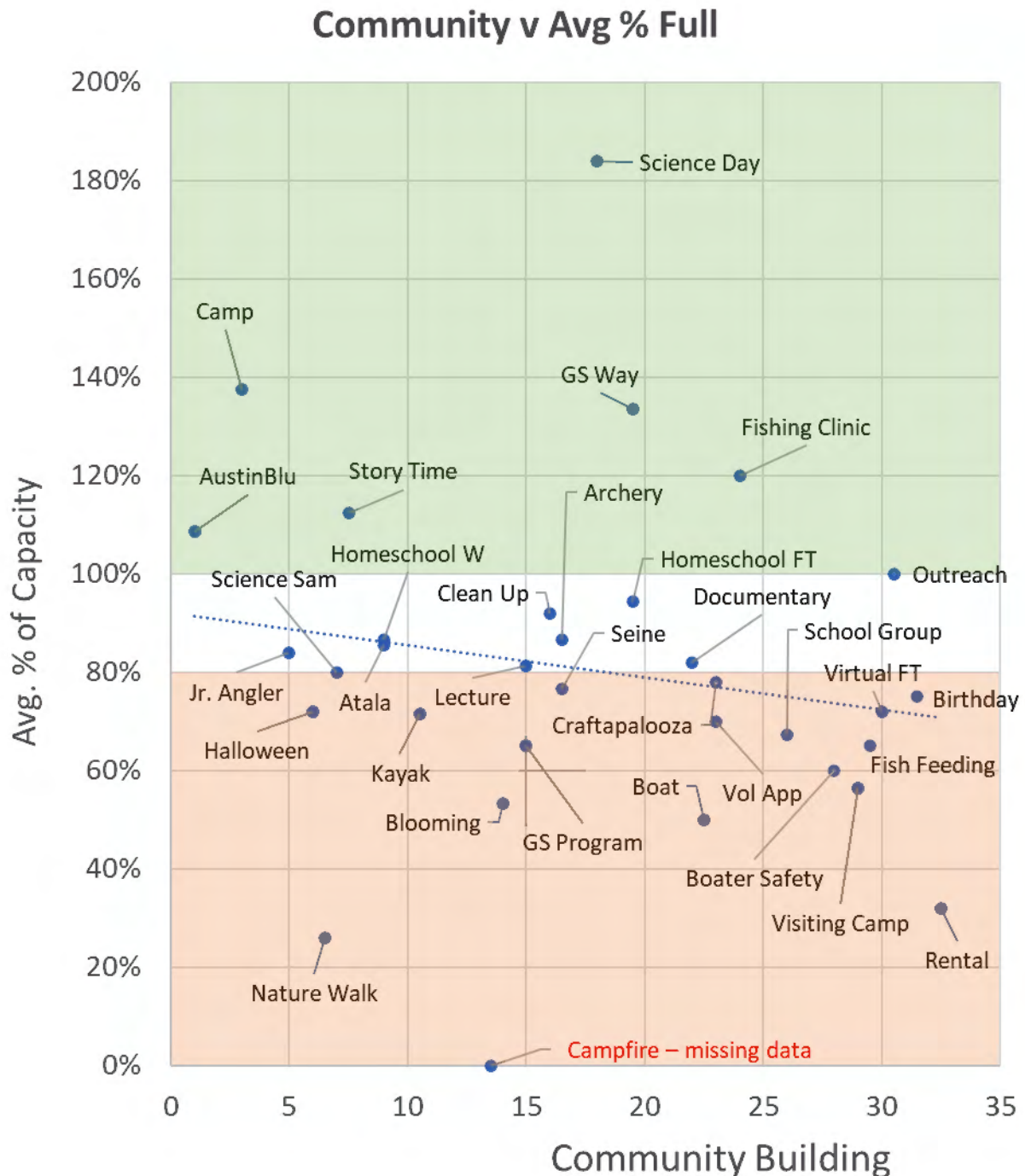
As a second measure of program efficiency, the chart below shows the general correlation between the quality of environmental education programs (lower Environmental Stewardship score signifies higher quality program) and the amount of staff time expended per program participant. In general, higher quality programs require more staff time per participant (e.g., kayak, Jr. Angler), though there are exceptions (e.g., Lectures, Clean ups, Science Day).

Stewardship v Hours/Participant



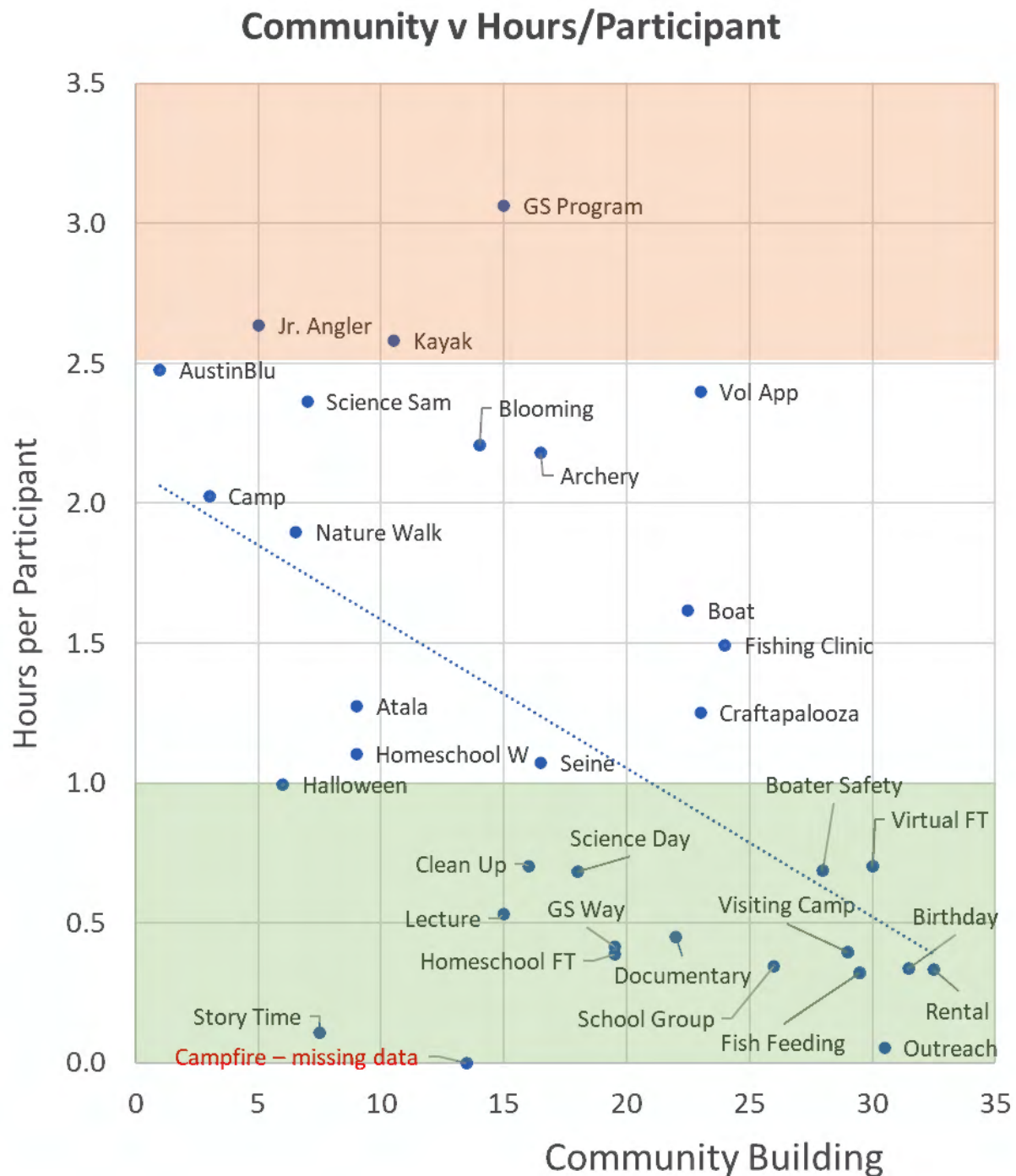
B5: EE Programs rated by Community Building and Average Attendance versus Capacity

The chart below shows the correlation between the quality of education programs at building a sense of community (lower Community Building score signifies higher quality program) and the average fullness of the program. In general, higher quality programs are more likely to be at or near capacity (e.g., AustinBlu, Camp, Story Time). We need to understand and remedy the low participation rate among some high-quality programs (e.g., Nature Walk, Blooming).



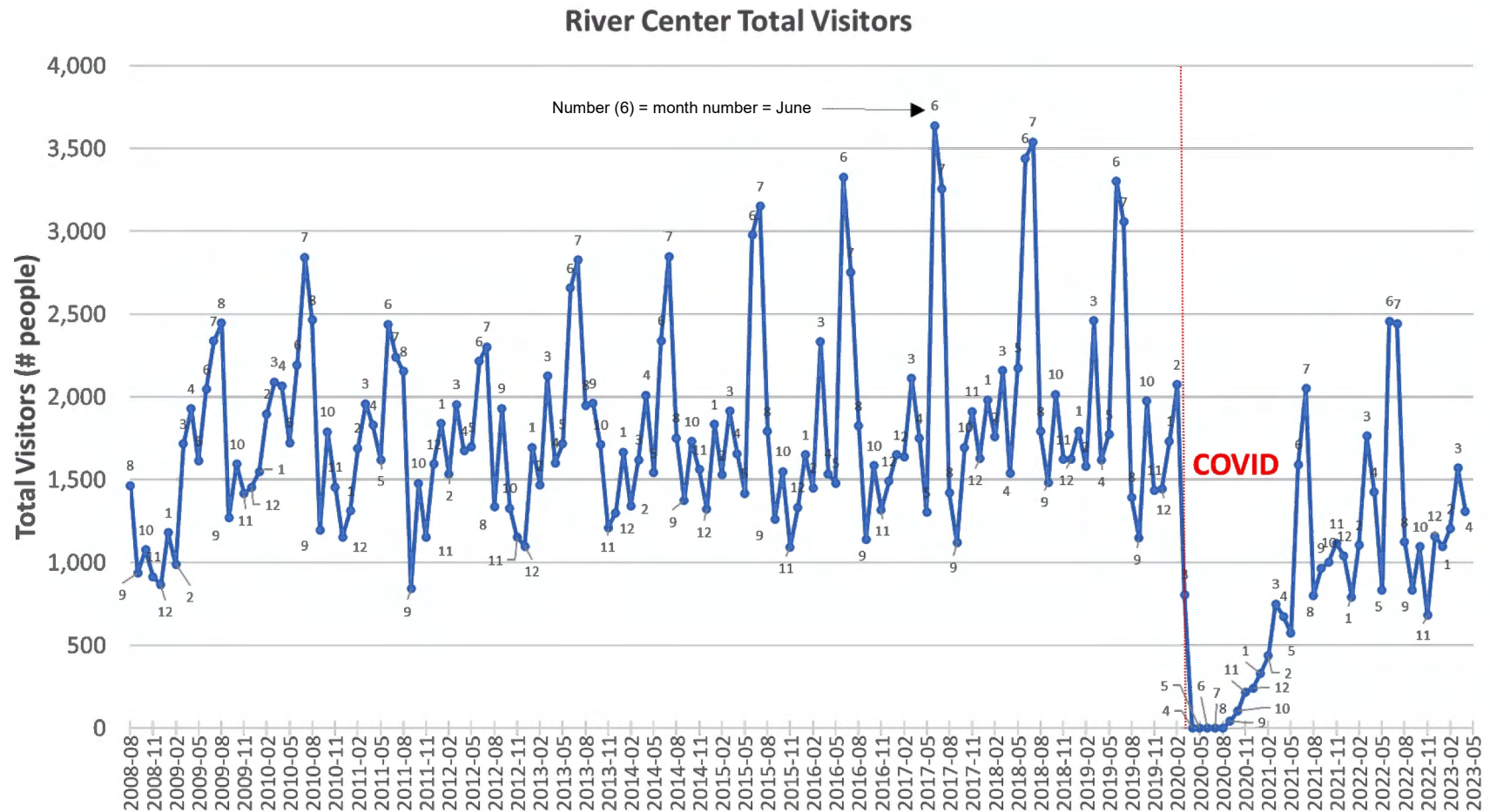
B6: EE Programs rated by Community Building and Labor Hours Expended per Participant

The chart below shows the general correlation between the quality of education programs at building a sense of community (lower Community Building score signifies higher quality program) and the amount of staff time expended per program participant. In general, higher quality programs require more staff time per participant (e.g., AustinBlu, Jr. Angler, Kayak), though there are exceptions (e.g., Story Time, Lectures, Clean ups, Halloween).



Appendix C: Impact of COVID-19 on the Number of People Educated Through the LRD's Environmental Education Programs

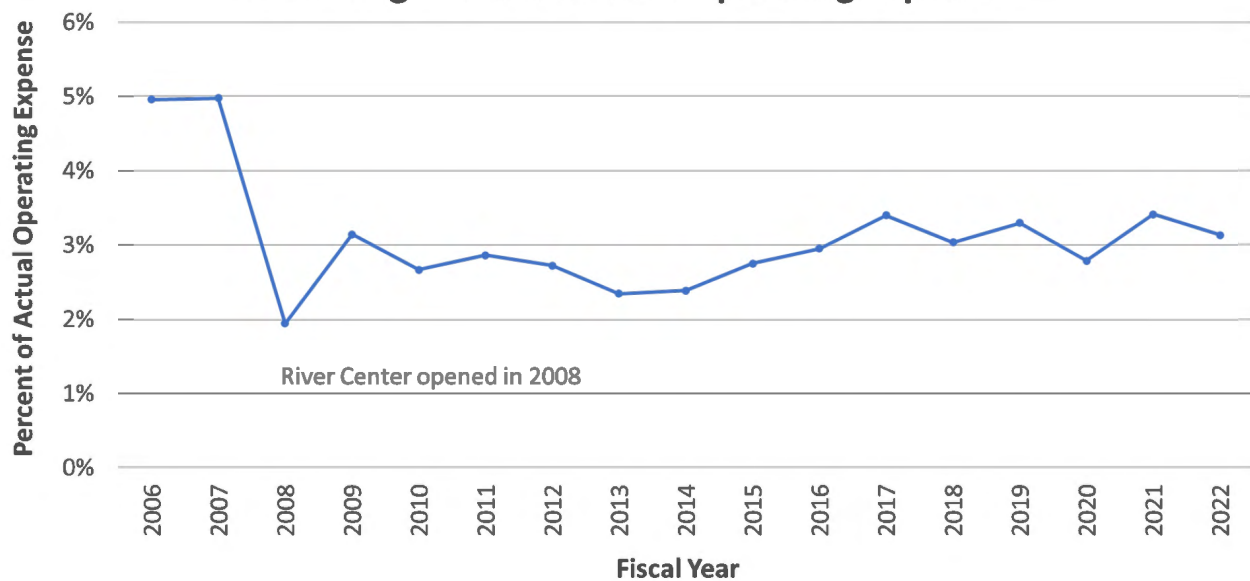
The chart below shows seasonality in the number of people visiting the River Center and engaging in LRD's environmental education programs. Engagement consistently peaks in summer months (June and July) with lowest participation occurring in Sept., Nov., and Dec. The COVID pandemic had a massive, negative impact on participation as people sought to avoid close contact with others.



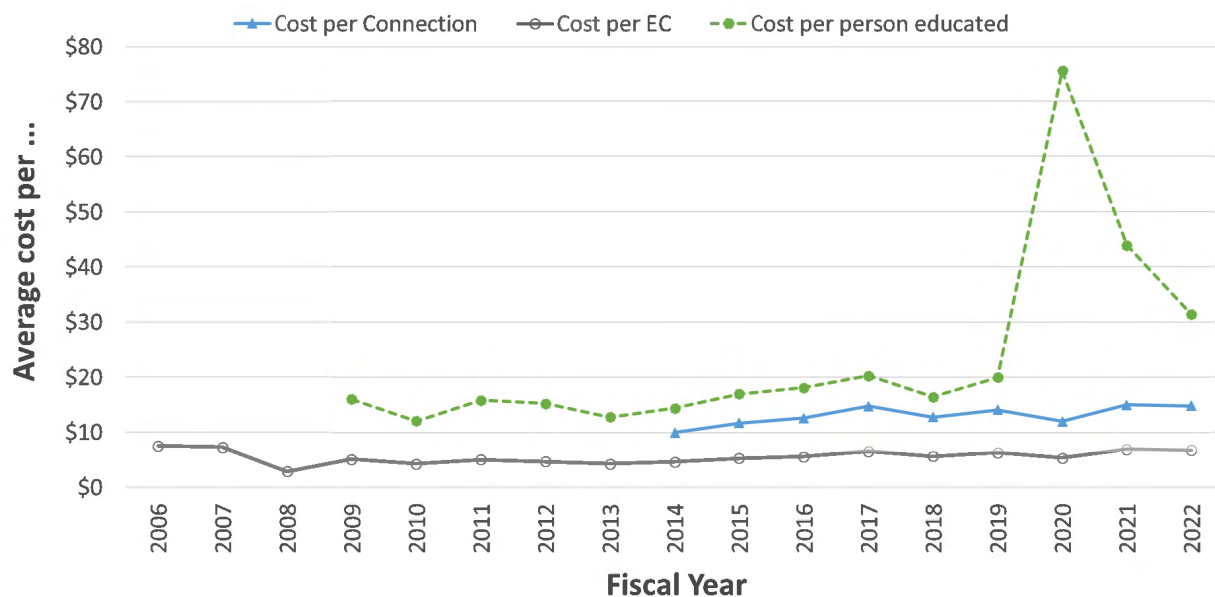
Appendix D: Environmental Education Operating Expenses

Since 2009, the first full year of River Center operations, LRD's annual operating expenses for environmental education have equaled approximately 3% of operating expenses. These operating expenses have remained relatively flat when viewed as a cost per connection or cost per equivalent connection (EC), i.e., a home with one toilet = 1.0 EC while a home with 4 toilets = 1.75 EC. However, the cost per person educated increased dramatically during COVID because participation in these programs decreased precipitously (see prior chart).

LRD Environmental Education Annual Expenses as a Percentage of Total Actual Operating Expenses



LRD Environmental Education Annual Operating Expenses



Appendix E: Board SWOT Analysis

Strengths and Opportunities as identified by LRD Governing Board Members (S=Mr. Rockoff, M=Dr. Rostock, C= Mr. Yerkes, K= Mr. Baker, G= Mr. Boggie) during their individual meetings. Bold comments represent elements included as strategic initiatives in the Balanced Scorecard.

Strengths	Opportunities
<ul style="list-style-type: none"> - Environmental education is not just an ancillary part of our mission (S) - Environmental Education is key to reducing environmental impacts and degradation in our service area and throughout the country (M) - Free or low-cost environmental education programming (K) - Our environmental education programs are well done (high quality) (G) 	<ul style="list-style-type: none"> - Actively market environmental education programs via HOA newsletters and activities calendars (S) - Need to reach Seniors (S) - To reduce “no shows” of Nature Walk, charge in advance, give lunch and give a tee shirt or hat (S) (M) (K) - Utilize BLM to be a satellite near the Jupiter Lighthouse using grants to finance (S) (M) (C) (K) (G) - Use LRPI grant funds (\$100K) at 20 Acres for remediation and to get started with parking and small chickee hut (M) (C) (K) - Add volunteers and partners (eg, with schools) to gain efficiency (C) - Interactive watershed map to educate people about exploration opportunities within the watershed (S) - Consider trails around the lake with entrance from Central Blvd (K) - Increased costs could result in charging or taxing District residents not connected to the sewer system (C,G,S) - Loss of BWS represents increased opportunities for the River Center at 2500 Jupiter Park Drive (C) - Develop 20 Acres as exciting hub for eco-tourism (S) (C) - Get someone other than LRD to develop the 20 Acres (G) - Measure how programs link to stewardship based on “core” powers in our enabling act, i.e., pollution prevention via effective management of wastewater, stormwater, potable water. (G) - Collaborate with Audubon to conduct birding tours (K) - Would like “transparency” of RC costs on LRD bill (G) - Hire part time grant finder/writer (M) - Encourage a Membership package with weak and strong programs bundled and named levels like Boy Scouts (S) - Partner with schools and give extra credit (S) - Introduce interactive immersive AI for use at RC and at home (S) - Potential to charge more and drive revenues to cover operational costs and add to dashboard (C) (K) - Add gun safety and hunting safety (K)

Weaknesses and Threats as identified by LRD Governing Board Members (S=Mr. Rockoff, M=Dr. Rostock, C= Mr. Yerkes, K= Mr. Baker, G= Mr. Boggie) during their individual meetings. Bold comments represent elements included as strategic initiatives in the Balanced Scorecard.

Weaknesses	Threats
<ul style="list-style-type: none"> - Not enough effective RC Marketing (need more Buzz and to improve perception of District) (S) (M) (C) - 3 % of Operating expense for the RC is too low (S) - Increase RC Operating expense to as much as 5% by using an activity – based budgeting approach to justify (M) (K) - RC not clearly identified as a program of the LRD by the public (ie, marketing or location) (C) - Lack of awareness of LRD’s key role in the local water cycle (C) - Challenging to document and quantify impacts of environmental education programs (S)(G) - “Public education” is a weaker label than “environmental education” (C) 	<ul style="list-style-type: none"> - Large capital costs that impact our rate payers and do not affect stewardship positively (G) - Large capital costs on property not owned by LRD (K) - Higher than expected expenses may result in charging or taxing District residents not connected to the sewer system. (K) - Mediocre / small facilities (S)

Appendix F: Agency & Nature Center SWOT Analysis

Agencies and Nature Centers included: Busch Wildlife Sanctuary (BWS); Jonathan Dickinson State Park (JD); Jupiter Outdoor Center (JOC); Loggerhead Marinelife Center (LMC); Palm Beach County (PBC); South Florida Water Management District (SFWMD). Staff votes were used to identify elements to be prioritized as strategic initiatives in the Balanced Scorecard.

SWOT	Partner	Note	Staff Votes
3 O	PBC	There is lots of grant funding available to support construction of environmental education facilities.	5
2 W	BWS	"Not Knowing" - people may not find RC without a direct invitation. Not a tourist attraction.	4
3 O	LMC, JDSP, JOC	Nature is the draw but accessibility and structures/amenities are required especially to reach "non-nature" people.	4
3 O	PBC	Invest \$ in infrastructure, then invest in program.	4
3 O	LMC	Fish feeding makes a connection with the animal. Both LMC and BWS think this is a good opportunity to reach "that" demographic	4
3 O	JOC	Believes people want to be guided and educated. Majority now just want to engage in nature but trend is increasing for guidance & education. Sense of "place" or Place-based education.	4
3 O	SFWMD	Connect with all surrounding natural areas and user groups: Florida Trail Assoc., Equestrians, Riverbend Park (hike, bike, paddle), JDSP, Cypress Creek, 9-gems, Ocean to Lake Trail.	4
2 W	JOC	From engagement with public at Riverbend it feels like the public is NOT informed about the watershed. Improving this is key.	3
3 O	LMC	Offer Trail Cams and Vistas (viewing platforms) at 20 acres.	3
3 O	LMC	We live here because of the environment, so environmental stewardship really matters to sustain the long-term value of this area.	3
3 O	LMC, BWS	% Participation suggestions: choose when to open registration (closer to event), use booking software that allows people to cancel themselves, use software that offers a waitlist, charge a small fee (\$3) and give them a bottle of water.	3
2 W	JDSP	Bridging gap between young (being educated) and old (being stewards). Young and middle aged adults are not represented	2
3 O	SFWMD	Include career opportunities in our educational programming.	2
3 O	PBC	Need a campus. Give people a destination. Riverbend and 20 acres would give a day experience to visitors. Get educated, float the river, go on a hike.	2
3 O	JDSP	Users need to understand what they are using. Educate the users of the river about the river	2
4 T	LMC	With only passive visitation, people can miss your main message	2
4 T	LMC	Parking - if people stay longer (destination), parking can become an issue.	2
1 S	BWS	Engagement with young children leads to continued participation at the child grows. Story time, birthday parties, all build community, not stewardship but act as a gateway to engagement and future stewardship	2
3 O	JOC	Education needs to merge with experience. Offer pre-trip or during trip education.	2
3 O	SFWMD	Need to include restoration projects in the education message. ACOE restoration but also farmland restoration	2
3 O	JDSP	Does not offer education on river - RC has opportunity to educate on river - this is not being done by LMC, BWS, JDSP, PBC	2
1 S	JOC	Appreciated partnership in the past and felt their campers and staff benefited from it. RC Program was the best part of the week.	1
1 S	LMC	Your Halloween events are a great way to engage community members that otherwise might not be in our core audience.	1
1 S	PBC	Story Time is ranked too low, it is more important than staff have suggested in their rankings.	1
3 O	LMC	Need an emotional tie to make a bond with the message.	1
3 O	LMC	Providing access to scenic vistas is important (20 acres)	1
3 O	JDSP	Visits to area and activities needs to link how these interact with the watershed	1
3 O	SFWMD	Education programming. Keep engaged as they grow. Programming for all ages.	1
3 O	JOC	Make Visit Florida an affiliate partner through FareHarbor to increase tourist participation in outdoor programs.	1
3 O	PBC	Build volunteer program so volunteers can run the facilities and programs.	1
1 S	SFWMD	Your environmental education programming is invaluable, especially getting people out to explore the watershed.	1
1 S	JDSP	It is important to connect people to the river so they value the river system and want to protect it.	1
3 O	SFWMD	It is hard to reach high school students with our message, the River Center could help us.	1
3 O	JOC	Offers free kayaks to anyone who will pick up trash on Wednesday. Thinks this could be a good opportunity for collaboration with RC	1

Appendix G: Partner SWOT Analysis

Partners included: AustinBlu Foundation (AB); Bureau of Land Management (BLM); Coast Guard (CG); Jupiter High Environmental Academy (JH); Loxahatchee River Historical Society (LRHS); Mang; Nature Conservancy (TNC); PBC Environmental Resource Management (ERM); WPB Fishing Club (FC). Staff votes were used to identify elements to be prioritized as strategic initiatives in the Balanced Scorecard.

SWOT	Partner	Note	Staff Votes
3 O	BLM	LRD is missing an opportunity by not educating local business community. Later discussion listed BBB, Leadership Palm Beach, Chamber of Commerce as opportunities for engagement. How will climate change affect insurance brokers (risk), bankers, marinas?	5
3 O	TNC	How many programs are 100% staff run v. partner run? Perhaps there is room for more collaboration and program reach with partners sharing the load.	5
3 O	Mang	More opportunities to partner with Wild Pine Lab and RC	4
2 W	JH, TNC	Programming is missing climate change.	3
2 W	Mang	River Center and program outreach to new visitors is almost exclusively by word of mouth.	3
3 O	AB, BLM	No one is aware a portion of their quarterly bill for sewer service goes to environmental education	3
3 O	BLM	Include programming, environmental education, etc. on bills	3
3 O	BLM	Use partners for entry points to your programming by having other partner programming include information on LRD.	3
3 O	TNC	TNC has directive to reach non-conservation minded people. A variety of programs will bring people not in "conservation" community [archery, etc.]	3
4 T	ERM	Size of program compared with staff is impressive. Implication is there are too many programs or too few staff	3
4 T	ERM	LRD needs to differentiate from other partners and what makes us different from LMC, BWS, etc.	3
3 O	TNC	Would like to include interpretive signage at TNC's lift station	3
1 S	ERM	20 acres is "center" of watershed. Watershed needs an interpretive hub for Riverbend, JDSP, Hungryland, Pine Glades, Cypress Creek, etc. Those areas put together are larger than our state parks. They can all be connected through 20 acres.	2
3 O	FC	Charging for programs decreases cancellations and no shows	2
3 O	BLM	Use of interpretive signage at boat ramps and other public access points to the river	2
3 O	Mang	Use virtual programming (not field trips) to engage and entertain people so they can learn virtually. It will also help to drive in more participants when they can see what we do.	2
3 O	ERM	LRD as spokesperson for the Loxahatchee River and can be an eco-tourism driver.	2
4 T	TNC	LRDs stated education goals do not necessarily fit with apparent "youth" audience targeted by majority of programming	2
1 S	CG	Flotilla 52 is #1 in all of Florida for Boater Education because of its partnership with AustinBlu and the River Center. We get the word out.	1
3 O	Mang	The scale of the 20 acres would transition from education to "eco-tourism"	1
3 O	ERM	Eco-tourism funds lowering rates. Tourism is #1 priority for FL economy.	1
3 O	BLM	Add outdoor ethics to archery and boating programs.	1
3 O	AB	Increase the conservation message during boating classes.	1
3 O	JH	We need a "Green Cay" in Jupiter. River Center could be that at 20 acres.	1
3 O	LRHS	Collaborate on volunteer field trips with LRHS, TNC, BLM, BWS, LMC	1

Appendix H: Participants & Parents SWOT Analysis

Participants and Parents included a diversity of perspectives. Their names are withheld for privacy. Staff votes were used to identify elements to be prioritized as strategic initiatives in the Balanced Scorecard.

SWOT	Participant	Note	Staff Votes
2 W	AH	RC is missing Tweens and Young Adult age groups.	5
3 O	AB	Signs up for seine & dips and fishing clinics because it is the closet she can get to doing summer camp herself (wants Adult Summer Camp).	5
3 O	LC, SM	Add more books and puzzles for small children, but increase the space dedicated to that. Lots of things to touch and feel. Something more experiential for small children. More biofacts. Maybe add some things outside.	4
3 O	LC, AB	Theme out the hikes like ERM does to get people to come (Wildflowers Walk). Perhaps do a nature photography hike and then have people post online with a specific #.	3
3 O	SM	Offer an "eco club" on Saturdays where kids can do things like they do in camp but offer it all year long.	3
3 O	LC	Book club for slightly older children (chapter books). Science-based books. Science adventure stories too.	3
1 S	SD / AB	My child(ren) have been changed by the River Center.	2
1 S	CH	RC is getting kids outdoors.	2
1 S	SM	I have never been able to do archery before. It was never convenient or easy to sign up for. Now it is and I went to their program and loved it! Something I did just for myself (left her son at home). "Do more archery!"	2
3 O	AH	Halloween is a bridge program that gets people to come to the River Center and learn more about programs.	2
3 O	CH	Add a "youth" lecture series for middle school students	2
3 O	SM	Bio Blitz (like ERM, FWC) to get people out experiencing the natural areas.	2
3 O	SM	Expand the touch tank.	2
3 O	CH	Need to get more people outside. Break the barriers that are prohibiting them from going outside.	2
3 O	SM	Reach out American Heritage and Trail Life USA to offer outdoor opportunities and badge workshops for those groups.	2
3 O	AB, DP	Use the RC classroom as a co-working space with free wifi (like Starbucks). Could include a short program. Young adults are asking how to meet people and networking spaces could be an answer for them.	2
1 S	DP, AB	Boater Safety promotes conservation by teaching people how to boat responsibly.	1
1 S	KC	There is something here for everyone.	1
3 O	SM	Craftapalooza is a great program for little kids. Make it "meatier" by adding an educational component outside.	1
3 O	AB,AH	Use upcycled crafts (ideas from Resource Depot) and then invite kids to display them at the River Center (garden) or take home.	1
3 O	AB	Tie visual arts and science together in curriculum.	1
3 O	DP	More evening lectures - builds community and relationships	1
3 O	AH, CH	Need a home, a place to come, and a place to gather.	1

Appendix I: Staff SWOT Assessment of Programs

Staff votes were used to identify elements to be prioritized as strategic initiatives in the Balanced Scorecard.

SWOT	Note	Staff Votes
3 O	Improve focus and outcome scores for select programs (Girl Scout Way, Halloween, Archery, Campfire, Fishing clinic, Story time)	4
4 T	Transportation to and from River Center or alternate program location is a challenge for financially disadvantaged community members - evaluate the potential to provide transportation (through partnerships?)	4
4 T	Poor metrics can drive wrong behavior (e.g., focus on number of visitors) - consider refocus on participation rate (% of capacity) and staff utilization rate.	4
3 O	Decrease time invested per participant for select programs (Girl Scout program, AustinBlu Tournament, Science with Sam, Jr. Angler Tournament, kayak, Blooming in the Garden, Camp, Archery)	3
3 O	Potential new programs (Fishing adventure, Day camp for adults, Swamp tromp, Tots on trails, Wilderness skills)	2
3 O	Emphasize underserved communities for select programs (School group tours, Visiting camps)	2
3 O	Improve attendance for select programs (Nature hike, Bloming in the garden, Kayak, Boat tours)	1
1 S	All programs with a score < 15 (Nature Walk, Summer Camp, Atala Butterfly Festival, Kayak, Clean up, Science with Sam, Jr. Angler Tournament, Lectures, GS Programs, Homeschool Workshops, Documentary, AustinBlu Tournament, Seine and Dip, Homeschool Field Trip)	0
2 W	All programs with a score > 22 (Birthday Party, Craftapalooza, Boater Safety, Fish Feeding, Virtual Fieldtrips, Visiting Camps)	0
3 O	Science Day - help participants better connect and build community (engage and sign up for subsequent program)	0
4 T	Lack of Spanish language skills among River Center staff and volunteers	0
4 T	Public school bussing	0

Appendix J: Staff SWOT Assessment of Operations

Staff votes were used to identify elements to be prioritized as strategic initiatives in the Balanced Scorecard. Only those SWOT elements receiving a meaningful number of votes were included here.

SWOT	Note	# Votes
2 W	Lack of connected nature trails at the River Center	5
3 O	Improve external communications through clarified internal responsibilities	5
2 W	Lack of storage space at River Center and BLM	4
3 O	Additional LRD vehicle (15 passenger van or small bus)	4
3 O	Full-time volunteer coordinator needed to improve recruitment and engagement with volunteers	4
3 O	Conduct quarterly program targeting LRD staff (e.g., kayak, nature hike) to help staff experience the river and watershed we all work to protect	4
2 W	Time management	3
3 O	Increase diversity among staff, interns, and volunteers	3
3 O	Professional development (attend conferences, PowerBI training)	3
3 O	Give an annual Watershed Status presentation to the Governing Board (target post-summer presentation)	3

Appendix K: Staff SWOT Assessment of Facilities

SWOT	River Center	BLM	20 Acres
Strength	Facilities already exist	Site plan exists for the site	Property already owned by LRD
Strength	Site is easily accessible	Site is well known, easily accessible, and already includes a major attraction (lighthouse) with >100k visitors/year	Site plan exists for the site
Strength	Existing lease defines access to the property and building	Site gets tons of visitation from school field trips	Enough space to create a 'campus' that supports multiple programs and activities, including guided programs and passive recreation opportunities
Strength	Existing programs can be run efficiently here due to location and facilities (camp, boat tour, seine and dip, fishing clinic)	BLM wants LRD to offer environmental education programs onsite as a partner	No compromise of utility site security
Strength		Grants available from BLM to offset costs	Site is located within an extensive network of natural areas and expansive hiking and biking trails
Strength		Existing nature trails	Site location provides easy kayak access to Wild & Scenic River
Strength		Access to saltwater (downstream end of watershed)	Existing Programs that can be run efficiently here due to location and significantly expanded space: nature hikes (extensive options), camp, atala festival, AustinBlu Fishing Tournament, Girl Scout programs, Homeschool field trips.
Strength		Partners (Historical Society, BLM, TNC, MANG)	
Strength		Existing Programs that can be run efficiently here due to location and facilities (camp, boat tour, kayaking, fishing clinic, snorkeling, clean ups, nature hikes)	
Weakness	LRD is a tenant	No onsite storage	No saltwater
Weakness	Lease terminates March 12, 2027	Small facility with minimal staff office space	More work than existing staff could manage
Weakness	Constrained to very small parcel of land, which leads to very brief (non-program) visit times and negative reviews	No freshwater	Laborious to move equipment around property
Weakness	Not enough space to expand physical facilities	Cultural resources constrain some opportunities	Existing Programs that cannot be run efficiently here: boat tours, snorkeling (alligators),
Weakness	Existing Programs that cannot be run efficiently here (nature hike, kayak)	Laborious to move equipment around property	
Weakness		LRD would be a tenant with no legal guarantee for permanent or even long-term access	
Weakness		Constrained to renovating two existing houses	
Weakness		Not enough space to replace physical facilities needed (i.e., upgraded building)	
Weakness		Existing Programs that cannot be run efficiently here due to less space (seine and dip, archery)	
Opportunities		Number of visitors (not driven by a program) and duration of their visit should be significantly improved as the campus is developed	More outdoor programs because of available space and proximity to natural areas and waterways
Opportunities		Existing programs that can be run more efficiently and effectively here: summer camp (if we have certain facilities), nature hikes	Ability to create or become a destination with multiple opportunities to engage a visitor
Opportunities			Ability to grow more partnerships
Opportunities			Can take as long as we want to build out the campus
Threats	Palm Beach County's ultimate site plan does not include River Center	Cost to renovate facilities much more significant than expected	Need funding to build physical facilities (i.e., upgraded building)
Threats	Palm Beach County further limiting access to Burt Reynolds Park amenities	Lack of visitor parking	Cost
Threats		No exhibit space	
Threats		Loss of identity	



Neighborhood Sewering Schedule-Revised February 2020

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
11	Jupiter Farms (East)	708		TBD	TBD
11	PB Country Estates	1547		TBD	TBD
21	Indian Hills	12	Notified Owners – January 2016 Property Records Review Determined Lots Abut US1 Right Of Way Easement Not Required – October 2023	2019	2024

* 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
	605+607 Military Trl (LP)	2	Notified Owners – June 2020 Notice of Intent – Jan 2021	2022	
	18041 69 th Terrace	1	LRD procedures shared for connection to sewer services Statutory Way Provision – Jan 2022 Notice of Intent - April 2023 Under Construction 18030 69 th Terrace – request for connection	N/A	2023
	5331 Center Street	1	LRD procedures shared for connection to sewer services Notice of Intent – March 2022 Construction Complete Preliminary Assessment -October 2023	N/A	2023
	SE Island Way Property	1	Notice of Intent – August 2022 Permitting Complete	N/A	2023

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 1300 Peninsular Rd – Application/Plans Approved – September 2022	2010	AEO
BB	Rivers Edge Road (Martin Co.)	35	Notified Owners – August 2010 Private Road-Easements Solicited –May 2014 Notice of Intent – February 2014 Project Delayed	2013	AEO
CC	171 st Street (Martin Co.)	7	Private Road - In House Design Owners notified October 2012 Easement rec'd from Church – April 2017 Grant received	2014	AEO
CC	Jamaica Dr	11	Private Road - Owners notified Oct 2012 Statutory Way Provision(2) – June 2021 Construction Complete 2966 Jamaica – request for connection cost Notice of Intent – August 2023 Preliminary Assessment – September 2023 Final Assessment – October 2023	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 of Contract – December 2021 Notice To Connect – March 2023 Preliminary Assessment – January 2023 Final Assessment – October 2023	2017	2021
FF	North A1A	3	Postponed-Town activities in area No database	2012	AEO
GG	815 S US 1	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 Statutory Way Provision – May 2023 (1 lot) In Design	2017	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 Project Under Construction	2019	2021

* Rank based upon "2010 Septic System Inventory & Assessment"
TBD = To be determined AEO = As easements are obtained

	109+111 Old Jupiter Beach Road	2	Notified Owners – September 2021 Follow Up Reminder – July 2022 Constr. Plans In Redesign Per Owner		
	182 nd Road North	12	Sewering Pricing Request by 50% of Owners Conceptual Design/Cost Est. - provided June 2023		
	N 65 th Terrace & N 195th Place	9	Statutory Way Provision Available		
	Jonathan's Landing Guard House	1	Proposed Upgrades will include sewerage		

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

CURTIS SHENKMAN, P.A.
4400 PGA BLVD, SUITE 300
PALM BEACH GARDENS, FLORIDA 33410
TELEPHONE (561) 822-3939
Curtis@PalmBeachLawyer.Law

LEGAL ASSISTANTS
REAL ESTATE
JANA COOKE
CAROLINA INMAN
DENISE B. PAOLUCCI

October 3, 2023

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, and/or monitoring 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.

We are pleased to report there is not any pending litigation.

There are no analysis 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

Attachment

OTHER LITIGATION

NONE

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

NONE

Loxahatchee River Environmental Control District

Monthly Status Report

October 2, 2023

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

The following is a summary of work performed by Baxter and Woodman, Inc. (B&W), on District projects for the monthly period ending September 30, 2023.

Lift Station Control Panels & RTU Upgrades

- Final PDR review comments received. Report will be updated.
- Lift Station Sketch and Description Meeting occurred September 13, 2023.

Irrigation Quality 518 (IQ-518) Electrical and I&C assessment

- B&W submitted the Draft Preliminary Design Report on September 15, 2023.
- B&W received comments from the District on September 26, 2023.
- Draft Preliminary Design Report review meeting scheduled for October 2, 2023.

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

- Final pay application received from Contractor on May 18th, 2023. The pay app is not approved due to outstanding fiber line repair costs. LRECD is in negotiation with fiber repair contractor. Once costs are finalized they will be provided to the Contractor to incorporate into the revised final pay application.
-
- Close out of Permit Number FL0034649 with the FDEP requires the completion of DEP Forms 62-620-910(12) Notification of Completion and 62.620.9109(13) Notification of Availability of Record Drawings and O&M's. These forms have been signed by B&W and were emailed to LRECD on August 30, 2023.
 - B&W provided an IQ-511 Operations Protocol per LRECD's request on September 20, 2023.
 - Once LRECD reviews this protocol the signed forms can be returned to B&W and submitted to the FDEP.

Respectfully Submitted by:
BAXTER & WOODMAN, INC.

Sira "Jockey" Prinyavivatkul, P.E.
Florida Water/Wastewater Department Manager



**Loxahatchee River Environmental Control District
CMA Project Status Update
October 2, 2023**

1. Science Center at Jupiter Inlet Lighthouse Outstanding Natural Area (CMA Project # 494.001)

Activities Performed:

- Conceptual Design Memorandum and building layout options were approved by the Board on 10/21/21.
- A coordination meeting was held 11/12/21.
- 90% design, specifications and cost estimate were submitted.
- LRD plan comments were addressed.
- Proposed roof alternative design was submitted to LRD for review (to address comments from SHPO).
- Bid documents were submitted to LRD.
- Comments were received from LRD and meetings/calls conducted to review.
- Final bid documents were submitted to LRD.
- Project advertised for bid (bids due January 10, 2023, anticipated award at January Board meeting).
- Recommendation of bid rejection was presented to the Board on January 19, 2023. Board voted to reject all bids.
- Conducted discussions with LRD staff on possible project adjustments to save costs.
- Project on hold.

2. 2500 Jupiter Park Drive Conceptual Site Planning

Activities Performed:

- Conducted kickoff meeting.
- Environmental field work was performed, report submitted, comments received from LRD, revised report submitted.
- Staff and Board survey were performed.
- Existing site base plan was prepared.
- A review of adjacent stormwater permits was performed.
- Site concept plans were prepared.
- Site visits and meeting with LRD were conducted to review survey results and concept plans.
- Presented survey results and concept plans to the Board.
- Submitted data request to LRD for massing study and received results. Provided LRD with initial space calculations.
- Reviewed WWTF capacity expansion goals with LRD. Submitted memorandum on the WWTF future space to LRD.
- Submitted draft Site Security memorandum, received comments from LRD, and submitted final memorandum.
- Draft massing concepts were presented to LRD at the meeting.
- LRD comments were incorporated, and a revised massing study was submitted.
- LRD provided comments on the revised massing study.
- Revised massing study submitted.
- Draft site plans submitted and comment received. Comment responses issued.

500 S. Australian Ave., Suite 850
West Palm Beach, FL 33401
Office: +1 (561) 746-6900



- Site planning memorandum drafted. Holding document submittal for confirmation on some of the key site plan concepts.
- Met with LRD staff to discuss comments and confirm concepts. CMA submitted additional information to follow up discussion at this meeting.
- Additional utility information provided by LRD.
- Site plans, massing study and site planning memorandum submitted.



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: October 12, 2023
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 October 12, 2023. **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.**

Electrical System Condition Assessment, Short Circuit, Device Coordination and Arc Flash Study

- *The draft Short Circuit, Device Coordination and Arc Flash Study was submitted to the District for review on July 21, 2023.*

Schedule Update: *Once the District has reviewed and provided comments, a meeting will be scheduled to discuss the report and the results and the report will be finalized. The arc flash labels will also be prepared at this time.*

Greenhouse Gas Strategies Evaluation

- The final solar technical memorandum will be submitted to the District by October 12, 2023. Upon submission, this will complete all work for this project.

Lift Station No. 082 Improvements

- Change Order #6 was approved at last month's Board meeting. The Contractor is currently working on preparing and submitting a revised schedule for the project. They have indicated they are working with the shopping plaza owner to determine whether to start construction activities now or wait until early January after the holiday season is over.

Schedule Update:

The revised and current contract completion date is August 12, 2024.



Country Club Drive Force Main Transmission System Preliminary Evaluation

- *The District is currently reviewing the different methodologies that can be utilized for flow projections and will be providing feedback to HCE for finalization of the technical memorandum.*

Schedule Update: *Per the work authorization agreement, upon receipt of final information from the District on the draft memorandum, the final memorandum will be prepared and submitted within two weeks.*

Lift Station Telemetry Improvements

- The Contractor is continuing to install new racks and RTU panels at various lift stations. The installation method of core drilling the wet well and installing the new conduit with epoxy and non-shrink grout was tested in the field without exception from HCE or the District. The Contractor and the District are working on making slight changes to the DNP3 Networking options to get VT SCADA and the cellular RTUs communicating properly. The Contractor is also working on a new submittal to make sure that SCADA elements (tags, widgets, etc.) are in compliance with District standards. The expectation is that over the next few weeks the Contractor will go back to lift stations with new RTUs installed to complete the core drills and conduit installs with the hopes of connecting those stations into the SCADA system after that. The Contractor is also working on a change order proposal to include a new scope of work to modify the District's existing DataFlow Systems stations to have the same I/O points as the new cellular stations with the goal of having consistent telemetry data collection across all sites.

Schedule Update: Construction is proceeding as scheduled. The Contractor has indicated that they are currently approximately one to two months behind to meet substantial and final completion deadlines. The current contract completion date is July 12, 2024. The Contractor is putting together a recovery schedule if still needed and warranted a time extension change order will be submitted to the District for review and approval.

Jupiter Inlet Lighthouse Septic to Sewer Conversion

- Final acceptable record drawings have been received by the Contractor. This project is now complete.

Injection Well Pump Manual Transfer Switch Addition

- Pay Application #1 has been processed by HCE. HCE has requested a signed and sealed drawing to be submitted by the Contractor for the wind load calculations. Final site work site remains to be completed. The Contractor has scheduled final welding work to be completed on October 16, 2023.
- **Schedule Update:** *The Contractor's revised schedule reflected a final completion date of July 30, 2023. HCE provided notification to the Contractor on July 21, 2023 that no additional extensions to the Contract would be provided.*



Lift Station No. 050 Emergency Generator

- *The final design submittal was transmitted to the District on August 24, 2023.*

Schedule Update: Pending easement acquisition, this project will be advertised for bidding.

Bulk Sodium Hypochlorite Conversion Study

- The final technical memorandum was transmitted to District staff on September 20, 2023. This project is now complete.

Anaerobic Digestion and Biogas Utilization Study

- Work is currently underway and data is being compiled. The draft technical memorandum will be submitted by January 29, 2024.

Emergency Response ESRI Collection Tool & Synovia Vehicle Tracking Assistance

- *No new activities have occurred for this work.*

**Loxahatchee River Environmental Control District
9278 Indiantown Road/20 Acre Site
Phase I - Remediation
LRECD PO#23-804 / KCI 482021095.02**

Progress Report

To: Mr. Kris Dean, P.E., Deputy Executive Director/Director of Engineering
From: Robert Zuccaro, PE, Env SP, KCI Sr. Project Manager,
Date: October 3, 2023

ACTIVITIES

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

Activities and Support:

- Task 1 - **Kick Off Meeting:** 100% Complete
- Task 2 - **Data Collection:** 100% Complete
- Task 3 - **Schematic Design Plan:** 100% Complete
- Task 4 - **Design Development Plan:** 90%
- Task 5 – **Meetings:** 26%
- Task 6 – **Construction Document Plans:** N/A
- Task 7 – **Final Bid Documents:** N/A
- Task 8 – **Bid Assistance:** N/A
- Task 9 – **Project Schedule and Monthly Reports:** 30%

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163
 Account Number: 2073089159554
 ABA#: 121000248

If paying by check, please remit to:

KIMLEY-HORN AND ASSOCIATES, INC.
 P.O. BOX 932520
 ATLANTA, GA 31193-2520

LOXAHATCHEE RIVER ENVIRON. CONTROL DIST.
 ATTN: KRIS DEAN
 2500 JUPITER PARK DRIVE
 JUPITER, FL 33458

Federal Tax Id: 56-0885615
 For Services Rendered through Aug 31, 2023

Invoice No: 140790001-0823
 Invoice Date: Aug 31, 2023
 Invoice Amount: \$5,176.50

Project No: 140790001
 Project Name: CO LINE RD UTILITY RELO
 Project Manager: JENSEN, THOMAS

Client Reference:
 PO #23-0162

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
TASK 1.1 - SITE SURVEY	9,200.00	100.00%	9,200.00	9,200.00	0.00
TASK 1.2 - GEOTECHNICAL SERVICES	10,340.00	50.00%	5,170.00	5,170.00	0.00
TASK 1.3 SUBSURFACE SURVEY	8,200.00	0.00%	0.00	0.00	0.00
TASK 2.1 - 30% PLANS	13,255.00	100.00%	13,255.00	13,255.00	0.00
TASK 2.2 - 60% PLANS	15,620.00	100.00%	15,620.00	15,620.00	0.00
TASK 2.3 - 90% PLANS	12,480.00	75.00%	9,360.00	6,240.00	3,120.00
TASK 2.4 - FINAL PLANS	7,130.00	0.00%	0.00	0.00	0.00
TASK 3 - PERMITTING SERVICES	26,580.00	70.00%	18,606.00	17,277.00	1,329.00
TASK 4 - MARTIN COUNTY PUBLIC WORKS COORDINATION	5,200.00	45.00%	2,340.00	2,340.00	0.00
TASK 5 - BIDDING SERVICES	9,980.00	0.00%	0.00	0.00	0.00
TASK 6 - CONSTRUCTION ADMINISTRATION	47,996.00	0.00%	0.00	0.00	0.00
TASK 7 - RESIDENT PROJECT REPRESENTATIVE	14,000.00	0.00%	0.00	0.00	0.00
TASK 8 - PROJECT MANAGEMENT	14,550.00	25.00%	3,637.50	2,910.00	727.50
Subtotal	194,531.00		77,188.50	72,012.00	5,176.50
Total					5,176.50

Total Invoice: \$5,176.50

October 5, 2023

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

Ref. No.: C0089.40
Subject: Loxahatchee River Subaqueous Forcemain Replacement (PO No. 22-0911)

Dear Kris:

Below is our Monthly Update for September 2023.

- DEP Permit
 - Responded to RAI, updated permit application documents.
 - Received second RAI requesting Submerged Lands Easement
 - Survey Subconsultant has completed the Sketch & Legals for the Jupiter Parcel Easement and the Submerged Land Easement.
 - District paid \$420 permitting fee with first RAI response. An additional \$739.88 easement processing fee is required now the Division of State Lands has requested easement.
- USACE Permit
 - No additional information on 408 Permit review status. Still awaiting determination.
 - Coordinating an Emergency Action Plan with the Department.

Upcoming Activities:

- Submit 100% Bid Document pending final permitting agency comments. SSL determination from FDEP is not expected to change drawings.
- Advertise project for Bids.

Sincerely,
Mock, Roos & Associates, Inc.



Garry G. Gruber, P.E.
Senior Vice President

GGG:jsj
Copies: John Cairnes, P.E.
Spencer Schroeder, P.E.



17855 Rocky Pines Rd.
Jupiter, FL 33478
(561) 575-3399

**Busch Wildlife Sanctuary
Board of Directors**

Peter W. Busch
Chairman

Timothy Powers O'Neill, Esq.
Vice Chair

Debby Duffy
Treasurer

Christine Cooley
Secretary

Gordon Boggie

Jim Casto

Dr. Heather Johnston, D.V.M.

Amy J. Kight
Executive Director

www.buschwildlife.org

October 12, 2023

MEMO

To: LRD Governing Board Members

From: Lisa Wynne, Development Director

Re: Facilities Removal

The following is a rough order of events for the deconstruction and removal of Busch Wildlife Sanctuary facilities as outlined in the Facilities Removal Checklist. All work is scheduled to be completed by January 21, 2024. BWS staff will coordinate all water and electric work with LRD to ensure there's no impact to LRD operations.

Remove all enclosure chain link and mesh (in process)

Remove walk in freezer and cooler

Remove enclosure ponds

Remove concrete night houses at bears and panthers

Remove admin office and deck

Remove boardwalk posts and mesh

Remove Snake house and bathrooms

Remove waterbird observation area

Remove all enclosure footers

Remove shed pad

Remove Flight cages

Remove maintenance sheds

Remove electric, potable and IQ water



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 |





LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

To: Governing Board
From: Kara Fraraccio, Director of Finance and Administration
Date: October 13, 2023
Subject: Monthly Financial Report

Cash and Investments Balance

Balance as of September 30, 2023
Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Change in Investment	Market Value
Bank United	12 Months	11/18/23	4.55%	\$ 1,060,577	\$ 4,186	\$ 1,103,141
Bank United	12 Months	11/22/23	4.59%	1,582,357	6,320	1,645,726
TD Bank	10 Months	12/01/23	5.00%	2,538,250	11,090	2,622,551
Subtotal				\$ 5,181,184	\$ 21,596	\$ 5,371,418
Investment Accounts:						
Florida Prime - SBA			5.59%		\$ 41,334	\$ 9,041,325
Florida FIT - Preferred Cash Pool			5.27%		28,439	6,601,924
Bank United - Public Funds Reserve			4.88%		8,348	2,085,677
Subtotal					\$ 78,121	\$ 17,728,926
Checking Account:						
Truist-Hybrid Business Account			1.95%		\$ 25,821	\$ 4,959,104
Subtotal					\$ 25,821	\$ 4,959,104
Brokerage Accounts:						
Vanguard GNMA ADM			-2.79%	\$ 332,061	(8,786)	\$ 306,295
Vanguard Short-Term Treasury			-0.07%	3,228,330	(2,076)	3,136,897
U.S. Treasuries - Due 10/12/23			5.32%	504,347	2,341	511,250
U.S. Treasuries - Due 10/17/23			5.33%	1,573,725	7,278	1,593,483
U.S. Treasuries - Due 01/04/24			5.47%	6,001,849	20,174	6,030,295
U.S. Treasuries - Due 03/28/24			5.53%	2,997,325	1,733	2,999,058
U.S. Treasuries - Due 06/30/24			5.47%	1,001,097	1,282	1,006,262
Charles Schwab Bank Sweep						6,886
Subtotal				\$ 15,638,734	\$ 21,946	\$ 15,590,426
Total					\$ 147,484	\$ 43,649,874

Investment Policy Compliance

Performance Measurements

Average weighted rate of return on investments is: 4.49%. As of 9/30/23, 3-month U.S. Treasuries were 5.32% and the 1-month Federal Fund Rate was 5.33%. The District's average weighted rate of return on investment of 4.31% is lower than our benchmark because interest rates have increased so rapidly. So far in 2023, the Fed has raised rates 0.25 percentage points four times, meaning interest rates have increased by 1.0% in 2023. Interest rates are currently over 5%. With interest rates rising, investing in moderate and long-term CDs produces lower returns than investing in short-term assets.

Dr. Matt H. Rostock
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

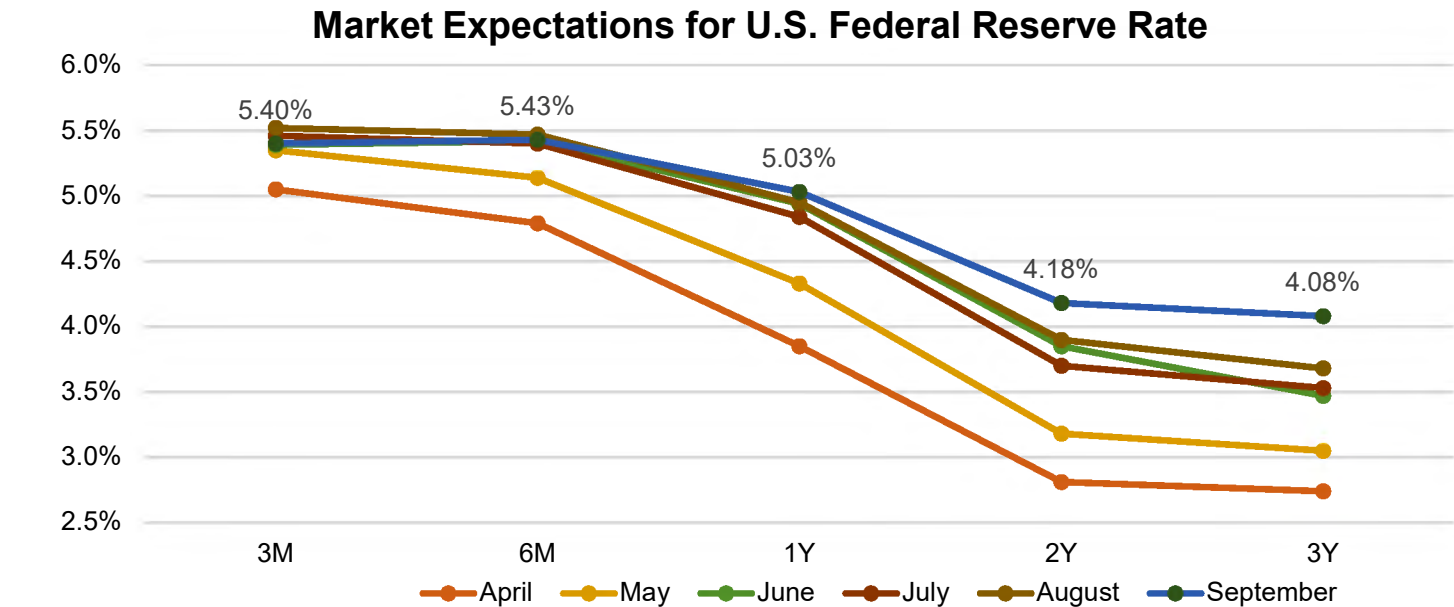
Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

Therefore, District staff are intentionally evaluating and revising our investments. The Board can rest assured that all existing and any future investments will fully comply with our Investment Policy.

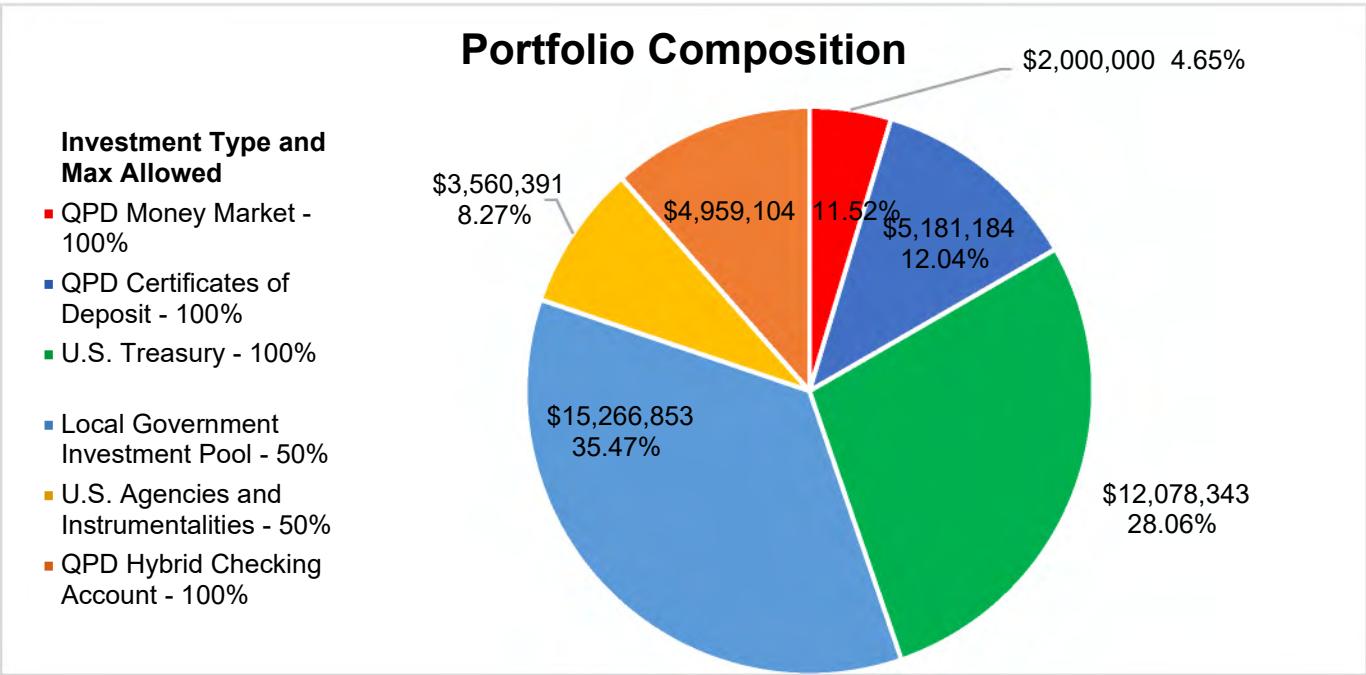
At this time staff believes it is still best to invest in short term maturities as short-term rates are higher than long term rates (e.g. the October 6th, 3-Month treasury rate of 5.34% vs. the 2-Year rate of 5.08%). This inverted yield curve is shown in the chart below. We will continue to monitor the yield curve and evaluate our options during this abnormal market.



*Data as of September 30, 2023.

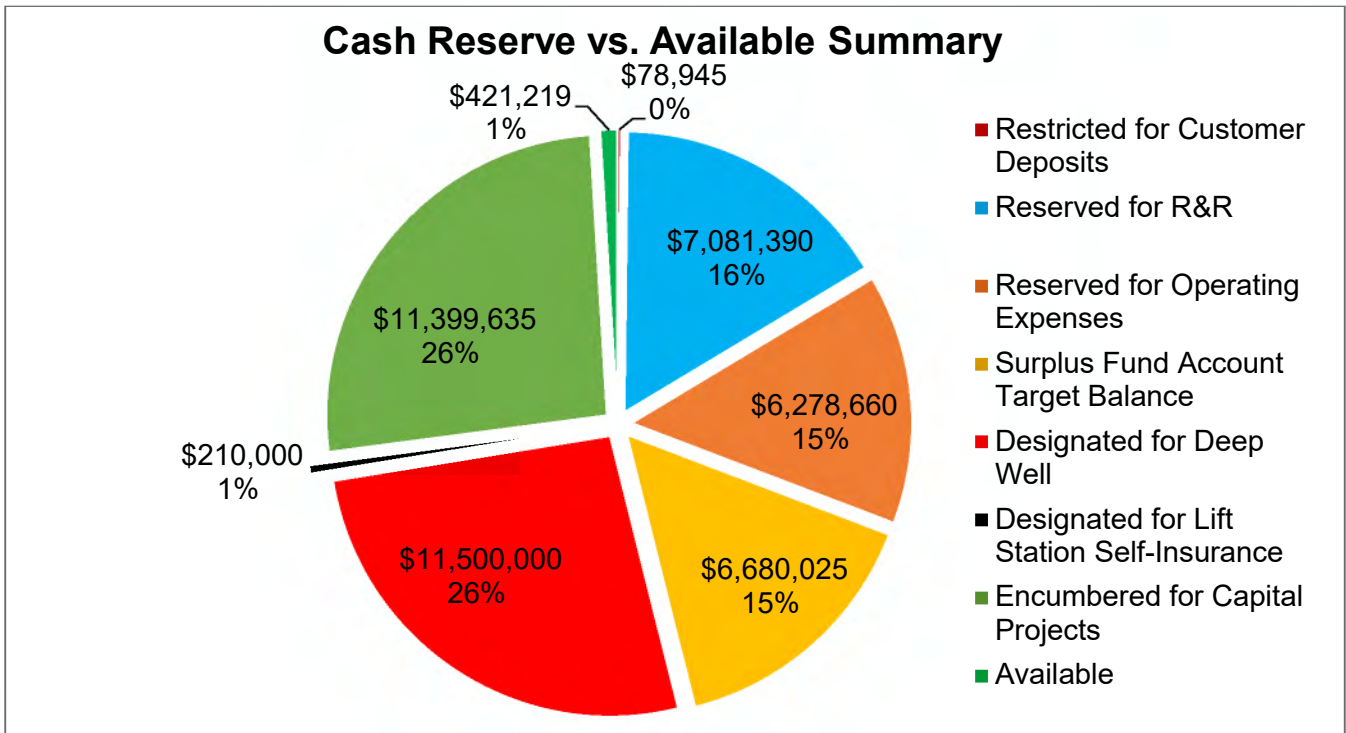
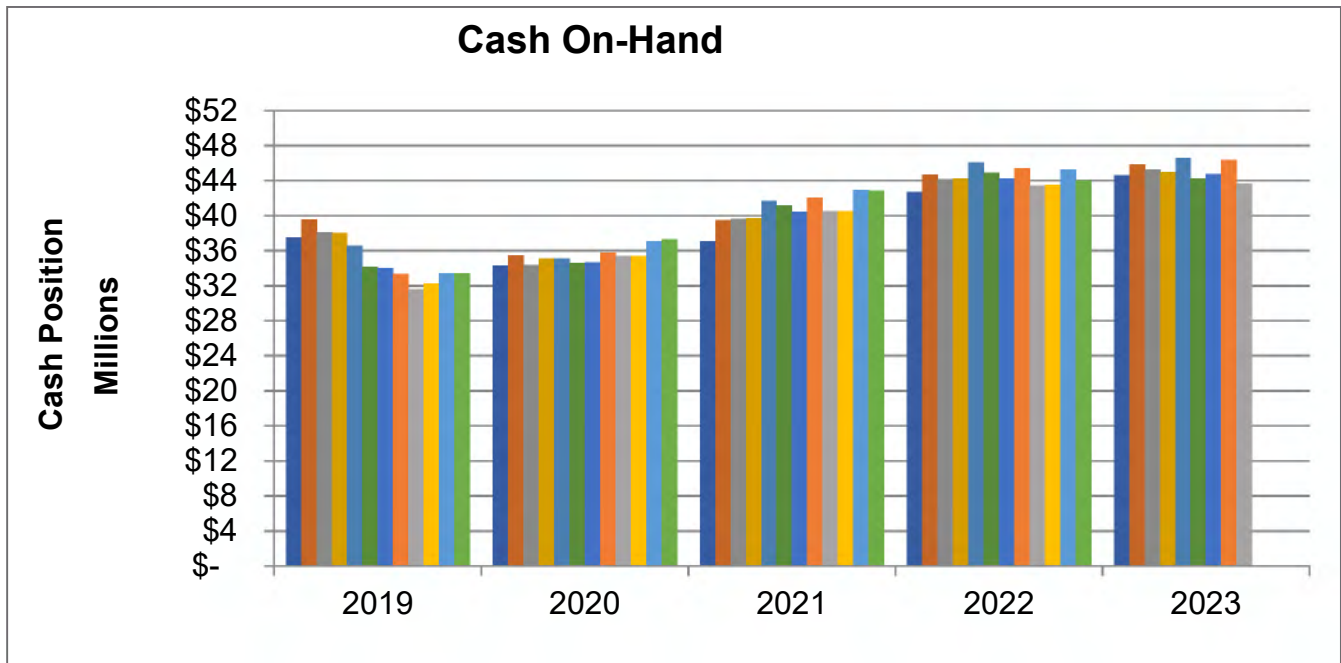
Portfolio Composition

The percentage allocation for investment types is presented below. The percentage allocation requirement for investment types is calculated based on the market value at the time of purchase. All investments percentages are in compliance with the District’s Investment Policy.



Cash Position

Cash position for September 2022 was \$43,373,290. Current Cash position is up by \$276,584.



Financial Information

- Legal fees billed in September were \$750. The fiscal year-to-date total is \$72,450.
- Estoppel fees collected in September totaled \$4,665. The fiscal year-to-date total is \$70,995.
- There was no septage billing in September. The fiscal year-to-date total is \$154.
- Developer's Agreement – There was one new Developer Agreement in September.
- I.Q. Water Agreements –Osceola Woods and Sonoma Isles are past due for July, August, and September; Tequesta Country Club is past due for September.

Summary of Budget vs. Actual

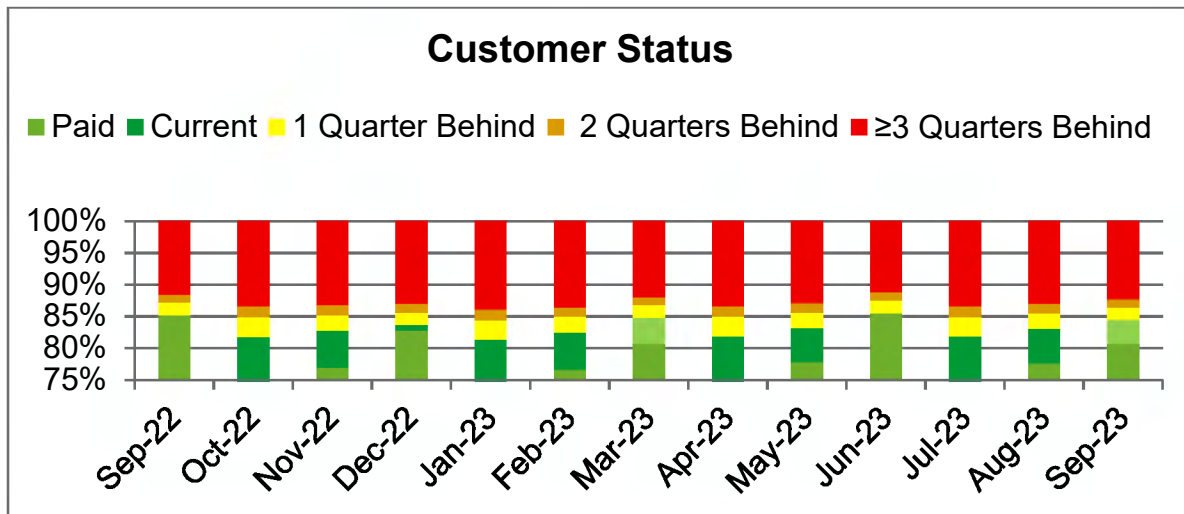
Budget Benchmark
100.00%

	Sep-23 Actual	YTD Actual	FY 23 Budget	Favorable (Unfavorable)	Budget Expended	Sep-22 YTD
Revenues						
Operating Revenues						
Regional Sewer Service	\$ 1,545,027	\$ 18,040,429	\$17,501,000	\$ 539,429	103.08%	\$17,157,795
Standby Sewer Service	9,967	113,990	108,000	5,990	105.55%	113,801
IQ Water Charges	201,218	2,364,586	2,352,000	12,586	100.54%	2,307,624
Admin. and Engineering Fees	4,238	71,117	63,000	8,117	112.88%	35,043
Other Revenue	17,297	499,111	516,265	(17,154)	96.68%	500,050
Subtotal Operating Revenues	1,777,747	21,089,233	20,540,265	548,968	102.67%	20,114,313
Capital Revenues						
Assessments	\$ 13,264	\$ 1,275,776	1,411,000	(135,224)	90.42%	1,188,997
Line Charges	56,424	494,941	465,000	29,941	106.44%	186,372
Plant Charges	59,615	724,037	686,000	38,037	105.54%	587,307
Capital Contributions		959,625	140,000	819,625	685.45%	480,106
Subtotal Capital Revenues	129,303	3,454,379	2,702,000	752,379	127.85%	2,442,782
Other Revenues						
Grants		5,126		5,126		351,500
Interest Income	161,346	2,093,187	560,700	1,532,487	373.32%	624,544
Subtotal Other Revenues	161,346	2,098,313	560,700	1,537,613	374.23%	976,044
Total Revenues	\$ 2,068,396	\$ 26,641,925	\$ 23,802,965	\$ 2,838,960	111.93%	\$ 23,533,139
Expenses						
Salaries and Wages	\$ 804,625	\$ 6,985,633	\$7,381,800	\$ 396,167	94.63%	\$6,288,338
Payroll Taxes	58,031	504,981	530,500	25,519	95.19%	455,345
Retirement Contributions	123,095	1,024,798	1,107,000	82,202	92.57%	876,027
Employee Health Insurance	136,486	1,626,604	1,542,500	(84,104)	105.45%	1,418,818
Workers Compensation Insurance		65,588	77,800	12,212	84.30%	56,802
General Insurance		442,635	423,520	(19,115)	104.51%	389,675
Supplies and Expenses	(3,266)	1,043,282	1,105,382	62,100	94.38%	1,033,466
Utilities	133,515	1,641,899	1,555,116	(86,783)	105.58%	1,524,929
Chemicals	50,865	613,476	634,000	20,524	96.76%	436,822
Repairs and Maintenance	(43,666)	1,550,620	1,940,780	390,160	79.90%	1,745,524
Outside Services	14,148	1,800,326	2,312,578	512,252	77.85%	1,812,594
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,273,833	17,299,842	18,835,976	1,536,134	91.84%	16,038,340
Capital						
Capital Improvements	\$ 1,105,479	\$ 7,688,017	12,741,414	5,053,397	60.34%	5,970,588
Subtotal Capital	1,105,479	7,688,017	12,741,414	5,053,397	60.34%	5,970,588
Total Expenses	\$ 2,379,312	\$ 24,987,859	\$ 31,577,390	\$ 6,589,531	79.13%	\$ 22,008,928
Excess Revenues						
Over (Under) Expenses	\$ (310,916)	\$ 1,654,066	\$ (7,774,425)	\$ 9,428,491		\$ 1,524,211

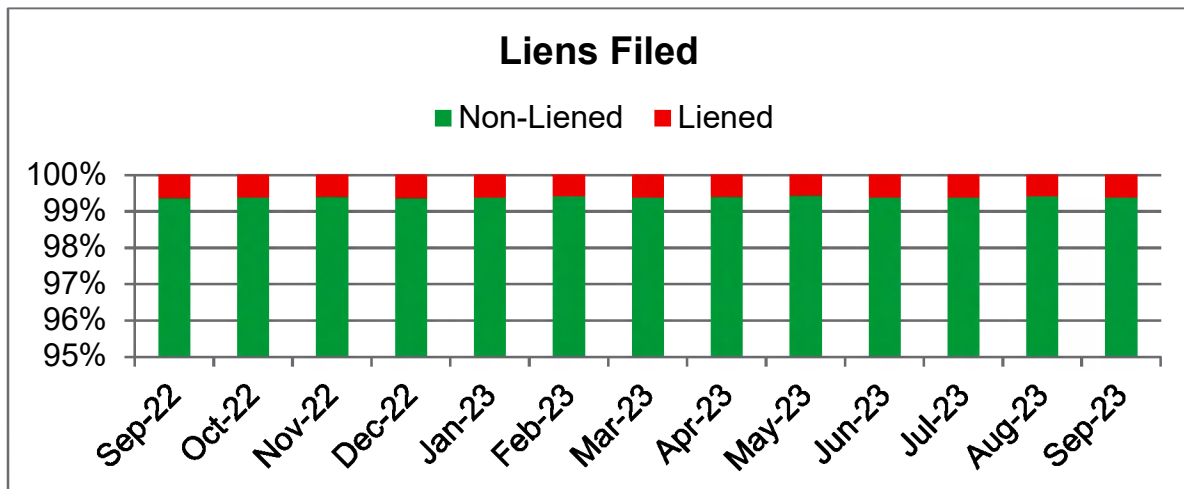
Total Capital expenses incurred and encumbered totalled \$18,698,851 or 147% of the capital budget. This includes funds encumbered in a prior fiscal year for projects that stretch across multiple fiscal years.

Accounts Receivable

The District's third quarter billing was \$4,636,426, of this amount \$3,904,784 represents customer balances that are either paid or current. The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 84.0% billing.



The District serves approximately 33,388 customers. Currently, the District has 205 liens filed which represent approximately 1.0% of our customers.



Pending/Threatened Litigation

- There is currently no pending or threatened litigation.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

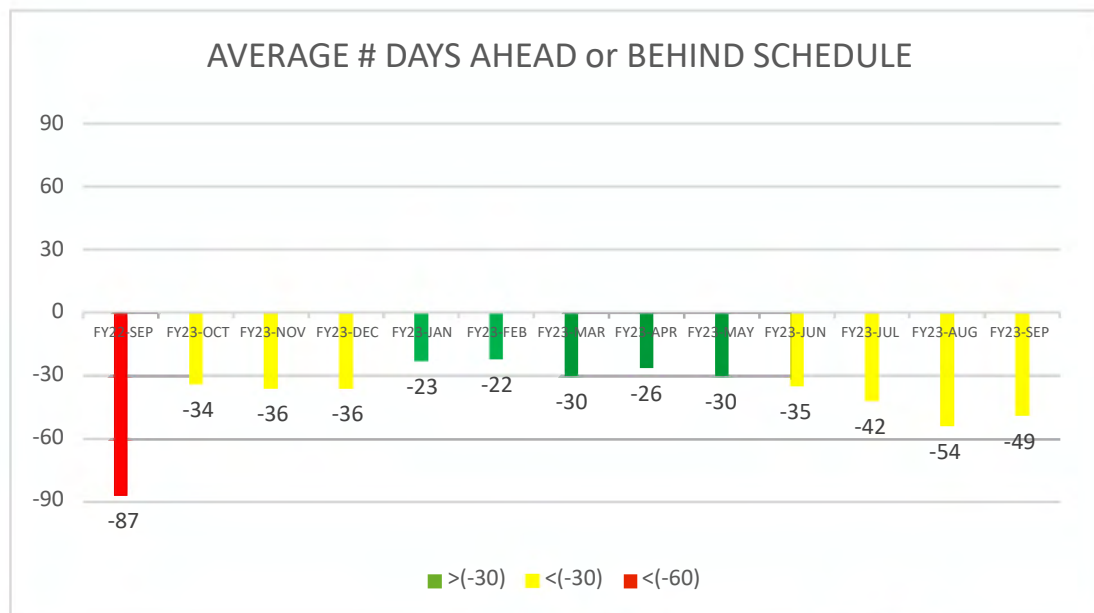
loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director
Courtney Jones, P.E., Director of Engineering
DATE: October 11, 2023
SUBJECT: Capital Program and Engineering Services Report

Capital Projects

Capital Schedule (FLOAT = -49 Days)



Notable delays to the Capital Program are listed below.

N21008 – Jupiter Park Drive Site Planning – Staff are working through site plan coordination with the consultant for current and future facilities.

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N20012 – JILONA Septic to Sewer – The project has reached substantial completion. The contractor is working through final documentation to close out the project.

N21009 – Injection Well Pump Station Emergency Generator Connection – See Holtz' report.

N20036 – IQ 511 Pump Station Piping Improvements – Lingering issues around responsibilities for fiber optic repair are delaying final completion. Staff have implemented a plan for resolution.

N23003 – Greenhouse Gas Initiatives – Solar – See Holtz' report.

R23007 – Countyline Road IQ Main Relocation – Permitting delays associated with property rights. Staff are working with the consultant and Martin Co. to resolve.

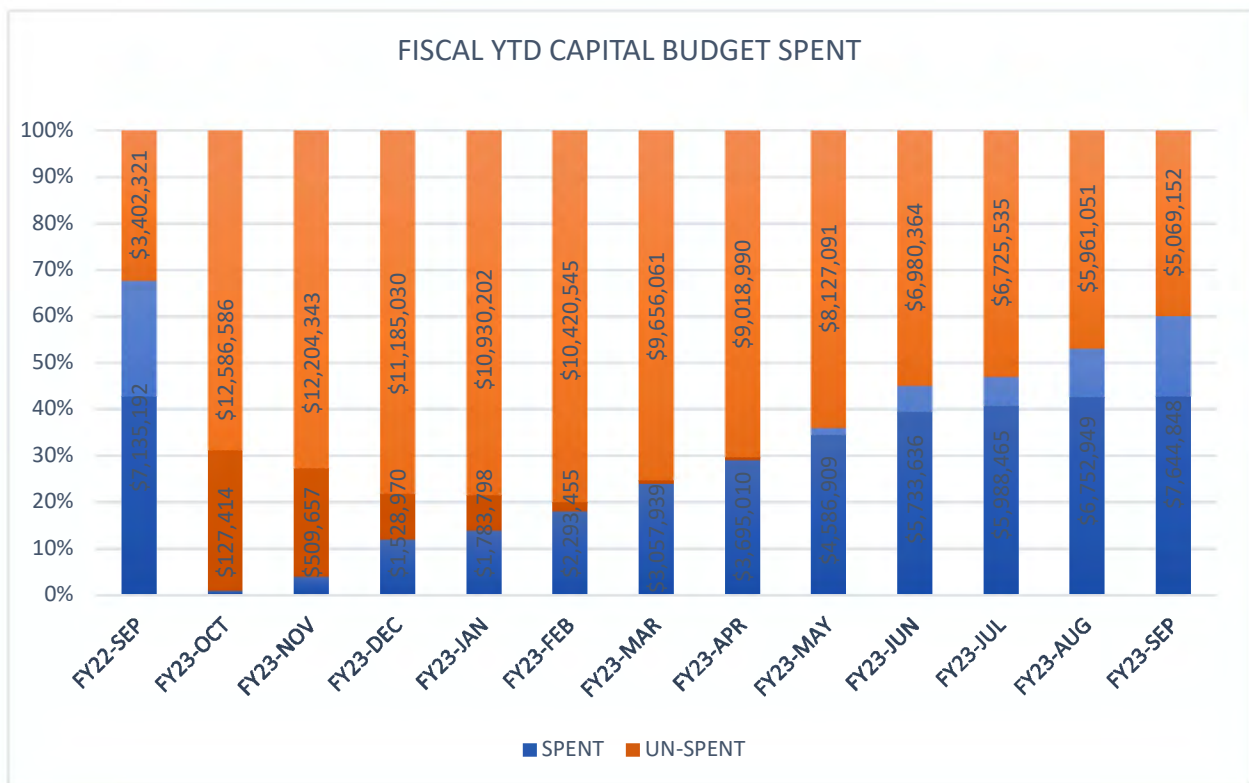
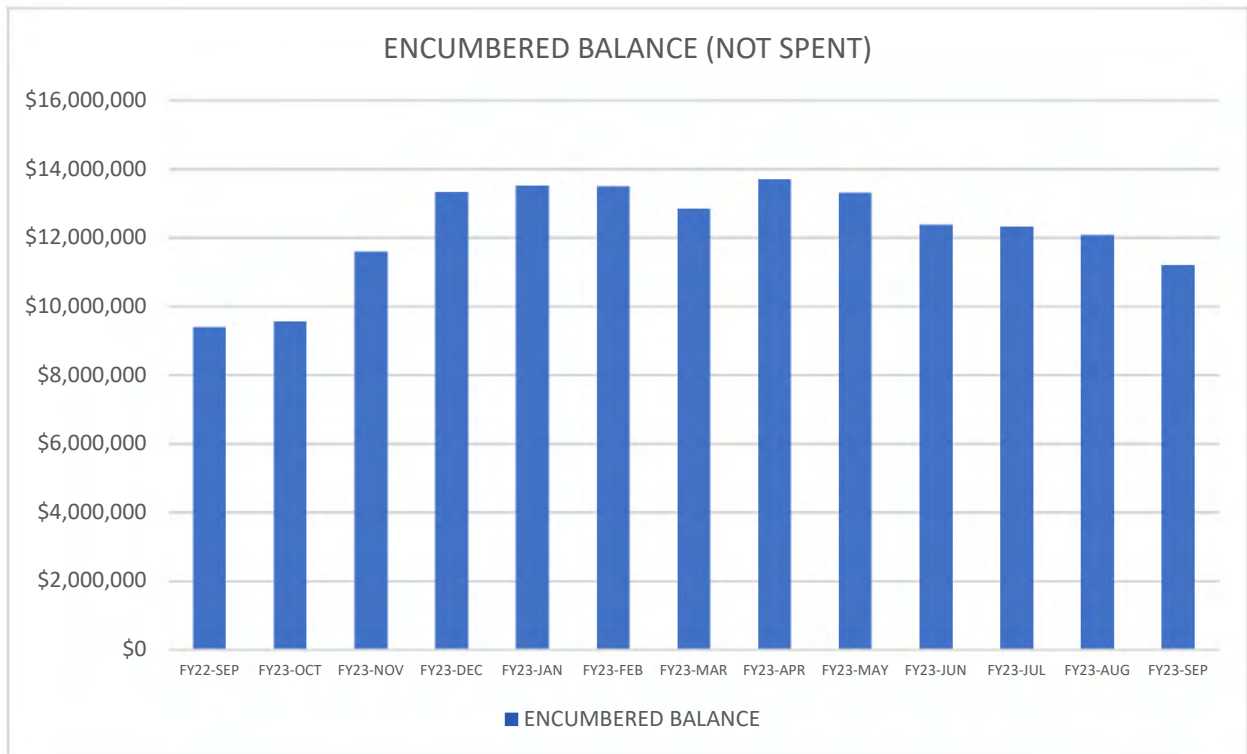
N23004 – Lift Station 050 Emergency Generator – The project is scheduled to bid through October-November 2023 with award in November 2023.

The overall negative (-) float is attributed to the following causes:

Construction Delays:	40%
Supply Chain Issues:	17%
Design/Permit/Bid:	23%
Late Start:	0%
Planning Contracts:	21%

Construction delays have the largest impact to the negative float (40% from 15 projects total). Staff are working with consultants and contractors to close out punch list items and implement recovery schedules.

Capital Budget



Project Updates

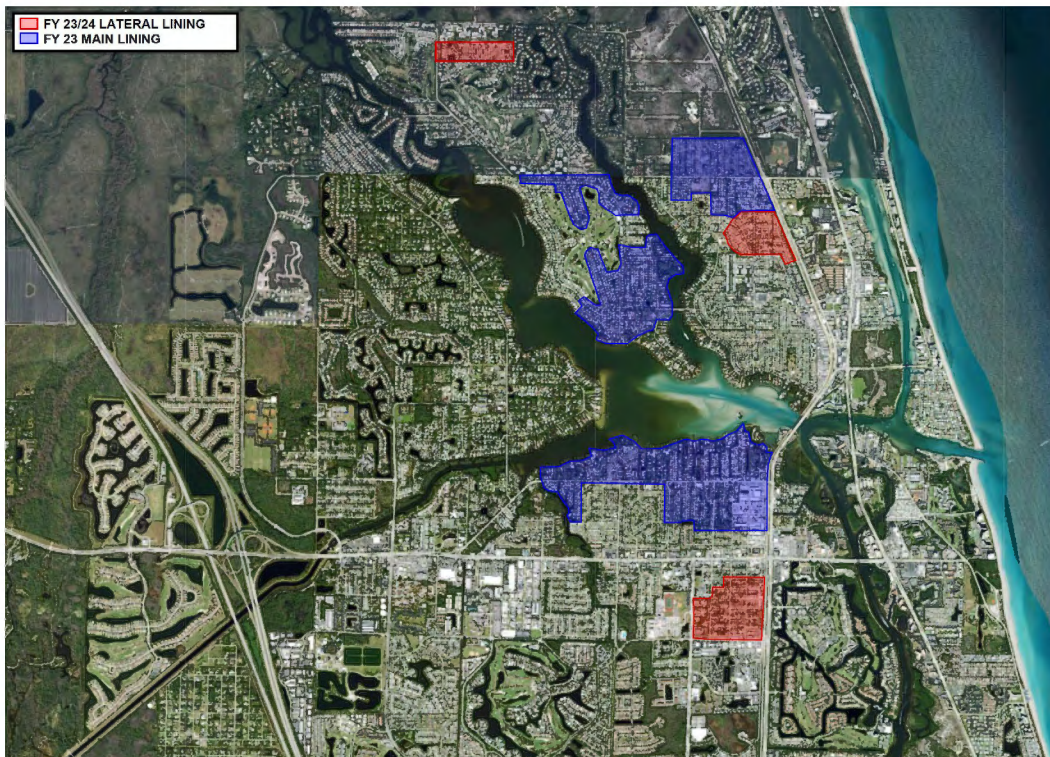
Science Center and Jupiter Inlet Lighthouse Outstanding Natural Area (aka: BLM House Renovations): Staff are evaluating alternate renovation approaches.

2500 Jupiter Park Drive Site Planning: Since the presentation to the Board in May 2022, staff and the consultant have continued to make progress on the massing study, architectural programming, potential treatment facility footprint and security review. Once these components are complete staff will provide revised site plans for Board discussion and consideration. See Chen-Moore's engineering report for more details.

20 Acres/9278 Indiantown Road: Design and bidding for the remediation work is scheduled to be completed with award in late 2024. The consultant submitted the 30% design plans on July 12, 2023.

In-house Projects

Gravity System Rehabilitation – Cleaning, TV Inspection and Lining:



Main lining work is complete in LS018, LS041, and LS054 systems.

The Board awarded lateral lining contracts for LS018, LS041 and LS054 in November 2022. A preconstruction meeting was held on January 11, 2023. The Contractor has completed cleaning and CCTV work in LS041 and LS054 systems. The Contractor is currently working on lateral lining in all 3 systems.

The Board also awarded main lining contracts for LS050 in November 2022 and LS070 and LS071 in December 2022. Work commenced in January 2023. Main lining work in LS050 is completed.

Cleaning and CCTV work ahead of the main lining work in LS070 and LS071 began in May 2023. The Village of Tequesta's Council approved extended working hours as requested by the Contractor for the LS070 and LS071 project due to the longer curing timeframe, equipment and MOT set-up required for the larger diameter mains included in this project. Main lining in LS070 and LS071 began in June 2023. Contractor will complete main lining on Country Club Drive (extended working hours) in August 2023 and remainder of smaller diameter main lining was completed in September 2023. Project is in punchlist/closeout.

In April 2023, the Board awarded a main lining contract for LS011, LS012, LS014, LS027 and LS190 collection systems. Contractor began cleaning and CCTV work in these systems in August 2023 and has started lining in these systems as of September 2023.

Contractor General Services Work:

Lift Station Rehabilitations General Construction Services:

Lift Station	Inspection	Design	Procurement	Construction
095	COMPLETE	IN-PROCESS	-----	-----
131	COMPLETE	COMPLETE	COMPLETE	IN-PROCESS
211	COMPLETE	COMPLETE	COMPLETE	COMPLETE
233	COMPLETE	COMPLETE	COMPLETE	COMPLETE
242	COMPLETE	COMPLETE	COMPLETE	IN-PROCESS
230	COMPLETE	IN-PROCESS	-----	-----

Pre-construction meeting was held on March 15, 2023 for LS064, LS131, LS210, LS211, and LS233 Rehabilitations. Material submittals and permitting is complete. Contractor was issued NTP for May 15, 2023. All of the station rehabs in construction to date with the exception of LS131 and LS242 are complete. LS131 is substantially complete with punchlist/closeout remaining. Pre-construction meeting was held on September 8, 2023 for LS242 Rehabilitation. Material submittals and permitting is in progress.

Manhole Rehabilitation:

Staff utilized a piggyback contract mechanism to contract for select manhole rehabilitation work that has been identified per field inspections.

Pre-construction meeting for two (2) manhole rehabilitations (LS043-MH15 and LS090-MH05) was held on June 14, 2023. Material submittals, permitting, and manhole rehabilitation is complete. Project is complete.

Pre-construction meeting for three (3) manhole rehabilitations (LS057-MH014, LS050-MH063, LS006-MH005) was held on September 8, 2023. Construction is scheduled to begin November 27, 2023.

Pre-construction meeting for three (3) manhole rehabilitations (LS041-MH011, LS054-MH015, LS071-MH020) was held on October 5, 2023. Material submittals and permitting are in progress.

Collections System / Operations Rehabilitation:

Staff utilized general services contracts (18-005-LSGENCONSTR, 20-007-WWRECGENCONSTR, 22-005-0115 GENERAL SERVICES – ELECTRICIAN SERVICES) to contract for the following collection system rehabilitation projects. Pre-construction meeting for this work was held on June 14, 2023. Status updates for each project still in-progress are outlined below:

- Abacoa Town Center Phase 2 – Maxicom Site 21 (ABS21) – replace breaker panel – Construction in-progress
- Abacoa POA – Maxicom Site 6G (ABS06) – replace breaker panel – Construction in-progress
- Abacoa Vintage – Maxicom Site 27 (ABS27) – replace breaker panel– Construction in-progress
- Lift Station 069 – replace meter can– Construction in-progress
- Lift Station 091 – replace meter can– Construction in-progress
- Town Hall Point Repair– Project needs final paving per FDOT requirements. Final paving anticipated to be completed by end of October 2023.

Pre-construction meeting for additional work items under these general services contracts was held on September 8, 2023 for the following projects:

- Replace influent valve to RAS pump station from Clarifier No. 3 at WWTP – project is currently under construction
- LS054-GL030 (55 Hickory Hill Road) – roadway paving anticipated to be completed by end of October 2023
- LS055-GL009 (118 Pine Hill Trail West) – roadway paving anticipated to be completed by end of October 2023

- IQ523 (105 Barbados Drive) – Replace breaker box at RTU panel
- LS076 (151 Point Circle) – Replace FPL meter can
- LS066 (425 Beach Road) – Replace electrical conduit from FPL meter can to disconnect
- LS051 – Replace disconnect
- LS094 (1001 Clemons Street) – Replace disconnect

Pre-construction meeting for additional work items under these general services contracts was held on October 5, 2023 for the following projects. Material submittals and permitting are currently in progress.

- LS108 – install turb block stabilized driveway
- 18345 SE Birdie Lane – repair stamped concrete driveway in Martin County R/W due to service lateral repair
- 207-211 Country Club Drive – roadway repair at location of depression due to service lateral leak which has been repaired
- LS054-MH015 – roadway repair at location of depression due to leak from outside drop pipe which has been grouted in place by in-house construction staff.
- LS236 – replace disconnect
- LS068 – replace electrical service from existing transformer to LS068
- LS039 – replace electrical service from existing transformer to LS039

Neighborhood Sewering/Remnant Properties:

18041 69th Terrace: The property owner at 18041 69th Terrace provided easements and requested staff install sewers to a proposed two-unit residential project. Design and permitting are complete. This project includes a single service to be installed in easements. Project is in closeout stages of construction.

109-111 Old Jupiter Beach Road: Design is complete for 109-111 Old Jupiter Beach Road. The project includes two services and low-pressure force main to be installed in existing roadway ingress/egress easement. Homeowners were provided information on 9/22/21 and 7/13/22. Homeowner at 109 Old Jupiter Beach Road has entered into an agreement and paid connection charges. Project is on hold as per the homeowner's request.

Island Way LPSS: Design and permitting are complete.. The project includes two services and low-pressure force main to be installed in the right of way. Project is anticipated to start construction in October 2023.

18828 SE Jupiter Road: Owner of this property is currently construction for re-development. As part of the property re-development requirements, the owner is required to convert from septic to sewer and extend the low-pressure main adjacent to their property limits to allow for service to future customers.

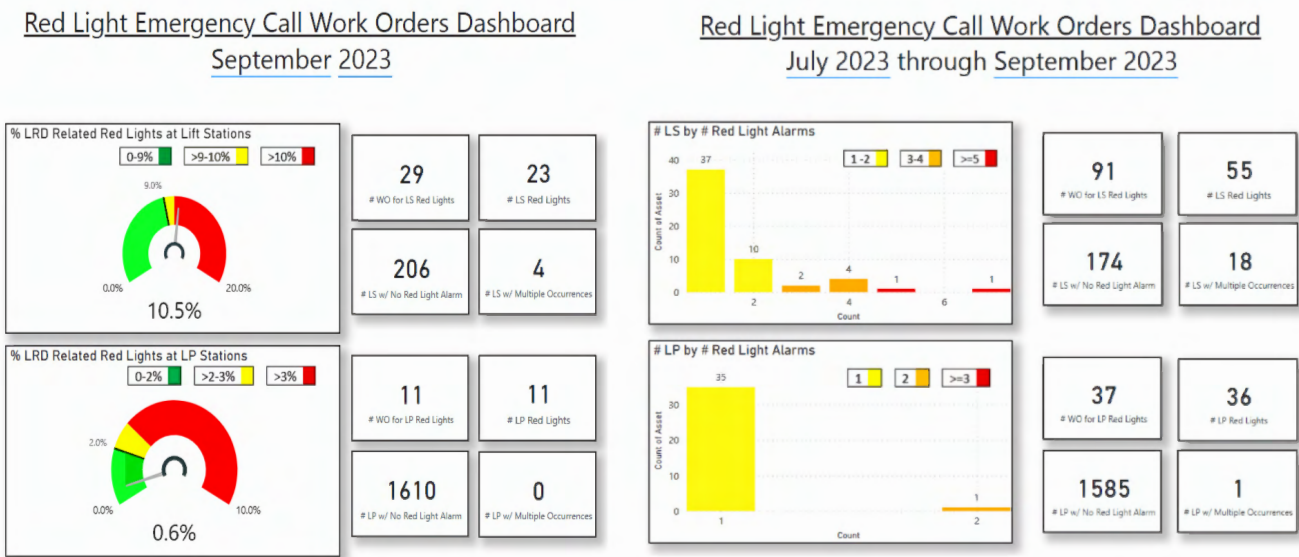
Other: Staff are working with IT and customer service to confirm remnant sewerage and update priority listing based on property access rights.

Statutory Way of Necessity:

Harbor Road South: The property owner of the vacant parcel at the south-end of this private roadway has entered into a letter agreement for staff to proceed on their behalf. Project is currently in procurement for construction.

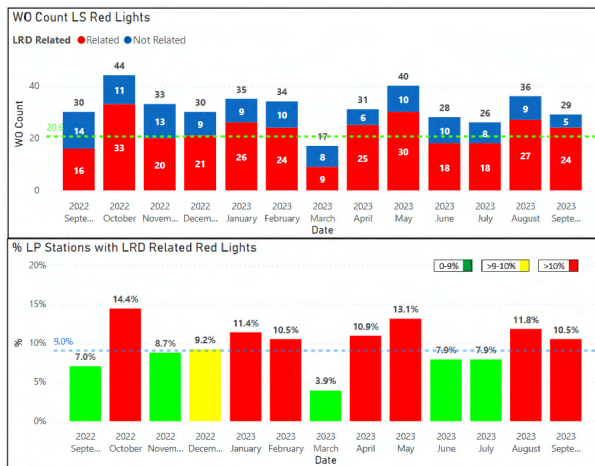
COLLECTIONS AND REUSE

Lift Station Red Lights: This month the system experienced 40 total red lights. 26 lift station red lights (with 7 stations experiencing multiple red light events) and 14 low pressure red lights (with 0 stations experiencing multiple red light events).



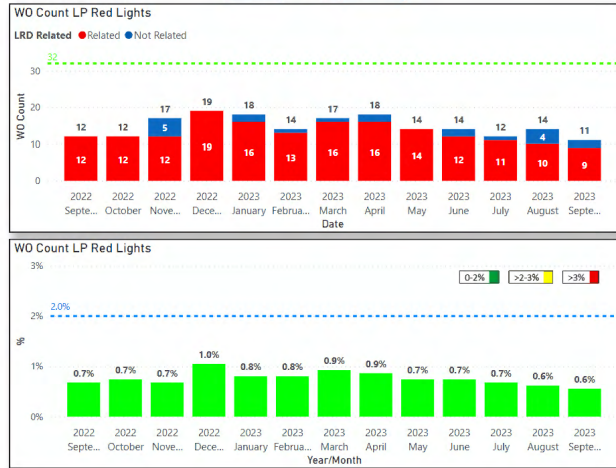
Red Light Emergency Call Work Order Lift Station: Trend

9/1/2022 through 9/30/2023



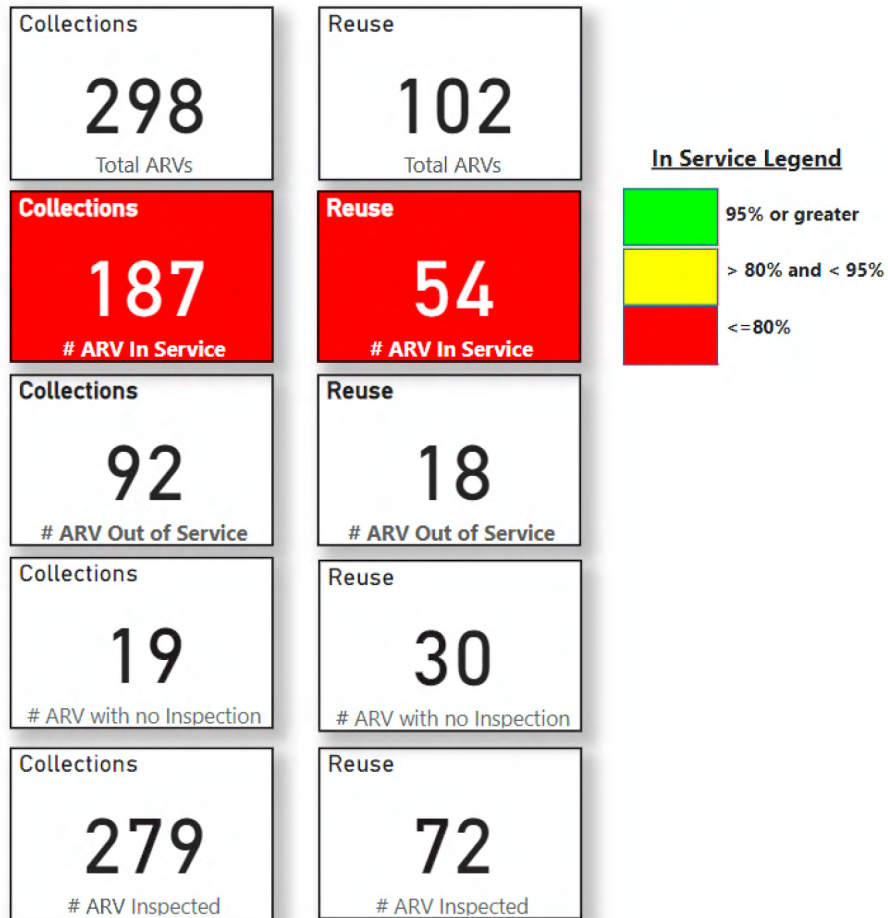
Emergency Call Work Order Low Pressure: Trend

9/1/2022 through 9/30/2023



Air Release Valves (ARV):

ARV Status Dashboard



Wet Well Cleaning:

Wet Well Cleaning Schedule: KPI 13 Month

September 2022 through September 2023

		Wet Well Cleaning Schedule Legend		
6 # LS WW PM Monthly	75 # PMs Completed	9 # Wells	37 # Wells	29 # Wells
11 # LS WW PM Bi-Monthly	70 # PMs Completed	16 # Wells	28 # Wells	26 # Wells
20 # LS WW PM Quarterly	86 # PMs Completed	14 # Wells	29 # Wells	43 # Wells
14 # LS WW PM Semi-Annually	30 # PMs Completed	5 # Wells	11 # Wells	14 # Wells
1 # LS WW PM Annually	0 # PMs Completed	0 # Wells	0 # Wells	0 # Wells

UNAUTHORIZED DISCHARGES (fka SANITARY SEWER OVERFLOWS)

There was 4 unauthorized discharges in the collection-transmission-distribution system this month.

On September 3, 2023, the District had an unauthorized discharge of 10 gallons of sewage from a gravity service clean out (LS018-CO180) located on 6th Street, Jupiter, FL. The unauthorized discharge was caused by a blocked gravity service due to a contractor's error during a cured-in-place-pipe (CIPP) lining procedure. The unauthorized discharge was stopped by discontinuing use of water until repairs were made. Some of the unauthorized discharge was absorbed into the soil in the immediate area around the clean out. The affected area was disinfected with lime and cleaned with 70 gallons of potable water of which 70 gallons were recovered with a vacuum truck. No known storm drains or bodies of water were affected.

On September 6, 2023, the District had an unauthorized discharge of 400 gallons of sewage from a private residence low-pressure system (LP0605-V5) located on Beach Road in Jupiter, FL. The unauthorized discharge was caused by a damaged pipe. The unauthorized discharge was stopped by disabling and isolating the low-pressure system until repairs could be made. Some of the unauthorized discharge was absorbed into the soil in the immediate area, approximately 250 gallons were recovered with a vacuum truck. The affected area was disinfected with lime and cleaned with 25 gallons of potable water of which 25 gallons were recovered. No known storm drains or bodies of water were affected.

On September 8, 2023 the District had an unauthorized discharge of 30 gallons of sewage from a manhole (LS001-MH198) located on 1st Street in Jupiter, FL. The unauthorized discharge was caused by a blocked gravity line (L001-GL149). The unauthorized discharge was stopped by discontinuing use of water until repairs were made. Some of the unauthorized discharge was absorbed into the soil in the immediate area. The affected area was disinfected with lime and cleaned with 50 gallons of potable water of which 50 gallons were recovered. No known storm drains or bodies of water were affected.

On September 19, 2023, the District had an unauthorized discharge of 1 gallon of sewage from a private residence low-pressure system (LP1414-WW) located on SE County Line Road in Jupiter, FL. The unauthorized discharge was caused when home's main power breaker to the low pressure system was turned off. The unauthorized discharge was stopped by discontinuing use of water until breaker was turned back on. The unauthorized discharge was absorbed into the soil in the immediate area around the low-pressure system wet well. The affected area was disinfected with lime. No known storm drains or bodies of water were affected.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

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MEMORANDUM

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

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

DATE: October 13, 2023

SUBJECT: September 2023 Operations Department Monthly Report

Treatment Plant Division / Maintenance Department

Overall, the month of September was productive with all monthly reports prepared and submitted on time. There were no permit exceedances this month. The treatment plant generally operated efficiently and met all treatment objectives. During the month, influent flows to the plant were on the same order of magnitude as the flow during the previous month. The plant did not experience any unauthorized discharges during the month of September.



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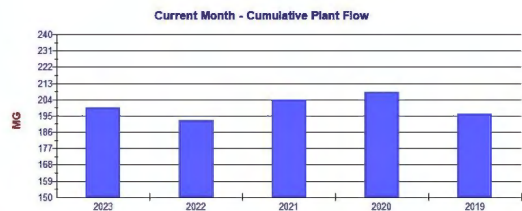
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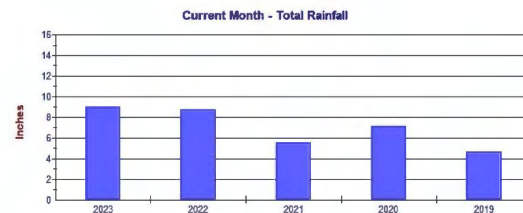
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BOARD MEMBER

Water Reclamation – Environmental Education – River Restoration

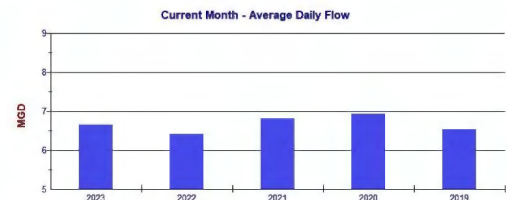
Graphical summaries of the plant flows and rainfall during the month of August, including comparisons with plant flows during the previous month (i.e., September 2023), are presented below.



The Cumulative Influent Flow to the plant for the month of September was 199.67 million gallons. This is slightly less than the August flow of 209.44 million gallons.



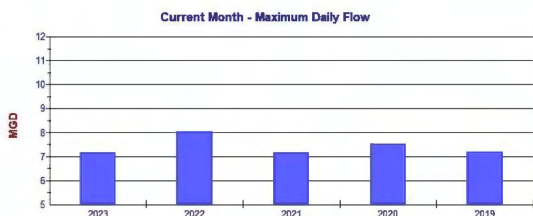
9.02 inches of total rainfall was recorded at the plant site during the month of September. This is slightly less than the August rainfall recorded of 10.05 inches.



The Average Daily Flow (ADF) for the month of September was recorded at 6.66 MGD compared to 6.76 MGD during the month of August and 6.42 MGD during September 2022.

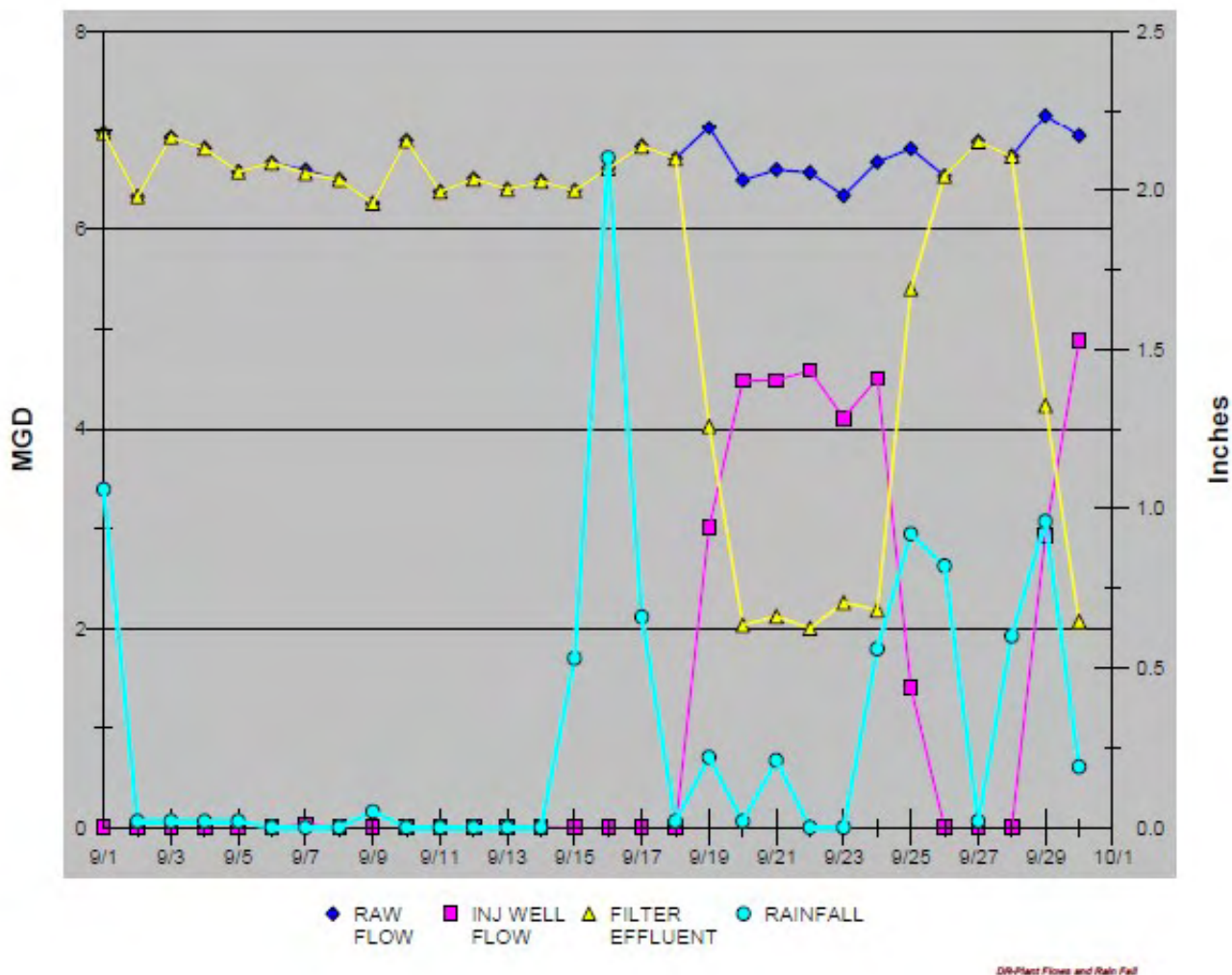


The Peak Hour Flow (PHF) for September was 6,166 GPM which equates to an equivalent daily rate of 8.88 MGD. This is slightly less than the PHF for August of 6,521 GPM (9.39 MGD).



The Maximum Daily Flow (MDF) in September was 7.16 MGD. This is nearly equivalent to the MDF for August of 7.22 MGD.

For the month of September, 82.80% or 165.33 MG of the cumulative influent flow to the plant 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 34.45 MG of blended effluent was diverted to the Deep Injection Well. The plant delivered a total of approximately 172.99 million gallons of IQ water to the reuse customers during the month of September.



Year to date (i.e., Calendar Year 2023), approximately 80.65% 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 1,773.91 million gallons.

All monthly reporting was submitted on time.

Treatment Plant:

Operations Staff continued to perform routine monitoring, sampling and general maintenance of equipment and structures. Staff also worked and/or provided operational assistance during the execution of various special and/or capital improvement projects. A few of the projects are discussed below.

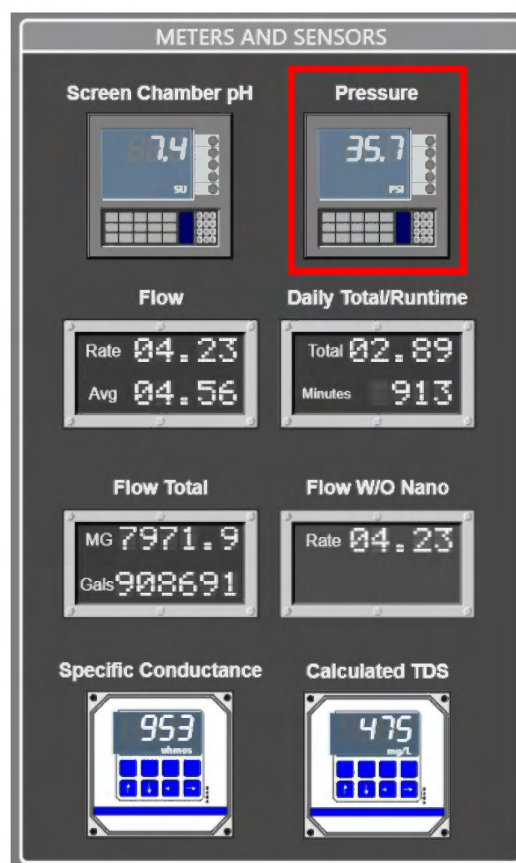
During the month, Operations Staff supervised a State licensed well drilling and geophysical logging Contractor during completion of the interim Mechanical Integrity Test (MIT) activities for the District's Deep Injection Well (DIW). As outlined in the District's Florida Department of Environmental Protection (FDEP) Underground Injection Control (UIC) permit, the District is required to perform an interim MIT at the midway point between the standard full MIT test, which is required every 5-years. The intent of the interim MIT is to assess and confirm that the DIW is mechanically sound with no apparent leaks within the internal, 24-inch diameter steel well casing. The internal well casing extends from grade to a depth of approximately 2,840-feet below grade. The overall well depth extends to a depth of approximately 3,500-feet below grade. The District is required to perform an interim MIT since it receives nano-concentrate from the Town of Jupiter. To satisfy the regulatory requirements, the interim MIT activities are required to include either a pressure test or an internal radioactive tracer test. For the current interim MIT, the Contractor performed a pressure test of the internal casing. The pressure test was witnessed by District Staff and representatives of FDEP.

The results of the MIT activities indicate that the DIW has mechanical integrity and is suitable for continued use in accordance with the permit conditions/requirements outlined in the District's FDEP UIC permit. The Operations Team finalized and submitted the Interim Mechanical Integrity Test Report to FDEP and has received formal approval of the Report, without exception or comment. One thing of note is that the District was able to perform all engineering and certification services in-house due to the diverse capabilities of the Operations Team. The ability to perform this work in-house resulted in Operations Staff being more engaged in the process which increased their overall knowledge and resulted in a significant cost savings to the District.



Deep Injection Well MIT Wellhead Disassembly

This past month, the Operations Team also worked with the manufacturer's service representative to replace the existing continuous pressure analyzer which monitors the injection pressure within the internal casing of the DIW. The existing analyzer was over 10-years old and had reached the end of its useful service life. The replacement analyzer has a relatively higher degree of accuracy and includes a simplified user interface. As part of the District's FDEP DIW operating permit, the District is required to monitor and control the injection pressure, by modulating the flow, if required, to ensure that the maximum pressure at the wellhead does not exceed two-thirds of the most recent MIT pressure on the final, internal casing. Based on this criterion and the MIT pressure of 170-pounds per square inch (psi), the maximum permitted well pressure is 113 psi. This maximum allowable casing pressure significantly exceeds the historical maximum well injection pressure of approximately 55 psi. The pressure data collected by the pressure transmitter is integrated into and displayed via the plant's site supervisory and data acquisition (SCADA) system.



Deep Injection Well – Pressure Transmitter and SCADA Display

Lastly, the Operations Team worked with the Information Services Team to install and integrate a new closed caption television (CCTV) camera over the biosolids dewatering truck loading facility. The camera will allow Staff to continuously view and monitor the level of biosolids in the tractor trailer. Previously, the only means for Staff to monitor the biosolids truck loading process was manually, by climbing a set of portable access stairs. The use of the camera will reduce the number of times Staff needs to transverse these access stairs. The camera will also eliminate the need for Staff to perform unnecessary checks during periods of inclement weather.



Biosolids Truck Loading Camera Vantage Point

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.

During the month, Maintenance Team members completed a major planned maintenance activity which includes the clearing and removal of vegetation from the two (2) stabilization ponds. The stabilization ponds were constructed with a bentonite clay type liner which significantly reduces the amount of irrigation quality water loss due to percolation of the water through the pond sides/bottom. The presence of excessive amounts of vegetation can reduce the effective storage volume of the ponds and can also impact water quality. Staff completed the task in-house using a long reach excavator and front-end loader. The excessive vegetation removed from the ponds was stock piled and allowed to dry prior to being disposed of offsite.



Vegetation Removal within Stabilization Ponds

This past month, the Maintenance Team worked with the District's Safety Officer, Mr. Ed Horchar, to coordinate and complete formal heavy equipment training for a total of twenty-five (25) District Staff within the Maintenance, Collections and Construction Departments. The District is very fortunate to have a multitude of staff who have had, whether at the District or with prior employers, significant on-the-job training in the operation and use of various types of construction heavy equipment. The intent of this training was to provide formal classroom instruction and a field skills assessment by qualified instructors. The training included instruction on the operation of a skid steer, front end loader and excavator units. Staff was required to demonstrate operational skills based on the equipment which they use on a regular basis. The training was well received and appreciated by Staff. This type of formalized training is critical to understanding and assessing the capabilities of Staff. It allows managers and supervisors to identify specific limitations of Staff and to tailor future training needs to ensure all Staff can perform their day-to-day work tasks efficiently but most importantly, safely.



Front End Loader Orientation and Field Training



Skid Steer and Excavator Operational Skills Assessment

Lastly, the Maintenance Team worked with the Operations Team to install a new 400-amp standby generator plug and receptacle for the recently installed manual transfer switch at the headworks structure. The installation of the plug required the headworks structure and equipment to be completely de-energized in order to make the necessary modifications and confirm orientation of the wiring to ensure proper rotation of all equipment when operating under temporary, portable power. In the event of a loss of primary power as well as the permanently installed back-up generators, a towable generator can be utilized to power the critical process systems at the headworks structure. As part of the electrical systems modification, Maintenance Foreman Bob Ward and Plant Electrician Kemm Peebles donned their recently issued arc flash personal protective equipment prior to opening the switchgear.



Installation of New 400A Towable Generator Plug at Headworks



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MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director
FROM: Bud Howard, Director of Information Services
DATE: October 11, 2023
SUBJECT: Information Services Monthly Governing Board Update for September 2023

WildPine Ecological Laboratory

Riverkeeper Project

In September, the lab staff and our partners collected 132 water quality samples from 25 monitoring stations throughout the watershed. A total of 57 fecal indicator bacteria samples were analysed in support of additional testing for the weekly bacteria monitoring program and the additional monthly testing in Jones and Sims Creeks.

The overall water quality score for September 2023 was “Fair” with 78% of all samples meeting the EPA/DEP water quality criteria. This was down from last month’s score of 83% and last year’s score of 81% for September (see score card below). The score this month was mainly driven by lower chlorophyll scores.

For the core parameters, *Total Nitrogen* scored “Good” during September with 92% of sites meeting the water quality criteria. This was below from last month’s score of 97% and last year’s September score of 100%. *Total Phosphorus* results scored “Good” with 80% of sites meeting the water quality criteria, which was identical to last month’s score but worse than last year’s September score of 95%. *Chlorophyll* results went from “Fair” to “Poor” for September, with 52% of sites meeting the water quality criteria, down from last month’s 63%, and last year’s score of 79%. For the combined *Fecal Indicator Bacteria* (fecal coliforms in all waters, enterococci in marine and brackish waters and *E. coli* in fresh waters), September results scored “Good” with an 82%, slightly down from last month’s score of 86%, and much better than last year’s score of 68%.

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9/1/2022

9/28/2023

Loxahatchee River District

Water Quality Scorecard

Results scored to FDEP/EPA Water Quality Criteria

Green - Good: 80% - 100%

Yellow - Fair: 60% - 79.9%

Red - Poor: < 60%

Monthly Water Quality Score

September
202378%
Overall132
Total Samples

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

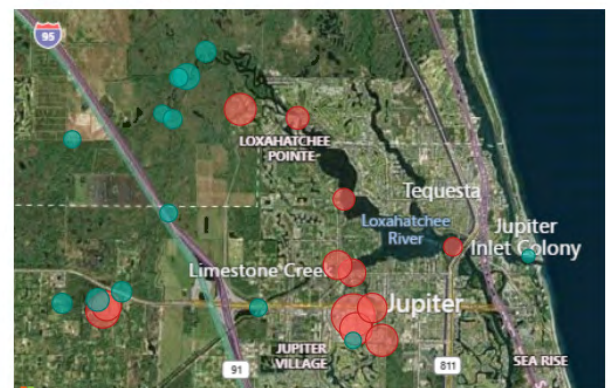
Year	Month	# Samples	Overall Score	# TN Samples	Total Nitrogen Percent Good	# TP Samples	Total Phosphorus Percent Good	# CLA Samples	Chlorophyll Percent Good	# BAC Samples	Bacteria Percent Good
2023	September	132	78%	25	92%	25	80%	25	52%	57	82%
2023	August	193	83%	35	97%	35	80%	35	63%	88	86%
2023	July	165	78%	32	97%	32	72%	32	44%	69	87%
2023	June	144	74%	25	92%	25	68%	25	48%	69	80%
2023	May	173	80%	30	87%	30	80%	30	60%	83	84%
2023	April	157	76%	30	100%	30	80%	30	43%	67	79%
2023	March	125	89%	19	100%	19	100%	19	74%	68	87%
2023	February	159	88%	28	93%	28	96%	28	75%	75	88%
2023	January	160	85%	30	100%	30	90%	30	53%	70	90%
2022	December	164	75%	29	93%	29	86%	29	76%	77	64%
2022	November	120	77%	18	100%	18	83%	18	56%	66	74%
2022	October	160	71%	30	100%	30	73%	30	40%	70	71%
2022	September	104	81%	19	100%	19	95%	19	79%	47	68%
Total		1956	80%	350	96%	350	83%	350	58%	906	80%

Spatial Distribution of Water Quality Results

In September, *Chlorophyll* results met the water quality criteria at 13 of 25 sites. The stations with the most exceedances were in Jones Creek and throughout many of the brackish water area that have stricter water quality criteria. Five out of six Jones Creek stations scored “poor” with the Delaware (DEL) site once again having the highest concentration of all sites tested this month dropping a bit from 111 µg/L in August to 71 µg/L in September, but 13 times higher than the stringent FDEP water quality criteria of 5.5 µg/L. As previously reported, this high result is not unusual because this site is located at a dead-end canal, at the uppermost extent of the creek with very little flushing. The other Jones Creek stations had chlorophyll results ranging from 29 µg/L at Caloosahatchee Culvert (CALC) to 16 µg/L at Station 71 (downstream mouth of creek). The very warm water temperatures and poor flushing are likely contributing the strong algae growth in these areas.

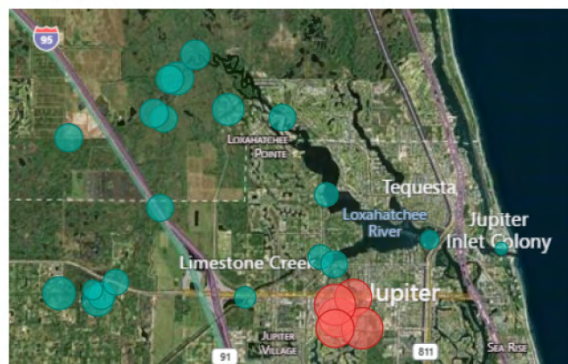
Chlorophyll a (ug/L)

CHL_Score ● GOOD ● POOR



Total Phosphorus (mg/L)

TP_Score ● GOOD ● POOR



Total Phosphorus results scored “good” at 20 out of 25 sites in September. The 5 “poor” stations were in Jones Creek with Toney Penna Footbridge (TPJ) and Delaware (DEL) having the highest results, both at 0.15 mg/L, double the Numeric Nutrient Criteria (NNC) water quality standard of 0.075 mg/L for brackish water stations. The other 3 Jones Creek stations (CALC, JCU, St. 75) were similarly high at 0.13, 0.12, and 0.11 mg/L phosphorus.

Total Nitrogen scored “good” at 23 out of 25 sites in September. The 2 “poor” scoring stations were Jones Creek Upper (JCU) and Delaware (DEL), at 1.4 and 1.3 mg/L respectively, just barely over the state water quality standard of 1.3 mg/L for these brackish water areas. These stations are at the extreme upper extents of the two forks of the creek. See zoomed in map inset (right) for more detail.

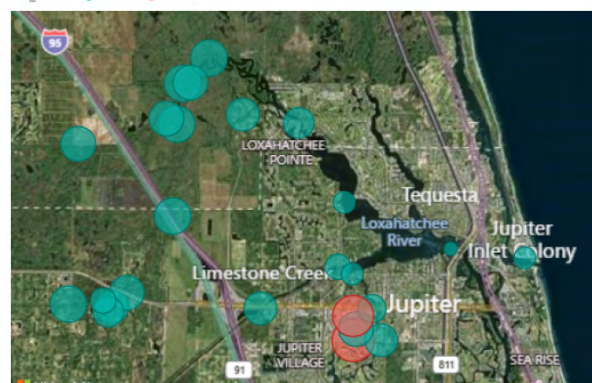
Total Nitrogen (mg/L)

TN_Score ● GOOD ● POOR



Total Nitrogen (mg/L)

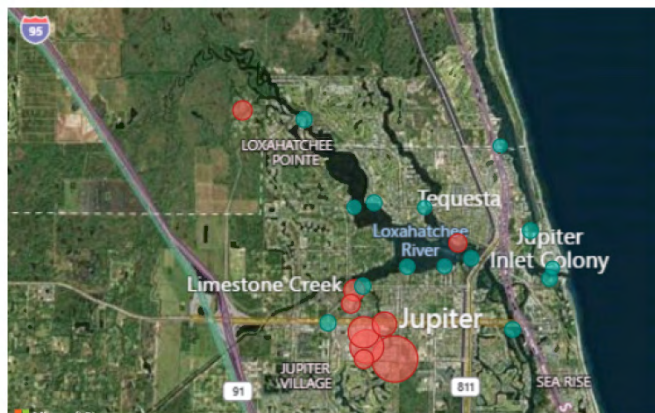
TN_Score ● GOOD ● POOR



The overall *Fecal Indicator Bacteria* result scored “good” at 47 of 57 sites in September. For Enterococci bacteria (see map below left), the preferred indicator bacteria for salt and brackish waters, nine stations scored “poor” when compared to the water quality standard of 130 MPN/100 mL. Seven “poor” scoring stations were sampled in Jones and Sims Creeks, with the highest concentration of 8,664 MPN/100 mL at the Toney Penna Footbridge (TPJ) in Jones Creek, which was 3 times higher than last month’s 2,400 MPN/100 mL. In contrast, the Caloosahatchee Culvert (CALC) site went from 12,997 MPN/100 mL in August to 3,255 MPN/100 mL in September. Delaware (DEL), Indiantown Road (Station 75), and Jones Creek Upper (JCU) also scored “poor” and were similar to last month. The five core stations (75, CALC, DEL, TPJ, JCU) in the upper reach of Jones Creek (JC) have variable data from month to month which are unpredictable due to constant water movement during different weather and tide conditions. For these core stations, August had the highest average enterococci at 4,214 MPN/100 mL in 2023 and September had an average enterococci of 3,101 MPN/100 mL. There was a slight drop in bacteria between August and September in the entire upper reach of the creek. It will be interesting to how bacteria concentrations at these site respond to the upcoming Town of Jupiter vegetation trimming that is slated to begin October 18th that we will discuss at an upcoming Board meeting.

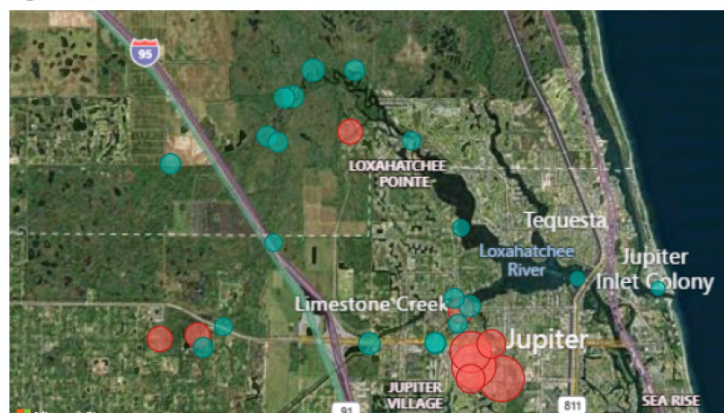
Enterococci Bacteria - Criteria: 130 MPN/100mL

ENT_Score ● GOOD ● POOR



Fecal Coliform Bacteria - Criteria: 800 MPN/100mL

FC_Score ● GOOD ● POOR

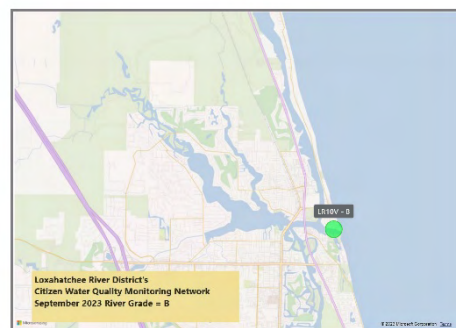


Fecal Coliform bacteria results (above right) for September were similar to August. The shallow brackish Jones Creek also had very high fecal concentrations mirroring the enterococci results discussed above. The Toney Penna Footbridge (TPJ) site had the highest fecal concentration at 7,270 MPN/100 mL. Caloosahatchee Culvert (CALC) was next highest at 6,488 MPN/100 mL. Delaware (DEL) was also high at 5,172 MPN/100 mL.

Three other stations scored “poor” this month, just over the water quality criteria of 800 MPN/100 mL. Station 95 at Jupiter Farms Road, Cypress Creek Wetland (CCW) near Riverbend Park, and Rivers Edge (Station 107) had fecal coliforms at 906, 882, and 860 MPN/100 mL. Conditions at the Rivers Edge site improved in September compared to last month’s 4,352 MPN/100 mL.

Volunteer Water Quality

This month the weekly Volunteer Water Quality monitoring grade is only represented by a single site at Jupiter Inlet, and for only the first half of September as our volunteer took some well-deserved time away to visit family. Our Blowing Rocks Preserve site (St. 22) is still transitioning from one volunteer to another. The Volunteer Water Quality Grade for the first half of September at the Inlet was a low “B”. The weekly results at the Jupiter Inlet site consisted of one sample taken during at flood tide and the other at ebb tide. The ebb tide sample had slightly lower than normal pH and dissolved oxygen levels in the water due to the tannic fresh water and warm temperatures this month. Low water clarity values were recorded during both tide stages.



Site	Averaged results for the Month							Monthly Cumulative Grades							Monthly Grade
	Temp (°C)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Grade	
LR10V	29.0	1.15	33.7	8.1	6.1	94.7	1.5	F	A	B	C	B	C		B

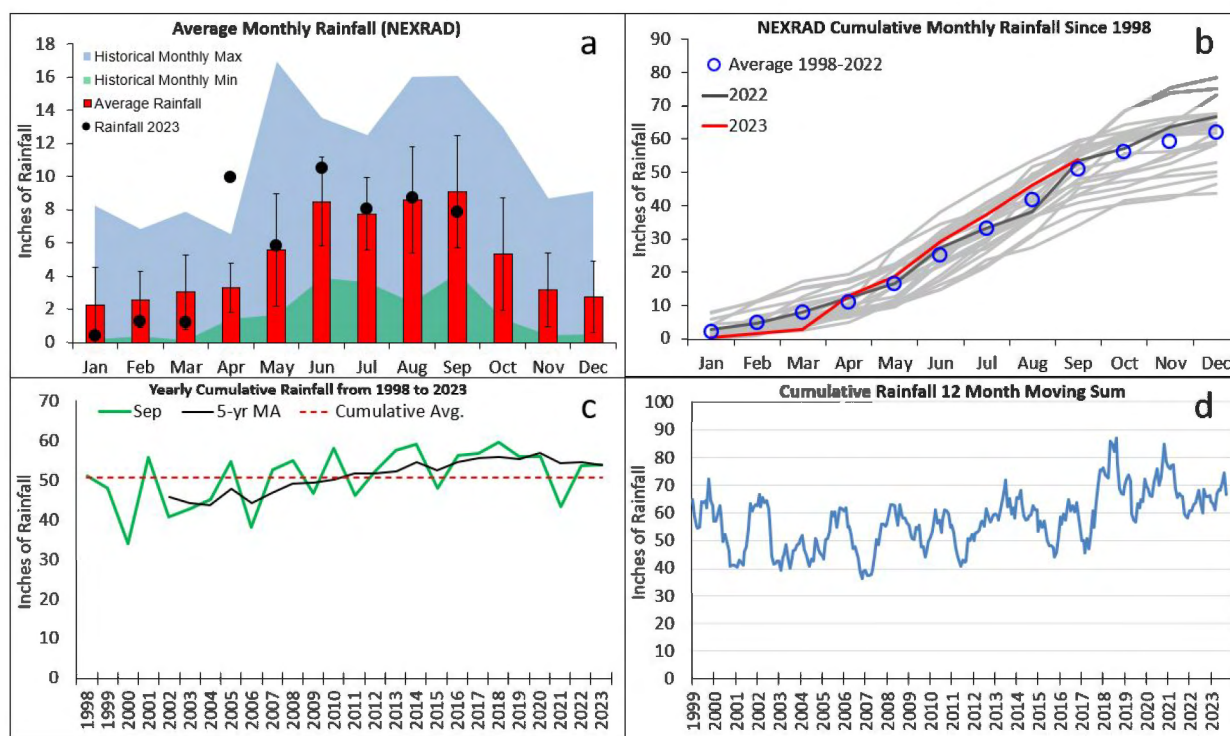
VAB (Visible at Bottom)

DO (Dissolved Oxygen)

ND (No Data)

Hydrologic Monitoring

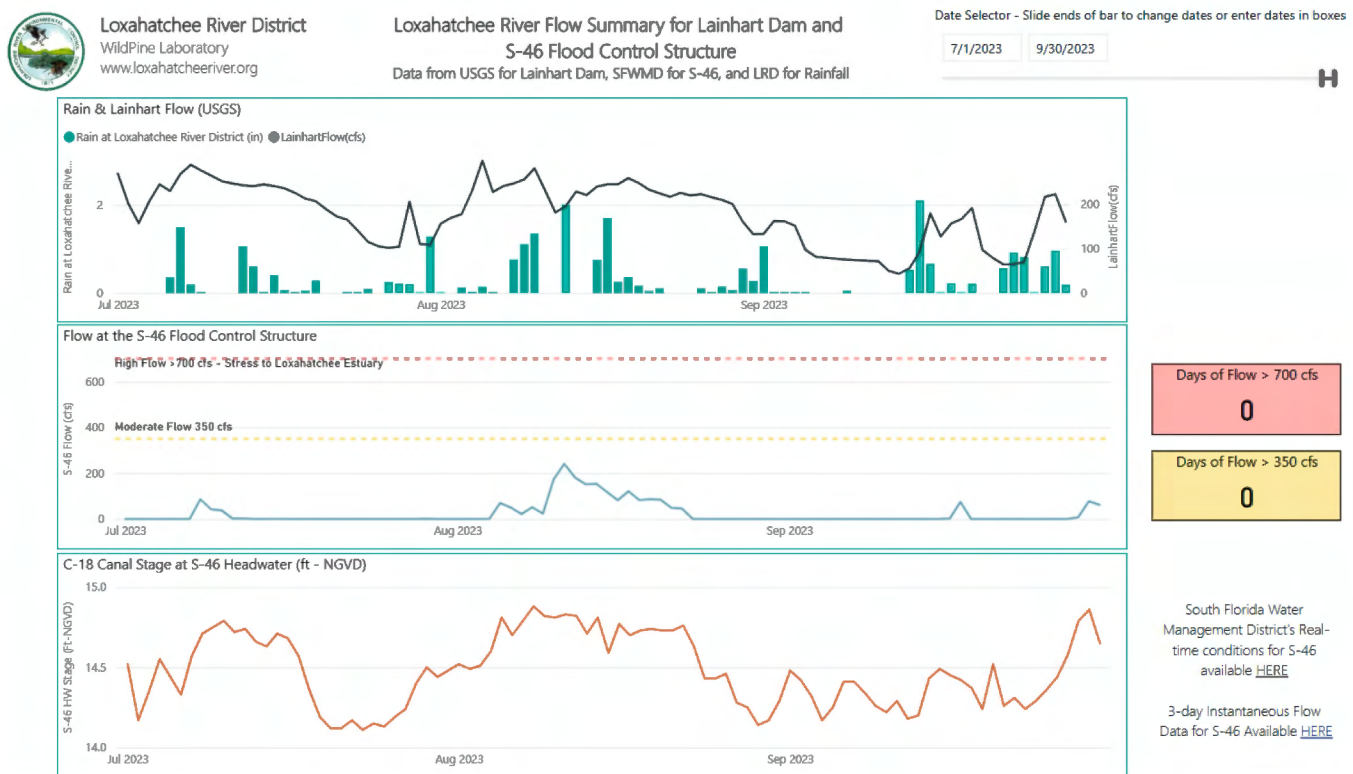
Rainfall across the watershed during September totaled 7.8", which was about 14% below the historical monthly average of 9.1" for the first time following five consecutive months of above average monthly rainfall (panel 'a' in figure below). Incidentally, with a monthly average rainfall of 9.1", September has historically been the wettest month of the year. Rain was detected within the watershed during 28 of the 30 days of September with the highest single day total of 1.1" occurring on September 16. Annual cumulative rainfall through September was 53.9", which is only about 6% above the 50.7" average for the period (panel 'b' in figure below). Yearly cumulative trends indicate that annual rainfall through September has returned to near-average levels following years-long trend of increasing rainfall for the period (panel "c" below). However, the 12-month moving sum through September was 66.8", slightly below this point one year ago (panel "d" below), indicating an overall increase in annual rainfall over historic levels for that period. This long-term trend indicator in panel "d" below shows that total rainfall within the watershed has generally trended upward since around 2017. For technical reasons we will present the spatial distribution maps next month.



Figures above display various measures of rainfall. Panel (a) shows average monthly rainfall from 1998 to 2022 (red bars; error bars indicate ± 1 sd). Black dots indicate monthly rainfall for the current year. 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 2023; dark grey line indicates rainfall during 2022. Blue circles are monthly cumulative average rainfall measured between 1998-2022. Panel (c) shows cumulative annual rainfall using NEXRAD radar-based data. Green line indicates cumulative rainfall through indicated month for each year since 1998, when the radar-based rainfall measurements began. Black line is the 5-year moving average across all years and red dashed line shows cumulative average through indicated month. Panel (d) shows cumulative 12-month moving sum of monthly rainfall.

River Flows

September rainfall influenced river flows measured at the Lainhart Dam that ranged between 43 to 222 cfs, with a daily average of 114 cfs (top chart in panel below), which is down substantially from August, which averaged 220 cfs and ranged between 132 to 297 cfs. Water managers from the South Florida Water Management District made two minor, low flow flood control releases into the estuary from the S-46 control structure (middle chart below). These releases averaged only 44 cfs during the five days period with a maximum daily average flow of 77 cfs measured on September 29. Water levels in the C-18 (lower chart below) suggested there was storage available to hold excess rainwater during September thus minimizing flood control releases into the estuary and reducing impacts to the estuarine habitats such as seagrass. Our research suggests that by keeping flow at the S-46 water control structure below the 350 cfs “Moderate Flow” threshold that estuarine habitats experience minimal stress.

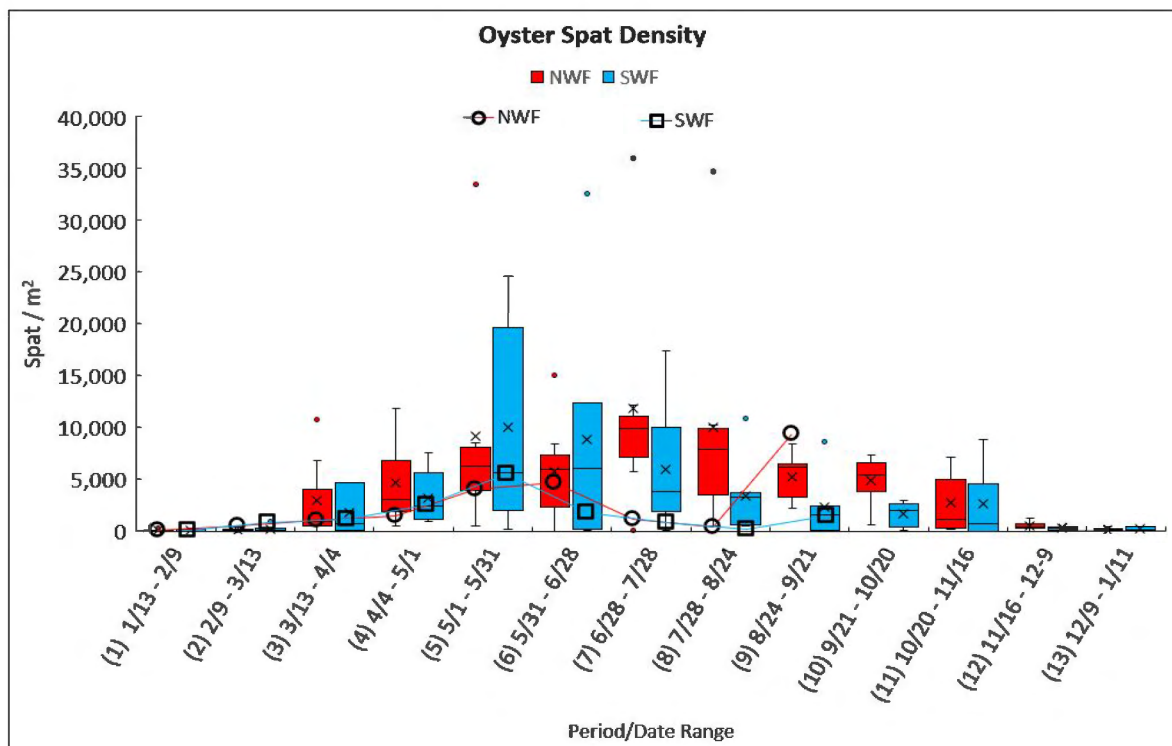


Loxahatchee River Flow Summary for Lainhart Dam and S-46 Flood Control Structure, July 1, 2023 through September 30, 2023. Top chart shows daily rainfall (inches, green bars) measured at the Loxahatchee River District (2500 Jupiter Park Dr) and the black line is the daily average river flows (cfs) measured at Lainhart Dam. The middle chart shows the flows (cfs) at the S-46 Flood control structure relative to estuary stress thresholds of 350 and 700 cfs established by LRD. The bottom chart shows the water stage (ft-NGVD) in the C-18 Canal. Data from USGS and SFWMD. Updated chart available at loxahatcheeriver.org/river under MFL and page 4 of the visualization.

Oyster Spat Monitoring

Oyster spat settlement evaluation for the 28-day period ending September 21 showed mixed activity in each fork of the river. In the Northwest Fork, average spat density was 9,352 spat/m² with 67% of the activity occurring at the downstream site. This oyster spat density is nearly twice the period average of 5,228 spat/m² and substantially higher than the 498 spat/m² observed during the previous period and was the highest total on record observed during this period (see Figure below). Note that this month we present this data as a box and whisker plot to help visualize the distribution of the historical observations.

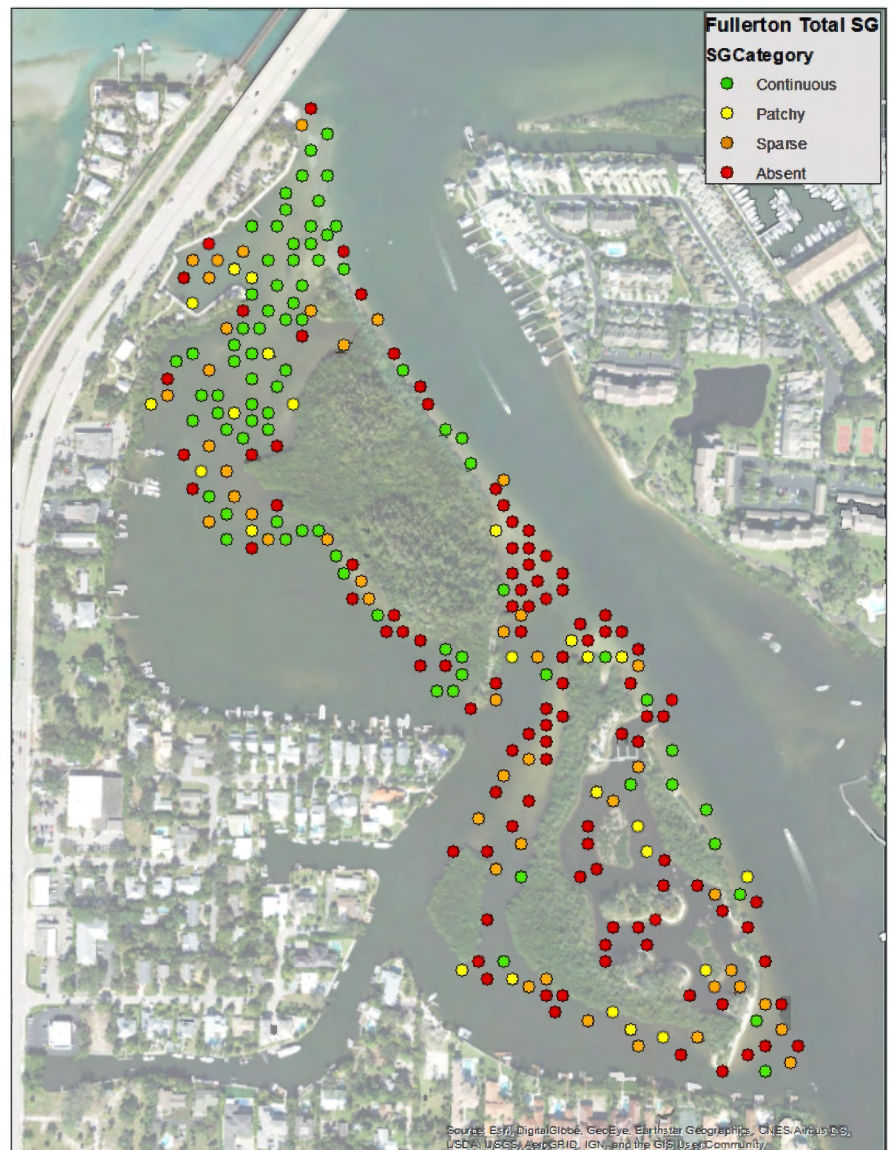
Oyster spat settlement in the Southwest Fork also experienced increased settlement activity at 1,406 spat/m² over the previous period of 205 spat/m². However, unlike density in the Northwest Fork, this period's density was about 42% below the period average of 2,405 spat/m². In both forks, it appears that there is a return to the bimodal seasonal settlement pattern that we observed prior to 2016 with settlement peaks in spring and fall and a slight decline during summer.



Box and whisker plot showing interquartile range of oyster spat density (spat / m²) for each period in the Northwest Fork (red) and Southwest Fork (blue) of the Loxahatchee River between 2016-2022. The "X" indicates period mean. Also shown are the 2023 period means for both the Northwest Fork (circle/red line) and Southwest Fork (square/blue line).

Seagrass Monitoring

Staff were able to complete the seagrass assessment around Fullerton Island and Sawfish Island and adjacent Sawfish Bay Park. Our goal this summer was to assess the abundance and composition of seagrass in this area. Points were randomly selected and appropriately spaced whereby a 9m² collapsible quadrat was deployed to document seagrass presence and abundance at 248 locations. In summary, 59% of the points visited had seagrass (see figure right). By far, the most prevalent seagrass species was Paddle Grass (*Halophila decipiens*) found within 47% of the sampling points. Shoal Grass (*Halodule wrightii*) and Johnson's Grass (*Halophila ovalis*, formerly *H. johnsonii*) was also present at 21% and 13%. Turtle Grass (*Thalassia testudinum*) and Manatee Grass (*Syringodium filiforme*) were also encountered but at 4% and 2% of the samples. Staff will prepare a more detailed report to summarize their findings.

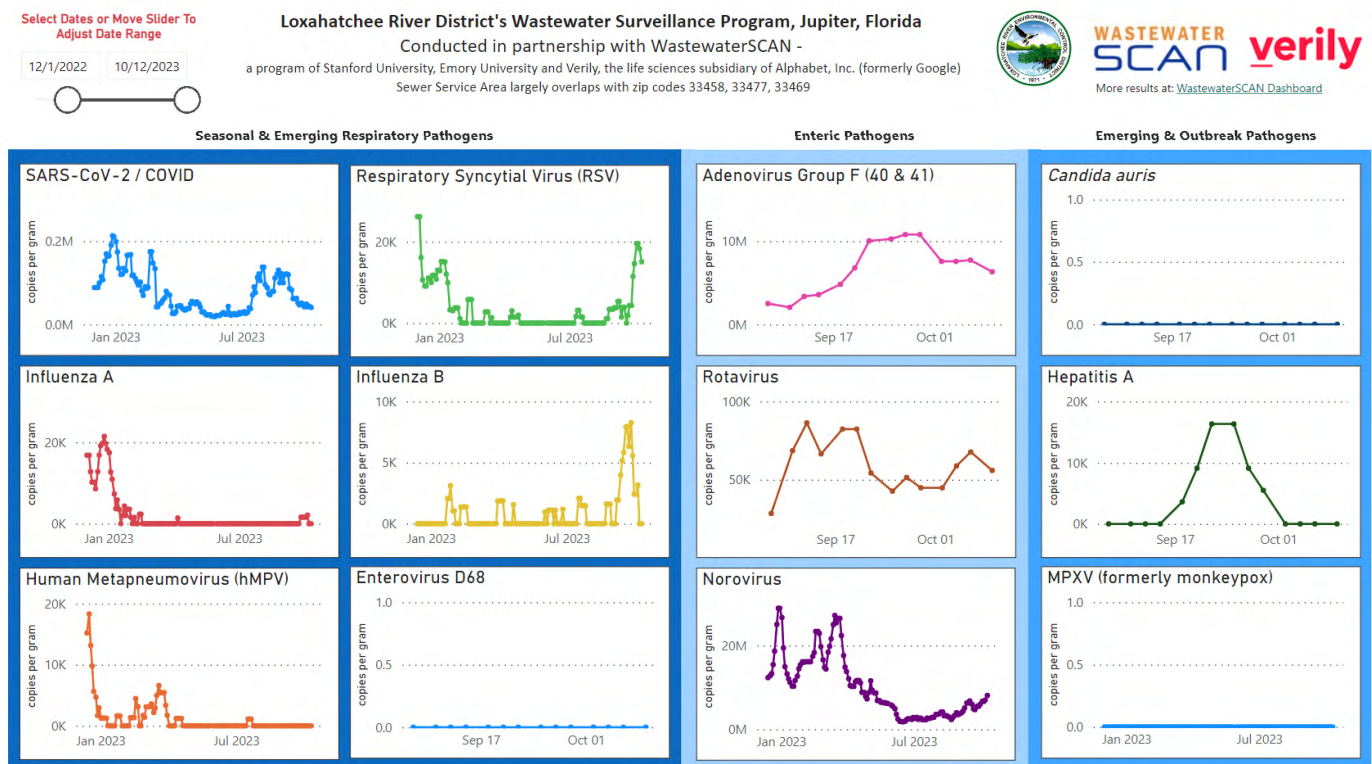


Above map shows the 248 sample points assessed around Sawfish and Fullerton Islands during summer 2023. Points are color-coded by category of seagrass presence based on number of squares occupied within a 3m X 3m collapsible grid.; green = "Continuous" (7-9), yellow = "Patchy" (4-6), orange = "Sparse" (1-3), and red = "Absent".

Wastewater Surveillance of COVID-19

As we discussed at last month's Board meeting, the WastewaterSCAN program released the results for the new pathogens they are monitoring. With the release of the new results we published our new single page of charts (below) showing all pathogens on the District's Wastewater Surveillance web page. Covid concentrations have declined since their late summer rise and, more recently, RSV has shown a marked increase. It will be interesting to watch the trends of these various pathogens throughout the winter.

In September the CDC awarded the National Wastewater Surveillance monitoring program contract to Verily/WastewaterSCAN. Biobot, the former contract holder, is currently evaluating their next steps. In the meantime, they are providing once per week testing for Covid at no cost to the District.



Customer Service

Payment Processing

In September we sent out the past due notices and staff processed 2,254 payment totalling nearly \$320,000. Staff were also busy testing and practicing with our new Customer Information and Billing System (CIS) and preparing for our 4th Quarter billing.

For the quarter, we had another small increase in the proportion of digital payments (versus paper check or cash) and are closing in on 80% digital coming through a digital process (ex. web payment, online bill pay, or AutoPay). For comparison, in 2016, 60% of our payments were digital.

Customer Information & Billing System

We continue to make slow, but steady, progress with the implementation of our new customer information and billing system. We continue to target a “go live” in late November or early December, following our 4th Quarter Billing due date.

One of the challenges with our move to our new CIS is the migration of our nearly 9,800 AutoPay customers to the new system when it goes online. Our customers will need to take action to setup Autopay on the new system and, unfortunately, our staff cannot set it up on the customer's behalf because of security protocols by the new vendor. We have prepared a sequence of correspondence, but we anticipate this transition may be frustrating for some of our customers.

Information Technology (IT)

Network Equipment Replacement

The configuration and installation of the new network equipment throughout the organization has turned out to be a very challenging project as our staff and consultant encountered a number of unforeseen issues. Thankfully, it appears that the issues have been identified and resolved and the hardware replacement is now nearly complete. The final phase of the project will include some final review and monitoring, failover testing, and documentation.

Loxahatchee River Environmental Center

October 2023

River Center Summary Statistics



LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD



		Total Visitors (incl. Visitors, Field Trips, Onsite Programs)	1st Time Visitors	Average Program Participation [Actual participants/Capacity of Program]	Volunteer Hours	Visitor Satisfaction	Staff Overall Program Assessment	Expenses	Revenue
Benchmark / Customer Expectation		Total	Total	% of Capacity	Total	Rating Average [Max Rating is 5]	Rating Average [Max Rating is 9]	% within budget	% of Target
Green Level		≥ 90%	≥ 90%	≥ 85%	≥ 90%	≥ 4	≥ 7	≥ 85% but ≤ 105%	≥ 90%
Yellow		≥ 75%	≥ 75%	≥ 70%	≥ 75%	≥ 3	≥ 5	≥ 80%	≥ 75%
Red		<75%	<75%	<70%	<75%	<3	<5	< 80% or > 105%	<75%
2019 Baseline		1,969	98	90%	432			97%	128%
2021 Baseline		952	73	83%	248	4.7	7.8	92%	85%
2022 Baseline		1,319	101	120%	240	4.6	7.9	91%	94%
2022	Sept	834	89	160%	134	4.4	7.8	89%	120%
	Oct	1,105	47	100%	258	4.8	7.4	55%	80%
	Nov	681	59	104%	139	4.4	8.0	67%	85%
	Dec	1,159	163	109%	127	4.6	7.9	96%	77%
2023	Jan	1,112	162	70%	152	4.6	7.9	84%	91%
	Feb	1,204	64	73%	164	4.7	7.8	84%	105%
	Mar	1,601	271	91%	212	4.4	8.1	73%	122%
	Apr	1,382	108	83%	143	4.7	7.5	79%	95%
	May	1,016	68	83%	218	4.6	7.8	88%	71%
	June	2,600	106	103%	669	4.7	7.8	87%	83%
	July	2,046	89	92%	1104	4.8	7.6	79%	85%
	Aug	1,215	69	130%	360	4.6	7.6	76%	86%
	Sept	1,093	110	98%	120	5.0	7.5	86%	86%
Consecutive Months at Green		2	13	4	0	13	13	1	0
Metric Owner		O'Neill	O'Neill	Duggan/Warwick	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
Volunteer Hours	We are at 87% of our target hours of 137 for this month. We had 40 slots available for Saturday volunteers (total of 144 hours available), but only 100 hours were logged on Saturdays. Saturday is the day that we typically have the most volunteers.

Revenue	We found an error in the % of Target calculation that affected the reported numbers for the fiscal year. The above shows the corrected numbers for the year. We have been trailing behind on revenues most of the year due in part to changes in our field trip capacity in revenues. We lowered the number of field trips that we accepted over the summer in accordance to our strategic plan. While revenues in September were average for this time of year, it was not enough to make up for the shortfalls earlier in the year.
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River Center General

Internships Matter

Two of our previous interns from Summer 2022 have recently completed research projects aimed at protecting our estuaries.

Noah Gorman

Noah is a student at FAU and was doing research at Harbor Branch in Ft. Pierce over this past summer. His research focused on clam growth under low pH and high pCO₂ conditions. These conditions do cause a reduction in growth but also interestingly, it causes changes in behavior as well. Clams in these conditions were less likely to bury themselves leaving them exposed and susceptible to predation. Noah is also considering doing seagrass research in the Indian River Lagoon near Coral Cove Park.



Aubrey Rutz

Aubrey is a student at the University of South Florida. Her research project modeled the adsorption rate of sargassum (algae)-derived hydrochar. The application for developing this process is to provide a renewable resource that is effective at removing toxins caused by algal (cyanobacteria) blooms.

Special Programs

Blooming in the Garden [Saturday, September 2nd]



The Blooming in the Garden program is designed for children ages 3-6. The theme for this month was Rock On! We started with a story called The Rock Sits, discussing all the different ways rocks can be used in nature. Around the garden were exploration stations where the children made rain sticks, dug for rocks, studied rocks with magnifying glasses, played nature games, and more. Then we moved to the classroom to paint rocks and finished up by planting seeds!



Science with Sam - Nature Scavenger Hunt [Saturday, September 2nd]



and flowers.

Students enjoyed exploring through the River Center Garden with their discovery bags and magnifying glasses. As they walked through the garden, they collected flowers, seeds, berries, leaves, and sticks to combine together and make a group nature project. We also created our own take home nature wand craft with sticks



After-School Book Club [Wednesday, September 13th]

This was our first after-school book club, and it was a hit! Kids between the ages of 8 and 13 read this month's book, *ODDER* by Katherine Applegate, prior to the meeting. Then we dove into the story, watching real-time footage of the otters featured in the book, learning about the differences between sea and river otters, and discussing ways we can protect our local otter population, including participating in the International Coastal Clean-Up. We ended our time together by making an "otterly" adorable craft and discussing what we should read next. The winner was *TREASURE TRACKS* by S.A. Rodriguez, and at our next meeting, she'll be joining us virtually to answer our questions about her awesome, Florida-based story!



After School Science with Sam – The Secret Life of Leaves [Tuesday, September 19th]



This program was modified this day due to rain. This class was meant to have an outdoor exploration component that was modified to an indoor exploration experience. Students learned what leaves are, why they are important and how leaves benefit many creatures. After the lesson, students walked around the classroom, using leaf ID sheets, to find all the plants hung around the room. At the end of class students made flower take-home crafts that they can reuse anywhere.



Tots on Trails at Frenchman's Forest [Wednesday, September 20th]



This program is aimed at ages 2-6 and takes place at a different off-site natural area each time. We hiked at Frenchman's Forest this month. We explored the forest, learned about leaves, and made beautiful leaf-rubbing art. Some of our favorite sightings were mushrooms, air plants, and the tail of a very fast black racer! Next month, we will be hiking around Jupiter Inlet Lighthouse Outstanding Natural Area.

Kayak Tour – Intracoastal Waterway [Tuesday, September 12th]

The River Center hosted a public kayak tour through the Intracoastal Waterway with a group of 13 adults. The Intracoastal Waterway is a beautiful and beginner-friendly location that features tons of wildlife like ospreys and moon jellyfish. During this paddle we visited Fullerton Island and Sawfish Island which are two Palm Beach County owned spaces only accessible by small boats. Sawfish Island is the most recent restoration project completed by PBC Environmental Resource Management. This island originally was



Thank you, Thank you, Thank you! Today was my first experience in a kayak and I absolutely LOVED it! The guides were absolutely wonderful, the kayaks comfortable, and the experience was perfect. I can't thank you enough for the opportunity and I look forward to doing it again. You guys are great!
With hugs to all of you,
Lisa T

overrun with invasive and exotic plant species, but now has been restored with mangroves and other natives to help promote new growth on the island. The island also has a new paddle path that weaves through the area, which allows for a new and exciting paddling experience for our guests. We can't wait to see how this area changes and grows for the better.

Kayak Tour for LRD Employees – Fullerton Island [Wednesday, September 13th]



We were excited to kick-off our Employee Naturalist program with a kayak through Fullerton Island and around Sawfish Island. We were able to see the new improvements made to Sawfish Island with new picnic areas, kayaking areas, and invasive plant removal. The best part of our trip was that the employees participating had never been to this area by kayak previously and it was the first kayak adventure ever for one of them! Having our employees see and appreciate the river that they are protecting through their everyday work gives them the opportunity to see how what they do makes a difference.

International Coastal Cleanup [Saturday, September 16th]

The River Center participated in the International Coastal Cleanup, which is a global cleanup that mobilizes hundreds of thousands of people to take-action for our ocean. It is the world's largest volunteer beach cleanup. By joining the movement for Trash Free Seas, volunteers helped clean up trash already in the ocean and shoreline and worked to reduce their own trash impact before it happens. Ocean trash compromises the health of humans, wildlife, and the economies that depend on a healthy ocean. At this year's cleanup, most of our volunteers found an abundance of plastic bottle caps plaguing the beach. By the end of the event, our volunteers collected over 200 pounds of garbage and debris! A special thank you to all the volunteers who helped make our local waterways a cleaner place.

Hike at Sweetbay Natural Area [Friday, September 22nd]

The River Center led a nature hike through Sweetbay Natural Area which is adjacent to the North County Airport and contains a variety of habitats including mesic flatwoods, hydric flatwoods, wet prairie, dome swamp ecosystems and more. This Natural Area is a part of The Great Florida Bird and Wildlife Trail, providing a wonderful experience for our visitors. Due to the recent rains, the trails were flooded in certain sections, bringing

wildlife close to the trails. Our participants really enjoyed getting their feet wet in this impromptu swamp tromp. As we hiked, we saw Southern Toads, Chorus Frogs, Mosquitofish, American Lotus, Buttonbush, slime fungi, and tracks of Deer and Coyote.



National Public Lands Day [Saturday, Sept. 23rd]

On Saturday, September 23rd the River Center attended an outreach for National Public Lands Day at the Jupiter Inlet Lighthouse Outstanding Natural Area. This event featured a day of outdoor activities giving back to the Earth such as trash pick-up, native planting, trail maintenance, and invasive plant removal. The River Center was one of 10+ organizations showing support for National Public Lands. Throughout the day, 45 visitors came to the River Center's table and 25 Jupiter Environmental Research and Field Studies Academy (JERFSA) students helped the River Center pull invasive plants.



Volunteer of the Month

Riley Curtis is our September 2023 Volunteer of the Month! Riley is new to our volunteer team and wasted no time jumping right in to help with any task needed. She goes above and beyond to make each guest feel welcome and also takes time to make sure that the Center looks amazing. Riley is a student at Jupiter High School and a member of the Girl's Basketball team. She enjoys working with people and loves to volunteer. Riley is also interested in learning more about animal care. Not only does she love animals she is also interested in learning more about the garden. Riley is a wonderful addition to our team and we are so happy to have her! Congratulations Riley for being our Volunteer of the Month!!!



UPCOMING EVENTS

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

Every Thursday, 9:30 a.m. – 10 a.m. – Story time: Join the River Center for Story Time. Families are welcome as we read stories and have an animal encounter.

October 21: 8:00 a.m. – 4:00 p.m.: Boating America Class: The River Center continues to collaborate with the US Coast Guard Auxiliary "Flotilla 52" to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. There is no cost for this class, however there is a deposit required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

October 26: 10:00 a.m. – 12:00 p.m.: Nature Hike [Frenchman's Forest]: Come explore with us! Tie up your hiking boots and join the River Center for our nature walk through Frenchman's Forest. Walk along the guided paths and immerse yourself in this local natural area. We will explore a path inside this natural area with uneven terrain. Interested participants should wear closed toed shoes, long pants (recommended), a walking stick, comfortable clothing and bring plenty of water. Bug spray is highly recommended. Please RSVP to attend. Space is limited.

October 27: 6:00 – 7:00 p.m.: Evening Lecture: Scott Ostuni, apart of the NAMA DNA Sequencing Committee and Entheome (Entheogen Genome Project), studies fungal taxonomy in the Southeastern United States. Some of his accolades include discovering a new Florida mushroom species "Psilocybe niveo-tropicalis" as well as increasing our understanding of the distribution of various species of fungi in the state of Florida. Scott is extremely passionate about recruiting aspiring mycologists to help outline the biodiversity of fungi in the state of Florida. Join his lecture and learn about the fascinating world of fungi.

November 1: 9:30 – 11:30 a.m.: Swamp Tromp [Cypress Creek North]: Come explore with us! Join the River Center on our Swamp Tromp series as we wade through the freshwaters of Cypress Creek Natural Area on Route 1! Walk along the guided paths and immerse yourself in this local natural area. We will explore a rugged path inside Cypress Creek filled with high grasses, mud, standing water, and thick bushes. Interested participants should wear long pants, a walking stick, bug spray, comfortable clothing and bring plenty of water. CLOSED TOE SHOES ARE REQUIRED TO PARTICIPATE. Water may be knee deep water in some locations, so you may want to bring a towel and some dry clothes/shoes for after the hike. Experience Level: Intermediate. Please be advised, this is not recommended for children or participants with limited mobility. This site does NOT have any restroom facilities. Make sure to RSVP to this event! Space is limited.

November 3: 12:00 – 1:00 p.m.: Lecture [TBD]:

November 4: 10:00 – 11:30 a.m.: Blooming in the Garden [Falling Leaves]: Can't be-leaf it's already November? It's the perfect time to join the River Center for our Bloomin' in the Garden program, designed for children ages 3-6. This month's theme is Falling Leaves! The program will start at 10:00am with story time and a nature-themed craft. We will then move to our garden for exploration and hands-on fun. When it's time to go home, children will receive seed to take home to start their own garden! So don't miss this exciting chance for you and your little ones to enjoy nature together! Limited to 15 children (+ their accompanying adults). This activity is outside, so dress comfortably and be ready to possibly get a little messy. All equipment will be provided and this program is free of charge. Donations are always welcome. Please RSVP to attend!

November 4: 1:00 – 2:30 p.m.: Introduction to Volunteering: Do you have a passion for the environment? Do you enjoy interacting and educating the public? The River Center is looking for enthusiastic and personable volunteers to join our River Center team! Individuals 14+ are invited to attend the next Intro to Volunteering workshop from 1:00 PM – 2:30 PM. For questions or application information please contact our Volunteer Coordinator Rebecca Patterson at 561-339-3107 or Volunteer@Lrecd.org

November 7: 9:00 a.m. – 11:00 a.m.: Garden Club: Join River Center staff members in our garden to learn more about the native plants that we have and how they can be useful in your yard. Get your hands in the dirt and help us keep the garden looking beautiful all while learning how to best care for these native plants. No RSVP required.

November 8: 4:30 – 5:30 p.m.: Afterschool Book Club [Treasure Tracks]: Calling all nature-loving readers! Join us on Wednesday, November 8th from 4:30 to 6pm for our next afterschool book club for kids in grades 3-8. This month's book will be TREASURE TRACKS by S.A. Rodriguez, and we'll be joined virtually by the author herself! TREASURE TRACKS is an adventure story set in Florida about 12-year-old Fin and his grandfather's secret quest to find a long-lost treasure swept out to sea. This book is on the Sunshine State Young Readers list for grades 6-8 this year and can be found at our local library or any bookseller. Readers should finish the book before the meeting, then go deeper with discussion, crafts, ideas for activism, and other activities. Please RSVP to attend.

November 11: 6:00 – 9:00 p.m.: Campfire for Girls [Girl Scout Way Campfire]: You do not have to be a Girl Scout to participate in this event. If your girl is interested in becoming a Girl Scout, you can learn more about scouting at this event. Register your girl to be a new Girl Scout and she can earn her first badge and special patch all in the same night! Girls will receive a special patch for registering to be

new Girl Scouts. Girls can earn their Girl Scout Way Badge at this event. Girls will enjoy Girl Scout traditions, sing songs, make s'mores, and celebrate sisterhood. This Girl Scout celebration will honor women and girls who change the world. Girl Scout Traditions are still an important part of scouting more than 100 years later! This campfire is recommended for girls in grades Kindergarten – 12th grade.

November 14: 3:00 – 4:00 p.m.: Science with Sam [Cloud Craze]: On select Tuesdays from 4:00 pm – 5:00 pm, join our Scientist Sam for various after school science activities! Ages 6-12. In this lesson students will learn how clouds are formed, what natural factors influence them, and how to identify cloud types outside. Students will also conduct a cloud forming experiment in our weather lab. There is no cost for this program but please RSVP to attend. Space is limited.

November 15, 10 a.m. – 11 a.m.: Tots on Trails [Sweetbay Natural Area]: Let's get outside! Join the River Center for our Tots on Trails program, designed for children ages 2-6! Each month, we'll explore a new natural area in the Loxahatchee River watershed. Together, we'll walk the trail, observe plants and animals with our magnifying glasses & binoculars, and learn about the nature surrounding us. Additional activities may include scavenger hunts, trail games, and nature art. Adults and children should come prepared to be outside for an hour. This includes comfortable clothing, closed toe shoes, hats, sunscreen, bug spray, and water bottles. Limited to 20 children (+ their accompanying adults). All equipment is provided, and this program is free of charge. Please RSVP to attend.

November 16, 10:00 a.m. – 12:00 p.m.: Nature Hike [North Jupiter Flatwoods]: Come explore with us! Tie up your hiking boots and join the River Center for our Nature Walk through North Jupiter Flatwoods. Walk along the guided paths and immerse yourself in this local natural area. We will explore a path inside this natural area with uneven terrain. Interested participants should wear closed toed shoes, long pants (recommended), a walking stick, comfortable clothing, and bring plenty of water. Bug spray is highly recommended. Make sure to RSVP to this event! Space is limited.

November 17, 6:00 – 7:00 p.m.: Evening Lecture [Recycling Water]: Join us at the River Center for our evening lecture series! Our November evening speaker is Albrey Arrington, Executive Director of the Loxahatchee River Environmental Control District. This presentation will explore the Loxahatchee River District's efforts to preserve and protect the national wild & scenic Loxahatchee River through our innovative water recycling efforts, which include using recycled water to meet local landscape irrigation demands. We will explore the scenic beauty and natural diversity of the Loxahatchee River. We will explain how saltwater intrusion and excess nutrients are significant threats to the Loxahatchee River. Finally, we will clearly show how the LRD's innovative water recycling efforts have benefitted the Loxahatchee River while minimizing greenhouse gas emissions and maintain affordable wastewater treatment rates for our customers. Albrey was born and raised in Jupiter, FL and is passionate about healthy, functional natural systems. He holds a B.S. from the University of Florida, and a Ph.D. from Texas A&M University. He has worked as a research scientist at the South Florida Water Management District; an Assistant Professor at the University of Alabama; and as the Science Director at the Perry Institute for Marine Science, one of six national undersea research centers. Currently, he is the Executive Director of the Loxahatchee River Environmental Control District, whose mission is to preserve and protect the National Wild & Scenic Loxahatchee River. Albrey has authored over 50 peer-reviewed publications dealing with a diverse array of environmental issues. Registration is required to attend.

November 18: 8:00 a.m. – 4:00 p.m.: Boating America Class: The River Center continues to collaborate with the US Coast Guard Auxiliary "Flotilla 52" to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. There is no cost for this class, however there is a deposit required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

November 21: 10:00 a.m. – 12:00 p.m.: Wilderness Skills [Jupiter Inlet Lighthouse Outstanding Natural Area]: Join the River Center for new Wilderness Skills workshops! This series is designed to educate participants on various wilderness skills to encourage outdoor recreation. Each class will focus on different outdoor skills. We recommend taking all classes for the full experience. This three-part series will include natural shelter building, orienteering, and more! Ages 8+. This is not a drop off program.

Dates:

- November 21st – “Orienteering & Knot Tying” taking place at Jupiter Inlet Lighthouse Outstanding Natural Area
- January 6th – “How to make a Shelter” taking place at the Loxahatchee River District’s 20 Acres (directions will be supplied to registered participants)
- March 20th – “Prep Before You Go” taking place at Jupiter Inlet Lighthouse Outstanding Natural Area

November 22: 10:30 a.m. – 1:30 p.m.: Old School Science Day: Join the River Center for a day of exciting science fun! Participants will test out different experiments, partake in crafts and enjoy some great demonstrations and educational fun! This program is free, and no RSVP is required to attend or participate. For more questions or inquiries please contact the River Center at 561-743-7123 or RiverCenter@lrecd.org



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: D. Albrey Arrington, Ph.D., Executive Director
From: Ed Horchar Safety Officer
Date: October 11, 2023
Subject: District Safety Report for September 2023

Safety Metrics: September 2023

OSHA recordable injuries: Zero

Lost time injuries: Zero

Actual TRIR: 0.0 [Goal < 1.5]

TRIR = Total Recordable Incident Rate

Safety is a Core Value at LRD – Our

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

OSHA Recordable Incidents/MVA's:

The LRD has now experienced zero OSHA Recordable Injuries for **twenty-two** consecutive months. The District has sustained a rolling twelve-month Total Recordable Incident Rate (TRIR) of **0.0** for seventeen months. This is below the District goal of 1.5. The District continues to experience a performance best period (recent history) for consecutive months with no recordable injuries.

The District did experience one minor Motor Vehicle Accident's (MVA) in September. With two MVA in the last 12-month period, the MVA incident rate is at 2.1. Below the LRD MVA goal of 2.2.

Sustainment:

Job Hazard Assessment (JHA) activity levels in September was at a total of 1214. A level consistent with the previous seven months. The River Center and Wild Pine Lab have initiated the use of JHA's and will be included in the data. The following is a comparison of September JHA's performed per employee in each participating department:

Reuse:	24 JHA / employee	Construction:	13 JHA / employee
Operations:	39 JHA / employee	Inspection:	22 JHA / employee
Collections:	29 JHA / employee	Wild Pine Lab	4 JHA / employee
Maintenance:	25 JHA / employee	River Center	1 JHA / employee

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JHA and EAM:

In September approximately 97% of all Work Orders included a JHA. This represents ten (10) months in a row in which the District expectation of 95% was exceeded. The following is a District comparison for the percentage of September EAM Work Orders created for which an electronic JHA was completed:

Reuse:	100 %	Construction:	100 %
Operations:	99 %	Inspection:	87 %
Collections:	99 %	Wild Pine Lab	0 Electronic JHA's
Maintenance:	99 %	River Center	0 Electronic JHA's

Near Miss Reporting:

There were 4 Near Miss reports initiated in September. This represents approximately 50% of the Districts rolling 12 month average. Employees from Plant Operations and Construction submitted at least two near miss report each in September. The hazards include chlorine process management, traffic management and communications, and using a nonrated lifting device. Upon receiving the Near Miss report, the Safety Officer will collaborate with the report initiator and department Director/Manager to better understand the reported hazard / condition and to determine the best corrective action. When warranted, a Work Order is generated that defines the proposed corrective action and person responsible to complete the corrective action. Of the 4 reports generated in September 2 have work orders initiated, and 2 resulted in no work order required. The work orders are tracked until closed.

The corrective action for a near miss report that occurred in 2022 has recently been fully implemented. The near miss involved the lack of communication (the root cause) because of a very noisy environment created during a Vac Con excavation task, as a Construction employee's safety was jeopardized. Fortunately, this unplanned event was only a near miss but was appropriately reported. The District was able to research various communication devices. Working together with the Construction Foreman, construction employees and the Safety Officer, the 3M Peltor headset was selected. The intrinsically safe headset provides a combination of increased communication between Construction employees during high noise operations and an increased level of hearing protection. The headset fits securely on the new Type 1 high-visibility Green helmet and is equipped with reflective markings and an impact resistant face shield. An added value of this Type 1 helmet, which does not have a brim, is when used during a confined space entry, the hard hat doesn't get knocked off the employee when contacting the retrieval line which is attached to the D-ring (middle of the back) of the fall arrest harness. Collections ordered similar communications headsets for all employees working with or around Vac Cons. This will enable Construction and Collections employees to adequately communicate during any joint task which will greatly reduce the probability of an unplanned event as due to poor communications.

The EAM Team and the Safety Officer has been actively working to enhance the reporting

capabilities of the near miss reports via Power BI. There is a total of 78 near miss reports submitted in CY 2023. 47 tracking work orders and 17 follow-up work orders are associated with the near miss reports. Plant operations submitted 31 reports, Collections & Distribution submitted 24 reports and Construction has submitted 12 reports. All other Departments have submitted less than 5 reports in CY 2023. CY 2023 Near Miss Reports will be evaluated closely to determine average time for corrective action closure. Timely feedback and closure is an important ingredient in managing a successful near miss reporting program. Safety and the EAM Team are looking for ways to evaluate and improve the effectiveness of this program.

All District employees should continue to report potential safety issues, including unsafe or unhealthy conditions, potential pollution sources or events, and suggestions to improve safety processes, via this Near Miss Reporting System. If you have not done so, keep your eyes open and if you see something, generate a near miss report. The actions taken as a result of submitting a Near Miss report will enhance the District's overall safety performance and help District employees maintain an injury-free environment.

Training: The District's new computer-based safety training (CBT) platform ("OpenSesame") was deployed in August. Hazard Communication, Chlorine Awareness and Heat Stress CBT carried over into September as District employees worked out login issues. Look for Bloodborne Pathogen and PPE Awareness training to be deployed District wide in October. Also, Chlorine Awareness will be deployed to any District who have yet to take the training. Lockout-Tagout Authorized and Affected classroom training was conducted by the Safety Officer in September. 3M Pulmonary Medical evaluations were completed for three District employees utilizing Powered Air Purifying Respirators. This requirement is completed every two years for those using respirators.

District employees should look forward to additional emails containing OpenSesame training as Computer-Based Safety training will continue monthly. OpenSesame is not a Phishing test.

Inspections: A total of 12 workplace inspections occurred in September. District jobs that were observed included LS 020 emergency repair, cleanout repairs, cleanout installations, manhole concrete repair, and evaluating near miss report issues such as traffic safety, chlorine process issues (Risk Management Plan), and lifting device safety concerns.

Congratulation to all District employees for twenty-two consecutive injury free months. Continued injury free work includes reporting near misses such as the near miss which resulted in the acquisition of the communication headsets. By doing this the District becomes more proactive in the daily approach to keep employees safe. And being proactive continuously demonstrates a dedication that District employees work smart and safely. Let's stay safe at work and at home and keep the accident-free streak going! Please visit with any questions or ideas you may have. And do not forget to utilize the near miss reporting system. Let's help each other stay safe and reach beyond our goals.



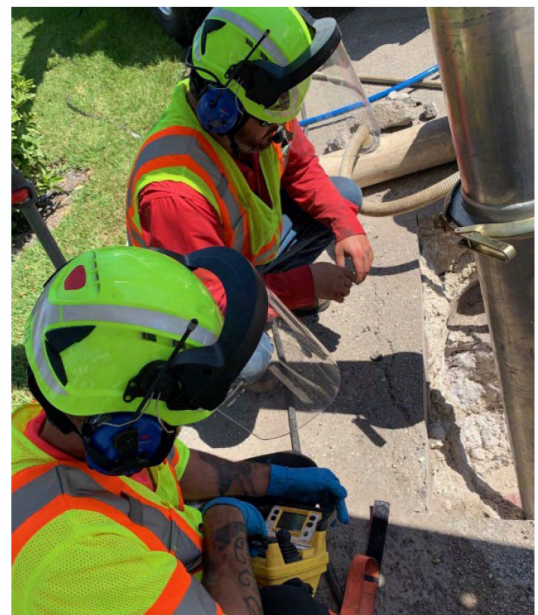
At Left: Construction employees Robbie Spires operates the service truck hoist to lower a concrete slab of sidewalk to the bed of the dump truck. Wyatt Fischbach is handling the tag line to assist in ensuring the load is laid correctly on the truck bed.



Top right: Construction employee Tommy Cox utilizes the compactor to prepare the soil for a concrete pour to replace the existing slab that required removal for the cleanout repair.

Bottom left: Forman Jason Broderick is providing direction as Tommy compacts the soil.

Bottom right: Alex Smith and Wyatt operate the Vac Con to excavate soil. The Vac Con and the compactor creates noise levels more than 90 decibels at the source requiring hearing protection. The construction team is utilizing newly acquired communication headsets which serve multiple purposes. The headsets are a combination noise attenuation device and a communication device at the same time. Each member of the Construction Team has been issued the headsets.





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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: October 13, 2023
SUBJECT: Consultant Payments

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

Consultant	Prior Month	Fiscal YTD
Attorneys	\$ 5,205.00	\$ 136,525.55
Baxter & Woodman	\$ 11,514.68	\$ 288,849.43
Chen Moore	—	\$ 82,522.40
Holtz	\$ 22,844.50	\$ 542,994.87
KCI	\$ 3,358.40	\$ 113,509.12
Kimley-Horn & Associates, Inc.	\$ 5,176.00	\$ 68,023.00
Mock, Roos & Associates	\$ 155.00	\$ 109,469.00

Should you have any questions regarding these items, please contact Kara Fraraccio concerning the attorney invoices, and Kris Dean concerning the engineer invoices.

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Future Business

General:

- Renewal of Executive Director's Contract
- 2500 Jupiter Park Drive Site planning Presentation
- Partial Abandonment of Easement – 430 University Boulevard
- Board Presentation of select Six Sigma green belt projects

Future Contracts:

- County Line Road Bridge IQ Main Relocation - Award Construction Contract
- Lift Station 050 Emergency Generator and Automatic Transfer Switch – Award Construction Contract
- Lift Station Control Panel and RTU Upgrades – Award Construction Contract
- Loxahatchee River Subaqueous Force Main Replacement – Award Construction Contract

